**MINUTES OF THE FULL COUNCIL MEETING**

**HELD AT 10/12 ORCHARD STREET, NEATH**

**ON THURSDAY, 5TH MARCH 2020**

**AT 6.15PM**

**PRESENT: CHAIRMAN:**  **CLLR. R. PRICE**

**COUNCILLORS: W. CURTIS**

**MS T. DAVIES**

**J. EVANS**

**MRS L. JONES**

**MRS J. L. LOCKYER**

**B. MACCATHAIL**

**A. MCGRATH**

**MRS. S. MILLER**

**G. MORGAN**

**A. MUSAIED**

**MRS S.M. PENRY**

**M. PROTHEROE**

**A. SIMS**

**J. WARMAN**

**IN ATTENDANCE: KATHRYN CHARLES**

**BEN HUGHES**

**SARA WHARMBY**

**C. JONES OBE, NPTCBC STANDARDS COMMITTEE**

**B. RICHARDS, NPTCBC STANDARDS COMMITTEEE**

**LIAM ELLIS, PL KICKS**

Due to a technical issue, the Meeting began at 6.15pm.

**6963 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. G. L. Evans, Cllr. D. Flynn and Cllr. P. James.

**6964 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

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

The Chair stated that they would continue with the rest of the Agenda while the technical issue was being resolved.

**6965 TO APPROVE AS A TRUE AND CORRECT RECORD**

1. **MINUTES OF THE FOLLOWING COUNCIL MEETINGS:**
2. **CHARITIES COMMITTEE MEETING HELD ON 6TH FEBRUARY 2020**

It was proposed, seconded and agreed to unanimously accept the minutes of the Charities Committee Meeting.

1. **FULL COUNCIL MEETING HELD ON 6TH FEBRUARY 2020**

It was proposed, seconded and agreed unanimously to accept the minutes of the Full Council Meeting.

p. 14 – 1811 - The Chair stated that the wording of the resolution was incorrect and stated that it was agreed that they would consider supporting the car park work if FAS obtained a grant to complete the work.

p. 5 – The Town Clerk updated the Meeting on the donations/sponsorship Neath Consortium receive towards the Real Ale & Cider Festival, as requested.

**iii. ESTATES COMMITTEE HELD ON 13TH FEBRUARY 2020**

p. 11 – 6956 – The Town Clerk informed the Meeting that the recycling centre were not currently ready for external visitors, so they had been unable to arrange a visit.

p. 14 – 1812 – A Member asked that the roadside seat opposite the school be replaced as it was in a bad state. The Town Clerk stated that they would have to check whether or not it was a Town Council seat or a County Borough Council seat. **RESOLVED:** To be put on the Estates Agenda where the Ward Members could attend.

It was proposed, seconded and agreed unanimously to accept the minutes of the Estates Committee Meeting with the agreed amendment to page 14 – 1811.

**iv. EVENTS SUB-COMMITTEE MEETING HELD ON 13TH FEBRUARY 2020**

p. 18 – 0231 – A Member disagreed with the rejection to the proposal regarding a Carers Award.

Cllr. Mrs L. Jones entered the Meeting at 6.26pm.

p. 18 – 0233 – Cllr. M. Protheroe informed the Meeting that they still hadn’t met with anyone regarding VE Day.

A Member asked if anyone would be contacted family members for the Spanish Civil War International Brigade Memorial Service. The Town Clerk stated that they had been in touch with someone who would be attending the service.

It was proposed, seconded and agreed unanimously to accept the minutes of the Events Sub-Committee Meeting.

**v. PERSONNEL & POLICY COMMITTEE MEETING HELD ON 18TH FEBRUARY 2020**

It was proposed, seconded and agreed unanimously to accept the minutes of the Personnel & Policy Committee Meeting.

**vi. FINANCE COMMITTEE MEETING HELD ON 20TH FEBRUARY 2020**

It was proposed, seconded and agreed unanimously to accept the minutes of the Finance Committee Meeting.

Cllr. J. Evans entered the Meeting at 6.34pm.

1. **RESOLUTIONS RECOMMENDED BY COMMITTEES AS SET OUT IN THE MINUTES**

All Resolutions agreed.

**6966 TO RECEIVE THE CLERK’S REPORT**

1. **CORRESPONDENCE**

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| ***Mayoral Invitations*** | | |
| An invitation for the Mayor to attend the Dylan Thomas Prize Award Ceremony 2020 on 14th May. | | |
| ***Correspondence Received*** | ***Actions*** | ***Resolutions*** |
| An email from Wales Audit Office regarding the Consultation on future audit arrangements for Community Councils in Wales. | For information. RFO has reviewed it. | - |
| An email from One Voice Wales attaching the Future Generations Commissioner for Wales’ Presentation. | For information. | - |
| An email from Welsh Government regarding Minimum Pricing for Alcohol Stakeholder Information. | For information. | - |
| An email from NPTCBC attaching local bus service revisions. | For information. | A Member asked for a letter to be sent asking for a better Sunday Service. |
| An email from NPTCBC regarding a typing error in a Local Bus Service Revision letter. | For information. | - |
| An email from Neath Inspired attaching weekly footfall information. | For information. | - |
| An email from Neath Inspired requesting copies of documents for their British BIDs Accreditation process. | As discussed, this is for information on which documents Neath BID have requested. For information. | - |
| A letter from Wales Air Ambulance enclosing their Annual Review and asking for support. | For information. | - |
| An email from One Voice Wales regarding consultation events – Beyond Recycling. | For information. | - |
| An email from Neath Round Table asking if NTC would like to advertise in the festival programme this year. | Do Councillors wish to advertise again? | It was proposed, seconded and agreed to advertise in the programme this year. |
| An email from Welsh Government regarding the draft supplementary report – Principles relating to the reimbursement of Costs of Care. | For information. | - |
| An email from One Voice Wales regarding the Innovative Practice Annual Awards Ceremony on 26th March 2020. | Councillors to confirm who are to attend. | Members agreed the Town Clerk, Mayor and the OVW Representatives are to attend. |
| An email from Swansea Bay Community Health Council regarding Healthcare services at HMP Swansea. | For information. | - |
| An email from One Voice Wales regarding Green Growth funding opportunities for Community & Town Councils. | Do Councillors wish to engage with this? | - |
| A list of the Grant Aid applications received (up until 27th February) | For information. Closing date 21st March 2020. | - |
| An email from One Voice Wales attaching the Larger Council’s Committee Minutes of the Meeting held on 5th February. | For information. | - |
| An email from Cllr. Bob Price regarding Reaching Communities in Neath from London’s Denmark Street (concert) Big Band. | Councillors to discuss. | The Mayor stated that they were waiting for a response from the Schools he had contacted. |
| An email from Cllr. Mark Protheroe regarding VE Day celebrations. | For information and discussion.  Events Committee have tasked Cllr Protheroe with speaking with RBL.  ACTION: Cllr Mark Protheroe to provide an update via RBL. | - |

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| ***Additional Correspondence Received*** | ***Actions*** | ***Resolutions*** |
| An email from Warm Wales regarding the Healthy Homes Healthy People project. | Do Councillors wish to support this initiative, perhaps they can be located in the Community Café for a day? | - |
| An email from One Voice Wales attaching training modules. | Do any Councillors wish to attend training? | - |
| An email from One Voice Wales regarding The Councillor training on 23rd March. | Do any Councillors wish to attend? | - |
| An email from Natural Resources Wales attaching their Marine Area Statement Winter 2019/20 Update. | For information. | - |
| An email from NPTCBC attaching NPT News Issue 23: February 2020. | For information. | - |
| An email from NPTCBC regarding the Local Places for Nature funding event on 9th March. | Do any Councillors wish to attend? | - |
| The Financial Statement from Neath Inspired. | For information | - |

**6967 TO RECEIVE A PRESENTATION FROM LIAM ELLIS OF PL KICKS REGARDING HIS WORK AS THE NPT PREMIER LEAGUE KICKS COORDINATOR**

The Chair welcomed Liam Ellis to the Meeting.

Liam introduced himself and explained the work of PL Kicks and their aim to reduce antisocial behaviour in three key Neath Areas.

Members put forward their queries and suggestions for PL Kicks.

Liam stated that they were just asking for help with promoting their work.

The Chair thanked Liam who then left the Meeting at 7.20pm.

1. **GENERAL MATTERS (CLERK’S REPORT)**

The Town Clerk stated that the floor at Melin Community Centre was currently being refurbished.

The Town Clerk stated that Members had agreed the contractor for the work at Neath Town Hall and work would commence shortly.

Members were informed that the blinds for Cimla Community Centre had been ordered.

A Member asked if the lights at Neath Community Centre could be turned off for Earth Day.

**6968 TO RECEIVE AN UPDATE ON GRANT AID APPLICATIONS RECEIVED TO DATE – CLOSING DATE 31ST MARCH 2020**

The Town Clerk informed the Meeting that they hadn’t received as many applications as last year and could Members contact voluntary organisations and groups to remind them of the Grant Aid available and to apply.

