

**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 9<sup>th</sup> JANUARY, 2023,  
AT 7.00 AT NEYLAND COMMUNITY HUB, JOHN STREET, NEYLAND**

This meeting was recorded.

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**PRESENT:**

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

**ALSO IN ATTENDANCE:**

Vanessa Walker – Town Clerk,  
C Cllr. Simon Hancock, Brian Rothero  
Pembrokeshire People First - James Dash, Courtney Poupard,  
Rhys Eynon, Tracy Thomas

**APOLOGIES:**

Cllr. A Lye

**4078 DECLARATIONS OF INTEREST**

None.

**4079 PRESENTATION BY PEMBROKESHIRE PEOPLE FIRST (PPF)**

A Learning Disability Charter has been written by people with learning disabilities (LD) in West Wales to reach out to society and make people aware that people with Learning Difficulties want the same things as everyone else with regard to employment, activities, friendships, sex, relationships, parenting and healthcare. Equal respect, to be able to travel independently, independent living, personal space and finances, to be listened to and to be treated like adults are all important and need recognition.

There is a Directory of businesses that have signed up to “My Charter” and an app AssistMyLife to improve and enhance the lives of people with Learning Difficulties/Autism. It is planned to hold drop in sessions for local businesses to get more information. Once a business has signed up for the Directory it is then audited and accredited.

**4080 MINUTES OF LAST MEETING**

The Minutes of the Meeting held on the 5<sup>th</sup> December, 2022, were discussed. Cllr. S Thomas requested that item 4076 be amended. After discussion the following text was agreed.

“4076 ... 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. “

Cllr. Ellen Phelan proposed that, subject to the above amendment, the Minutes be agreed as a true record. Seconded by Cllr. A Phelan. Vote 6:1. Cllr. S Thomas voted against.

**4081**      **MATTERS ARISING**

The following points were raised:

**4055** – Cllr. A Phelan had also confirmed a police presence near the speed sign.

**4065** – ..... Neyland Community Hub is run by an independent company registered as a Community Interest Company.

**4075:** Toilets at Brunel Quay - Cllr. S Thomas was concerned that if the Town Council wanted visitors to visit the town and its businesses it would be beneficial to have the toilets in Brunel Quay open and working. Cllr. Hancock felt that there might still be a chance to negotiate an amended running cost and would be happy to facilitate further discussions between the County Council and Neyland Town Council. Cllr. S Thomas and Cllr. M Harry were invited to meet with Pembrokeshire County Council to discuss this issue.

**4075:** Town Clock – The Town Clerk confirmed that the clock would be installed soon.

**4082**      **TO ADOPT “MY CHARTER”**

Cllr. S Thomas proposed that Neyland Town Council adopts “My Charter”.

Seconded by Cllr. Ellen Phelan. Vote 5:1 (Cllrs: M Harry, Ellen Phelan, Angela Radice, A Phelan and S Thomas for, Cllr. Peter Hay against.)

**RESOLVED: To adopt the My Charter**

**4083**      **TO ADOPT THE APP “ASSISTMYLIFE” AND REGISTER NEYLAND TOWN COUNCIL IN “THE DIRECTORY”**

Cllr. S Thomas proposed that Neyland Town Council adopts the app Assistmylife and is registered in The Directory. Seconded by Cllr. A Phelan. Vote 5:1 (Cllrs: M Harry, Ellen Phelan, Angela Radice, A Phelan and S Thomas for, Cllr. Peter Hay against.)

**RESOLVED: To adopt the app Assistmylife and register for The Directory**

**4084**      **TO DISCUSS POSSIBLE COMMUNITY BENEFIT FROM OGI FIBRE.**

Cllr. S Thomas proposed that Neyland Town Council officially engage with Ogi Fibre to pursue CCTV coverage for two areas within Neyland as a community benefit. Seconded by Cllr. A Phelan. All in favour.

