



## ***CABINET (FINANCE) SUB COMMITTEE***

***IMMEDIATELY FOLLOWING CABINET  
WEDNESDAY, 31 JULY 2019***

***COUNCIL CHAMBER - PORT TALBOT CIVIC CENTRE***

### **PART 1**

1. Appointment of Chairperson
2. Declarations of Interest
3. Minutes of Previous Meeting (*Pages 3 - 6*)
4. Miscellaneous Grant Fund Applications (*Pages 7 - 10*)  
*Report of the Director of Finance and Corporate Services*
5. Welsh Church Act Trust Fund Application (*Pages 11 - 14*)  
*Report of the Director of Finance and Corporate Services*
6. Urgent Items  
Any urgent items (whether public or exempt), at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended)
7. Access to Meetings  
That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 or Part 4 of Schedule 12A to the Local Government Act 1972.

## **PART 2**

8. Council Tax Write Offs (*Pages 15 - 24*)  
*Private Report of the Head of Finance*
9. Hardship Relief (*Pages 25 - 30*)  
*Private Report of the Head of Finance*
10. Housing Benefit Write Offs (*Pages 31 - 34*)  
*Private Report of the Head of Finance*
11. Sundry Debtors Write Offs (*Pages 35 - 40*)  
*Private Report of the Head of Finance*

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**25 July 2019**

### **Cabinet (Finance) Sub Committee Members:**

Councillors. C.Clement-Williams and D.Jones

**EXECUTIVE DECISION RECORD**  
**CABINET (FINANCE) SUB COMMITTEE**

**10 JULY 2019**

**Cabinet Members:**

Councillors: D.Jones and A.J.Taylor (Chairperson)

**Officers in Attendance:**

H.Jenkins, H.Jones, A.Hinder, N.Jones and T.Davies

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor A.J.Taylor be appointed Chairperson for the meeting.

2. **MINUTES OF PREVIOUS MEETING**

**Decision:**

That the Minutes of the previous meeting of Cabinet (Finance) Sub Committee held on 19 June, 2019, be approved.

3. **MISCELLANEOUS GRANT FUND APPLICATIONS**

The Director of Finance and Corporate Services gave Members a detailed overview of the circulated report.

**Decisions:**

1. That no grant assistance be given to the trustees of the Pontardawe Community Sports and Recreation Association, towards paying for the use of the rugby field at the Recreation Ground, Pontardawe;

2. That grant assistance of £110 per annum to Tonmawr RFC towards the annual lease of Cwm Gwenffrwd Ground, Tonmawr, subject to review in line with 5 year rent reviews from 18 January 2019, be approved;
3. That consideration of grant assistance towards the annual lease of the playing fields at Oakwood Field, Pontrhydyfen, be deferred until nearer the rent review date of 1 November 2019;
4. That grant assistance of £950 per annum to the trustees of Resolven Community Library, towards the annual lease of Resolven Community Library, in line with rent reviews, be approved;
5. That grant assistance of £11,600 per annum to Afan Community Fitness Suite, towards the rent of Cymmer Sports Hall in line with rent reviews and 12 month break clause, be approved;
6. That no grant assistance be given to Castell Nedd Chess Club, for use of the room at Tonna Rugby Club.

**Reason for Decisions:**

To decide on providing financial support in respect of the grant applications received.

**Implementation of Decisions:**

The decisions will be implemented after the three day call in period.

4. **ACCESS TO MEETINGS**

**Decision:**

That pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

5. **WRITE OFF OF COUNCIL TAX**

**Decision:**

That the Council Tax Write Offs, for the amounts described in the private, circulated report, be agreed.

**Reason for Decision:**

As the accounts are irrecoverable.

**Implementation of Decision:**

The decision will be implemented after the three day call in period.

**CHAIRPERSON**

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET (FINANCE) SUB COMMITTEE

31 JULY 2019

### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES – H.JENKINS

#### **Matters for Decision**

**Wards Affected – Neath South, Neath East and Margam**

#### **MISCELLANEOUS GRANT FUND APPLICATIONS**

##### **1. Purpose of Report**

To seek Member approval in relation to grant applications received.

##### **2. Background and Financial Impact**

#### **Existing Policy Statement**

- a) Each application will be considered on its merits.
- b) The Committee will only approve applications for financial assistance from voluntary or charitable organisations which are manifestly committed to voluntary endeavours of a local nature. This will not preclude the consideration of applications where the disposal of funds is outside the area but still provides significant benefits for the people from the Neath Port Talbot area.
- c) No applications will be considered from religious bodies except relating to church halls and other premises where there is significant community use of the property for non-religious activities.
- d) No applications will be considered from other public funded bodies such as community councils, hospital trusts, etc. or where the benefit may be in lieu of their contributions such as appeals for hospital equipment.
- e) Applications from individuals may be considered where both the person and the community derive a benefit.
- f) No grants will be made to any individual or organisation whose prime purpose is to distribute their funds to other charitable bodies.

#### **4. Miscellaneous Grant funding available**

Members have approved a budget of £2,650 for miscellaneous grants for 2019/20

#### **5. Consultation**

There is no requirement under the Constitution to consult on these items.

#### **6. Recommendation**

It is recommended that Members determine the applications set out in Appendix 1 of this report.

#### **7. Reason for Proposed Decision**

To decide on providing financial support in respect of the grant applications received.

#### **8. Implementation of Decision**

The decision is proposed for implementation after the three day call in period.

