

MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD REMOTELY ON MONDAY 2ND NOVEMBER 2020 AT 7.00PM.

PRESENT: Cllr S Hancock (Mayor)
Cllr J Bevan
Cllr V Edwards
Cllr M Harry
Cllr P Hay
Cllr W McGarvie
Cllr J Sutton *

*Present for part of the meeting only.

APOLOGIES Cllr S Churchill
Cllr P Davies
Cllr B Phelan
Cllr A Pollard-Powell
Cllr P Wonnacott

The Town Clerk was in attendance (Mrs J Clark)

2651 DECLARATIONS OF INTEREST

Cllr S Hancock and Cllr W McGarvie declared an interest in the item on the Men's Shed.

2652 REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

No public present.

2653 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 5th October 2020 were proposed and seconded. They were agreed as a true record.

2654 MATTERS ARISING

The following matters were raised:

- a) Minute 2631: New parts for the external lights at the Hub had been ordered and all problems should be resolved soon.
- b) Minute 2633 a) There had been a positive response from the public to the proposed new grass cutting regime, which had been passed on to PCC.
- c) Minute 2633 b) Members were advised that a meeting of the Burial Board was to be held next Wednesday remotely.

- d) Minute 2633 c) Cllr Pollard-Powel's' contact details had been forwarded to Tony Organ relating to the 'Neyland's Famous People' project.
- e) Minute 2633 d) The Clerk had not received information from PCC relating to the costs of holding elections and was asked to follow this up with the Elections Office.
- f) Minute 2637: Nothing further had been received from PCC and the Clerk advised that she would submit the 'Enhancing Pems' Grant application before the December deadline.
- g) Minute 2648: The Town Clerk to advise Cllrs P Hay and J Sutton when the picnic table is delivered. Cllr Sutton advised that two benches had been donated by Milford School and consideration should be given to where they could be located – suggestions to be brought to December meeting.

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MAYOR'S REPORT

Due to the restrictions placed on attending events and meetings by Covid-19, the Mayor had nothing to report.

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UPDATE ON ACCOUNTS TO 31ST OCTOBER 2020

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £58,849.07 in the Current Acct, £8,680.79 in the Saver Acct, £0 in the Mayor's account and £1,262.10 in the Twinning Acct.
- b) The Financial Statement – Cashbook showing income of £167,497.42 (gross) and expenditure of £155,807.04 (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 confirmed that the earmarked reserves had been transferred to the Saver Acct and that the amounts would be broken down into sub-headings for identification purposes.

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FUTURE AUDIT ARRANGMENTS FOR TOWN & COMMUNITY COUNCILS

The above document, prepared by the Wales Audit Office, had been circulated to all Members and advised that due to the significant and systemic failings in financial management and governance across the sector, audit arrangements need to be changed. From 2020-21 onwards audit arrangements for town & community councils will include a three-year audit programme, which will meet statutory responsibilities while providing a sufficient level of audit assurance at a reasonable cost to individual councils. The new arrangements will include an element of transaction-based audit testing which will be staggered across the first three years of the new arrangements. There will be a slight increase in the fee when this is carried out.

RESOLVED: That the above information on future audit arrangements be noted.

2658 **PURCHASE AND MAINTENANCE OF TREES FOR HONEYBOROUGH GREEN**

The clerk advised that PCC had no objection to this Council planting replacement trees on Honeyborough Green, but that we would have to accept the responsibility for the maintenance of them. Members agreed to this request and agreed that several suitable trees be purchased or obtained from public donations as soon as possible. PCC had helped in planting the trees.

RESOLVED: That Council will be responsible for the maintenance of any trees it planted on Honeyborough Green.

2659 **CONTRIBUTION TOWARDS MEMORIAL BENCH FOR FORMER MAYOR PERCY MURPHY**

The family of the late Percy Murphy, a former Mayor of the Town, wished to purchase a memorial bench for him which it was hoped, could be located within the play park. The family also asked if Council would be able to contribute towards the bench. It was agreed that a donation of £150.00 be made.

RESOLVED: That a donation of £150 be made towards the purchase of a Memorial bench for former Mayor Percy Murphy.

2660 **REQUEST FROM NEYLAND'S MEN'S SHED PROJECT**

A request had been received from the above organization for a financial contribution towards their project entitled 'Bringing the Inside Out', which involves developing the waste ground area to the west of the Bethesda Church into an 'All Access Garden Area' with raised beds. It was suggested that this group make an application to the Town Improvement Committee for funding towards this project and the Clerk agreed to forward an application form.

