

MINUTES OF A REMOTE MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 5TH OCTOBER 2020 AT 7.00PM.

PRESENT: Cllr S Hancock (Mayor)
Cllr J Bevan
Cllr S Churchill
Cllr V Edwards
Cllr M Harry
Cllr P Hay
Cllr A Pollard-Powell
Cllr J Sutton

APOLOGIES: Cllr P Davies
Cllr W McGarvie
Cllr B Phelan
Cllr P Wonnacott

The Town Clerk was in attendance (Mrs J Clark)

2630 DECLARATIONS OF INTEREST

None received.

2631 REPRESENTATIONS BY MEMBERS OF THE PUBLIC

Mr Peter Kiff, who lives near the Community Hub wished to address Members regarding the problems he is having with external lighting from the Hub building shining into the windows of his home which are very intrusive. He has received a visit from Paul Miller who has promised to arrange a meeting at the Hub with the electrical contractor to sort it out. Some 9 weeks later, nothing has improved, and Mr Kiff expressed the hope that the Town Council could help him with this issue. It was agreed that Paul Miller be contacted for an update on this matter.

2632 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 7th September 2020 were proposed and seconded. They were agreed as a true record.

2633 MATTERS ARISING

The following matters were raised:

- a) Minute 2614 f) Cllr Pollard-Powell confirmed he has forwarded the new grass cutting regime to Neil McCarthy of PCC.
- b) Minute 2615: The clerk was asked to contact the Clerk to the Burial Board regarding the holding of a meeting of the Board.

- c) Minute 2620: The clerk was asked to pass on Cllr Pollard-Powell's contact details to Tony Organ for the Neyland's Famous People project.
- d) Minute 2623: The Town Clerk was asked to inquire with the Elections Unit regarding what proportion of the costs this council would have to pay for a joint election and what would happen if we did not have the cash to pay these costs.
- e) Minute 2624: The Clerk advised that the Police had arranged an on-line meeting with representatives from Town & Community Councils on 30th Sept but there had been little take-up. Members spoke of the increase in thefts from vehicles in Neyland and of alleged drug activities. The Clerk was asked to invite Sgt Terri Harrison to attend our next remote meeting in November and to remind her about the problems with the car transporters at Sinclair Garage.

2634

UPDATE ON ACCOUNTS TO 30TH SEPTEMBER 2020

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £69,116.27 the Current Acct, £680.70 in the Saver Acct, £60.00 in the Mayor's account and £1,262.10 in the Twinning Acct.
- b) The Financial Statement – Cashbook showing income of £167,497.33 (gross) and expenditure of £152,764.58 (gross).
- c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

The clerk advised that she had received correspondence from Barclays requesting that we either start using the Saver Acct or to transfer the monies and close it. It was agreed that all ear-marked reserves be placed in the Saver Acct for easier monitoring.

Cllr Sutton asked how much money was left in the fund-raising acct so that a donation could be made to the VC Gallery. The clerk would report back to the next meeting on this matter.

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

2635

DRAFT REPORT OF INDEPENDENT REMUNERATION PANEL FOR 2021/22

This report had previously been circulated to all Members and the Town Clerk advised that the report confirmed that the following payments could be made to Members of Town and Community Councils:

- a) Determination 39 – That a contribution be made to any Member who has personal support needs or caring responsibilities to fulfil their role.

- b) Determination 40 – That £150 **must** be made available to each councillor as a contribution towards costs and expenses.
- c) Determination 41 – That an additional £500 payment may be made to up to 5 members in recognition of special responsibilities in addition to the £150 for costs and expenses.
- d) Determination 42 – That payments may be made to members in respect of travel costs for attending approved duties.
- e) Determination 44 – that payments for over-night stays for approved duties may be paid to members.
- f) Determination 45 – that financial loss compensation may be paid to members where such loss occurred for attending approved duties.
- g) Determination 46 – that a payment to the Mayor or Chair of the Council up to £1,500 may be made, in addition to the £150.00 and £500 senior salary if claimed.
- h) Determination 47 – that a payment to a Deputy Mayor or Deputy Chairman of up to £500.00 may be made in addition to the £150.00 and £500 senior salary if claimed.

