

**MINUTES OF ESTATES COMMITTEE COUNCIL MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 11TH JULY 2019
AT 6:00 P.M.**

PRESENT: CHAIRMAN: **CLLR. P. JAMES**

COUNCILLORS: **MS T. DAVIES**
G. L. EVANS
G. MORGAN
MRS S.M. PENRY
R. PRICE
A. SIMS

IN ATTENDANCE: **CLLR. M. PROTHEROE**
KATHRYN CHARLES
SARA WHARMBY

1749 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. Evans, Cllr. D. Flynn, Cllr. Mrs L. Jones, Cllr. Mrs J. L. Lockyer and Cllr. Mrs S. M. Marston.

1750 TO RECEIVE ANY DECLARATION OF INTEREST FROM MEMBERS

There were no declarations of interest received from Members.

1751 TO WELCOME REPRESENTATIVES FROM BOTH OLD ROAD AND FAIRYLAND ALLOTMENTS AND DISCUSS ALLOTMENT ISSUES

There were no representatives from the Allotment Sites.

1752 TO RECEIVE AN UPDATE ON BUS SHELTERS & ROADSIDE SEATS UPDATE

The Town Clerk informed the Meeting that they had spoken with Cllr. J. Warman regarding the bus shelter at Pine Grove and that as far as he was concerned, after speaking with the community, there was no requirement and the matter was now closed. Previously, Full Council had requested the Planning Department at NPTCBC be contacted to place the shelter somewhere else.

An update was given on NTC's roadside seats. Members were informed that the seat on Meadow Road was filthy and could be deemed no longer fit for purpose. Members were also informed that the seats on Cimla Common and Afan Valley Road were the responsibility of NPTCBC. **RESOLVED:** Members agreed to replace the seat on Meadow Road and adopt the seat on Cimla Common.

1753 TO RECEIVE A REPORT ON HALLS

The Town Clerk updated the Meeting on the painting of Neath Town Hall and drain flushing and other cleaning regimes in place in readiness for the Ale & Cider Festival.

Members were informed that the Gardener had planted wildflowers at Melin Community Centre in line with the Council's biodiversity commitment.

The Town Clerk informed the Meeting that the defibrillator case at Melin Community Centre had been broken by the Police as they needed access to it. The Police will be contacted to inform them of the code to access the defibrillator. **RESOLVED:** Casing had been fixed.

Members were informed that the NTC Café had been nominated for a Welsh Café Award and two staff members would be attending the presentation evening with the Mayor and Mayoress on 23rd July.

1754 TO WELCOME POTENTIAL TENANTS AND TO RECEIVE A PRESENTATION REGARDING THEIR PROPOSAL

At 6.31pm Mr Ryan Thomas and Mr Brian Thomas entered the Meeting and presented to Council their aspirations for the property.

RESOLVED: It was proposed, seconded and agreed to move the agenda item to Confidential.

At 6.32pm Cllr. M. Protheroe entered the Meeting.

The Chair welcomed Mr Thomas and Mr Thomas to the Meeting.

Mr Thomas explained how they met, how Mr Thomas had discussed expanding his business, and described the plans they had for the building.

Members put forward their queries. Mr Thomas explained that they would be looking to split the property with temporary partitions to have a few different businesses in the property.

After further discussion, the Chair thanked Mr Thomas and Mr Thomas for attending the Meeting. Mr Thomas and Mr Thomas left at 7.05pm. **RESOLVED:** Members discussed their presentation and would await future propositions.

Cllr. G. Morgan entered the Meeting at 7.12pm.

1755 TO REVIEW CORRESPONDENCE

<i>Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
An email from Carola Hoskins regarding the Bat Survey that had recently taken place at Neath Town Hall.	For information.	-
An email from Tai Tarian Ltd regarding a development opportunity/property in Neath.	For information.	-
A letter from Ryan Thomas regarding a proposal for the future of the old Next Building.	For information.	Discussed.
The Allotment Competition 2019 Winners.	For information.	-
An email from Sarah Williams regarding a complaint from an Allotmentee and the file notes relating to the complaint.	For information.	Noted.