RESOLVED: That an application be made for a Town Improvement Grant for this project.

2661 **PCC AND PCNP SUPPLEMENTARY PLANNING GUIDANCE CONSULTATION**

The above planning consultation document had been received and it was agreed that Cllr Adam Pollard-Powell be asked to respond on Council's behalf by February 2021.

RESOLVED: That Cllr A Pollard-Powell be asked to respond on council's behalf.

2662 **UPDATE ON PROPOSED COMMUNITY GARDENS AND LAND TRANSFER FROM PCC**

The Clerk informed Members that she had received an email from Helen McLeod-Baikie advising us that a member of her staff in the Property section had recently returned to work from maternity leave and would be dealing with this matter. The Clerk was asked to obtain the name of the staff member to assist with contacting the correct person in future.

RESOLVED: **That the name of the officer in the Property section of PCCV dealing with the land transfer to this Council, be obtained.**

2663 **UPDATE ON WALK NEYLAND LEAFLET**

Due to the ill-health of the Town Clerk and the recent two-week lockdown, it had not been possible to obtain the two adverts for the leaflet. However, now that retailers were open again this matter would be sorted as soon as possible. It was also suggested that some benches be located at various sites on the walk and it was agreed to walk the route for ideas.

RESOLVED: **That the adverts be obtained as soon as possible and that ideas be put forward for the location of benches on the route of the walk.**

2664 **POLICE MATTERS**

These had been dealt with prior to the meeting during a remote meeting with Sgt Terri Harrison and Chief Insp Louise Harries.

2665 **YOUTH MATTERS**

Nothing to report.

2666 **ACCOUNTS FOR PAYMENT**

Accounts totalling £3,042.46 plus £70.00 for the repairs to the 'Coronation Bakery' sign be approved for payment.

2667 **TOWN CLERK'S REPORT**

The Town clerk submitted the following report:

1. Neyland's Remembrance Service will be held on Sunday 8th November at the Cenotaph at 2.30pm with only 30 invited persons present as per Welsh Govt Guidelines relating to Covid -19. The Mayor and myself will be attending on

behalf of Council, along with three ministers of local churches, two representatives of the RBL, our MP and representatives of some of Neyland’s more prominent organisations. Members of the public are requested not to congregate at the Cenotaph at 2.30pm to protect the health and well-being of the residents of the town in these unprecedented times. Anyone not included in the invited 30 guests may lay a poppy wreath once the official group has moved away. I am sure you will understand that it will not be possible to accommodate all Members of the council at this event but you may pay your respects any time after the Sunday service until 11th November 2020. Social distancing shall be observed at all times and the area around the Cenotaph will be cordoned off during the short service.

- 2. The Santa tour of Neyland on his sleigh will be held on Friday 18th December starting from Honeyborough Roundabout at 5.00pm. There will be an extended tour of the town this year to compensate for there being no Santa’s Grotto and presents.
- 3. I now have a date for my gall bladder surgery, and this will be on Friday 13th November. I will be out of action for a while after the operation but will do all I can from home to keep everything ticking over with Council work. Thankfully, due to Covid-19 there will be no Christmas Miscellany Service so my workload should be kept to a minimum. Hopefully by Christmas I will have returned to full health.

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ANY OTHER INFORMATION

The following matters were raised:

- a) Cllr J Bevan advised Members that there had been a problem recently with vehicles speeding in Kensington Road and School Lane and it was only a matter of time before there was a serious accident.
- b) Vehicles are parking on the grass next to Sidney Web Close blocking the view of drivers coming out of the junction and opposite Cleddau Avenue. Members were advised that new legislation to prevent pavement parking would be brought in soon.
- c) Cllr J Sutton suggested that a Christmas Fun Run be held in December which would be a virtual run whereby runners can do the run any time between and 1st and 25th December as long as they provide evidence that they have done it. It was hoped that runners would dress in a Christmas theme for the run and all proceeds would go to local charities. The Town Clerk was asked to write a cheque for the VC Gallery for £300 from the proceeds of previous runs.

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DATE OF NEXT MEETING

The next meeting will be held on Monday 7th December 2020 at 7.00pm and the meeting closed at 8.20pm.

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

Signed.....Town Clerk