MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 3RD OCTOBER 2016 AT THE COUNCIL OFFICES, NEYLAND, MILFORD HAVEN.

PRESENT:
Cllr S Hancock (Mayor)
Cllr Mrs M Brace
Cllr R Howells
Cllr QW McGarvie
Cllr B Phelan
Cllr Mrs J Rayner
Cllr P Smith
Cllr Mrs J Wilson
Cllr P Wonnacott

Also present:
Mr M Davies and 6 residents of James Street, Neyland

APOLOGIES:
Cllr D Blyth
Cllr M Harry
Cllr B Rothero

The Town Clerk was in attendance.

DECLARATIONS OF INTEREST

None received.

Item 14 was taken first so that the members of the public present did not have to wait too long.

REPRESENTATIONS BY THE PUBLIC

The residents of James Street present advised Members of the ever-increasing problems of anti-social behaviour by residents of the flats in James Street and how at risk they were now feeling. Cty Cllr Hancock stated that he was aware of the problems and that the County Council were taking steps to sort out this problem. He also confirmed that he would be speaking to a senior police officer at the earliest opportunity and would advise residents of the outcome.

The residents of James Street left the meeting at 7.30pm however one resident of Charles Street remained to advise members that since the site meeting with officers of PCC held last July, no action had been taken by PCC to monitor the speed of vehicles in the street and no cameras had been installed. The clerk was asked to write to Darren Thomas and Ben Blake regarding this matter.

Mr Davies left the meeting at 7.45pm.
MINUTES OF THE LAST MEETING

The minutes of the meeting held on 5th September 2015 were proposed and seconded. They were agreed as a true record apart from:

a) amending the name of the PCC link officer to Paul Ashley-Jones.

b) Cllr McGarvie felt that a sentence be added to minute 761 stating ‘Cllr McGarvie maintained that the Community Hub project was too big, it was not sustainable and there was no business plan.’

MATTERS ARISING

The following matters were raised:

a) Minute 762: The clerk advised that a Health & Safety inspection had been carried out on this building and the only issues raised were:
   I. A leak in the toilet
   II. No hot water for hand washing in the kitchen.
   III. Additional electrical sockets were required in the clerk’s office.

   It was agreed that in view of the above that the downstairs room be offered to Barrie John for his use as a studio.

MATTERS RAISED WITH PCC LINK OFFICERS

The clerk advised that Mr Ashley-Jones and Tracy Amos had forwarded a document entitled ‘Developing a Strategic Plan for Neyland’ which she had circulated to all councillors. It was agreed that the clerk would arrange a mutually convenient date to hold a special meeting to discuss this document.

RESOLVED: That a date be set for a special meeting of Council to discuss the document.

MAYOR’S ANNOUNCEMENTS

These would be given with Cllr Hancock’s report.

UPDATE ON ACCOUNTS AND BANK BALANCES TO 30TH SEPTEMBER 2016

The following documents had been circulated:

a) A Financial Statement – Cashbook showing income of £63,504.74 and expenditure of £43,050.24 (gross).

b) A Financial Budget Comparison showing the budget for the year, the actual income/expenditure to date and the balance remaining under each heading. There were no areas of concern to note.

c) A Bank Account Reconciliations Summary showing bank balances as follows:
The above financial information was accepted and agreed.

RESOLVED: That the financial information provided be accepted.

780 HEALTH & SAFETY ISSUES AT COUNCIL OFFICES

This matter had been dealt with under Matters Arising so no further discussion was necessary.

781 UPDATE ON CCTV CAMERAS AT BRUNEL QUAY

The clerk and the Mayor advised Members of the outcome of their meeting with directors of OCON and the following actions were agreed:

a) A letter to be sent to Avigilon, the manufacturers of the cameras advising them of the problems with the system provided by OCON and asking for their assistance with the problems currently being encountered.

b) A check as to whether the street lights are on overnight to be made.

c) A planning application to trim the branches of one of the trees will be made.

d) A formal letter be sent to OCON outlining our expectations in order to resolve the current issues with the cameras.

RESOLVED: That the above actions be carried out.

