

**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 3RD OCTOBER 2022
AT 7.00 AT NEYLAND COMMUNITY HUB, JOHN STREET, NEYLAND**

PRESENT: Cllr P Hay
Cllr A Lye
Cllr A Phelan
Cllr M Harry
Cllr Angela Radice
Cllr Steve Thomas
Cllr. Leah Unwin
Cllr. Ellen Phelan

ALSO IN ATTENDANCE:

C Cllr. S Hancock, C Cllr. P Miller, Vanessa Walker – Town Clerk,
Sarah Jane Absalom – Western Telegraph

APOLOGIES: None

A minutes silence was held to commemorate the sad passing of HM The Queen

3098 TO APPOINT A CHAIR FOR THE TOWN COUNCIL

Cllr. P Hay nominated Cllr. Mike Harry as Chair of the Council. Seconded by Cllr. A Phelan. All in favour.

3099 TO APPOINT A DEPUTY CHAIR FOR THE TOWN COUNCIL

Cllr. M Harry proposed Cllr. S Thomas as Deputy Chair of the Council. Cllr. Thomas wished to be Deputy Mayor rather than Deputy Chair. This was agreed and the proposal seconded by Cllr. Leah Unwin. All in favour.

4000 PRESENTATION ON NEYLAND COMMUNITY HUB – C CLLR. PAUL MILLER

C Cllr. Miller gave the background to the replacement of the Athletics Club by Pembs County Council in 2014 and the incorporation of Neyland CIC also in 2014 which was designed to be a powerful, sustainable, commercial company focused on delivering benefit to the Community. Phase one of the investment in community facilities commenced with a £2.9M build of Neyland Community Hub comprising a new Community Library open 365 days a year; Meeting and Conference facilities; Bar and Lounge and commercial Kitchen and a 4 court Sports Hall. The building was completed in 2020 and is fully technology enabled.

C Cllr. Miller gave details of the funding of the building including the Town Council's financial support and then spoke about the creation of a Community Interest Care company for Neyland which is now operating very successfully. (A Community Interest Company is the same as an ordinary company but has an asset lock).

He then outlined future phased community development in Neyland which will include Sheltered Housing and Supported Living Units. Negotiations are currently ongoing with Hwyl Dda about possibilities of working with them on the current Neyland & Johnston surgery situation..

4001 DECLARATIONS OF INTEREST

Cllr. S Thomas: item 4015 - Free pint for veterans.

Cllr. M Harry: item 4015 – Free pint for veterans

Cllr. M Harry: item 4013 – Fireworks Event at Neyland Community Hub banner

4002 REPRESENTATION BY PUBLIC

None

4003 MINUTES OF LAST MEETING

The Minutes of the Meeting held on the 5th September 2022 were agreed as a true record. Proposed by Cllr. A Phelan, seconded by Cllr. S Thomas.

4004 MATTERS ARISING

The following points were raised:

a) 3089 Notice of Motion from Cllr. A Lye. Cllr. Lye submitted an amended version of his Notice of Motion on the Cost of Living Crisis. This was agreed – all in favour.

4005 UPDATE ON ACCOUNTS TO 30TH SEPTEMBER 2022

The following financial information had been circulated:

a) Bank Account Reconciliation Summary showing the following balances:

Current Acct:	£49,236.45
Savers Acct:	£19,770.05
Mayor's Acct:	£ 290.34
Twinning Acct:	£ 1.00

b) Financial Statement showing :

Income:	£364.50 (gross)
Expenditure	£13,569.83 (gross).

c) Financial Budget Comparison showing:

Set budgets, monthly spend, cumulative spend and remaining amount in each budget.

RESOLVED: That the financial information be agreed and accepted.

It was confirmed that an inaugural meeting had been set up for the new Finance Committee which would discuss Reserves and Budgets.

4006 TO DISCUSS THE PROCESS OF CO-OPTING THREE NEW TOWN COUNCILLORS

The Clerk informed the Council that Cllr. Paul Smith had recently resigned. Given that four new Councillors are now required Cllr. A Phelan proposed that co-option be deferred until the new year. Seconded by Cllr. P Hay.

