

08/21

**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 1<sup>ST</sup> FEBRUARY 2021 REMOTELY AT 7.00PM**

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**PRESENT:** Cllr S Hancock (Mayor)  
Cllr J Bevan  
Cllr P Davies  
Cllr V Edwards  
Cllr G Lawlor  
Cllr P Hay  
Cllr M Harry  
Cllr w McGarvie  
Cllr A Pollard-Powell  
Cllr P Wonnacott

**Also in attendance** \*Cty Cllr P Miller

\*Present for part of the meeting only.

The Town Clerk was in attendance (Mrs J Clark)

**APOLOGIES:** Cllr J Sutton  
Cllr S Churchill

**2716** **DECLARATIONS OF INTEREST**

Cllr G Lawlor declared an interest in agenda item 8 as he works for PCC and Cllr S Hancock declared an interest in agenda item 12 as he is a member of the HDUHB.

**2717** **MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 12<sup>th</sup> January 2021 were proposed and seconded. They were agreed as a true record apart from adding to minute 2708 that 'those residents who had expressed an interest in having a community garden be asked what type of fencing they would prefer.'

**2718** **MATTERS ARISING**

The following matters were raised:

- a) \_Minute 2701: Cllr Pollard-Powell advised that he had set up a contact form on the website. More text can be added, and this can be publicised on FB. It was agreed that a newsletter would be prepared as and when required.
- b) Comments were made about the HDUHB having the worst performance in terms of vaccinating the over 80's however Cllr Hancock advised that the number of vaccinations is increasing rapidly, and the Hub will be used as a vaccination centre by the Neyland surgery very soon.
- c) Minute 2704: Cllr M Harry requested that housing development in Neyland be discussed at the March meeting and that someone from PCC be asked for

- d) an update on developments planned for the town and who the developer is for Poppy Drive.
- e) The Town Clerk was asked to obtain a plan showing the boundary of the town for the next meeting.
- f) Minute 2713: Members commented on the number of speeding vehicles in Honeyborough and asked for the speed sign data to be downloaded. Cllrs P Hay and G Lawlor will attempt to do this ready for the next meeting.
- g) Minute 2710: The Police had been informed of vehicles parked at Westfield Pill and they would be making patrols in this and similar areas.

**2719**      **MAYOR'S ANNOUNCEMENTS**

The Mayor advised that a former Mayoress of Council had recently passed away – Mrs Joyce Murphy. It was agreed that a letter be written to her daughter expressing our condolences to the family.

**2720**      **UPDATE ON ACCOUNTS TO 31<sup>ST</sup> JANUARY 2021**

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £66,898.14 in the Current Acct, £8,680.91 in the Saver Acct, £0.00 in the Mayor's account and £1,262.10 in the Twinning Acct.
- b) The Financial Statement – Cashbook showing income of £199,095.54 (gross) and expenditure of £179,778.35 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

The Town Clerk advised Members that Barclays Bank had closed the Twinning Acct due to lack of activity and were not being very co-operative when discussing the matter on the telephone. It was agreed that an appointment be made at Barclays bank for the Mayor and Town Clerk to make a formal complaint.

**RESOLVED:**                      **That the financial information provided be accepted and agreed.**

**That a formal complaint be made to Barclays Bank by the Town Clerk and the Mayor.**

Cllr G Lawlor declared an interest in the next item and did not take part in the debate.

**2721**      **QUOTES FOR INSPECTIONS OF PLAY AREAS**

Four quotes had been received for the mandatory inspection of Council's play areas as follows:

- a) PCC with a cost of **£615.00** for inspections and public liability insurance.

- b) Dragon Play at a cost of **£657.33** for three quarterly and one annual inspection only.
- c) KOMPAN at a cost of **£450.00** for three quarterly and one annual inspection.
- d) Sunshine Playgrounds at a cost of **£450.00** for 11 operational and 1 annual inspection over 12 months with routine lubrication plus greasing and tightening of minor issues.

Before making a decision, Members asked to see the contracts that the companies were offering, and this was agreed. They would be emailed to all councillors for their comments.

**RESOLVED:**                    **That the contracts offered by the play inspection companies be requested and circulated to all councillors for comments.**

Cllr A Pollard-Powell declared an interest in this item and left the meeting as he had been involved in setting up the current website.

**2722**

**DISCUSSION ON NEW WEBSITE**

Discussion on this matter had been requested by Cllr Viv Edwards who stated that our website was very basic and difficult to navigate. He added that we were not communicating to the public what we were doing. It was suggested that members look at our other Pembrokeshire Town council websites for ideas and to discuss the matter further at the March meeting.

