



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

***IMMEDIATELY FOLLOWING CABINET ON  
WEDNESDAY , 15<sup>th</sup> DECEMBER 2021***

***VIA MICROSOFT TEAMS***

**ALL MOBILE TELEPHONES TO BE SWITCHED TO SILENT FOR THE  
DURATION OF THE MEETING**

1. Appointment of Chairperson
2. Welcome and Roll Call
3. Chairpersons Announcements
4. Declarations of Interest
5. Minutes of Previous Meetings held on the 20th October and the 17th November 2021 (*Pages 3 - 10*)
6. Community Councils Minor Projects Scheme - Application form Blaengwrach Community Council (*Pages 11 - 14*)
7. Community Councils Minor Projects Scheme - Application from Resolven Community Council (*Pages 15 - 18*)
8. Miscellaneous Grant Fund Application (*Pages 19 - 24*)
9. Urgent Items  
Any urgent items (whether public or exempt), at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended)

10. 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.
11. Sundry Debtor Write Offs (Exempt Under Paragraph 14)  
*(Pages 25 - 34)*
12. Housing Benefit Write Offs (Exempt Under Paragraph 14)  
*(Pages 35 - 44)*
13. The Harold and Joyce Charles Trust (Exempt Under Paragraph 14)  
*(Pages 45 - 58)*
14. Glamorgan Further Education Trust Fund (Exempt Under Paragraph 14) *(Pages 59 - 76)*

**K.Jones**  
**Chief Executive**

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

8<sup>th</sup> December 2021

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

Councillors. C.Clement-Williams and D.Jones

**EXECUTIVE DECISION RECORD**  
**CABINET (FINANCE) SUB COMMITTEE**  
**20 OCTOBER 2021**

**Cabinet Members:**

Councillors: C.Clement-Williams (Chairperson) and D.Jones

**Officers in Attendance:**

H.Jones, M.Shaw and J.Woodman-Ralph

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor C.Clement-Williams be appointed Chairperson for the meeting.

2. **WELCOME AND ROLL CALL**

The Chairperson welcomed all to the meeting and a roll call was completed.

3. **DECLARATIONS OF INTEREST**

No Declarations of Interest were received.

4. **MINUTES OF THE LAST MEETING HELD ON THE 22ND SEPTEMBER 2021**

That the minutes of the 22<sup>nd</sup> September 2021 be approved.

5. **COMMUNITY COUNCILS MINOR PROJECTS SCHEME - APPLICATION FROM ONLLWYN COMMUNITY COUNCIL**

**Decision:**

That a grant of 70% of actual costs up to a maximum of £14,000 to Onllwyn Community Council be approved.

**Reason for Decision:**

The decision is in compliance with the approved policy and to enable community improvements.

**Implementation of Decision:**

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

6. **MISCELLANEOUS GRANT FUND APPLICATIONS**

**Decisions:**

1. That Pontardawe Arena Partnership be given an annual grant for the full amount of rent less £1 from 1<sup>st</sup> December 2013 to the next rent review of the 30<sup>th</sup> November 2022 for the lease of the Visitor Centre at Glantawe Riverside Park, Pontardawe.
2. That the Trustees of Melyn United Bowls Club be allocated a grant of £650 pa towards the rent of £715 pa with effect from 4<sup>th</sup> November 2021 until the 3<sup>rd</sup> November 2022. Thereafter a grant of £665 pa will be provided until the next rent review for the Lease of the Bowls Pavilion at Mount Pleasant Recreation Ground, Hillside, Neath.
3. That the Trustees of Ynyscorrwg Park CIO continue to receive an existing grant of £1,100 pa until the 15<sup>th</sup> July 2022. Thereafter a grant of £1,150 pa will be provided until the next rent review for the Lease of Playing Field, pavilion and MUGA at Ynyscorrwg Park, Glyncorwg, Port Talbot.

**Reason for Decisions:**

To enable the Council to consider the amount of financial support in respect of the grant applications received.

**Implementation of Decisions:**

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

7. **URGENT ITEMS**

No urgent items were received.

8. **ACCESS TO MEETINGS**

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

9. **WRITE OFF OF COUNCIL TAX (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That the approval be granted to write off the amounts as detailed in the private circulated report.