RESOLVED: To defer advertising for new Town Councillors until January 2023.

4007 CCTV - TO DISCUSS THE REPLY RECEIVED FROM THE POLICE & CRIME COMMISSIONER

Town Councillors had met with Mr. D Llywelyn earlier in the year and shown him the current CCTV provision in Neyland which now needs updating. Mr.

Llywelyn had promised a review to determine if Neyland could benefit from a new CCTV system provided by the Police. A letter had recently been received confirming that statistics showing the level of crime in Neyland did not warrant investment into a new CCTV system paid for by the Police. The Town Council was disappointed by this decision which was based on the number of reported incidents and felt that the true level of crime was considerably higher just not reported. The Clerk was asked to urge Neyland residents via social media and the noticeboards to report incidents to the Police using the various ways available. Cllr. M Harry suggested that the Town Council apply again for help with the CCTV coverage in a year's time.

There might be an opportunity to work with OGI, the firm currently providing high speed broadband access throughout Neyland, on upgrading the Brunel Quay CCTV. The Town Clerk and the Chair would set up a meeting with OGI.

4008 NEYLAND & JOHNSTON SURGERY

The outcome of the Health Board's deliberations on the future of the surgery were as follows:

"The Health Board met on 29 September to discuss how services should be provided for patients from the end of the contractual notice period on 31 October 2022. The discussion included reference to the patient and stakeholder feedback received, and a recognition of the challenge with sourcing sustainable medical cover. The Board felt that the interests of the patients and communities, and the longer-term strategic viability of the Practice is best-served by establishing a Health Board managed practice for all 6,000 patients based from St Clement's Surgery in Neyland. As such there will be no managed dispersal of patients to neighbouring practices".

The Town Council was thanked for its engagement and feedback on behalf of the community you represent. It was agreed that the Surgery should be a standing Agenda Item each month. It is understood that the practice will continue with locum doctors being used where necessary.

4009 TO RECEIVE A REPORT FROM THE PR AND EVENTS COMMITTEE MEETING HELD ON THE 7TH SEPTEMBER 2022

PRESENT: Cllr L Unwin
Cllr. S Thomas
Cllr. A Phelan
Cllr. E Phelan

APOLOGIES:

IN ATTENDANCE: Vanessa Walker – Town Clerk

1. TO NOMINATE A CHAIR FOR THE COMMITTEE

Cllr. Leah Unwin proposed Cllr. S Thomas as Chair. Seconded by Cllr. A Phelan. All in favour.

TO NOMINATE A DEPUTY CHAIR FOR THE COMMITTEE

This was deferred.

2. TO RECEIVE APOLOGIES FOR ABSENCE

None received.

3. DECLARATIONS OF INTEREST

None received.

4. TO AGREE TERMS OF REFERENCE FOR THE COMMITTEE

Deferred.

5. PUBLIC RELATIONS

a) Press Contact/Releases

The Committee discussed Councillors acting independently with regard to information being sent to the local press concerning the Council or Council business. It was felt very strongly by the Committee that there should be one single Town Council point of contact with the Press and that should be the Town Clerk, in conjunction with the Mayor/Chair of the Town Council and the Chair of the PR & Events Committee. Any new Standing Orders and PR Policy should reflect this to prevent confusion.

Councillors should also be aware that comments made in front of the Press at Town Council meetings might be taken and printed out of context, and that whilst not everything we discuss as a Council is important to everyone, everything that is discussed is important to someone in the community. Members also agreed that if a Councillor is approached by the press for comment the Councillor should direct the request to the Town Clerk, or the Mayor or Deputy Mayor or the PR Committee Chair if outside of office hours. If for any given reason a Councillor were to talk to the press then it must be made clear that the Councillor is not speaking on behalf of the Council, but as an individual. The Council is a collective body working as a singular entity for the betterment of the people of Neyland, and should have a single voice.