Particular emphasis was made in the report to the fact that Civic Heads should not have to pay themselves for any cost associated with carrying out these duties and this includes Deputy Civic Heads. Civic budgets are not matters of personal remuneration for the post holder but relate to the funding required for the tasks and duties carried out. **Councils remain free to set civic budgets at whatever levels they deem appropriate for the levels of civic leadership in place. Any payment made under Determination 46 is in addition to covering any costs incurred whilst carrying out civic duties.**

RESOLVED: That Council continue to adopt Determinations 39, 40, 42,46 and 47 as outlined above.

2636 TO CONSIDER NOMINATIONS FOR DEPUTY MAYOR

No nominations were received.

2637 UPDATE ON COMMUNITY GARDENS

The Town Clerk advised that no correspondence had been received from PCC's Property Dept relating to the transfer of land at the playpark. Members requested the Clerk to contact Cty Cllr Miller, the Leader of the Council, the relevant Director and Mrs H McLeod-Baikie about the delay. It was agreed that the Clerk to proceed with submitting an application for an Enhancing Pembrokeshire Grant and if nothing further is heard to invite Mrs McLeod-Baikie, Cty Cllr Paul Miller and the Director to the next meeting.

RESOLVED: That if no response is received from PCC, that the above officers be invited to attend the next meeting to explain the delay in this land transfer.

2638 **UPDATE ON 'WALKING NEYLAND' LEAFLET**

The Clerk advised that the advertising spaces on this leaflet would hopefully be sold by the November meeting.

2639 **CHRISTMAS LIGHTS AT BRUNEL QUAY & SANTA VISIT TO NEYLAND**

A request had been received from a resident at Brunel Quay for additional Christmas lights to be installed at the entrance to the Marina to boost spirits after a difficult year for most people. The Town Clerk advised that she would contact the Christmas Light contractor to see if there were any spare lights that could be utilised at Brunel Quay. It was agreed that there not be a Santa Grotto with the distribution of gifts to local children due to the current restrictions relating to Covid-19. However, it was suggested that an extended tour of Neyland be carried out by Santa in his sleigh. The Clerk agreed to make the necessary arrangements for this.

RESOLVED: **That any spare Christmas lights be installed at Brunel Quay.**

That there be no Santa Grotto but that an extended tour of Neyland be Santa in his sleigh be arranged.

2640 **QUOTES FOR SAFETY SURFACING AT PLAY PARK**

The Clerk advised that she had requested three quotes from play equipment companies, but they had not yet been received. It was agreed that Cllr S Hancock, Cllr P Hay and the Town Clerk be given plenary powers to deal with the quotes when they were received.

RESOLVED: **That Cllr DR S Hancock, Cllr P Hay and the Town Clerk to deal with the quotes for safety surfacing to avoid further delay.**

2641 **ARRANGEMENTS FOR REMEMBRANCE SERVICE 2020**

Due to current restrictions on large numbers of people meeting outdoors because of Covid-19, it was agreed to hold a scaled-down service at the Cenotaph this year with 30 organisations only invited to attend to lay a wreath with social distancing strictly observed. A short service of prayers would be held before the laying of wreaths and the playing of the Last Post. There would be no parade or band present and members of the public will be discouraged from congregating at the Cenotaph. Any other individuals or organisations who wished to lay a wreath may do so after the official wreaths are laid.

RESOLVED: **That a scaled-down Remembrance Service be held in Neyland with 30 organisations invited to lay wreaths.**

That members of the public be discouraged from congregating at the Cenotaph.

That other wreaths may be laid following the official wreath-laying at 2.30pm.

2642 PURCHASE OF MASKS FROM PURE WEST RADIO

Council had been approached by the owner of Pure West Radio asking if we wished to purchase face masks which would be printed with the council logo and the Pure West Radio logo, for distribution by Pure West Radio staff in Neyland. This had been carried out successfully in Haverfordwest recently. The cost involved was £300 for 100 masks. It was agreed not to take up this offer.

RESOLVED: That this offer not be taken up.

2643 NOMINATIONS FOR REPRESENTATIVE ON STANDARDS COMMITTEE

The County Council have requested nominations for a representative to sit on their Standards Committee. Cllr Simon Churchill requested that his name be put forward and this was agreed.