#### **9. List of Background Papers**

Grant Applications

#### **10. Appendices**

Appendix 1 – Miscellaneous Grant Applications

#### **11. Officer Contact**

Mr Hywel Jenkins – Director of Finance and Corporate Services

Tel. No: 01639 763251

email: [h.jenkins@npt.gov.uk](mailto:h.jenkins@npt.gov.uk)



**Miscellaneous Grant Application**

<b>Applicant</b>	<b>Purpose</b>	<b>Amount Request/Cost of "Project"</b>	<b>Previous Support</b>	<b>Comments</b>
Scouts Wales, Glamorgan West Area Cimla	Grant assistance towards lease of land and buildings at Cimla Crescent Cimla.	Grant towards cost of lease of £880.	P&R board 07/03/2013 approved grant of £750.00 towards cost of £800	Provide grant of £800 subject to review in line with rent reviews.
Scouts Wales Glamorgan West Area Neath	Grant assistance towards lease of land and buildings at Maes y Ffynon Close Neath	Grant towards cost of £1,760.00	P&R board 07/03/2013 approved grant of £1,550 towards cost of £1,600	Provide grant of £1,660 subject to review in line with rent review.
Coed Hirwaun Community Association	Grant assistance toward lease of MUGA at Coed Hirwaun Playing Fields Margam Port Talbot.	Grant towards lease of £550pa. .	£400 towards rent of £500 P&R 8/5/14	Provide grant of £440 subject to review in line with rent reviews.

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

### CABINET (FINANCE) SUB COMMITTEE

31 JULY 2019

### REPORT OF THE DIRECTOR OF FINANCE & CORPORATE SERVICES – H.JENKINS

#### Matter for Decision

#### Wards Affected – ABERAVON

#### NEATH PORT TALBOT WELSH CHURCH ACT TRUST FUND

#### 1. Purpose of Report

To seek Member approval in relation to grant application received at Appendix 1 attached.

#### 2. Background and Financial Impact

##### Review of Award Criteria

##### Welsh Church Acts Fund Guidelines for Grant Applications

- a) Each application will be considered on its merits.
- b) Grants will only be awarded to charities and voluntary bodies which are based in, or active in, or provide significant benefits to some or all of the residents of the Neath Port Talbot County Borough area.
- c) Grants will only be awarded to individuals in exceptional circumstances.
- d) Grants will not normally exceed £1,000 and in exceptional circumstances £4,000 per applicant and successful applicants will not normally be reconsidered for a further grant within 3 years of the date of approval of the last grant.
- e) Grants will have a time limit for the take up of said grant of two years from the date of approval.
- f) Grants will not normally be awarded where the service could be dealt with out of the annual budget of the Council's service Committees activities or by other public bodies.

- g) Grants will not normally be awarded where they would commit the fund to regular annual payments nor will recurring annual expenses be supported.
- h) Grants will only be made out of the income of the fund, preserving the Fund's capital assets.
- i) Priority will be given to applications which are of significant benefit to the Neath Port Talbot County Borough area.
- j) Grant aid will not normally cover the full cost of a project/proposal and normally will be approved at 25% of actual costs incurred up to the maximum as outlined in condition (d) above. The grant of £4,000 will only be approved where expenditure exceeds £50,000.
- k) Organisations assessed as being able to meet the cost (e.g. by size or nature) are unlikely to receive any grant aid.
- l) Grants towards work of a structural nature will only be considered where
  - there is evidence that a professional assessment has been made of the works
  - the applicant organisation can demonstrate that there is no other impediment to work proceeding at an early date (e.g. planning permission).
- m) In the case of Churches and Chapels grants will only be approved for the repair of the fabric of buildings which are more than 50 years old and of the highest architectural and historic interest. Church halls, however, where available and used significantly by the public for non-religious purposes will not be subject to these criteria.
- n) No retrospective applications are considered.
- o) The Panel will take into account the Church membership and the normal size of the congregation.
- p) In the case of students undertaking further Education courses, contributions towards the costs of individual instruments or pieces of equipment etc. will be made as follows - 50% of all costs over a threshold of £2,000 up to a maximum grant of £1,000.

**4. Consultation**

There is no requirement under the Constitution to consult on this item.

**6. Recommendation**

It is recommended that Members approve the application set out in Appendix 1 to this report

**7. Reason for Proposed Decision**

To decide on providing financial support in respect of the grant application received.

**8. Implementation of Decision**

The decision is proposed for implementation after the three day call in period.

**10. List of Background Papers**

Grant Application.

**11. Officer Contact**

Mr Hywel Jenkins – Director of Finance and Corporate Services  
Tel. No: 01639 763251  
email: [h.jenkins@npt.gov.uk](mailto:h.jenkins@npt.gov.uk)

**Appendix 1**

Applicant	Purpose	Amount Request/Cost of "Project"	Previous Support	Comments
The Rectorial Benefice of Aberavon – St Mary's Church	To provide grant assistance towards the cost of new heating system and external remedial works to preserve and maintain the fabric of the building.	Total project cost £332,498. Various funding streams have been obtained, bid for or is being sought to assist with paying the cost of these works. £30,000 has been raised by public appeal. A CADW grant must be spent by March 2020.	N/A	It is proposed that if expenditure exceeds £50,000, that a maximum amount of £4,000 is granted or if less than £50,000 25% of actual costs incurred up to the maximum of £1,000.

By virtue of paragraph(s) 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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By virtue of paragraph(s) 12, 14 of Part 4 of Schedule 12A of the Local Government Act 1972.

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