

**MINUTES OF
THE FINANCE AND MANAGEMENT COMMITTEE MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 21ST MARCH 2019
AT 6.00 PM**

PRESENT: CHAIRMAN: CLLR. A. MUSAIED

**COUNCILLORS: A. CARTER
B. MACCATHAIL
MRS S. M. PENRY
R. PRICE
M. PROTHEROE
J. WARMAN**

**IN ATTENDANCE: BEN HUGHES
SARA WHARMBY**

1652 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Mrs J. L. Lockyer, Cllr. A. McGrath and Cllr. Mrs S. Miller.

1653 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. M. Protheroe in respect of Item 8 on the Agenda.

1654 TO DISCUSS THE DECREASE IN HALL HIRE INCOME IN 2018/19

Members had received the report prior to the Meeting.

The Meeting discussed the reasons for some hall hirers leaving the centres. Members discussed decreasing the cost of the Melyn Community Centre, due to the decrease in hall hire. The Finance Officer stated that the community centre was still making money, however there was a downward trend in hall hire. **RESOLVED:** After discussion it was proposed, seconded and agreed to look into the costs for running the community centre and to find out the charges for other halls in the area.

1655 TO DISCUSS THE TELEPHONE SYSTEM LEASE RENEWAL QUOTES

Members had received the report prior to the Meeting. The Finance Officer read out the options for Members to discuss. **RESOLVED:** After discussion it was proposed, seconded and agreed to accept the discounted offer and take ownership of the equipment at the end of the renewed lease term, as long as the system can be upgraded if it becomes obsolete.

1656 TO DISCUSS QUOTES RECEIVED FOR A DIGITAL SCREEN

Members had received the quotes prior to the Meeting.

The Finance Officer explained how the screen would work and what it would be used for. **RESOLVED:** After discussion it was proposed, seconded and agreed to accept the quote from Digital Media Systems as it included the full installation.

1657 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

b. BACS PAYMENT SCHEDULE

None.

c. GENERAL ACCOUNT

Agreed.

d. INTER BANK TRANSFERS (OVER 10K)

None.

e. PETTY CASH

None.

f. NEW SUPPLIER BACS AUTHORISATION

None.

g. NEW DIRECT DEBIT MANDATES

Direct Debit mandates signed by Mayor.

h. PAYROLL

Agreed.

i. BANK STATEMENT RECONCILIATION

None.

1658 TO REVIEW CORRESPONDENCE

There was no correspondence received.

1659 PLANNING APPLICATIONS

There were no objections to the following Planning Application(s):-

P2019/0205

P2019/0223

P2019/0227

Meeting: Finance March 2019	Planning Schedule				Date sent: 15.03.19
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2019/0205	Mr Richardson	Canopy to rear and side elevations.	20 Pearson Way, Neath, SA11 2EJ	Margaret Begley	No objections
P2019/0223	Mr David Davies	Change of Use of ground floor office (Use Class-A2) to tattoo studio (Use Class-Sui-Generic).	88 Windsor Road, Neath, SA11 1NR	Karen Collins	No objections
P2019/0227	Mr Mark Collier	Single storey side garage extension and rear access steps.	3 Heol Brynna, Cimla, Neath, SA11 2DT	Tina Richards	No objections

1660 TO RECEIVE ITEMS FOR THE NEXT AGENDA

The Finance Officer stated that a further update of the hall hire would be on the next Agenda.

1661 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO TEMPORARILY EXCLUDE THE PUBLIC IN VIEW OF THE NATURE OF THE BUSINESS TO BE TRANSACTED

The resolution was duly passed.

1662 TO DISCUSS ANY LEASING ISSUES

Members were updated on the electric issue in the property above Corals and costs were given. **RESOLVED:** It was agreed to recommend to Full Council to go with the costs received.

Members were informed that the electricians needed to be looked at in the First Floor of the Burton Block.

Members were informed of the proposal from the Events Sub-Committee regarding the attractions for the Christmas Festival event. The Finance Officer read out the quote received. **RESOLVED:** It was proposed, seconded and agreed to recommend to Full Council to go with the quote.

Members were informed that Fire Safety Direct would be attending the First Floor of the Burton Block.

Members were updated on doors that needed to be replaced in the community centres.

1663 TO DISCUSS ANY STAFFING ISSUES

There were no issues to discuss.

1664 TO DISCUSS HEALTH & SAFETY ISSUES

Members were updated on the Risk Assessment that had recently taken place.

1665 TO FIX A DATE AND AGREE AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 25th April 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.