**Reason for Decision:**

To enable the Council to write off irrecoverable Council Tax accounts.

**Implementation of Decision:**

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

10. **HOUSING BENEFITS WRITE OFFS (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That the approval be granted to write off the amounts as detailed in the private circulated report.

**Reason for Decision:**

To enable the Council to write off irrecoverable Council Tax accounts.

**Implementation of Decision:**

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

11. **SUNDRY DEBTOR WRITE OFFS (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That approval be granted to write off the debts as detailed in the private circulated report.

**Reason for Decision:**

To enable the Council to write off irrecoverable Sundry Debts accounts.

**Implementation of Decision:**

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

**CHAIRPERSON**

**EXECUTIVE DECISION RECORD**  
**CABINET (FINANCE) SUB COMMITTEE**  
**17 NOVEMBER 2021**

**Cabinet Members:**

Councillors: C.Clement-Williams (Chairperson) and D.Jones

**Officers in Attendance:**

H.Jones, J.Hodges and J.Woodman-Ralph

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1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Councillor C.Clement-Williams be appointed Chairperson for the meeting.

2. **WELCOME AND ROLL CALL**

The Chairperson welcomed all to the meeting and the roll call was completed.

3. **DECLARATIONS OF INTEREST**

No declarations of interest were received.

4. **CHAIRPERSON'S ANNOUNCEMENT(S)**

No announcements were made.

5. **MISCELLANEOUS GRANT FUND APPLICATIONS**

**Decisions:**

1. That the Trustees of Graig Bowling Green Association continue to receive a grant of £650 pa until the 16<sup>th</sup> October 2022. There after a grant of £715 pa will be provided until the next rent review towards the Lease of the Bowls Pavilion, Neath Road, Briton Ferry.
2. That the Trustees who Lease Land for a Natural Play Area at Glantawe Riverside Park, Pontardawe continue to receive £350 pa until the 13<sup>th</sup> October 2022. There after a grant of £385 pa will be provided until the next rent review.

**Reason for Decisions:**

To consider the amount of financial support in respect of the grant applications received.

**Implementation of Decisions:**

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

6. **URGENT ITEMS**

No urgent items were received.

7. **ACCESS TO MEETINGS**

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



8. **HOUSING BENEFIT WRITE OFFS (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That approval be granted to write off the amounts of Housing Benefits as detailed in the private circulated report.

**Reason for Decision:**

To enable the Council to write off irrecoverable accounts for the reasons given.

**Implementation of Decision:**

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

9. **COUNCIL TAX WRITE OFFS (EXEMPT UNDER PARAGRAPH 14)**

**Decision:**

That approval be granted to write off the amounts of Council Tax as detailed in the private circulated report.

**Reason for Decision:**

To enable the Council to write off irrecoverable Council Tax accounts.

**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**

**15 DECEMBER 2021**

### **REPORT OF THE CHIEF FINANCE OFFICER – HUW JONES**

#### **Matter for Decision**

#### **Wards Affected – Blaengwrach**

#### **Report Title – Community Councils Minor Projects Scheme – Application from Blaengwrach Community Council**

#### **Purpose of Report**

1. To seek Members' approval to provide a grant to Blaengwrach Community Council under the Council's Community Councils Minor Projects Scheme.

#### **Background**

2. Neath Port Talbot Council has approved a Community Council Minor Projects Grants Scheme in order to assist Community Councils in undertaking minor capital projects. Approved grants are required to be claimed within two years of approval.
3. The Council has received an application for grant aid under the above mentioned scheme from Blaengwrach Community Council. This application is for grant assistance towards the cost of works for a new flat roof over both the Welfare Hall area and the Hall's meeting rooms. The existing roofs have been in place for the last twenty years and has come to the end of their "shelf life". Over the last two to three months, during the increasing inclement weather, water has been seen to be coming into the kitchen/meeting rooms which has restricted the use of both of these areas.