Members discussed the complaints received from Allotmentees.
RESOLVED: Town Clerk to write to all Allotmentees regarding how their behaviour and to remind them of the Code of Conduct.

1756 TO CONSIDER PLANNING APPLICATIONS

There were no objections to the following planning application(s) which had been received:-

P2019/5096

P2019/5116

P2019/5145

P2019/5155

Meeting: Estates July 2019	Planning Schedule				Date sent: 05.07.19
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2019/5096	Mr Simon Gilbert	Works to two trees covered by tree preservation order T21/W8: T1 sycamore crown reduction (Approx 3m), crown lift (Approx 7m), Approx 7x limbs (inc. old ripped limbs) T2 hazel – crown lift (approx. 3m), 2x limbs	Land To The Rear Of 35 Glannant Way, Cimla, Neath SA11 3YA	Tina Richards	No objections
P2019/5116	Mr Alan Jenkins	2 Storey Rear Extension (s) to No. 82 & No. 84 Cimla Road	82-84 Cimla Crescent, Cimla, Neath SA11 3NP	Karen Collins	No objections
P2019/5145	3rd Floor, 220 High Street, Swansea SA1 1NW	Non-material amendment application to amend the wording of conditions 4 (service yard management plan), 7 (demolition & construction management plan), 8 (access) and 9 (materials) of planning permission P2018/0765	Water Street, Neath SA11 3EP	Steven Jenkins	No objections
P2019/5155	Gareth Nutt, NPTCBC	Change of use of existing ancillary factory offices to self-contained speculative office units (Class B1). Plus rebuilding and enclosure of existing external fire escape staircase and alterations to existing entrance steps to provide disabled access lift.	Former Crown Packaging Buildings Neath	Christopher Davies	No objections

1757 TO DISCUSS ANY COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL

There were no issues to report.

1758 TO RECEIVE ITEMS FOR THE NEXT AGENDA

There were no items received.

1759 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC ARE EXCLUDED FROM THE REMAINDER OF THE MEETING

The resolution was duly passed.

1760 TO DISCUSS INVESTMENTS PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS

a) TO REVIEW AND DISCUSS CORRESPONDENCE RECEIVED REGARDING NEATH CASTLE FROM TREVOR FRANCIS

Members discussed the letter that had been received. **RESOLVED:** After discussed it was proposed, seconded and agreed to respond confirming there was nothing in their letter to say that NTC were responsible for the demise of their property.

Members were informed that NTC had obtained a grant for £5000 for repairs at Neath Castle for the Boundary Wall.

The Town Clerk informed the Meeting that there was an overspend on provision for major repairs. Costs were given for repairs at Neath Town Hall. **RESOLVED:** After discussion, Members asked the Town Clerk to contact their property surveyors to ask how crucial the work is and prioritise works if necessary for this financial year.

The Town Clerk informed Members that the contractors watering the hanging baskets had suggested an extra watering a week. Members were given the costs for extra the watering that they had agreed to when the initial contract was agreed. **RESOLVED:** After discussion it was agreed that an extra watering was not needed. The Town Clerk stated that a company had been in touch regarding the hanging baskets contract for next year and costs were given to Members for information. A Member asked about obtaining costs for 3 tier planters for the future.

Members were updated on the 1st Floor of the Burton Block. The Town Clerk stated that there were property management/lease management costs which had been re-negotiated to Rowland Jones. **RESOLVED:** Costs agreed.

1761 TO DISCUSS ANY STAFFING ISSUES

Members were informed that a School Crossing Patrol Officer was retiring. An advert would be shared on social media for the new position.

Members were informed that a member of staff would be off work for three weeks due to sickness. A Member of staff had been asked to help the maintenance staff over the Ale & Cider Festival.

1762 TO DISCUSS HEALTH & SAFETY ISSUES

Members were informed that the Fire Inspection was currently ongoing. A staff meeting was arranged for 17th July to provide an update for all staff. This would be carried out on a 6 monthly basis to ensure all staff were aware of their own H&S obligations and that of the Council as an employer. The meeting also covered the new hall hire process for those using the halls and receipting confirmation of paperwork.

1763 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 12th September 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.