

**MINUTES OF AN ORDINARY MEETING OF NEYLAND TOWN COUNCIL, HELD ON MONDAY 19th MAY,
7.00PM AT NEYLAND COMMUNITY HUB**

This meeting was recorded.

Meeting Opened: 7.00pm

IN ATTENDANCE: Cllr. P Hay (Mayor)

Cllr. A Phelan
Cllr. M Harry
Cllr. E Phelan
Cllr. A Richards
Cllr. A Thomas
Cllr. S Hancock
Cllr. D Matthews
Cllr. S Thomas

Miss. Libby Matthews – Town Clerk & RFO

APOLOGIES: Cllr. B Rothero, Cllr. D Devauden, Cllr. S Campodonic

ALSO IN ATTENDANCE: Members of Public.

**4505 – DECLARATIONS OF INTEREST FROM MEMBERS REGARDING THE BUSINESS TO BE
TRANSACTIONED**

Name:	Interest:	Agenda item(s):
Cllr. M Harry	Personal; Non-paid Director of Neyland CIC	N/A
Cllr. S Thomas	Personal; Llanstadwell Community Councillor	N/A
Cllr. S Hancock	Personal; County Councillor	N/A

Cllr. S Thomas also declared that he was recording the meeting on his own personal recording device.

4506 – REPRESENTATION BY THE PUBLIC (limited to 15 minutes)

Mr. Lyn Maggs of Honeyborough Road, Neyland, attended the meeting as he wished to speak with Council regarding a recurring issue he was having to deal with. He advised he had attended Council approx. 12 months ago with the issues, but he, and his neighbours, were still suffering as no resolution had been reached. Mr. Maggs' neighbouring property is currently being run as an Air BnB, which is incredibly problematic to the permanent residents of the street due to the continuous noise disruption and partying into the early hours of the morning. Mr. Maggs has recently discovered a covenant regarding the property in question, depicting a caveat that no business or trade whatsoever shall be carried upon

the property. Mr. Maggs asked Council if they could offer their support in getting this implemented, as the relentless disruption is having severe detrimental effects on his, his wife and neighbours' mental health and well-being. Council offered their heartfelt sympathies to Mr. Maggs and agreed to assist, if they could.

There were no further public representations.

4507 – TO APPROVE THE MINUTES OF THE ORDINARY MEETING 07.04.2025

25/25 – (4481) Cllr. S Thomas wished to add that Town and Community Councils routinely fund burial services for their communities, so this is not an exceptional case for NTC.

Proposal: Minutes, with amendments to be approved as a true record.

Proposed: Cllr. E Phelan

Seconded: Cllr. S Hancock

All in favour.

**RESOLVED: MINUTES, WITH AMENDMENTS, OF THE ORDINARY MEETING OF COUNCIL 07.04.2025
ARE APPROVED AS A TRUE RECORD.**

4508 – MATTERS ARISING

23/25 – (17/25, 4459) The Clerk was asked if she had written to the Hub regarding the telephone bill.

The Clerk apologised as she had not yet done this and advised she would do this ASAP.

25/25 – (4482) Cllr. A Phelan advised he had a meeting set up with Paul Davies, MS, to discuss this.

25/25 – (4484) Cllr. Harry reiterated that Cllr. P Miller had no objections with the change of speed limit.

25/25 – (4485) Cllr's advised they had met with PCC regarding the state of the M.U.G.A and that positive steps were going to be taken to rectify and minimise damage to the M.U.G.A. Cllr. A Phelan advised Council he had also spoken with the school on the matter and intended to set up another meeting with PCC.

26/25 – (4487) It was confirmed that the new bunting for the town had been purchased and erected in time for the VE Day celebrations and would remain in place for Carnival and VJ Day commemorations.

26/25 – (4488) The Clerk confirmed she had an appointment booked for a meeting with a new website provider, which had come recommended by MHTC, for initial discussions.

27/25 – (4491) The proof for the Cricket Club banner had been circulated. The Clerk was asked to respond and request the removal of the grey box around the NTC logo.

