**NEATH TOWN COUNCIL**

**MINUTES OF AN EMERGENCY CORONAVIRUS MEETING (3)**

**HELD BY WHAT’S APP GROUP ON SUNDAY, 22ND MARCH 2020**

1. Attendance

Cllr Bob Price (Mayor), Sheila Penry (Leader), Jan Lockyer (Deputy Leader) and Kathryn Charles (Clerk)

1. Clerk updated and gave summary of the existing staff situation and government advice to follow social distancing. Whilst NTC staff were in favour of trying to carry on as normal up to the last minute, to support social distancing it is now not suitable for staff to attend.
2. Sent a Whats App message to Mayor, Leader and Deputy Leader (attached) with confirmation that this was the correct step.
3. Sent a Whats App notification to Staff to confirm the above (attached).
4. Sent an email to Full Council outlining decision and also received confirmation from Members that they also agreed (attached).
5. Since sending the Whats App message to the Staff, they have become relieved that they do not need to come into work due to the worry of the escalating situation.