The Committee then discussed the use of Facebook and Tiktok. Cllrs: Ellen Phelan and Leah Unwin will put together a guide to social media platforms so that the Council can increase its use. The Clerk will continue to manage the Facebook page with the help of other Councillors.

b) Establishing and adopting a PR Policy and a Social Media Policy.

The Committee will draft and review a Public Relations Policy to put before full Council.

6. EVENTS

The Committee discussed arrangements already made, and necessary publicity, for the Fireworks Event on the 6th November. As well as the fireworks display there will be small kiddies rides and Daps Baps will provide the food. Should there be a profit, this will go towards supporting the Neyland community through the cost of living crisis.

a) Poster – amendments suggested.

b) PR – mention in the Western Telegraph and Pems Herald; fliers via Hubbards newspaper round (to be agreed); use of social media - Nextdoor Neighbours, Facebook, Tiktok and the Town Council webpage. Live streaming of Facebook.

The meeting closed at 8.40pm

The Town Council Meeting then discussed Press Releases and how the release of information can be managed to allow for a democratic press, individual rights and consensus. The Clerk suggested that any information given to the press by an individual councillor is prefaced by the following: "These are my personal views and are not necessarily the opinions of Neyland Town Council." Cllr. S Thomas promised that extensive research would be done about communication with the Press by Councillors which would contribute to the new PR Policy and Social Media Policy once formulated. For further discussion.

RESOLVED: That the new PR and Social Media Policies should address communication with the Press by individual Councillors as well as by the Town Council itself.

4010 **TWINNING WITH SANGUINET**

The Clerk had received a lot of information from ex Cllr. Bill McGarvie. This would be passed on to Cllr. Angela Radice.

4011 **APPLICATION FOR FUNDING FROM JLEN (WEAR POINT TURBINE)**

Various ideas for projects were still being considered, the latest one being the Warm Rooms Initiative which was discussed at the September meeting. It is now apparent, however, that there will be Welsh Government funding for this project. A small Task & Finish Group was set up to discuss how the Warm Rooms initiative might work in Neyland – Cllrs. Leah Unwin, Ellen Phelan and Mike Harry would meet with the Clerk to progress.

RESOLVED: To set up a Task and Finish Group to action the Warm Rooms project.

4012 **TO DISCUSS THE PURCHASE OF A FLAGPOLE**

After some discussion as to the purchase and location of a flagpole Cllr. P Hay proposed that no flagpole be purchased. Seconded by Cllr. A Lye. Cllr. A Phelan then proposed an Amendment that a flagpole should be purchased. Seconded by Cllr. Leah Unwin. The Amendment was voted on: 4 in favour, 4 against. The Chair had the casting vote and voted against the purchase.

RESOLVED: That no flagpole be purchased at this time.

4013 **TO DISCUSS THE PURCHASE OF A BANNER TO ADVERTISE THE FIREWORKS EVENT**

Cllr. S Thomas, as Chair of the PR & Events Committee, recommended that the Town Council purchase a re-useable banner to advertise the Fireworks event. Three quotes had been obtained and Cllr. Thomas proposed that the quote from Vinyl Banners Printing for £67.09 be accepted. Seconded by Cllr. A Phelan. All in favour.

RESOLVED: To purchase an advertising banner for the Fireworks Event.

4014 **TO DISCUSS THE PURCHASE AND LOCATION OF A CHRISTMAS TREE**

After some discussion it was agreed that the Clerk could purchase a tree with a limit of £500. Proposed by Cllr. P Hay and seconded by Cllr. Leah Unwin. Councillors discussed its location and felt that it fitted in well with the other Town Council events, ie. Santa's Grotto and Santa's Tour outside the Neyland

Community Hub, which after all was where the Town Council office was now situated.

RESOLVED: That a Christmas Tree be purchased.

4015

TO DISCUSS THE ARRANGEMENTS FOR REMEMBRANCE

The Clerk confirmed that arrangements were well in hand for the Service and Procession and for the refreshments after the Service. Cllr. P Hay offered to replace Mr. Barry John who had facilitated the laying of the wreaths in previous years, but who could not attend this year. The Orders of Service were being reprinted due to the passing of HM The Queen.