782 WI-FI IN HIGH STREET, NEYLAND

Cllr Hancock advised that there are grants available from the County Council for individual towns to have Wi-Fi installed, but this did not include Neyland. It was agreed that PCC be asked to install and pay for the wireless points in the High Street and that we will pay the on-going revenue costs of £300 - £500 per year. This was agreed in principle.

RESOLVED: That it be agreed in principle that we ask PCC to install and pay for Wi-Fi points in the High Street and that this Council pays the revenue costs.

783 REPORT OF MEETING OF POLICY, FINANCE AND STRATEGY COMMITTEE

The following report was submitted:
REPORT OF MEETING OF FINANCE, POLICY & STRATEGY COMMITTEE HELD ON WEDNESDAY 28TH SEPTEMBER 2016 IN THE COUNCIL CHAMBER, NEYLAND AT 6.00PM.

PRESENT:  
Cllr S Hancock (Mayor)  
Cllr Mrs M Brace (Chair)  
Cllr Mrs J Wilson  
Cllr W McGarvie  

APOLOGIES:  
Cllr M Harry  
Cllr Mrs J Rayner  
Cllr B Rothero  

DECLARATIONS OF INTEREST

Cllr S Hancock declared a personal interest in agenda item 3 relating to the consultation on Leisure, Cultural and Tourism Services as he is a member of the County Council Cabinet which will be making a decision on this matter.

It was agreed that item 3 be taken last so that Cllr Hancock could leave before it was discussed as the last item.

UPDATE ON PLAY PARK

The Clerk advised that a further incident of vandalism had taken place on the teen shelter and a third panel of Perspex had been broken. It was agreed that this be reported to the police and enquiries be made with Mr Jonny Sutton if he has any knowledge of who may have carried this out. It was further suggested that a claim be made on our insurance for the replacement of the three panels of Perspex. Cllr W McGarvie offered to remove the damaged piece of Perspex as it may cause injury to someone if left.

A list of other works required at the play park which had been included in the latest quarterly inspection report from PCC, had been circulated and it was agreed that quotes be obtained for carrying out these repairs. It was also suggested that Mr G Codd of PCC be reminded about replacing the gate on the playpark.

Recommended:  
That the vandalism be reported to the police and Mr J Sutton be asked about possible culprits.
That a claim be made on our insurance for the replacement pieces of Perspex and that in the meantime Cllr McGarvie will remove the damaged sheet.
That quotes be obtained for other repairs required at the play park and PCC be reminded about the new gate.
FLOWERBEDS IN NEYLAND

A member of the public had suggested that the maintenance of the flower beds in town could become a community volunteer project rather than paying for PCC to maintain them. Information had been received from Richard Brown of PCC regarding them working with a number of communities who have done this. It was agreed that he clerk contact the officer dealing with this for some ideas.

Recommended: That contact be made with the appropriate PCC officer for advice and ideas on how to facilitate this type of project.

CITIZEN’S AWARDS

This subject had been raised by Cllr Blyth who suggested that these awards be re-introduced by Council. It was recommended that an award be made by the Mayor each year towards the end of his/her year of office to someone deserving.

Recommended: That the Citizen’s Awards scheme be re-introduced by the Mayor who would decide on the recipient towards the end of his year in office.

INFORMATION PANELS AT BRUNEL QUAY

A complaint had been received by PCC regarding the poor condition of these panels at Brunel Quay. It was suggested that three quotes be obtained for the replacement of these panels and that a budget be set in December for this work to be carried out in the next financial year. The clerk was asked to find out how many there were and what condition they were in first.

Recommended: That three quotes be obtained for the replacement of the information panels and that the clerk investigates how many need replacing.

COMMUNITIES TOGETHER

Information had been received regarding an event to be held in Narberth on Friday 30th September called ‘Communities Together – Building a Stronger Pembrokeshire’ which had been called in order to help communities make a difference to the health and wellbeing of their residents. Cllr S Hancock indicated that he would be attending this event and would report back to Council.

Recommended: That Cllr S Hancock report back to Council following this event.
*Cllr S Hancock left the meeting at 6.55pm due to his interest in the next item.