4. This will contribute towards community plan outcomes as it will contribute towards both the Well-being objective 1 (To improve the well-being of children & young people) and Well-being objective 2 (To improve the well-being of all adults who live in the County Borough) of the Corporate Plan 2019/2022 as the Hall is the main meeting hub for the local senior citizens group, the local primary school and several young persons and adults fitness groups (yoga, karate, judo, indoor archery) and the Council are, at present, in consultation with a local radio group with a view to set-up a radio broadcast, involving local adults and children, in the Hall meeting rooms.
5. The estimated cost of the works overall is £15,500 plus recoverable VAT.
6. The balance of the project costs will be financed as follows:-

The Community Council have applied for grant assistance from the Council's Minor Project Grant Scheme. They will be eligible for 70% of the cost of the works excluding VAT which means that the Community Council are entitled to grant assistance in the amount of £10,850 if the cost of the works will be £15,500 as quoted above. The balance will be funded by Blaengwrach Community Council.

### **Proposal and Financial Impact**

7. The application from Blaengwrach Community Council complies with the conditions of grant and is entitled to grant support at 70% up to a maximum of £14,000 in accordance with the Minor Projects Grants Scheme and payment be made on receipt of paid invoices together with a copy bank statement.

### **Integrated Impact Assessment**

8. There are no impacts in respect of the obligations to the Council under the Equality Act 2010, the Welsh Language Standards (No 1) Regulations 2015, the Environment (Wales) Act 2016 and support via this grant is a positive impact in respect of the Wellbeing and Future Generations (Wales) Act 2015.

### **Valleys Communities Impacts**

9. Applications for grant are available to Community Councils across the county borough.

### **Workforce Impacts**

10. There are no workforce impacts.

### **Legal Impacts**

11. Grants are provided in line with the approved scheme criteria.

### **Risk Management Impacts**

12. All grant applications are considered on their own merit and in line with the approved scheme criteria.

### **Consultation**

13. There is no requirement under the Constitution for external consultation on this item.

### **Recommendation**

14. It is recommended that Members approve a grant of 70% of actual costs up to a maximum of £14,000 to Blaengwrach Community Council.

### **Reason for Proposed Decision**

15. The decision is in compliance with the approved policy and to enable community improvements.

## **Implementation of Decision**

16. The decision is proposed for implementation after the 3 day call-in period.

## **List of Background Papers**

17. Application from Blaengwrach Community Council.

## **Officer Contact**

18. Mr. H. Jones. – Chief Finance Officer  
Tel. 01639 763575  
email: [h.jones@neath-porttalbot.gov.uk](mailto:h.jones@neath-porttalbot.gov.uk)



## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

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

**15 DECEMBER 2021**

### **REPORT OF THE CHIEF FINANCE OFFICER – HUW JONES**

#### **Matter for Decision**

#### **Wards Affected – Resolven**

#### **Report Title – Community Councils Minor Projects Scheme – Application from Resolven Community Council**

#### **Purpose of Report**

1. To seek Members' approval to provide a grant to Resolven Community Council under the Council's Community Councils Minor Projects Scheme.

#### **Background**

2. Neath Port Talbot Council has approved a Community Council Minor Projects Grants Scheme in order to assist Community Councils in undertaking minor capital projects. Approved grants are required to be claimed within two years of approval.
3. The Council has received an application for grant aid under the above mentioned scheme from Resolven Community Council. This application is for grant assistance towards the cost of the provision and fitting of outside gym equipment of varying ability at Resolven Park for use by the Community.
4. This will contribute towards community plan outcomes as it will improve both the physical and mental health of the community also it will help financially to people who can't afford to pay gym

membership as it will be free to use. Also being outdoors it is more Covid safe. It will also help the future generations wellbeing act.

5. The estimated cost of the works overall is £20,658.00 plus recoverable VAT.
6. The balance of the project costs will be financed as follows:-  
£12,000.00 Minor Project Grant (if approved by Cabinet Finance Sub Committee), £5,000.00 Fynon Oer Fund (received), awaiting £2,000.00 from Cllr Dean Lewis Members Fund. The balance will be funded by Resolven Community Council.

### **Proposal and Financial Impact**

7. The application from Resolven Community Council complies with the conditions of grant and is entitled to grant support at 60% up to a maximum of £12,000 in accordance with the Minor Projects Grants Scheme and payment be made on receipt of paid invoices together with a copy bank statement.

