

**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 22<sup>ND</sup> JUNE 2020  
REMOTELY FOLLOWING THE ANNUAL MEETING AT 7.00PM.**

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**PRESENT:** Cllr S Hancock (Mayor)  
Cllr S Churchill  
Cllr V Edwards  
Cllr P Hay  
Cllr J Bevan  
Cllr A Pollard-Powell  
Cllr W McGarvie

**APOLOGIES:** Cllr P Davies  
Cllr J Sutton  
Cllr B Phelan  
Cllr P Wonnacott  
Cllr M Harry

The Town Clerk was in attendance (Mrs J Clark)

**2573            DECLARATIONS OF INTEREST**

None received at this point.

**2574            MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 2<sup>nd</sup> March 2020 were proposed and seconded. They were agreed as a true record.

**2575            MATTERS ARISING**

The following matters were raised:

- a) Page 15/20 NADEE confirmed that they had received an invoice for the work carried out on Honeyborough pond and they had paid the invoice from the £300 received from the Town Improvement Grant.
- b) The Town Clerk was asked to request a reimbursement of the £300 donation to Llanstadwell Summer Concerts as they had been cancelled due to Covid 19.
- c) The Town Clerk advised she had further funds to pay in from the VE Day 75 Virtual Fun Runs and all medals etc were paid for from these funds. There was an amount to be donated to Charity which would be advised once the banking had been carried out.
- d) Cllr Peter Hay requested that all Poppy Wreaths be removed from the Cenotaph as they were looking a little untidy. It was suggested that the Town Clerk check with PCC as to what usually happens and to state on our website what we planned to do.

- e) It was suggested that the Neyland Heroes event be held as soon as possible as the framed certificates had been prepared and that the charity cheques be presented at the same event.
- f) Minute 2548: Cllr McGarvie referred to the problem in various areas of the town with rats and suggested that this be considered before proceeding with the allotments/community gardens. Cllr Hancock stated he had dealt with a similar problem in the Wood Lane area and PCC had dealt with this free of charge as the problem was not connected to individual properties. If he could be provided with further details of the streets effected he would report this.
- g) Page 24/20: Due to bags of rubbish being left at the Recycling Point in Neyland, PCC have decided to remove it and the only recycling bin will be for glass. Bags, however, are still being left there.

2576

**REPORT OF INTERNAL AUDITOR**

The report had been circulated with the agenda and the Town Clerk referred to the following points for council to note:

- a) That the level of unrepresented cheques was quite high and he expressed concern that they had not been presented by the end of May. This was probably due to the unprecedented situation with Covid 19 and it was hoped they would be presented by the end of June.
- b) That the level of spending was considerably lower than the budget and had resulted in over £30,00 being put in reserves. However this was mitigated by the fact that £27,000 had been earmarked by council for various projects.

**RESOLVED:**                      **That the report be accepted and the points above noted for future reference.**

2577

**QUOTE FROM EDGE IT SYSTEMS FOR RENEWAL OF FINANCE SOFTWARE CONTRACT**

A quote had been received for the 3-year renewal of the above contract at a cost of £343.20 inc VAT.

**RESOLVED:**                      **That the quote be accepted.**

2578

**UPDATE OF ACCOUNTS TO 31<sup>ST</sup> MARCH 2020**

The following financial information had been circulated:

- a) Bank Account Reconciliations Summary showing a balance of £53,800.07 the Current Acct, £680.52 in the Saver Acct, £1,505.00 in the Mayor's account and £1,262.10 in the Twinning Acct.
- b) The Financial Statement – Cashbook showing income of £120,652.91 (gross) with £4,590.43 to claim back in VAT and expenditure of £90,647.38 (gross).

c) The Financial Budget Comparison showing the Budget set, the actual income and expenditure figures and the balance remaining under each heading.

The closing balance of all cash accts is £55,786.58 of which £27,000 is earmarked.

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

**2579**                   **APPROVAL of ANNUAL RETURN FOR 2019-20 AND COMPLETION OF GOVERNANCE FORM**

The Accounting Statement for 2019-20 had been circulated along with the Governance Statements Parts 1 and 2. After careful consideration the figures were accepted and approved, and the Governance Statement completed.

**RESOLVED:**                   **That the Annual Return and the Annual Governance Statement be approved.**

**2580**                   **MAYOR'S ANNOUNCEMENTS**

The Mayor made the following announcements:

- a) Former Mayor Percy Murphy had recently passed away. The Town Clerk had sent a letter of condolence to his widow on behalf of Council. His family had requested if they could purchase a memorial bench for him and requested permission to locate it in the playpark. The Mayor would contact the family with permission.
- b) Cllr Hay advised that he had carried out a considerable amount of work at the playpark during lockdown, lifting the loose safety surfacing and relaying it properly. It now required to be glued down and the Clerk would obtain information from PCC on this.

**2581**                   **PURCHASE OF ADDITIONAL SPEED SIGN FOR THE PROMENADE**

The Town Clerk advised that we had been offered a battery-operated speed sign at a discount price of £2,100 plus VAT which would be located on the Promenade. Cllr P Hay offered to inspect the sign to make sure all necessary fittings were included. The Town Clerk had received some information on speed signs from PCC and would circulate this to all members.

**RESOLVED:**                   **That the speed sign be purchased from Morelock Ltd which would be installed as soon as possible.**

**2582**                   **POLICE MATTERS**

There was nothing to report.

**2583**                   **YOUTH MATTERS**

There was nothing to report as the Youth Club had not met since lockdown

**2584**                    **REPORT BY CTY CLLR SIMON HANCOCK**

Cllr Dr Hancock reported on the invaluable work carried out by the Neyland Community Response Team since lockdown and how nearly 29 volunteers helped those in Neyland who were self-isolating and shielding. There were 7 co-ordinators for each day of the week covering the Neyland, Llanstadwell, Burton and Rosemarket areas and helping the elderly and vulnerable. Lots of referrals had been received and it was hoped that when the pandemic is over we can retain some of the positives of this crisis with people continuing to support each other.

**2585**                    **ACCOUNTS FOR PAYMENT**

Accounts totalling £ 3,957.09 were approved for payment. Cllr A Pollard-Powell declared an interest as he had submitted an invoice.

**2586**                    **TOWN CLERK'S REPORT**

The Town Clerk had nothing to report to this meeting but would prepare a report for the July meeting.

**2587**                    **ANY OTHER INFORMATION**

The following matters were raised by councillors:

- a) Cllr S Churchill advised that he had been included on a shielding list by Welsh Govt after lockdown which he should not have as he was working for the NHS. He found this very strange and looked into the effects this can have on insurance and employment. He asked if this matter could be discussed at the July meeting so that people were aware that this list is not necessarily accurate. Cllr Bevan advised that this was a possible breach of the GDPR and should be investigated.
- b) Cllr A Pollard-Powell advised that NADEE had not met during lockdown but had been busy individually with Railway Terrace and Sportsway flower beds looking really good. He was meeting the stonemason tomorrow on Honeyborough Green in order to get the dam repaired for free and asked if Council would agree to pay towards the cement.

**2588**                    **DATE OF NEXT MEETING**

It was agreed that the next meeting would be held on Monday 20<sup>th</sup> July at 7.00pm. The meeting closed at 9.00pm.

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

Signed.....Town Clerk