CONSULTATION ON LEISURE, CULTURAL AND TOURISM SERVICES

A consultation document had been received from PCC offering five options for the future delivery of leisure and cultural services and two options for the delivery of tourism services. Members had been circulated with this information prior to the meeting so that they were familiar with the options put forward.

It was recommended that Option 5 be suggested for leisure and cultural services which was to keep the services in-house. Members felt unable to suggest an option for tourism services as they felt they did not have sufficient knowledge to do so.

Recommended: That Option 5 be put forward for Leisure and Cultural services and no option be suggested for Tourism services due to lack of information and knowledge.

The meeting closed at 7.20pm.

END OF REPORT

The following points were raised:

a) Teen Shelter – the clerk advised that all but one panel on the teen shelter had been damaged by vandals and had been removed. It was agreed that no claim be made on the insurance to replace these panels and that any further vandalism would result in prosecution. Cllr Blyth was asked to publicise this fact on the Council’s Facebook page.

b) Cllr McGarvie offered to assist the clerk with the Information Panels at Brunel Quay.

RESOLVED: That the report be accepted.

784 CTY CLLR S HANCOCK’S REPORT

Cty Cllr Hancock submitted the following report:

Meetings:

Head of Adult Services, Pembrokeshire County Council
Regional Collaborative Committee at Rhosmean near Llandeilo
Pembrokeshire Access Group
Cabinet planning meeting
‘Let’s Talk Health’ event at Pembroke
Information Governance Sub Committee HDUHB
West Wales Regional Partnership Board  
Charitable Funds Committee HDUHB  
Mandatory training Tier 2 Safeguarding  
‘Our Values’ staff drop-in event at Withybush General Hospital  
Induction with Chief Executive, Care Council for Wales  
West Wales Care & Repair Board  
PCC Older Person’s Strategy Group  
Care Council for Wales seminar and full Board  
Pembrokeshire Blind Society Committee  
Cabinet  
Launch of Workways + project  
Adult social services strategic visioning meeting  
Meetings with various officers including Philip Hodgson, interim director.

Correspondence

- I have had repeated conversations with Ceri Rees, Owen Roberts and Darren Thomas regarding the necessity for an additional bus shelter for Honeyborough Road. The council is presented with two options, a 3 bay cantilever bus shelter and an enclosed 3 bay shelter.
- I have had a very encouraging and comprehensive report from Neyland Youth Club covering the Summer Term 2016.

Ward Issues

- I have received comments from two constituents regarding the need for a pedestrian crossing somewhere in High Street. I immediately contacted Darren Thomas, the Head of Highways and he will instruct a council engineer and traffic manager to undertake a traffic evaluation survey.
- I have referred a number of matters to area maintenance including;
  Weed growth in High Street, car park entrances and Cambrian Road.
  Grass needs to be cut on Cambrian Road bank
  Lane between St. Clement’s Road and College Park
- The council are sending an officer to look into proposals to put double yellow lines on a junction on Wood Lane on account of congestion and parking problems.
- I have been assured that the council either have, or intend to serve a statutory notice of non-compliance with regard to the Picton Road eyesore.
- I have been pursuing the council to contact the owners of the old Barclays bank which is much the worst building in High Street.

  it was agreed to purchase the 3 bay cantilever bus shelter at a price of £2,518 plus VAT.

RESOLVED: That Cty Cllr Hancock be thanked for his report.
MAYOR’S REPORT

Cllr Hancock reported that he had attended the following meetings:

a) The AGM of the Neyland Ladies Choir
b) Gwalia Offices, Milford Haven to discuss with other agencies the anti-social behaviour at Brunel Quay at possible remedies.
c) Meeting with OCON director and senior management regarding the CCTV cameras in the hotel gardens.
d) HOPE open day.
e) The burial of the cremated remains of former councillor Dennis Stolliday.
f) Communities Together event on Building a Stronger Pembrokeshire at Bloomfield Centre, Narberth.
g) Twinning meal and entertainment at St Clement’s Hall.
h) Benefactor Service at St Martin’s Church, Haverfordwest at the invitation of the Master and Wardens of the Gild of Freemen.

Cllr Hancock also reported that he had obtained quotes for a bus shelter on Honeyborough Road and it was agreed to purchase the 3 bay cantilever shelter at a cost of £2,518 plus VAT.