**RESOLVED:**                    **That members look at other town council websites for ideas to bring forward to discuss at the March meeting.**

**2723**

**REPORT OF CTY CLLR PAUL MILLER**

Cty Cllr Miller submitted the following report:

*This has been the busiest period ever in terms of the demands on my time from both the Council and constituents. It has been challenging but I have been pleased to be able to support the community through this difficult period.*

**Constituency:**

*I have dealt with a huge number of contacts from constituents concerned either about Covid-19 restrictions or about the impact on their business / their jobs. It has been and continues to be an extremely difficult time for many in our committed and I have assisted with a number of queries in relation to eligibility for the various support packages including the UK Govts Employee Retention Scheme (Furlough).*

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**Neyland Community Response:**

*We have suspended the service, confident that the various statutory bodies now have the appropriate systems in place to ensure the vulnerable in our community are appropriately supported. Working with a network of volunteers we dealt with more than 175 requests for help and I'd like to place on record my thanks to those who assisted me to co-ordinate the service; John MacMullen, Alan Chadwick, Robert Waygood, John Hancock and Simon Hancock. I would also like to thank the 30+ individuals who signed up to help members of their community.*

*We continue to monitor the need for the service and if, at any point, we feel there to be a gap in provision or feel there is a need for us to help members of the community currently unable to access support we can very quickly reopen the service.*

**Neyland Community Hub & Vaccinations:**

*I have been working with the Neyland and Johnston Surgery for a number of weeks to plan their vaccination centre. Neyland CIC has agreed to support the vaccination efforts and make the Neyland Community Hub facility available free of charge.*

*The practise has utilised their own premises and out-reach to vaccinate the over 80 age-group and will be commencing vaccinations for the next priority groups this coming Saturday (6<sup>th</sup>) at Neyland Community Hub.*

*We have yet to finalise the arrangements for the day (final planning meeting tomorrow) however it is possible we will be looking for volunteers to assist the smooth flow of patients. If anyone is available and wants to volunteer on Saturday let me know – we might not need you, but it would be good to have a list in case we do.*

*More generally on the Hub – we remain closed to the public for the moment however access remains available for staff including the Town Clerk. We are looking forward to a full opening when regulations permit.*

**PCC:**

*My portfolio responsibility, as you are aware, is Economic Development, Leisure, Tourism. We were initially focussed on our immediate response to the pandemic. To date we have distributed more than £66m in Covid-19 support grant to Pembrokeshire based business and implemented rent holidays and other such support measures for Council tenants.*

*More recently that focus has shifted from the immediate to the medium term. We need to ensure that Pembrokeshire is a great place to live and work as well as to visit and the Recovery and Regeneration Strategy, which sets out our focus for the coming years, is available on the Councils website of those interested.*

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**RESOLVED:** That Cty Cllr Miller be thanked for his report.

\*There was a 5 minute comfort break before the meeting resumed.

2724

**TO DISCUSS JOINT BURIAL BOARD MATTERS**

Members were advised that a complaint about the staff member at Honeyborough cemetery had been received from a resident who wished to remain anonymous and this was read out by the Town Clerk. It was suggested that as this was not the first complaint to be received on this matter, that an independent review of the management and operations of the Burial Board was required. It was agreed that a meeting of the Burial Board be called to let them know of the complaint.

Cty Cllr Miller advised that he could arrange for such a review to take place by an independent person from PCC and it was agreed that this request be put in writing. It was also suggested that the complainant be asked if they are happy for this complaint to be pursued. Cllr Miller agreed to attend the next meeting of Llanstadwell CC in order to explain the situation and to request their agreement for the review.

**RESOLVED:** That an independent review of the management of the Burial Board be requested and that a meeting of the Burial Board be requested to discuss the complaint.

That Cty Cllr Miller to ask Llanstadwell CC for their support for this review and to arrange for the review to take place.

2725

**TO CONSIDER RESPONSE TO PCC AND PCNP LDP DRAFT SUPPLEMENTARY GUIDANCE ON ARCHAEOLOGY AND BIODIVERSITY**

A response had been prepared by Cllr A Pollard-Powell which had been circulated and it was agreed that this be forwarded to the appropriate bodies. Cllr Pollard-Powell was thanked for his work on this matter.

**RESOLVED:** That the response provided by Cllr A Pollard-Powell be submitted.

2726

**AIR CONDITIONING/VENTILATION IN PUBLIC BUILDINGS IN RELATION TO THE SPREAD OF CORONAVIUS**

Cllr A Pollard-Powell had requested discussion on this matter, and he had approached local shops and supermarkets for information on what type of ventilation systems they used. He had also contacted PCC to ask if they had approached such premises to ensure they are were not using recirculating systems and they had not done so. It was agreed that this matter be discussed at the March meeting once all the responses had been received from the local supermarkets.

