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**MINUTES OF A VIRTUAL MEETING OF NEYLAND TOWN COUNCIL HELD ON WEDNESDAY 12TH JANUARY 2022 AT 7.00PM AT NEYLAND COMMUNITY HUB, JOHN STREET, NEYLAND**

**PRESENT:** Cllr Simon Hancock (Mayor)

Cllr G Lawlor (Deputy Mayor)

Cllr P Hay

Cllr A Lye

Cllr A Phelan

Cllr M Harry

**IN ATTENDANCE:** Mrs. Jane Clark – Town Clerk and Ms Vanessa Walker

**APOLOGIES:**  Cllr J Bevan

Cllr J Sutton

Cllr V Edwards

Cllr S Churchill

Cllr P Wonacott

**2887 DECLARATIONS OF INTEREST**

None

**2888 REPRESENTATION BY PUBLIC**

None

**2889 MINUTES OF LAST MEETING**

The Minutes of the Meetings held on the 6th December 2021 and the 15th December 2021 were proposed and seconded. They were agreed as a true record.

**2890 MATTERS ARISING FROM MEETING HELD ON THE 6TH DECEMBER**

The following points were raised:

1. **Minute 2835**: invitation to Joyce Watson AM – no response as yet.
2. **Minute 2864:** The staff of Neyland Pharmacy were extremely grateful for the trophies presented at the meeting.
3. **Minute 2870:** Update on Brunel Quay Skatepark – there has been no progress with obtaining the lease. Permission is being sought for the commencement of the groundwork.
4. **Minute 2858:** Cost of Elections in 2022 – still waiting for Pembs County Council to confirm details. The Mayor has emailed William Bramble – Chief Executive Pembs County Council – information is being prepared for all Councils and should be forthcoming shortly.
5. **Minute 2878:** Community Rail Partnership Fund – this has now ended but there may be another opportunity in the Spring.
6. **Minute 2881:** Playpark – a padlock has been purchased. Quotes are being obtained for the new safety surfaces.

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1. **Minute 2884:** Town Clerk Position – still processing applications.

**2891 MATTERS ARISING FROM MEETING HELD ON THE 15TH DECEMBER 2021**

There were no matters arising.

**2892** **REPORT OF MEETING OF PLANNING COMMITTEE HELD ON WEDNESDAY 15th DECEMBER 2021 AT THE COMMUNITY HUB, JOHN STREET, NEYLAND AT 6.30PM.**

**PRESENT:** Cllr P Hay

Cllr M Harry

Cllr A Lye (Chair)

Cllr G Lawlor

Cllr V Edwards

**APOLOGIES:** Cllr S Churchill (Vice Chair)

**DECLARATIONS OF INTEREST**

None received.

**PLANNING APPLICATIONS**

The following planning application was considered:

**21/0788/PA**: land west of 12 James Street, Neyland – proposed residential development (semi-detached dwellings) on site of formed dilapidated general storage building – renewal of **17/1123/PA** (approved 13/4/2018).

Councillors discussed this application – the site is for sale and renewal of planning permission is requested to facilitate the sale. On the basis of no change to the original plans, there were no adverse comments. Proposed by Cllr Andrew Lye, seconded by Cllr Gareth Lawlor.

Councillors then discussed sustainability and safety of new builds and the Clerk was asked to find out from Pembs County Council if electric car charge points and sprinkler systems are going to be required for any new planning applications soon.

**Recommended: That this application be supported, and that Pembs County Council be asked if it is going to include requirements for electric charging points and sprinkler systems in new builds.**

**ANY OTHER PLANNING MATTERS**

Cllr A Lye confirmed that he had received a reply from Dr. Steven Jones re the Neyland Conservation Area which he will share will all the Town Councillors. Cllr.

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Lye then wished the members of the Committee a Merry Xmas and a Happy New Year.

There were no other matters to discuss, and the meeting closed at 6.40pm.

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

**2893 UPDATE ON ACCOUNTS TO THE 31st DECEMBER 2021**

The following financial information had been circulated:

a) Bank Account Reconciliation Summary showing a balance of £61,146.99 in the Current Acct, £18,500.90 in the Savers Acct, £440.34 in the Mayor’s Acct and £1,262.10 in the Twinning Acct

b) The Financial Statement – Cashbook showing income of £966,708.02 (gross) and expenditure £67,835.46 (gross).

