

**MINUTES OF AN ORDINARY MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 1ST JUNE
2026, 7.00PM AT NEYLAND COMMUNITY HUB**

This meeting was recorded.

IN ATTENDANCE: Cllr. P Hay (Mayor)

Cllr. A Phelan

Cllr. M Harry

Cllr. S Hancock

Cllr. A Thomas (via livestream)

Miss. Libby Matthews – Town Clerk & RFO

APOLOGIES: Cllr. A Richards.

NON-ATTENDANCE: Cllr. L Gent

ALSO IN ATTENDANCE:

Meeting Opened: 7.05pm

**4680 - 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 Hancock	Personal; County Councillor, Local Authority Governor.	N/A Item 13
Cllr. A Phelan	Personal; Community Governor.	Item 13

4681 – REPRESENTATION BY MEMBERS OF THE PUBLIC limited to 15 minutes)

There were no members of the public present.

4682 - TO APPROVE THE MINUTES OF THE ANNUAL MEETING 11.05.2026

4663 – Spelling error noted ‘appoint’.

**Proposal: To approve the minutes, with amendments, of the Annual Meeting of Council
11.05.2026.**

Proposed: Cllr. M Harry
Seconded: Cllr. S Hancock
All in favour.

RESOLVED: MINUTES OF THE MEETING (WITH AMENDMENTS) OF COUNCIL 11.05.2026 ARE APPROVED AS A TRUE RECORD.

4683 - TO APPROVE THE MINUTES OF THE ORDINARY MEETING 11.05.2026

- 25/26 – To include Cllr. S Hancock on behalf of the Council expressing condolences to Cllr. A Phelan, for the recent loss of his sister.
- 25/26 – (4669) Remove brackets and rewrite sentence.
- 26/26 – (4669) Remove sentence.
- 26/26 – (4669) To include that electric scooters are not allowed to be taken by officers.
- 26/26 – (4671) To include three figures provided.
- 28/26 – (4678) To include that Cllr. Phelan stated he felt we should seek advice from the ICO.

Proposal: To approve the minutes, with amendments, of the Ordinary Meeting of Council 11.05.2026.

Proposed: Cllr. M Harry
Seconded: Cllr. A Phelan
All in favour.

RESOLVED: MINUTES OF THE MEETING (WITH AMENDMENTS) OF COUNCIL 11.05.2026 ARE APPROVED AS A TRUE RECORD.

4684 – MATTERS ARISING

- 28/26 – (4674) The Clerk was asked if there had been any update regarding the replacement of the Brunel bench. The Clerk advised that she had contacted Sean Tilling from PCC (who had initiated the request to move the bench) with Council's agreement, but had not yet heard back from him. The Clerk was asked to follow this up. It was also advised to Council that it had been agreed during the Impact Funding EGM that the Brunel Bench would now be placed at the grass patch at the end of Lawrenny Street, facing out towards the High Street.
- 28/26 – (4674) Cllr. Hay further informed Council that he had removed the broken benches from Cambrian Road and would be seeking to collaborate with the Neyland Men's Shed to have the Benches refurbished.
- 28/26 – (4678) Further to the Council rejecting a FOI request from Mr. Devauden, due to the Council's unanimous belief the request was made with Vexatious intentions, further derogative and threatening emails had been received by the Clerk & members from Mr. Devauden. Mr. Devauden has requested an internal review into the decision. It was agreed that the Clerk would contact the ICO for advice. It was also agreed by NTC that an official complaint against Mr. Devauden would be filed with the police due to his persistent harassment and threats made to NTC.

4685 – ONGOING MATTERS

- a. **Public Toilets** – This item was moved to the next meeting to allow Council time to consider the solicitors responses on NTC's objections and queries regarding the lease.
- b. **Belle Vue Field** – Following on from the acknowledgement by Fields in Trust & PCC that there was no record of the land at Neyland Play Park being enrolled in Fields in Trust, and that therefore, this would allow NTC to now utilise the vacant land at Neyland Play Park for the Community Gardens project, it was discussed that the lease for Belle Vue Field would now be obsolete in NTC beginning to implement their Community Gardens project. It was agreed that the lease was originally sought to negate the loss of land for Fields in Trust, and now that the issue has been resolved, it was moved that NTC no longer require the acquisition of a lease for the Belle Vue Field.

Proposal: To withdraw NTC's requirement to obtain a lease for Belle Vue Field.

Proposed: Cllr. M Harry

Seconded: Cllr. P Hay

4 in favour, 1 against.

RESOLVED: NTC TO RESCIND THEIR REQUEST TO OBTAIN A LEASE FOR BELLE VUE FIELD.

- c. **ARAP** – No update.
- d. **Website** – No update.
- e. **Kensington Road** – Cllr. S Hancock advised he had received communications from PCC, who had advised that there had been a delay in the completion of the topographical survey of the area. Cllr. Hancock further advised that PCC had sent assurance that this would be completed as a priority.

4686 – TO COMPLETE THE ANNUAL RETURN FOR THE 2025/26 AUDIT

Council completed the Annual Return ready for the internal audit for the financial year 2025/26. The statements were read by the Clerk and the Council agreed upon the answers marked in the annual return.



Annual Return
2025-26.pdf

4687 – TO APPROVE THE RISK ASSESSMENT FOR 2026/27

Ahead of the meeting, Council had received a Risk Assessment for 2026/27, which had been completed by the Clerk. The Clerk had received no requested amendments, nor had she received any queries. There were no additional comments received during the meeting, so the Risk Assessment was moved to be approved.