RESOLVED: That Cllr Simon Churchill be put forward for consideration for a position on the Standards Committee.

2644 REQUEST FROM DEMENTIA MUSIC CHARITY – PLAYLIST FOR LIFE

Correspondence had been received from the above charity asking if Council wished to become a Playlist Community Help Point by distributing information on their services for people living with Dementia. The Town Clerk was asked to obtain further information on this project.

RESOLVED: That the Clerk obtains further information on this project.

2645 POLICE REPORT

This was discussed earlier in the meeting.

2646 YOUTH MATTERS

Nothing to report.

2647 ACCOUNTS FOR APPROVAL

Accounts totalling £15,208.27 were approved for payment plus £100.00 expenses paid to the Mayor.

TOWN CLERK'S REPORT

The Town Clerk submitted the following report:

1. I am pleased to report that the high trees that were in a very poor condition at the bottom end of the playpark have been cut down by PCC and replaced with feather-edge fencing which greatly improves the area, making a good start for the allotments.
2. The picnic table at the playpark has been vandalised. I can obtain a 1metre adult replacement for £280.00 from Earth Anchors or a 1.5metre one for £375.00. A wheelchair access table costs £390.00. These are the cheapest prices I have seen.
3. I am pleased to inform you that JLEN Wind have agreed to donate the sum of £1,200 for the purchase of a defibrillator for the High Street. I will contact Tenby & District First Responders who will purchase a defibrillator on our behalf, install it free of charge and check it on a regular basis.
4. I have been sent a request by a Miss Layla Brace from an organisation called 'Break the Stigma' which is a community group run in the Pennar area of Pembroke Dock. At Halloween this year she will be donating sweets to children in close-by towns which are donated from the local community. She asks if we are able to make a donation to this project.
5. I have received an email from the Volunteer Manager for the Lifeline Responder Project for Volunteering Matters in Pembrokeshire, working in collaboration with the Local Health Board and Delta Wellbeing. They are based in Milford Haven and it is a short-term pilot project and they will be bringing on board volunteers to become Responders for older people who need a pendant alarm, but who may have no social or family connections and therefore cannot name anyone as their Responder. It is not a heavy commitment and I have further information if anyone is interested.
6. I am currently still working from home as the Hub building is not quite finished. All telephone calls to the office are diverted to my mobile phone and I call to collect post from 54 High Street twice a week. There is Wi-fi available at the Hub but no telephone lines as yet.
7. I was unable to arrange for Sgt Terri Harrison to attend the meeting tonight as she had already set up a remote meeting for Town and Community Councils on 30th September which we were invited to attend remotely.
8. I have ordered the dog fouling signs and they should be delivered to my home address very shortly. We can then decide where we wish to locate them.
9. We have received permission from PCC to put the new fixings on the Cenotaph to hold the Poppy wreaths and Cllr Hay will be carrying out this work before Remembrance Sunday.

10. I have spoken to Jim Dunckley of PCC regarding replacement trees for Honeyborough Green and he could see no reason why we couldn't. He is going to speak to a colleague regarding the best species to replant and he will get back to me when he is back from leave on 12th October.
11. I asked the Burial Board Clerk regarding help from the groundsman and was told he may be able to help during October in the play park. I have also requested three quotes for supply and fitting of wetpour and am awaiting those. I would suggest that Cllr P Hay, the Mayor and myself be given plenary powers to deal with this matter so that we don't have to wait until next month to order it.

The following matters were discussed:

- a) It was agreed that a new picnic table for the playpark be ordered at a cost of £280.00 and
- b) That a defibrillator be purchased with the grant from Wear Point Wind Farm. The manager of the Co-op to be asked if he had any objection to the defibrillator being fixed to the outside wall of the shop in High Street.
- c) That no donation be made for the distribution of sweets in Neyland for Halloween.

2649 ANY OTHER INFORMATION

There were no items of information from Members.

2650 DATE OF NEXT MEETING

The next meeting will be held on Monday 2nd November 2020 at 7.00pm.

The meeting closed at 9.10pm.

Signed.....Mayor.....date

Signed.....Town Clerk