

COEDFRANC TOWN COUNCIL

Minutes of a Statutory Meeting of the Council Meeting held on 19th December 2018 at the Memorial Hall.

Attendance: Cllrs M Harvey, P Davies, TC Fletcher, J Thomas, AR Aubrey, LJ Pocock, TJ Bevan, M A Fender, A Wingrave, C Wingrave, JS Jones, DK Davies, K Amos.

1443: Apologies – Cllrs B Richards, APH Davies, K Whitehead, D Harvey.

1444: To receive Declarations of Interest.

Cllrs M Harvey and A Aubrey declared an interest in Item 1449 and left the room during discussions.

Additionally, it was noted that no Member that had declared an interest in the last meeting took any part in the approval of the minutes for that meeting.

1445: To approve and sign the Minutes of Previous meetings: -

a) Council Meeting held on 21st November 2018.

Approved as a true and accurate record.

b) Personnel Committee Meeting held on 21st November 2018.

Approved as a true and accurate record.

1446: Matters arising from the minutes. (FOR INFORMATION ONLY)

None.

1447: To receive and approve the accounts schedule for payments and to select two account numbers for a full explanation at the next meeting.

Accounts were received in the sum of £17,913.58 Account No's 554 and 604 were selected at random for an explanation by the Clerk at the next meeting. Copies of the accounts were circulated and the Clerk responded to member's queries.

Resolved: That the payments are approved.

1448: To receive an explanation from the Clerk concerning Account No's: 550 and 552.

The Clerk provided explanations, which were accepted by the Council.

1449: Planning Applications:

To receive a Report on Planning Applications that have been dealt with between meetings.

Cllr A Wingrave discussed the Pre-Consultation Planning Application regarding Heritage Gate at Coed Darcy. Cllr A Wingrave reported that she is prepared to write on behalf of the Council to ensure that the refuse bins condition is kept in the application. It was agreed by the Members that Cllr A Wingrave was authorised to write on behalf of the Town Council. The Members noted the information.

1450: To receive a report from any Member concerning meetings at which he or she represented the Council.

Cllrs K Whitehead and M Harvey attended the Skewen Gents OAP Annual Christmas Dinner at the Glyn Clydach Hotel. They both thoroughly enjoyed the event.

Cllr DK Davies attended the NPTCBC Liaison Committee Meeting and reported that the NPTCBC will assist with helping voluntary bodies. Cllr DK Davies also reported that fly tipping is increasing in the borough.

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1451: To receive a report from the Personnel Committee.

The information provided was noted.

1452: To discuss/approve the Tender for the office expansion.

The Clerk gave an in-depth report on the costs associated with the office expansion and the Members discussed the information provided.

A Recorded Vote was requested and recorded as follows: -

For: 10

Against: 2

Abstained: 1

Resolved: That the lowest Tender is approved. Additionally, the Members approved Hurley and Davies overseeing the works, and installing an alarm in the Bowls Pavilion to help alleviate safety concerns for the office computers and documents whilst the Council Offices are temporarily relocated there.

1453: To receive a request from NPTCBC County Librarian to ask the Town Council to consider if they are still prepared “in principle” to support the relocation of the library services into Carnegie Hall with the provision of a Lease Agreement. This request follows NPTCBC’s successful application to the second stage for grant funding to carry out any necessary alterations to move the provision to Carnegie Hall.

The Clerk reported that she has been liaising with the Head Librarian at NPTCBC. It was reported that no decision has been made regarding the closure of Skewen library at this point in time. Cllr DK Davies reported on information he had read previously regarding the use of Carnegie Hall as a library, and asked if the Town Council could verify the legal position with NPTCBC’s Legal Department to ensure that the Town Council are being compliant.

Resolved: That the request is approved in principle, and that the Town Council seeks legal advice from NPTCBC’s Legal Department to ensure the Town Council’s legal compliance.

1454: To appoint a Member for School Governor for Coedffranc Primary School.

Cllr A Wingrave nominated Cllr Peter Davies and Cllr J Thomas seconded the nomination.

Resolved: That Cllr Peter Davies is nominated as the School Governor for Coedffranc Primary School.

1455: To review/approve an amended Grievance Policy.

The Members discussed the information.

Resolved: That the Grievance Policy is approved.

1456: To review/approve a Recruitment Policy.

The Members discussed the information.

Resolved: That the Recruitment Policy is approved.

1457: To receive the Neath Port Talbot Neighbourhood Policing Structure from South Wales Police.

The information was noted by the Members.

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1458: Correspondence.

a) To discuss/respond to a queries from Sara Llewellyn Jones regarding the Lease for Struthers Church.

- 1) The rent is set at £100 per annum index linked.
- 2) Confirmation that the landlord/Tenant Clause Break is required every 5 years.
- 3) Confirmation that the type of fencing required is railings.

**Cllr M Harvey
Deputy Mayor**