**RESOLVED: To officially engage with Ogi Fibre**

**4085**      **UPDATE ON ACCOUNTS TO 30<sup>th</sup> NOVEMBER, 2022**

The following financial information had been circulated:

a) Bank Account Reconciliation Summary showing the following balances:

Current Acct:	£ 49,735.10
General Reserves	£ 9,000.10
Mayor’s Acct:	£ 290.34
Earmarked Reserves	£ 19,000.00

b) Financial Statement showing :

Income:	£36,597.00 (gross)
Expenditure	£14,408.07 (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.**

**4086**      **ACCOUNTS FOR APPROVAL AND PAYMENT**

Accounts totalling £2,105.77 (gross) were approved for payment.

Proposed by Cllr. A Phelan, seconded by Cllr. M Harry.

Vote 5:1. (Cllrs: M Harry, A Phelan, Ellen Phelan, P Hay, Angela Radice for, Cllr. S Thomas against.)

Cllr A Phelan proposed that a breakdown of the Warm Spaces Project costings be made available to Councillors. Seconded by Cllr. P Hay.

Cllr. S Thomas asked for a breakdown of the "Other" budget under Office costs.

**4087**      **TO APPROVE THE REQUISITION OF TWO SALT BINS FROM PEMBS COUNTY COUNCIL FOR NEYLAND HEIGHTS AND RIVERSIDE AVENUE**

Pembs County Council has agreed to supply two salt bins at a cost of £180 + VAT for each bin and these will be filled up with salt twice a year at no additional cost. This was approved. Proposed by Cllr. A Phelan, seconded by Cllr. S Thomas. All in favour.

The Clerk was asked to find out if Riverside Avenue could be added to the bad weather gritting schedule as it is currently not included.

**RESOLVED: That this Council purchase two Salt Bins and apply to Pembs County Council for Riverside Avenue to be included in the bad weather gritting programme.**

**4088**      **TO FURTHER DISCUSS THE PROPOSED FUNDING APPLICATION TO JLEN**

One quote had been received so far for the proposed disability friendly pathway through the Playpark and two quotes for a disability roundabout to replace the existing apparatus.

Cllr. P Hay proposed applying for these but deferring an actual decision until additional quotes could be obtained. Seconded by Cllr. M Harry.

**4089**      **TO DISCUSS THE PROPOSED COMMUNITY CONSULTATION ON CHRISTMAS LIGHTING**

Cllr. A Phelan has set up a Facebook Group called Neyland Town Council Forum to enable any public consultation. This would be clarified at the next meeting of the PR & Events Committee. Councillors should bring their suggestions regarding the consultation questions to the next Town Council meeting.

**4090**      **TO RECEIVE CLLR. LEAH UNWIN'S RESIGNATION FROM THE TOWN COUNCIL**

Cllr. Leah Unwin had sent an email containing her resignation to the Chair of the Council. This left the PR & Events Committee with only three Councillors. Cllr. A Lye was nominated to come onto this Committee should he wish to. Meeting dates were confirmed for the PR & Events, Environmental & Leisure, Planning and Finance Committees.

**4091**      **TO ADOPT THE MODEL LOCAL RESOLUTION PROTOCOL**

This document, produced by One Voice Wales, is to be used by Town & Community Councils to use when dealing with complaints within the Council against Members in order to effect a local resolution. The document was discussed and it was felt that some reference needed to be made to third party facilitation if, for any reason, the Clerk was not able to be the facilitator. It was agreed to add in “impartial third party facilitation” to the third and fourth paragraphs under Resolution Process.

These amendments were proposed by Cllr. A Phelan and seconded by Cllr. P Hay. All in favour. Cllr. P Hay then proposed that the Local Resolution Protocol be adopted, seconded by Cllr. A Phelan.

**Resolved: That Neyland Town Council adopt the Local Resolution Protocol.**

**4092**

At this point of the meeting Cllr. M Harry proposed a Resolution that the Press and Public be asked to leave the room on the grounds that the Council wished to discuss the Protocol with regard to individual Councillor requirements. Seconded by Cllr. P Phelan. A vote was held - 4 votes for and 1 abstention.