4509 – A FURTHER DISCUSSION ON THE PURCHASE OF A SPEED SIGN

The Clerk advised all that after PCC had implemented a speed monitoring system on the High Street, they had returned the advice that the data showed a low level of speeding in this area. They advised this was due to the road providing natural traffic calming measures, with the narrowing of the road on either side due to parked vehicles, along with the bus stop and natural curvature of the road. PCC had also stated that, due to the position intended for the speed sign, they would not permit a speed sign being implemented as it is already a clustered area for signage, along with being quite set back from the road, meaning drivers would have to lean and turn their attention to view the speed sign. PCC also had

concerns regarding the brightness and a speed sign due to this area being heavily residential with both business and private dwellings.

There was much discussion regarding the advice offered by PCC, with members contradicting this by emphasising the multiple complaints from members of the public. Overall, it was agreed that due to the advice from PCC, the implementation of a speed sign on the High Street would be abandoned. It was put to members that this could be revisited if an alternative problematic area was highlighted.

4510 – A DISCUSSION ON IMPLEMENTING TRAFFIC CALMING MEASURES IN PRIORITY AREAS OF NEYLAND

Cllr. Harry highlighted particularly problematic areas of Neyland, which saw a lot of speeding vehicles. For example, Honeyborough Road and Kensington Road. Cllr. Harry advised that many other areas throughout Pembrokeshire have traffic calming measures in place, e.g. speed bumps or chicanes, and that these measures are far more effective than speed signs. Cllr. Harry stated that he would like to have a formal discussion with PCC on the matter and proposed arranging a meeting to discuss this face to face.

Proposal: To arrange a meeting with PCC to discuss traffic calming measures for Neyland.

Proposed: Cllr. M Harry

Seconded: Cllr. A Phelan

All in favour.

4511 - TO PERSUE IMPLEMENTING PLANS FOR COMMUNITY GARDENS

Cllr. Harry had brought this to Council as the planning for the Community Gardens has been ongoing for a number of years, and whilst the majority of the delay had been due to securing the lease of the land from PCC, along with issues being raised about the location for the Community Gardens, he felt it would be good to begin discussing plans and working on the project again. The Clerk advised that the lease was finally moving forward and that our solicitor was working with PCC and Fields In Trust to move this forward as quickly as possible. She also reminded Council that we currently have an EPG grant secured for c. £9k for when the project gets off the ground, along with monies secured in the Earmarked Reserves account of NTC. Cllr. Harry also advised that he had been introduced to a contact who has expressed interest in helping implement the project, so there was a lot of interest in moving this forward. All members agreed this was a good idea.

4512 - CLERK'S APPRAISAL CONFIRMATION

Cllr. Hay advised that this item was purely to confirm that he and Cllr. A Richards would be undertaking the Clerk's appraisal shortly, in accordance with her contract of employment. Cllr. S Thomas felt it appropriate to request that all members of Council expressed, via email to the Mayor, their thoughts regarding the Clerk's performance, to be considered within her appraisal. The Clerk stated that given the current situation between the Clerk and some Council members, who's bullying behaviours towards her had been referred to the Adjudication Panel for Wales for tribunal, this was absolutely not appropriate for Cllr. Thomas to suggest, especially so as he was also under investigation for his disrespectful actions towards her. All members in attendance, aside from Cllr. Thomas, unanimously agreed with this.

4513 – SUMMER FUNDING FOR NEYLAND YOUTH CLUB

NTC annually support Neyland Youth Club with funding throughout the summer to allow for their sessions to continue over the summer months. The Clerk had received, and circulated, a proposal from the Youth Club advising that this year their summer funding request was £1,645.11. The Youth Club had also requested an additional £800.00 towards the cost of a winter trip for the children. The Clerk advised that NTC had budgeted £2,500.00 for the Youth Club for 2025/26, so the full request fell within the budget allowance.

Proposal: To award Neyland Youth Club £1,645.11 for their summer sessions, with an additional £800.00 towards a winter trip.

Proposed: Cllr. S Thomas

Seconded: Cllr. S Hancock

All in favour.

4514 – S137 REQUEST FROM NEYLAND BABY AND TODDLER GROUP

The Clerk had received, and circulated, a request of support from the Neyland Baby & Toddler group. The group had asked for a donation of £100.00 towards the cost of two sets of toddler tables and chairs for the children to have their snack on during the group's sessions.

