**90/22**

**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 5th DECEMBER 2022 AT 7.00 AT NEYLAND COMMUNITY HUB, JOHN STREET, NEYLAND**

**PRESENT:**

Cllr A Lye

Cllr A Phelan

Cllr M Harry (Chair)

Cllr Angela Radice

Cllr Steve Thomas

Cllr. Ellen Phelan

Cllr P Hay

Cllr. Leah Unwin

**ALSO IN ATTENDANCE:**

Vanessa Walker – Town Clerk,

Vanessa McGeown, Margaret, Gareth Lawlor

**4064 DECLARATIONS OF INTEREST**

 None.

**4065 REPRESENTATION BY PUBLIC**

A petition had been organised by the two ladies present for residents of Neyland to “Disagree with the Neyland Town Council’s decision to locate the 2022 Christmas Tree at “The Hub” and wish for the Christmas Tree to be placed at “The Police Bank” High Street, which is nearer to the centre of the town.” Forms containing 80 signatures were handed in at the meeting and 338 signatures had been given to the Town Clerk by Mrs. McGeown on the 1st December when the Clerk had explained that it had not been practically possible to change the location of the Christmas Tree this year as all the arrangements had already been made. She had also explained that the Neyland Community Hub was not run by Neyland Town Council, the Council had its office in the building and had contributed a substantial sum to its development but the Hub was run by a private company. The Christmas Tree was located at the Hub because it was opposite the Town Council office.

Cllr. M Harry confirmed that the Hub was run by a private Community Interest Company and explained that the land at Policeman’s Bank belonged to Pembrokeshire County Council, not the Town Council. Permission would therefore be needed to put up a tree there. As mentioned at the Town Council meeting on the 7th November there would be a full review of the Christmas Lighting scheme in Neyland next year, including the location of a town Christmas Tree which might be a living tree. The Town Council intended to involve and consult with the community.

**4066 MINUTES OF LAST MEETING**

The Minutes of the Meeting held on the 22nd November 2022 were agreed as a true

record. Proposed by Cllr. A Phelan, seconded by Cllr. Ellen Phelan. All in favour.

**4067 MATTERS ARISING**

The following points were raised:

 **4028: Neyland & Johnston Surgery** - The Clerk had contacted Hywel Dda and was expecting an update shortly.

 **91/22**

 **4045: Evaluation of Neyland Carnival Grant –** The Clerk confirmed that a Town Improvement Evaluation Form had been sent to Neyland Carnival Committee and Music at Llanstadwell, both of whom had received Town Improvement Grants this year.

**4050**: Dental Services in Pembrokeshire – The Clerk had contacted Hywel Dda and was expecting a reply shortly.

 **4054: Transfer of the Athletics Field** – The Clerk had confirmed that the overage payment should be triggered by the implementation of any planning permission on the land.

 **4055: Boy Racers** - Cllr. S Thomas informed the Council that he had seen traffic police near the speed sign.

**4068 TO AGREE AN AUTONOMOUS BUDGET FOR THE PR & EVENTS COMMITTEE**

 The budget is currently set at £500. Cllr. S Thomas confirmed that this budget is for promotional work only, not the cost of putting on events, and proposed that it should be an autonomous budget (expenditure not requiring prior approval by the full Town Council) in order to prevent delays in getting promotional material in time for events.

 Seconded by Cllr. Leah Unwin. All in favour.

**RESOLVED: That the PR & Events Committee Budget be autonomous.**

 **4069 UPDATE ON ACCOUNTS TO 30th NOVEMBER, 2022**

 The following financial information had been circulated:

1. Bank Account Reconciliation Summary showing the following balances:

Current Acct: £ 35,733.01

 General Reserves £ 8,993.00

Mayor’s Acct: £ 293.34

 Earmarked Reserves £ 19,000.00

1. Financial Statement showing :

Income: £0.00 (gross)

Expenditure £8,186.84 (gross).

1. 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.**

 **4070 TO RECEIVE THE REPORT OF THE TOWN IMPROVEMENT COMMITTEE MEETING HELD ON THE 29TH NOVEMBER, 2022.**

**REPORT OF MEETING OF TOWN IMPROVEMENT COMMITTEE HELD ON TUESDAY 29TH NOVEMBER 2022 AT 7.0PM AT THE COMMUNITY HUB, JOHN STREET, NEYLAND**

**Present:** Cllr. M Harry

 Cllr. Ellen Phelan

 Cllr. A Phelan

 Cllr. P Hay (Chair)

**Apologies**: Cllr. S Thomas

**In Attendance:** Vanessa Walker – Town Clerk

 **92/22**

1. **Declarations of Interest**

None

1. **Appointment of Chair**

Cllr. M Harry proposed Cllr. P Hay, seconded by Cllr. A Phelan.

1. **History of the Fund**

Cllr. M Harry explained the history of this Fund which was set up for projects in Neyland, not to fund them in their entirety but to enable the project to go ahead and keep tighter control on the Council’s funds and donations given. The Guidance Notes were discussed and it was agreed that some changes were necessary.

1. **Applications to be Considered**

 **Forget-me-Knots Dementia Support Group**

 The Town Council had received a request for £600 to fund a Christmas Lunch for 42 people.

 The Group had already raised £177 towards the cost which totalled £777.

 After discussion, Cllr. M Harry proposed £500, seconded by Cllr. A Phelan. As this was a

 Pembrokeshire group, based in Neyland, the Clerk was asked to write and suggest that it

 should apply for funds to other Community Councils as well as Neyland Town Council.

The meeting closed at 8.20pm.

**4071 TO DISCUSS SETTING UP A COMMUNITY SPEEDWATCH SCHEME IN NEYLAND**

 Cllr. P Hay explained that the Town Council could facilitate a Speedwatch Scheme which

 would be run by a group of volunteers and proposed that the PR & Events Committee

 advertise this opportunity to see if there was any interest. Seconded by Cllr. A Phelan.

 All in favour.

**RESOLVED: To find out if there is any interest in the Neyland community to set up and run a Community Speedwatch Scheme.**

**4072 TO DISCUSS THE PEMBS COUNTY COUNCIL DECISION TO CLOSE THE PUBLIC TOILET FACILITY AT BRUNEL QUAY**

A letter had been received informing the Town Council that the public toilet would be closed unless the Town Council either took over the running of same or raised its Precept by the current running costs and refunded this to Pembs County Council. This was discussed at length. Cllr. S Thomas raised the concern that if we wanted visitors to visit the town and its businesses it would be beneficial to have the toilets open and working. Cllr. A Lye suggested that a local pub or business in the centre of the town could be paid to make its toilet facilities available to the public but no decision was made on this. In general the Councillors felt that the facility was not in the right place for residents to use. Cllr. P Hay proposed that the Town Council keep to its former decision and not fund the facility in any way. Seconded by Cllr. A Phelan. All in favour.

**RESOLVED: To inform Pembs County Council that Neyland Town Council would not be taking on, or funding, the toilet facility in Brunel Quay**

**4073 TO FURTHER DISCUSS THE PROPOSED REDUCTION IN SPEED LIMIT ON THE A477**

Having contacted Stephen Benger – Pembs County Council – the Town Clerk had been informed that the current position was that the changes had been agreed but

 **93/22**

implementation has been delayed due to resources being diverted to the Welsh Government’s proposed 20mph roll out. It is planned that the orders to amend the
speed limit are due to go out to consultation in the new year. The Clerk was asked to
reply and stress that the Town Council wants the agreed changes to be in force as soon as possible, find out the actual date of implementation and inform Pembs County Council that it does not want the proposed development at the WP Lewis garage to delay matters.

**4074 CHAIR & DEPUTY CHAIR’S ANNOUNCEMENTS**

Cllr. M Harry confirmed that funding had been received for the Warm Spaces Project which was now being implemented and thanked the Town Clerk for her work in enabling and driving this project forward.

Cllr. S Thomas confirmed that he and his wife, Jackie, had attended the Pembroke Dock Service at the Military Cemetery on the 12th November, and the Haverfordwest Remembrance Service on the 13th November, and that he had been in touch with Pembs People First to arrange a presentation on My Charter for the Town Council meeting in January.

**4075 TOWN CLERK’S REPORT**

**TOWN CLERK’S REPORT FOR MEETING ON 5th DECEMBER 2022**

1. Fireworks. Paul Bowman who supplied the fireworks this year has recommended a company to give the display in 2023. He is going to be working as a consultant with them and speaks highly of them. The Town Clerk has provisionally booked the date of Sunday 5th November 2023 and the cost will be £2000. After discussion Cllr. A Phelan proposed that the booking be confirmed with Bright Sparks Fireworks for the 5th November, 2023.

Seconded by Cllr. S Thomas. All in favour.

**RESOLVED: That the Town Council purchase a fireworks display from Bright Sparks for the event on the 5th November, 2023.**

1. Cllr. A Lye – tree vandalism. Cllr. Lye has written to local estate agent, Evans Roach, drawing their attention to the fact that 3 extremely large nails were used to fix a sale pointer board to a living tree trunk. He feels that this is unnecessary and refers to it as vandalism, asking the company to donate a couple of trees to Neyland Town Council to be planted somewhere in the town. The Town Clerk was asked to write to Evans Roach asking them to be more respectful of public property and to instruct their agents of the same.
2. Xmas Lighting. There will be a visit by Blancher Illumination on the 21st December for a brief walk round Neyland looking at our existing Xmas illuminations. All the festoon and motif lighting is up although there are a couple of street lights causing problems and one string of festoon lights not working. Barrie Jones will be putting the Town Clock up on Bethesda Baptist Church when the Xmas lights are taken down.
3. Pump. The Mens Shed has had a look at the pump and are happy to refurbish it although they do have some queries. The Town Clerk has contacted Pembs County Council and received permission to do the work. She will put the County Council in touch with the Mens Shed.
4. Warm Spaces. The funding bid for the Warm Spaces Project was successful and the project has already started in St. Clement’s Church which will be joined by Bethesda

 **94/22**

Baptist Chapel and Neyland Community Hub this week. There are 2 volunteers for the
Hub sessions – if anyone else can help please contact the Clerk. (Tuesday and Thursday afternoons 1-4pm each week – not the week between Xmas and New Year).

1. SLCC Conference – 9th November. Cllr. Ellen Phelan and the Town Clerk had attended this virtual conference. Various topics were covered including Climate Change, Finance and Governance, digital solutions for meetings, regenerations of town centres etc.
2. Twinning. One Voice Wales has now confirmed that the Town Council cannot pay for spouses’ travel expenses to a Twinning event. The Town Clerk asked for confirmation of which Councillors might be going to Sanguinet next Spring.
3. Santa’s Tour of Neyland and Santa’s Grotto will be taking place on Friday 16th December.

Councillors discussed the arrangements, publicity and asking for donations. Cllr. P Hay proposed no collection, seconded by Cllr. M Harry. Cllr. A Phelan proposed an amendment – that a collection be made and monies collected be given to the Warm Rooms Project. There was no seconder. Councillors voted on Cllr. P Hay’s proposal which was carried 7:1.

1. Town Improvement Evaluation Forms have been sent to Music at Llanstadwell and Neyland Carnival Committee.

**4076 EXCHANGE OF INFORMATION**:

Cllr. M Harry expressed concerns about the tone of emails that afternoon regarding a Press Statement which had been compiled by Cllr. S Thomas but had not been issued.  This Statement had been prepared in response to the Town Clerk’s request to Cllr. Thomas as Chair of the PR & Events Committee for some positive PR from the Committee, as a whole, on the Town Council’s activities to date. Cllr. Thomas explained that he had not had time to involve the rest of the PR & Events Committee and had put a Press Statement together and left it with the Town Clerk.   The Press Statement had not been issued.   There was a robust discussion on the views held about this and a number of statements made from various Councillors. The discussion deteriorated and the Town Clerk left the meeting because she felt it was necessary to de-escalate the situation. The recording device was taken away and the meeting carried on for a few minutes un-recorded.

**4077 DATE OF NEXT MEETING**

 The next Ordinary Town Council Meeting would be held on Monday 9th January, 2023.

 The meeting closed at 10.19 pm.

Signed………………………………………………. Chair …………………………. Date

Signed…………………………………………………. Town Clerk