**RESOLVED:** That this matter be discussed once replies from local shops and supermarkets had been received.

2727

**PREVENTION OF DAMAGE TO GRASS BORDERS ON RIVERSIDE AVENUE**

One quote had been received from a company that could supply and plant trees on the grass borders where damage had been caused by vehicles parking on them. It was suggested that two more quotes be obtained, and that permission be requested in writing from PCC to plant trees at this location by 15<sup>th</sup> February in order to progress this matter. It was also suggested that a parking review of the whole of Neyland should be requested of PCC in order to provide more parking spaces.

**RESOLVED:** That two more quotes for provision and installation of trees be obtained and that permission in writing be requested from PCC to plant trees in Neyland.

That a full review of parking in Neyland be requested as there was insufficient parking provision.

2728

**REQUEST FOR DONATION FROM URDD EISTEDDFOD**

It was agreed that this request be left on the table.

**RESOLVED:** That this request be left on the table.

2729

**UPDATE ON COMMUNITY GARDENS**

The Town Clerk gave an update stating that nothing had been heard from PCC Property Dept regarding the transfer of the land despite sending several emails and that the application for funding from PCC had been put back to the next tranche to be decided in April. Cllr G Lawlor proposed that the resolution relating to the translocation of the hedge be changed to removal of the hedge and this was seconded and put to the vote. The proposal was carried, and Cllr Lawlor suggested that Council pledge to plant more trees in Neyland to counteract the effects of the removal of the hedge. It was agreed that a consultation be held via social media to ask what type of trees residents preferred and where they should be planted.

**RESOLVED:** That the hedge forming the boundary of the play park be removed rather than translocated and that Council pledge to plant more trees in Neyland.

That residents be consulted via social media on the type of trees they would prefer and where they should be planted.

**2730**      **UPDATE ON WALK NEYLAND LEAFLET**

The Town Clerk advised that all three advertisements had been received and the leaflet would now go to print.

**RESOLVED:**                      **That the Walk Neyland leaflet be sent for printing.**

**2731**      **ACCOUNTS FOR PAYMENT**

Accounts totalling £3,223.66 were approved for payment.

**2732**      **TOWN CLERK'S REPORT**

The Town Clerk submitted the following report:

1. There is a vacancy for a Governor on Neyland Community School. Does anyone wish to be considered for this vacancy please?
2. I sent an email of thanks to David Rees for arranging for us to have some new trees for Honeyborough Green and he advised me that Mr Stephen Benger from PCC and his neighbour, who live on the Green, paid for a further two trees. I have emailed Mr Benger to thank him for this kind gesture.
3. At the last council meeting it was agreed to purchase a new picnic table to be placed at the front of the Community Hub in memory of the late Cllr Brian Phelan. The cost of a picnic table is £336.00 plus VAT. Is everyone happy for me to order this please?
4. I have received correspondence from Paul Sartori requesting a financial donation as they are unable to carry out any of their usual fund-raising activities due to Covid-19 and have had to close all of their 14 retail outlets.
5. I have to report that without any consultation or notice, Barclays Bank have closed the Twinning Acct due to lack of activity on the account. I have tried to contact the Business Banking department on several occasions but have been advised that the only way to recoup the funds from this account (£1,262.10) is to contact a Government website called 'MyLostAccount' to make a claim for the money to be reimbursed. I am not happy with this service from Barclays and wish to make a formal complaint to the Financial Services Ombudsman as we should have been advised of the action they were going to take. I would never have allowed one of council's accounts to be closed down in this way. Do I have Council's permission to make this formal complaint please?

The following was agreed:

- a) That Cllr G Lawlor's name be put forward as a Governor for Neyland school.
- b) To make a donation of £100 to the Paul Sartori charity.

**2733**      **ANY OTHER INFORMATION**

The following matters were raised:

- a) Cllr J Bevan advised that the charity PATCH is now closed due to Covid until 9<sup>th</sup> February 2021.

- b) Cllr G Lawlor asked if the police could be requested to monitor the young people who are congregating and playing ball games at the entrance to the Community Hub. This was agreed.
- c) Cllr M Harry advised that there was a vehicle regularly parking in front of the electric vehicle charging point and it was agreed that the driver be advised not to continue this practice.
- d) The matter of a build-out on the High Street was raised outside Foxglove Florists as vehicles were persistently parking on the dbl yellow lines and were obscuring drivers' view of the High Street when leaving the car park. Cllr S Hancock agreed to contact the relevant officer at PCC.
- e) Cllr P Wonnacott wished to advise Members that he had attended a meeting of the Burial Board in November 2019 so had fulfilled his obligation to attend a meeting within a six-month period so was eligible to continue as a councillor.

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**DATE OF NEXT MEETING**

The next meeting will be held on Monday 1<sup>st</sup> March 2021 at 7.00pm.

The meeting closed at 9.55pm.

Signed.....Mayor.....Date

Signed.....Town Clerk