Proposal: To approve the Risk Assessment for 2026/27.

Proposed: Cllr. A Thomas

Seconded: Cllr. M Harry

All in favour.

RESOLVED: RISK ASSESSMENT FOR 2026/27 APPROVED.

4688 – TO APPROVE THE COUNCILLOR TRAINING PLAN FOR 2026/27

Ahead of the meeting, Council had received a Councillor Training Plan for 2026/27, which had been completed by the Clerk. The Clerk had received no requested amendments, nor had she received any queries. There were no additional comments received during the meeting, so the Councillor Training Plan was moved to be approved.

Proposal: To approve the Councillor Training Plan for 2026/27.

Proposed: Cllr. M Harry

Seconded: Cllr. A Phelan

All in favour.

RESOLVED: COUNCILLOR TRAINING PLAN FOR 2026/27 APPROVED.

4689 – TO APPROVE THE ANNUAL INSURANCE FOR 2026/27

Ahead of the meeting, Council had received the annual insurance renewal quote and package. There were no queries on the insurance coverage and Council agreed the increase in cost of the premium since last year reflected annual inflation costs fairly.

The costs are as follows:

Commercial Combined Cover - £3,659.26

PA & Business - £483.99

Total: £4,143.25. (inc. IPT)

Proposal: To approve the insurance quote for 2026/27.

Proposed: Cllr. M Harry

Seconded: Cllr. S Hancock

All in favour.

RESOLVED: ANNUAL INSURANCE FOR 2026/27 APPROVED.

4690 – TO APPROVE THE YOUTH CLUB FUNDING REQUEST FOR SUMMER 2026

Ahead of the meeting, Council had received the Summer Funding request from Neyland Youth Club, with the sum of £1,626.40.

Proposal: To approve the requested Summer funding at £1,626.40, for the Youth Club.

Proposed: Cllr. A Phelan
Seconded: Cllr. M Harry
All in favour.

RESOLVED: YOUTH CLUB SUMMER FUNDING FOR 2026 APPROVED.

4691 – TO RATIFY THE EMAIL VOTE FOR THE PURCHASE OF COLOUR RUN WRISTBANDS

An email vote had been undertaken due to the time sensitivity of the purchase. Cllr. Hay asked the Clerk to initiate an email vote for the purchase of 500 children's wristbands and 100 adults' wristbands, to be given out as prizes for both school's respective Colour Runs at a total cost of £372 (inc. VAT).

Proposal: To purchase 'Colour Run' wristband prizes for both Neyland Community School and the Pembrokeshire Learning Centre.

Proposed: Cllr. P Hay (via email vote)
5 in favour, 1 abstention due to prejudicial interest.

RESOLVED: TO PURCHASE COLOUR RUN WRISTBANDS FOR NEYLAND COMMUNITY SCHOOL & THE PLC.

4692 – PAYMENTS TO BE APPROVED & FINANCIAL UPDATE

Council had been circulated, ahead of the meeting, a list of expenditure for May 2026 totalling £3,949.87, a copy of the Bank Statement and a full Bank reconciliation, which showed no discrepancies.



Payments May 26.pdf



Bank Statement May
2026.pdf



All Banks Reconciled
May 26.pdf

Council had also received, ahead of the meeting, a list of payments for approval totalling £8,299.02



Payments for
Authorisation.xlsx

Proposal: To approve the payments & accept the financial information for May 2026.

Proposed: Cllr. A Phelan
Seconded: Cllr. M Harry
All in favour.

RESOLVED: PAYMENTS ARE APPROVED AND FINANCIAL INFORMATION IS ACCEPTED.

4693 - CLERK'S REPORT

The Clerk advised that all items in her report had already been covered during the meeting.

4694 – MAYOR’S UPDATE

The Mayor shared the following updates with Council:

1. **Open Ship Farimir** – The Mayor advised that he and Cllr. Phelan had attended the open day for the Open Ship Farimir, which had been docked at Neyland Marina. He told Council that they had been given a tour of the ship by the skipper and that it had been a very busy event, with lot’s of members of public attending.
2. **Loud Speaker** – The Mayor advised that the new speaker NTC have recently purchased was unfortunately not the correct speaker we needed, as the speaker did not have the ability to connect Bluetooth microphones. This means that we will have to purchase a new speaker again and sell the one just bought.
3. **Rats** – The Mayor advised Council that we had received a few complaints regarding rats in the Honeyborough Grove area. PCC have been informed and will be looking into the situation.

4695 – EXCHANGE OF INFORMATION AT THE DISCRETION OF THE MAYOR

Cllr. M Harry – Advised he had spoken to an elderly resident of Neyland, who had raised a few concerns regarding the height of the lip on various drop curbs around Neyland. The purpose of the drop curbs is to allow for safe and easy crossing for prams, bikes, wheelchair users and mobility scooters, etc, but that the height of the lip was preventing safe use of this infrastructure. It was agreed that the Council would bring this grievance to PCC for consideration.

Cllr. A Phelan – Cllr. Phelan advised Council that the Burial Board had recently held its AGM, and that he had been appointed Chair for 2026/27, with Cllr. Roger Diggle (Llanstadwell Community Council) had been appointed as Deputy Chair.

4696 – DATE OF NEXT MEETING

The date of the next meeting was set for Monday 6th July 2026.

Signed: (Mayor/Chair)

Signed: (Clerk/Proper Officer)

Date:

