MINUTES OF
THE FINANCE AND MANAGEMENT COMMITTEE MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 23RD JANUARY 2020
AT 6.00 PM

PRESENT:	**CHAIRMAN:**	**CLLR. B. MACCATHAIL**
	COUNCILLORS:	**MRS J. L. LOCKYER** **A. MUSAIED** **MRS S. M. PENRY** **R. PRICE** **M. PROTHEROE** **J. WARMAN**
IN ATTENDANCE:		**KATHRYN CHARLES** **BEN HUGHES** **SARA WHARMBY**

1751 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. A. McGrath, Cllr. Mrs S. Miller

1752 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. M. Protheroe regarding item 7 on the Agenda.

1753 TO DISCUSS AND AGREE POLITICAL IMPLICATIONS ON THE GAS AND ELECTRICITY CONTRACTS

Members had received the report prior to the Meeting.

The Finance Officer stated that they had been advised by their broker to consider extending their gas contract due to the uncertainty of future prices due to Brexit.

Members discussed their options.

RESOLVED: After discussion, it was proposed, seconded and agreed for the Finance Officer to speak with the broker and see if a better quote could be obtained.

1754 TO DISCUSS THE QUARTERLY BUDGET MONITORING UPDATE FOR THE THIRD QUARTER

The Finance Officer read through the report that Members had received prior to the Meeting. Members put forward their queries. The Meeting discussed hall hire and advertising for the centres.

A Member queried the skip at Cimla Community Centre. The Town Clerk explained the reasons for the skip.

1755 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

b. BACS PAYMENT SCHEDULE

Agreed.

c. BARCLAYS GENERAL ACCOUNT

Agreed.

d. INTER BANK TRANSFERS (OVER 10K)

None.

e. PETTY CASH

Agreed.

f. NEW SUPPLIER BACS AUTHORISATION

None.

g. NEW DIRECT DEBIT MANDATES

None.

h. PAYROLL

Agreed.

i. BANK STATEMENT RECONCILIATION

Agreed.

1756 TO REVIEW CORRESPONDENCE

Correspondence Received	*Actions*	*Resolved*
An email from Neath Inspired asking for use of electricity for a broadcast by The Wave.	Councillors to discuss.	Members discussed the email. It was agreed not to supply electricity.

1757 PLANNING APPLICATIONS

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

P2020/0030

P2020/0037

P2020/0044

Meeting: Finance January 2020	Planning Schedule				Date sent: 17.01.20
No. of Application	**Applicant**	**Proposal**	**Location**	**Planning Officer**	**Recommendation**
P2020/0030	Mr Ben French	Replacement of 1no. existing external ATM sign with 1no. new external ATM sign	3 Windsor Road, Neath SA11 1LN	Jennifer Griffiths	No objections
P2020/0037	Mr & Mrs Roger & Caryl Dobson	Change of use of first and second floors from Use Class A1 - Retail to Use Class Sui-Generic - Beauty Salon	12 Angel Street, Neath SA11 1RS	Karen Collins	No objections
P2020/0044	Mrs Anna-Marie Bromham	Change of use of ground floor to a dog grooming parlour (sui generic)	2 Allister Street Neath SA11 1EN	Jennifer Griffiths	No objections

1758 TO RECEIVE ITEMS FOR THE NEXT AGENDA

A Member suggested adding an award for family carers, along with the Citizenship Awards. **RESOLVED:** To be discussed at the next Events Sub-Committee Meeting.

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 INVESTMENT PROPERY LEASING ISSUES AND COMMECIAL CONTRACTS

There were no issues to discuss.

1761 TO DISCUSS ANY STAFFING ISSUES

Members were updated on confirmation of the extension of the School Crossing Patrol Officers positions for the 2020/21 financial year.

The Town Clerk informed the Meeting that a member of staff had requested purchasing one of the laptops that are no longer used which would benefit a family member. The Meeting discussed the request. **RESOLVED:** After discussion it was agreed to speak with the member of staff and explain that a nominal figure would need to be paid for it to ensure an audit trail was in place for its disposal. They would also need to be aware of the extent of work which needed to be done due to the age of the laptop.

1762 TO DISCUSS HEALTH & SAFETY ISSUES

Members were informed that a staff meeting and health & safety meeting would be taking place in February.

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

The Chair advised that the next meeting will be held on Thursday, 20th February 2020. An agenda would be circulated in due course.

There being no further business, the meeting was closed.