Cllr. S Thomas had put forward a Notice of Motion to issue a free pint for veterans and serving military personnel in the Community Hub bar. Seconded by Cllr. A Phelan and voted on: 5 for, 1 against. (Cllrs: M Harry and S Thomas declared an interest).

4016

TO DISCUSS THE LEASING OF LAND AT BRUNEL QUAY FROM PEMBS COUNTY COUNCIL.

The Town Council had asked Pembs County Council for a licence for the land where the skatepark is now situated at the start of 2022. The County Council has now replied with a proposal for leasing the land which brings with it responsibilities for mowing the grass and maintenance. The Clerk was asked to find out if a licence could be issued rather than a lease.

4017

CHAIR'S ANNOUNCEMENTS

i) Cllr. M Harry informed Councillors that Paul Davies MS had stated recently that he had been diagnosed with Prostate Cancer. The Clerk was asked to send a letter from the Town Councillors.

4018

ADDITION OF CLLR ELLEN PHELAN TO THE TOWN IMPROVEMENT COMMITTEE

Cllr. Ellen Phelan had asked to join the Town Improvement Committee. This was agreed.

RESOLVED: That Cllr. Ellen Phelan join the Town Improvement Committee.

4019

TOWN CLERK'S REPORT

- a) Lavender plants – these have been ordered and will be planted out in October. Cllr. P. Hay has cleared the flowerbed ready for planting.
- b) Safety surfacing – this has been ordered and should be started soon.
- c) Commemorative service – this was held on Friday 16th September at St. Clement's Church. There were about 80 people there including Town Councillors and the Neyland Ladies Choir. We were very pleased to have help from 2 Scouts and 2 Sea Scouts.
- d) Save Withybush Campaign meeting – still trying to arrange a meeting date.
- e) Conservation area – a meeting has been arranged with Officers from Pembs County Council and C Cllr. Simon Hancock.
- f) Town Clock - arrangements have been made to install the Town Clock on the wall of Bethesda Baptist Church – it will be put up when the Xmas Lighting is installed across the High Street.

- g) The Mens Shed – if the Town Council can think of a project they have offered to design, build and donate the project/item to the community. *The suggestion was made that the Men’s Shed be asked to refurbish the pump but it was not known who this belonged to. The Clerk was asked to find out who owns it.*
- h) Field adjacent to Honeyborough Cemetery – an invoice has been received for the Town Council’s share (50%) of the legal cost of registering this land in the joint names of Neyland Town Council and Llanstadwell Community Council. *The Clerk was asked to request background information about this.*
- i) PCC - Green Infrastructure consultation received.
- j) Christmas Miscellany. This is an event that used to be put on by the Town Council pre-Covid although I know no details. Revd. Alan Chadwick is asking if it will take place this year. The Town Council would look at re-instating this service next year.
- k) Cherry tree(s) in Brunel Avenue. A resident has asked if the cherry tree that was outside his house but died could be replaced. There are monies in the Mayor’s Fund from last year which was donated by Neyland residents for trees in Neyland. Cllr. A Phelan proposed that the Town Council fund a new tree if this was possible. Seconded by Cllr. P Hay.

4020

OUTSTANDING ITEMS FROM FORMER MINUTES NOT YET ACTIONED

Many items were outstanding post Covid, the Clerk was asked to include these on the forthcoming agendas on a regular basis to ensure that they are followed up and concluded. On-going.

4021

EXCHANGE OF INFORMATION

Cllr. P Hay is refurbishing the Coronation Bakery sign.
There had been an article about the new hospital in the Western Telegraph.

4022

DATE OF NEXT MEETING

It was agreed that for the immediate future there would be an Extraordinary Meeting each month, to be held on the third Tuesday. Proposed by Cllr. M Harry and seconded by Cllr. S Thomas.

The next Ordinary Town Council Meeting would be held on Monday 7th November, 2022, to be followed by an Extraordinary Meeting on Tuesday 22nd November

The meeting closed at 10.20 pm.

Signed..... Chair

..... Date

Signed..... Town Clerk