### **Integrated Impact Assessment**

8. There are no impacts in respect of the obligations to the Council under the Equality Act 2010, the Welsh Language Standards (No 1) Regulations 2015, the Environment (Wales) Act 2016 and support via this grant is a positive impact in respect of the Wellbeing and Future Generations (Wales) Act 2015.

### **Valleys Communities Impacts**

9. Applications for grant are available to Community Councils across the county borough.

### **Workforce Impacts**

10. There are no workforce impacts.

### **Legal Impacts**

11. Grants are provided in line with the approved scheme criteria.



## **Risk Management Impacts**

12. All grant applications are considered on their own merit and in line with the approved scheme criteria.

## **Consultation**

13. There is no requirement under the Constitution for external consultation on this item.

## **Recommendation**

14. It is recommended that Members approve a grant of 60% of actual costs up to a maximum of £12,000 to Resolven Community Council.

## **Reason for Proposed Decision**

15. The decision is in compliance with the approved policy and to enable community improvements.

## **Implementation of Decision**

16. The decision is proposed for implementation after the 3 day call-in period.

## **List of Background Papers**

17. Application from Resolven Community Council.

## **Officer Contact**

18. Mr. H. Jones. – Chief Finance Officer  
Tel. 01639 763575  
email: [h.jones@neath-porttalbot.gov.uk](mailto:h.jones@neath-porttalbot.gov.uk)

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Cyngor Castell-nedd Port Talbot  
Neath Port Talbot Council

## **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

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

**15 DECEMBER 2021**

### **REPORT OF THE CHIEF FINANCE OFFICER – HUW JONES**

#### **Matters for Decision**

**Wards Affected: Pontardawe**

**Report Title – Miscellaneous Grant Fund Application**

#### **Purpose of the Report:**

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

#### **Background and Financial Impacts**

2. The Council has a Miscellaneous Grants Scheme to support individual applications for grants in line with the criteria set out below:-

#### **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.

### **Miscellaneous Grant funding available**

- 3. In addition to grant funding allocated to help meet the cost of rent Members have also approved a budget of £2,500 for miscellaneous grants for 2021/22. There are no commitments against this budget to date.

### **Integrated Impact Assessment**

- 4. There are no impacts in respect of the obligations to the Council under the Equality Act 2010, the Welsh Language Standards (No 1) Regulations 2015, the Environment (Wales) Act 2016 and support via this grant provides generally a positive impact in respect of the Wellbeing and Future Generations (Wales) Act 2015.

### **Valleys Communities Impacts**

5. Applications for grant are available to voluntary and charitable organisations across the county borough.

### **Workforce Impacts**

6. There are no workforce impacts.

### **Legal Impacts**

7. Grants are provided in line with the approved scheme criteria.

### **Risk Management Impacts**

8. All grant applications are considered on their own merit and in line with the approved scheme criteria.

### **Consultation**

9. There is no requirement for external consultation on this item.

### **Recommendation**

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

### **Reason for Proposed Decision**

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

## **Implementation of Decision**

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

## **Appendices**

13. Appendix 1 – Schedule of grant applications

## **List of Background Papers**

14. Grant Applications

## **Officer Contact**

Mr. Huw Jones – Chief Finance Officer  
Email: [h.jones@npt.gov.uk](mailto:h.jones@npt.gov.uk)

## SCHEDULE OF GRANT APPLICATIONS

Applicant	Purpose	Amount Request/Cost of "Project"	Previous Support	Comments
Parc Ynysderw Sports Association	The Trustees of Parc Ynysderw Sports Association have applied for grant assistance in relation to the Lease of Parc Ynysderw Playing Fields	Grant towards the cost of rent of £1,650 pa which is increasing from £1,500 pa wef 24/05/2021	P&R board 29/06/2016 approved 100% grant of rent of £1,500 pa	Due to Covid restrictions it is proposed to delay the increase in rent until 24 <sup>th</sup> May 2022 and continue to provide existing grant of £1,500 pa until 23 <sup>rd</sup> May 2022. Thereafter a grant of £1,650 pa will be provided until the next rent review.

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