**Resolved: that the Press and Public be asked to leave the meeting.**

*The Press and Public were asked to leave the meeting.  
The Clerk turned off the recording device.*

*The Press and Public were invited back to the meeting.  
The Clerk turned on the recording device.*

**4093**

**TO CONFIRM COUNCILLOR ATTENDANCE AT THE TWINNING EVENT IN SANGUINET**

Cllr. S Thomas confirmed that he would not be taking part in the visit because of the poor situation at the Town Council and the current cost of living crisis. Councillors discussed the cost of a visit to Sanguinet and felt that one or two Councillors should attend this special 10<sup>th</sup> Anniversary Twinning event. It was agreed that Cllr. A Phelan and Cllr. Ellen Phelan should attend with the full support of Neyland Town Council.

**RESOLVED: That two Neyland Town Councillors attend the 10<sup>th</sup> Anniversary of the Twinning Charter between Neyland and Sanguinet.**

**4094**

**TO DISCUSS CO-OPTION PROCESS FOR NEW TOWN COUNCILLORS**

The Clerk was asked to initiate the Casual Vacancy process. Proposed by Cllr. A Phelan and seconded by Cllr. S Thomas.

**RESOLVED: To commence advertising Casual Vacancies on Neyland Town Council**

**4095**

**TO FURTHER DISCUSS THE CURRENT PROVISION OF DENTAL SERVICES IN PEMBROKESHIRE**

A reply had been received from Hywel Dda about the Town Council’s request for information on the availability of NHS dental services. The Clerk was asked to request more information, namely a list of NHS dental practices and information on how a person moving into Neyland would find out where their nearest dental practice might be and its availability to provide NHS treatment.

**4096**

**TO DISCUSS PATHWAY AT MILITARY ROAD**

Cllr. A Lye had expressed concerns about the state of the pathway and both he and the Clerk had written to C Cllr. Paul Miller but had had no response. In Cllr. A Lye’s absence this item was deferred to the next meeting.

**4097 CHAIR AND DEPUTY CHAIR ANNOUNCEMENTS**

The Chair and Cllr. P Hay had met with Clare Stowell – Pembs County Council at the Skatepark to consider the County Council’s request for the Town Council to take on a lease for the whole of the land adjacent to Brunel Quay and the Town Council’s reply that it only wanted to have a licence for the use of the land occupied by the Skatepark. Ms. Stowell would make enquiries and come back to the Town Council about its request.

The Deputy Mayor had represented the Town Council at two events – the Pembroke Dock Civic Service on the 11<sup>th</sup> December and the Mayor of Haverfordwest’s Carol Service on the 19<sup>th</sup> December. Councillors discussed holding a Civic Service in Neyland and the possible replacement of the Deputy Mayor’s Chain of Office. This would be discussed at the next meeting.

**4098 TOWN CLERK’S REPORT FOR MEETING ON 9<sup>th</sup> JANUARY 2023**

1. Community Gardens/Belle Vue Gardens. Pembs County Council have confirmed that the Community Gardens scheme does not constitute change of use and therefore no public consultation is required. The lease has been sent to solicitors Price & Kelway. A Non Charitable Deed of Dedication has been received from Fields in Trust.
2. Hywel Dda Health Board/Neyland Surgery. A reply has been received to the request for an update on the Surgery.
3. Planning. A reply has been received to the request for more information on the refusal of planning application 21/0788/PA – land west of 12 James Street, Neyland.
4. Police - there is a new Superintendent in place – Craig Templeton . At his request he has been invited to the February meeting.
5. Police - Adam Thomas PCSO is doing a walk around Neyland and has invited Councillors to attend to discuss problem areas.
6. The visit by Blanchere Illuminations in December did not take place.

**4099 DATE OF NEXT MEETING**

A Special Meeting would be held to agree the Precept Request for 2023/24.  
The next Ordinary Town Council Meeting would be held on Monday 6<sup>th</sup> February, 2023.

The meeting closed at 10.47 pm.

Signed..... Chair

..... Date

Signed..... Town Clerk