A site was also being discussed for a pedestrian crossing in Neyland.

Cllr Mrs M Brace thanked the chairman of the Twinning Committee Cllr McGarvie and his wife Joyce for organising the recent visit which was a very memorable occasion. The friendship and hospitality shown by everyone involved will be remembered by all and the Ladies Choir did Neyland proud as usual.

Cllr D Blyth also asked the clerk to convey his thanks to Cllr & Mrs McGarvie and Cllr Brace for the wonderful reception they organised for the visitors from Sanguinet.

RESOLVED: That the Mayor be thanked for his report.

CTY CLLR PAUL MILLER’S REPORT

Cty Cllr Miller had been unable to attend and his report was circulated to those present and read out by the Mayor as follows:

Ward Issues:

James / George Street
Concerns about antisocial behaviour emanating from the James Street and George Street Flats continue however I’ve not been made aware of any specific incidents in the previous month. I am continuing to liaise with residents and the Housing Service.
Charles Street Housing Development
Following the decision in principal at last month’s meeting to take ownership of a portion of the green space adjacent to Belle Vue I’m aware a more formal offer is now in front of Council.

Following a series of meeting with PCC and Pembrokeshire Housing I think this option represents a good way forward and I would encourage the council to take advantage of this opportunity, securing and protecting an important green and recreational space for the town.

Neyland Vale
At the request of Council, a meeting has been arranged for this coming Friday with PCC maintenance. Cllr Brace will be in attendance.

Footpaths/bridleways
Following a report from Cllr Wilson immediately following last month’s meeting I have made PCC aware of some maintenance issues which require attention. I’m not certain if these have been attended to as yet but if not please let me know and I will be happy to follow up.

General Housing:
I am assisting a number of individuals with applications for a housing allocation and 1 individual with a maintenance issues.

Waterson Cycle/Pedestrian Link
While outside of the remit of Neyland Town Council I am continuing to press the case for a formal pedestrian / cycle link from the village of Waterson. The availability of funding continues to be the barrier but the need for such a link is clear.

RESOLVED: That Cllr Miller be thanked for his report.

ACCOUNTS FOR PAYMENT

Accounts totalling £11,848.46 (gross) were approved for payment and income of £112.50 (gross) was accepted.

TOWN CLERK’S REPORT

The Town Clerk submitted the following report:

1. I have received the proof of the new Town Guide and this will be printed and distributed over the next month or so. I am sure it will do the town credit.
2. The council building has been inspected and the only matters of concern were the leaking toilet and the lack of hot water for handwashing. The toilet has been repaired and a water heater installed near the kitchen sink. The remainder of the building, although in poor repair does not raise any further issues bearing in mind that we will be re-locating in two years.
3. The Remembrance Service will be held on Sunday 13th November at the Cenotaph at 2.30pm as usual. I will be sending out letters to organisations over the next week or so.
4. The visit to the Flying Start centre took place on 27th September and 3 councillors attended.
5. The car parking area at the rear of the council building has been cleared and swept by the County Council free of charge.
6. The Welsh Govt have asked to see a copy of the agreement between ourselves and the Neyland CIC so that they can progress our application to borrow. I have forwarded a copy to them.
7. I have reported the further vandalism to the teen shelter to the police and I have not received any contribution towards the initial damage caused. I will write a further letter to the parents of the perpetrator.

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ANY OTHER INFORMATION

The following matters were raised:

a) Another Twinning visit will take place this coming week with a meal and a meet and greet.
b) The future of the former Lawrenny Arms public house was raised and Members were advised that despite it being sold it continues to be an eyesore in the town.
c) The former Wesleyan Chapel was discussed and although that too has been sold nothing has happened to it.
d) There is white van being parked on the corner of Water Street which obstructs drivers view when entering Honeyborough Road.
e) Members asked why no flowers had been planted in the flower border at Brunel Quay near to the Brunel Statue. The clerk would make enquiries.
f) The clerk was asked to put a notice in the window regarding Poppy Wreaths.

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DATE OF NEXT MEETING

The next meeting of Council will be held on Monday 7th November 2016 at 7.00pm.

The meeting closed at 9.30pm.