**6969 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH**

1. **BILLS AWAITING PAYMENT**

Agreed.

1. **BACS PAYMENT SCHEDULE**

Agreed.

**6970 TO CONSIDER PLANNING APPLICATIONS**

There were no objections to the following planning application(s):-

P2020/0132

P2020/0137

P2020/0138

P2020/0177

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| **Meeting:**  **Full Council March 2020** | **Planning Schedule** | | | | **Date sent: 27.02.20** |
| **No. of Application** | **Applicant** | **Proposal** | **Location** | **Planning Officer** | **Recommendation** |
| P2020/0132 | Mrs Sarah Bowen | Works to 10 trees to include 3 Oak, 1 Birch, 3 Beech, 2 Acers, and 1 Ash tree covered by Tree  Preservation Order T21/W8 ( All tree works including crown lifting, crown reduction, pollarding, removal of limbs, dead wood removal and felling detailed in submitted tree report). | Trees On Land Outside And Within The Curtilage Of 20 Woodview Cimla, Neath SA11 3BJ | Tina Richards | No objections |
| P2020/0137 | Mr Andrew Rees | Detached Garage. | 13 George Street,  Neath SA11 1TT | Karen Collins | No objections |
| P2020/0138 | Mr Alun Littlejohn | Retention of new access doors and associated works. | CK Supermarket, Cimla Road, Cimla, Neath  SA11 3UG | Jennifer Griffiths | No objections |
| P2020/0177 | Mr Robyn Elphick, Nationwide Building Society | Existing shopfront tiles to be removed & replaced with new. | 2 Queen Street  Neath SA11 1EB | Jennifer Griffiths | No objections |

**6971 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL**

The Town Clerk stated that the social media content had been reviewed by staff and a schedule was in place for the next two months.

The Town Clerk suggested posting ‘Councillor Profiles’ every three weeks with a brief biography of each Councillor. This could also be shown on the digital screen. Members agreed this was a good idea and it would make them more visible to the public. **RESOLVED**: To start with the Mayor.

**6972 TO DISCUSS COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL**

Cllr. A. Musaied updated the Meeting on a One Voice Wales Meeting he had attended regarding the Keep Wales Tidy Project. He explained about the grants available. The Town Clerk stated that the Fairyland Allotment Society have had the information. **RESOLVED:** To Estates for discussion.

The Town Clerk asked Councillors which Committee Cllr. W. Curtis would become a Member. **RESOLVED:** Finance Committee.

A Councillor updated the Meeting on the new road safety measures that would be put in place in Cimla.

**6973 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

The Town Clerk informed Councillors that the staff had recently completed Autism Awareness Training and stated that Councillors should have the training too. **RESOLVED:** Town Clerk to arrange the training for a future Meeting.

**6974 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.

Mr Jones and Mrs Richards left the Meeting at 7.45pm.

**6975** **TO DISCUSS INVESTMENT PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS**

The Town Clerk updated the Meeting on the water damage on a leased property. The costs for this would be covered by Service Charge account of the property.

Members were informed that the contractors for the hanging baskets were waiting for approval from NPTCBC after a survey had been undertaken. The contractors were supporting the CBC with full details of the brackets to be used.

Members were informed that the bunting would be installed at the end of April.

Members were updated on the progress of accessibility with Neath Quakers to undertake the repair work at Neath Castle.

Members were informed that the Heads of Terms had been agreed for the empty unit at Neath Town Hall.

The Meeting discussed the Revive and Thrive event that would be taking place noting their disappointment that NTC had not been informed of the event.

**6976 TO DISCUSS ANY STAFFING ISSUES**

Members were informed that a staff member who had been on long term sick would be returning to work in April.

Members were informed that a request had been received from a staff member currently on long term sick to revert to part time hours. The Town Clerk stated that they had asked for a reduction of hours to 2.5 days a week. **RESOLVED:** It was proposed, seconded and agreed.

The Chair stated that NTC currently did not have a staggered return to work policy and that it had been discussed in the Personnel & Policy Committee Meeting.

**6977 TO DISCUSS ANY HEALTH & SAFETY ISSUES**

The Town Clerk updated Members on the Autism Awareness Training that the staff had completed.

Members were informed that staff would be completing Fire Safety Awareness Training**.**

**6978 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting would be held on Thursday, 2nd April 2020. An agenda would be circulated in due course.

There being no further business, the meeting was closed.