Proposal: To award the Neyland Baby and Toddler Group a £100.00 donation.

Proposed: Cllr. M Harry

Seconded: Cllr. A Thomas

All in favour.

4515 – OUTSTANDING MATTERS

M.U.G.A – Cllr. Hay advised that he and other Councillors had met with PCC to discuss the repairs that are required to bring the M.U.G.A back to an acceptable state. Cllr. Hay advised that the meeting was very positive and that PCC were willing to work together with NTC to repair, manage and monitor the M.U.G.A. Cllr. Hay advised that he would be contacting residents local to the M.U.G.A and begin discussions on setting up a 'Key Holder' rota to hopefully reduce anti-social behaviour, as well as damage occurring at the M.U.G.A. Cllr. Hay advised he would keep members updated with any progress made.

4516 – PAYMENTS FOR APPROVAL AND FINANCIAL UPDATE

Council had been circulated, ahead of the meeting, a list of expenditure for April 2025 totalling £8,974.05, a list on income for April 2025 totalling £44,515.87 (precept & VAT refund), a copy of the Bank Statement and a full Bank reconciliation, which showed no discrepancies.



Payments April
2025.pdf



Income April
2025.pdf



Barclays
Transactions.pdf



Barclays View of
Accounts.pdf



All Banks
Reconciled.pdf

Council had also been circulated a list of payments for approval totalling £2,315.13



Payments for
Authorisation.xlsx

Council had no queries on the accounts or payments for approval.

Proposal: To approve the payments listed for approval, totalling £2,315.13.

Proposed: Cllr. A Thomas

Seconded: Cllr. E Phelan

All in favour.

4517 – CLERK'S REPORT

The Clerk gave the following report to Council:

1. **Events** – The Clerk reported the huge success of the Easter Egg Hunt and Quiz Trail throughout the town. She told members that the Egg Hunt had seen approx. 130 prizes given out to children and approx. 40 prizes given out for the trail.
It was also reported that the Sanguinet Committee event had been a huge success and a joyous evening, with incredibly positive feedback from all in attendance.
Additionally, the VE Day 80th Anniversary Afternoon Tea had also been a phenomenal success, with many members of the public expressing their thorough enjoyment of the afternoon.
2. **Website Demo** – The Clerk advised she had a demo appointment booked with a company called 'Aubergine' regarding the new website. She advised that they had come highly recommended by her group of local Clerk's.
3. **Internal Audit** – The Clerk reported that her internal audit was booked for w/c 26.05.2025 with Julie Burgess, as per last year. She advised she had everything prepared and ready for audit.
4. **Committee meetings** – The Clerk advised she has scheduled a Planning Committee meeting and a Community Enhancement meeting for 27.05.2025, 6.00pm. All required paperwork would be distributed ahead of this to all committee members.
5. **Civic Service** – The Clerk advised that NTC's Mayor's Civic Service has been booked for Sunday 6th July 2025. Further details will follow.
6. **Absence** – The Clerk advised that bother herself and Cllr. Matthews will be unavailable on the 29th & 30th May due to a family funeral.

4518 - MAYOR'S REPORT

Cllr. Hay reported that he was currently arranging a small commemorative service for the 80th Anniversary of VJ Day on 15th August 2025. He reported that preliminary plans included a small service at the cenotaph in the morning and additionally a commemorative service at St Clements Church at approx. 6.00pm on the evening.

4519 – EXCHANGE OF INFORMATION AT THE DISCRETION OF THE MAYOR

Cllr. S Thomas had been approached by members of the public regarding graffiti on the Brunel Quay bus stop and that this needs to be reported to PCC to clean.

Cllr. A Thomas advised she had received complaints about the road resurfacing in Charles Street and would contact PCC regarding this.

4520 – DATE OF NEXT MEETING

The date of the next meeting was set for Monday 2nd June 2025, 7.00pm

Meeting Closed: 8.40pm.

Signed: (Mayor/Chair)

Signed: (Clerk/Proper Officer)

Date: