

MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 6th MARCH, 2023, AT 7.00 AT NEYLAND COMMUNITY HUB, JOHN STREET, NEYLAND

This meeting was recorded.

PRESENT:

Cllr. Angela Radice
Cllr A Phelan
Cllr M Harry (Chair)
Cllr Steve Thomas
Cllr. Ellen Phelan
Cllr P Hay
Cllr A Lye

ALSO IN ATTENDANCE: Mrs. Kingsley, Vanessa Walker – Town Clerk, Sarah-Jane Absalom,
C Cllr. Paul Miller, C Cllr. S Hancock

APOLOGIES: None

A minutes silence was held to mark the one year anniversary of the war in Ukraine.

4116 DECLARATIONS OF INTEREST

Cllr. M Harry – Warm Rooms
Cllr. A Phelan – Cllr. Expenses

4117 COUNTY COUNCIL REPORTS

C Cllr. Paul Miller gave the following report.

Housing - Pembs County Council is dealing with multiple housing enquiries caused by low availability in the private rental sector and people losing their tenancies and looking for help. Very little apart from advice and guidance can be done at present but the County Council is committed to building 400 local authority homes and more will be made available through the social housing generated via planning applications. The Ateb development is fully occupied. Military Road – C Cllr. Miller confirmed that he is chasing action as is Cllr. A Lye.

Neyland & Johnston Surgery – this is still ongoing as although it is pleasing that the Health Board have continued to keep it open a permanent solution needs to be found.

Windsor Gardens – one tenant remains the others have been offered suitable alternative accommodation. Plans for the redevelopment are not yet finalised as negotiations are still ongoing with the Health Board's requirement for new primary care premises.

C Cllr. Simon Hancock gave the following report:

Kensington Road traffic issues - speed monitoring will be carried out between James Street and School Lane from the 10-24th March to assess speed, volume of traffic, average speeds etc. Cllr. Hancock is looking for traffic enforcement measures to avoid accidents and physically reduce the speeds of cars as they enter Kensington Road. He is arranging for the speed monitoring vans to attend that area more often.

Cllr. A Phelan commented that he had noted regular speed vans since the last Town Council meeting.

Mrs. Kingsley confirmed that the police had been in touch to discuss the GoSafe initiative for Kensington Road but had decided that it was too dangerous a road for a volunteer scheme.

It was agreed to keep this item on the Town Council agenda for future meetings.

4118 MINUTES OF LAST MEETING

The Minutes of the Meeting held on the 6th February, 2023, were discussed. The Clerk had asked for any amendments required in advance of this meeting and had made changes accordingly. Cllr. S Thomas then put forward several complicated additional amendments which the Clerk asked for in writing after the meeting. The amended Minutes were then approved - proposed by Cllr. A Phelan and seconded by Cllr. Ellen Phelan.

4119 MATTERS ARISING

The following point was raised:

4102 – The complaint by Mr. Paul Davies about the Santa's Grotto event had been amicably resolved.

4120 TO RECEIVE CONFIRMATION FROM PEMBS COUNTY COUNCIL OF CLLR. ELLEN PHELAN'S CORRECT APPOINTMENT TO NEYLAND TOWN COUNCIL

Written confirmation had been received that Cllr. Ellen Phelan had been correctly appointed to the Town Council last summer. Cllr. A Lye apologised for his actions at the last meeting which had been made as he wished to protect the Town Council.

4121 TO FURTHER DISCUSS AUDIO RECORDINGS OF MEETINGS

Cllr. A Phelan proposed that recordings of Council meetings should be made available online. Seconded by Cllr. A Lye. All in favour.

Resolved: to make audio recordings of meetings accessible online.

4122 TO FURTHER DISCUSS THE PROPOSED FUNDING APPLICATION TO JLEN.

Two quotes had been received for the installation of a disabled friendly pathway through the playpark for £15,000 and £18,000 respectively. It had proved very difficult to find a contractor interested in doing the work. Cllr. P Hay proposed that JLEN be asked to fund the full cost of this pathway. Seconded by Cllr. A Phelan. All in favour.

4123 TO RECEIVE INFORMATION ON THE TIMETABLE FOR THE IMPLEMENTATION OF THE NEW SPEED RESTRICTION SIGNAGE ON THE A477.

The following draft timetable had been received:

- Formal statutory consultation will commence at the end of February 22/02/2023 – Press and on Site (Subject to Support from Police & Elected Members)
- 3 week Stats Consultation ends 15/03/2023
- Consideration of objections / representation
- 29/03/2023 2nd Press notice confirming sealing of order and dates the order comes into effect
- Work programmed with Sign Unit to implement on site approximately 8 week from 2nd press notice (subject to sign unit work load)

4124 TO RECEIVE A REPORT FROM THE PR & EVENTS COMMITTEE MEETING HELD ON THE 23RD JANUARY, 2023.

PR & EVENTS COMMITTEE MEETING HELD ON THE 23RD JANUARY, 2023, AT 8PM AT THE COMMUNITY HUB, JOHN STREET, NEYLAND

PRESENT: Cllr. A Lye
Cllr. S Thomas
Cllr. E Phelan
Cllr. A Phelan

APOLOGIES:

1. To Elect a Chair

Cllr. S Thomas proposed Cllr. Ellen Phelan, seconded by Cllr. A Lye who had been welcomed onto the Committee.

2. To Receive Declarations of Interest

None received.

3. To Agree Terms of Reference

Draft Terms of Reference were discussed and amendments agreed. To be confirmed at the next meeting.

4. PUBLIC RELATIONS

i) Facebook Posts

It was agreed to use the Facebook facility to schedule posts in advance which would allow for different versions of the same information to be posted over a period of time. Posts would be agreed collectively at meetings and then sent out over the following month.

ii) Facebook Consultation Group – Neyland Town Council Forum

The Committee discussed how to use this new initiative which had several ways of enabling social communication. Initially, it was decided to use the consultation function and to prioritise the Christmas Lighting Consultation. Cllr. Ellen Phelan would give a presentation to the full Council meeting in February.

5. EVENTS/PROJECTS

Coronation

Plans are in hand to acquire Coronation medals/coins which will be given to Neyland school children and the surplus sold on. It will cost around £5 each to produce two sided medals which would include a presentation box with the Town Council crest on. Neyland Community School has agreed to run a competition with the winning design featuring on the back side of the Coronation medal/coin. There would be certificates for the winning designs and Councillors would attend school assemblies to explain about the project. Cllr. A Phelan would liaise with the school. Cllr. Ellen Phelan would make a proposal at the full Council meeting in February to buy 500 Coronation commemorative medals/coins. Councils are being asked to light beacons for the Coronation weekend of Saturday the 6th May. It was agreed that the Town Council should run an event similar to the Jubilee event last year during that weekend.

6. Date of Next Meeting

It was agreed to hold monthly meetings for the time being and liaise by email and phone if required. The next meeting would be held on Wednesday 8th February at 7pm.

There being no other information the meeting closed at 9.15p

RESOLVED: That the report be accepted. The PR Committee was asked to design Facebook consultation process to be used for future community consultations. Cllr. Ellen Phelan would give a presentation on Facebook to full Council at a future meeting.

4125 TO RE-CONSIDER FUNDING OF THE BRUNEL QUAY TOILET FACILITY

C Cllr. S Hancock explained that without further funding the toilet was due to close at the end of March. An official request had been submitted by Cllr. P Hay for the Town Council to reconsider the decisions already taken not to fund the toilet in Brunel Quay as it was necessary to keep the toilet open whilst negotiations take place as to future funding. Cllr. Hay proposed that the Town Council jointly fund the toilet at the same level as before for 12 months, primarily to support commercial use but also to allow for alternative funding options to be explored. Seconded by Cllr. S Thomas, all in favour.

RESOLVED: to part fund the Brunel Quay toilet facility for the next 12 months.

4126 UPDATE ON ACCOUNTS TO 28th FEBRUARY 2023.

The following financial information had been circulated:

a) Bank Account Reconciliation Summary showing the following balances:

Current Acct:	£ 43,043.42
General Reserves	£ 9,000.10
Mayor's Acct:	£ 290.34
Earmarked Reserves	£ 19,000.00

b) Financial Statement showing :

Income:	£0.00 (gross)
Expenditure	£2200.91 (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.

4127 ACCOUNTS FOR APPROVAL AND PAYMENT

Accounts totalling £5606.25 (gross) were approved for payment plus additional donations of £150 specified under item 4137.

Proposed by Cllr. A Phelan, seconded by Cllr. A Lye.

The Clerk was reminded to circulate the costs breakdown for the Warm Spaces project to all Councillors.

4128 TO RECEIVE FEEDBACK ABOUT YOUTH ENGAGEMENT ACTIVITY

Cllr. Ellen Phelan reported on the involvement of Neyland Youth Club with the CWBR Youth project to create community art for display by engaging with young people and a graffiti artist to produce a graffiti decorated board to be displayed in Neyland. There was a very tight deadline for the completion of this project. Some Councillors had attended the planning meeting.

Cllr. P Hay suggested that the board be displayed in a public place initially and then returned to the Youth Club premises.

Cllr. M Harry had noticed the very poor outside lighting when he had attended the meeting at the Youth Club and asked C Cllr. S Hancock to look into this.

4129 TO RECEIVE A REPORT FROM THE CORONATION COINS WORKING GROUP MEETING HELD ON THE 22ND FEBRUARY, 2023.

The winners and runners up have been informed and the coins/boxes ordered. Cllr. P Hay proposed that if vouchers cannot be purchased for the amounts agreed, cash prizes of £15 plus £30 for the winner be made. Seconded by Cllr. A Phelan. All in favour.

RESOLVED: to substitute cash prizes for voucher prizes if required.

4130 TO RECEIVE A NOTICE OF MOTION ON “A VOTE OF NO CONFIDENCE IN THE DEPUTY MAYOR”

Cllr. A Lye proposed a resolution that the Press and Public be excluded from this part of the meeting which was put to the vote and carried 5:2 (Cllrs: P Hay and S Thomas voted against). There were no members of the public present but the representative from the Press left the room under protest, the recording device was turned off and the virtual Zoom platform muted.

After discussion the Vote of No Confidence in the Deputy Mayor was upheld. Proposed by Cllr. A Lye, seconded by Cllr. P Hay. All in favour apart from Cllr. S Thomas who abstained.

RESOLVED: That the Vote of No Confidence in the Deputy Mayor be upheld.

4131 TO AGREE A PROCESS FOR ADVERTISING AND PROCURING A NEW TOWN CLERK

A Working Group would be set up to review the advert and job description and a meeting would be held on the 15th March. It was agreed that Welsh versions of documents produced would be available on request.

4132 TO AGREE A LICENCE WITH PEMBS COUNTY COUNCIL FOR USE OF THE LAND ON WHICH THE SKATEPARK IS LOCATED.

The draft licence was discussed and approved but Cllr. S Thomas suggested a 12 month notice period. The Clerk would find out if this was possible. Cllr. P Hay proposed accepting the licence subject to amendment of the notice period. Seconded by Cllr. A Phelan. All in favour.

4133 TO FURTHER CONSIDER THE NEED FOR SPEED ENFORCEMENT IN KENSINGTON ROAD

A reply had been received from Pembs County Council – see item 4140(4) and C Cllr. S Hancock had arranged for speed monitoring – see item 4117. The Clerk was asked to request official support from the two County Councillors to try and get Riverside Avenue gritted in winter months.

4134 TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE MEETING HELD ON THE 23RD JANUARY, 2023.

REPORT OF MEETING OF THE PLANNING COMMITTEE HELD ON MONDAY 23rd JANUARY, 2023 AT 6.45PM AT THE COMMUNITY HUB, JOHN STREET, NEYLAND

PRESENT: Cllr A Lye
Cllr P Hay
Cllr M Harry
Cllr Angela Radice

APOLOGIES:

Declarations of Interest None received.

1. To consider the following Planning Application:

22/0811/PA: 2 Gambion Court, High Street, Neyland – variation of condition 2 (approved plans) of permission 04/0630/PA (conversion to four self contained flats). No adverse comments (assuming the Conservation Officer has no objections).

2. To receive the following Planning Decisions:

- i) 22/0654/PA: land opp. 60 Lawrenny Street, Neyland – new detached garden shed.
Conditionally approved.
- ii) 22/0622/PA: 7 Trafalgar Terrace, Neyland – variation of condition 1 (time limit for commencement of planning permission 17/0894/PA – alterations and extensions).
Conditionally approved.
- iii) 22/0516/PA: Land at Honeyborough, 1 Honeyborough, Neyland – variation of condition 3 of Planning Permission 19/0398/PA
Conditionally approved.
- iv) 21/0912/PA: Former Neyland Health Centre, 56 Charles St, Neyland – demolition of existing buildings and construction of four dwellings.
Conditionally approved.

3. Planning Training

Cllr. Angela Radice had attended the Planning Aid Wales Introduction to Planning training module which had highlighted a lack of community engagement by communities in general. There was a need to make residents aware that they can come to the Town Council if they object to a local planning issue. Copies of Q&A Introduction to Planning were made available to Councillors and the Clerk.

The meeting closed at 6.59pm

RESOLVED: That the report be accepted.

4135 TO RECEIVE A REPORT FROM THE ENVIRONMENTAL & LEISURE MEETING HELD ON THE 23RD JANUARY, 2023.

REPORT OF MEETING OF ENVIRONMENTAL & LEISURE COMMITTEE HELD ON MONDAY 23RD JANUARY, 2023, IN NEYLAND COMMUNITY HUB AT 7.00PM.

PRESENT:

Cllr M Harry
Cllr A Lye
Cllr P Hay
Cllr Ellen Phelan

APOLOGIES:

1. To Elect a Chair

Cllr. M Harry proposed Cllr. P Hay as Chair. Seconded by Cllr. Ellen Phelan.

2. Declarations of Interest

None.

3. To Agree Terms of Reference for this Committee

Deferred.

4a) Environment

It was agreed that there were two aspects to the Environmental perspective: our local environment and the Town Council's initiatives within it to benefit the community, ie. the Playpark, Skatepark, proposed Community Gardens, grass cutting and hedge trimming and a wider vision to inform the community about biodiversity and climate change. Cllr. P Hay felt that the Committee should initially focus its efforts on the local environment. The monthly Playpark and Skatepark inspection reports would be managed by this Committee in future with priority issues going to the full Council for action.

Cllr. A Lye and Cllr. Ellen Phelan would ensure that the Committee was kept informed of wider issues.

- i) Playpark and Skatepark Reports – received for December 2022.
- ii) Community Gardens – some progress made on bringing all the parties together to clarify and resolve the various legal aspects.
- iii) Green Spaces – after discussion the Clerk was asked to find out if the Mens Shed would use their expertise on small jobs around the town for an annual donation.

4b) Biodiversity

There were several grants available for biodiverse projects some of which could be appropriate for the Town Council. For further discussion.

4c) Climate Change

Cllr. A Lye suggested that Pembs Coast Forum be asked to give a presentation to the Town Council on Climate Change at a future full Council meeting. A copy of the Pembs Coast Forum Impact Report had been circulated.

5. Leisure

This was not discussed.

6. Date of Next Meeting

The next meeting would be on Tuesday 13th February, 2023, at 7.00pm

Meeting closed at 8.51pm.

RESOLVED: That the report be accepted.

4136 TO RECEIVE A FURTHER REPLY FROM HYWEL DDA HEALTH BOARD RE CURRENT PROVISION OF DENTAL SERVICES IN PEMBROKESHIRE.

After discussion of the information provided Cllr. M Harry proposed that an official complaint about the state of the dental service provision in Pembrokeshire be sent to Llais (the Community Health Council) as well as to our three Members of the Senedd.

RESOLVED: To make an official complaint about the provision of dental services in Pembrokeshire.

4137 TO FURTHER DISCUSS THE PROPOSED VISIT TO SANGUINET FOR THE TWINNING 10TH ANNIVERSARY EVENT

Cllr. A Phelan explained that the costs of the visit had become more than expected and might have to include accommodation. Councillors discussed the increased costs and regretfully it was decided that the visit would probably not go ahead. Cllr. Ellen

suggested attending virtually if that were possible and suggestions for a gift were considered.

4138 TO DISCUSS S137 DONATIONS

A request had been received from Cruse Bereavement Care. Councillors discussed previous donations and it was agreed to fund Cruse, Wales Air Ambulance and the Bobath Cerebral Palsy charity with donations of £50 each.

RESOLVED: To make donations of £50 each to Cruse Bereavement Care, Wales Air Ambulance and Bobath Childrens Centre.

4139 CHAIR & DEPUTY CHAIR'S ANNOUNCEMENTS

- Cllr. M Harry was pleased that the salt bins had been delivered ready for use.
- He had attended the CWBR youth engagement event.
- He had attended the Dragon Solar Park event.
- Cllr. S Thomas had been unable attend the Duathlon Event. Cllr. A Phelan had gone instead.

4140 TOWN CLERK'S REPORT FOR MEETING ON 6th MARCH, 2023.

1. **Ogi Fibre has confirmed that** it is now unable to provide free CCTV connections and cameras but have offered the Town Council £1000 towards the cost of new provision.
2. **Community Gardens/Belle Vue Gardens** – contact now made with Price & Kelway. They have received a draft lease but need further information from Pembs CC before actioning. A Client Engagement letter has been received with details of costs – the total charges estimated to be £1,062.00.
3. **Transfer of field to Athletic Club** – waiting to hear back from solicitor to see if any progress has been made on the transfer.
4. **Riverside Avenue** – PCC have replied to the request to place Riverside Avenue on the bad weather gritting schedule. Only roads carrying 1000 vehicles per day, or serving strategically important facilities eg. hospital, secondary school etc, are usually included. The schedule is reviewed annually and Riverside Avenue will be considered at the next review.
5. **Neyland & Llanstadwell Joint Burial Board** – the Clerk has sent Minutes of several meetings and an income and expenditure report for 2022/23.
6. **Dragon Energy** wind turbine consultation – several documents received.
7. The **Community Health Council** has issued reports on Babies & Births and Childrens Mental Health Services.
8. **Pembs Coastal Forum** – January Newsletter available.
9. Matt Jonsmyth of **Blachere Illuminations** met with Cllr. M Harry, Cllr. S Thomas and Cllr. P Hay on the 24th January to discuss provision of Christmas Motif (lamppost) lights on Neyland High Street. A digital presentation has been received. The Clerk has itemised the costs for the 2022 Christmas Lighting..
10. **Coronation Beacon Lighting Event** – NO lighting of beacons is being requested this year for the Coronation but Councils are being urged to light beacons in 2024.
11. **Casual Vacancies/Co-option** – the Elections Office have advised that there will be elections in both Wards if more nominations are received than there are places. There are 3 Casual Vacancies in Neyland East Ward and 1 Casual Vacancy in Neyland West Ward. There is also 1 Co-option place in Neyland West Ward and one application has been received. A Notice of

Election will need to be posted on the 7th March with a possible election on the 13th April.

- 12. **The Police & Crime Commissioner** is holding a public meeting on Wednesday 19th April in Haverfordwest.
- 13. **Monitoring and possible removal of litter bins** – Cllr. A Lye has concerns about the potential removal of bins due to their misuse.
- 14. **Funding applications received from Cerebral Palsy Cymry and Wales Air Ambulance** – copies enclosed.

Actions:

- i) The Clerk was asked to confirm with Ogi Fibre that appropriate cabling will be available for the CCTV at Brunel Quay.

4141 DATE OF NEXT MEETING

The next Ordinary Town Council Meeting would be held on Monday 3rd April, 2023.

The meeting closed at 10.27 pm.

Signed..... Chair

..... Date

Signed..... Town Clerk