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

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

**2894MAYORS ANNOUNCEMENTS**

The Mayor confirmed that due to the Covid restrictions no Civic events had been attended over Christmas. He had received lots of positive feedback from the public about the new Christmas Tree outside the Community Hub building and the Santa events, particularly the present giving. He thanked Cllr. Gareth Lawlor, Jane Clark and Vanessa Walker for all their help.

**2895 TO CONSIDER A FUNDING REQUEST FROM THE NOAH’S ARK CHILDRENS HOSPITAL UNDER S.137 OF THE LOCAL GOVT ACT 1972**

The Mayor proposed £100 which was seconded by Cllr. Gareth Lawlor. All in favour.

**RESOLVED: To make a donation of £100 to the Noah’s Ark Children’s Hospital.**

**2896 TO DISCUSS COP26 AND NEYLAND ACTION**

The Mayor had emailed Pembs County Council about its reaction to the recent COP26 conference. He felt that there were pockets of activity within the Neyland community including action by the Town Council, but more was needed. Cllr. A Lye stressed that this is an issue of real importance which would affect future generations and the Town Council needs to establish a way of getting local organisations and young people on board and prioritise climate change in its Strategic Action Plan. Cllr P Hay urged the Council to buy locally for its projects. Cllr A Lye offered to prepare a report for the Town Council. Councillors then discussed the new Go Idle Scheme which is being put in place by Neyland

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Community School. Children attending the Breakfast Club before school starts will be patrolling outside the school asking parents to turn off their car engines wherever possible. Cllr G Lawlor suggested that the Town Council support this scheme by giving a donation towards the purchase of Hi-Viz jackets for the children and proposed £70. This was seconded by the Mayor – all in favour.

**RESOLVED: To donate £70 to Neyland Community School for the Go Idling Scheme.**

**2897 TO DISCUSS THE ENVIRONMENT BILL AND SEWAGE IN THE HAVEN**

Cllr A Lye had brought this to the attention of the Councillors – there were concerns about the amount of sewerage and wastewater going into local rivers and he wondered if the River Cleddau was safe to swim in. He wanted to find out discharge and monitoring details from Pembs County Council and asked that this be reviewed in the February meeting.

**RESOLVED: To contact Pembs County Council and find out about rates of discharge and monitoring details for the River Cleddau.**

**2898 TO DISCUSS THE RENEWAL OF THE LEASE ON THE FIELD AT THE ATHLETIC CLUB**

Cllr. M Harry had asked for this to be discussed. It appears that the Lease was for 42 years, commencing in 1979. It has not been renewed or reviewed since2015. Given that the Lease has now run out the Mayor proposed that the ground should be transferred back to the Athletics Club but asked for clarification of the details of the acquisition and the current legal position. Seconded by Cllr M Harry. Councillors agreed that the land needs protecting for games and leisure use and suggested that it be registered with Fields in Trust before any action was taken.

**RESOLVED: That clarification be obtained on the acquisition and legal position with regard to selling the field at the Athletic Club.**

**2899 TO CONSIDER CONSULTATION ON THE LOCAL GOVT AND ELECTIONS (WALES) ACT 2021 – Community & Town Councils Statutory Guidance**

Councillors were asked to consider this and feedback their views individually.

**2900 TO CONSIDER CONSULTATION ON PLANNING LEGISLATION AND POLICY FOR SECOND** **HOMES AND SHORT-TERM HOLIDAY LETS**

It was agreed to discuss this at the February meeting.

**RESOLVED: That this consultation be addressed at the February meeting.**

**2901 UPDATE ON MATTERS RELATING TO THE PROPOSED COMMUNITY GARDENS**

Nothing further to report.

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**2902 ACCOUNTS FOR PAYMENT**

Accounts totalling £11,160.01 (gross) were approved for payment.

1. **TOWN CLERK’S REPORT FOR JANUARY 2022 MEETING OF COUNCIL**
2. I would like to thank those Members of the Council who attended my mother’s funeral recently and for the beautiful bouquet of flowers that were delivered to my home from the Council.
3. It is hoped to hold a remote meeting of the Finance Committee on Wednesday 19th January 2022 at 6.30pm.
4. A remote meeting has been arranged with the Police & Crime Commissioner Dafydd Llewellyn on Wednesday 16th February 2022 at 6.30pm.
5. Our last meeting before the Local Elections in May will be held on March 7th as Purdah commences on 18th March and no meetings can be held after that date.
6. I have received a letter of thanks from the Wales Air Ambulance and Marie Curie for the donations we made recently.
7. I have been contacted by PC Neil Lees of the MH Neighbourhood Policing Team regarding a new Milford Haven Multi-Agency Working Group which will be holdings its first meeting next month. The aim of the group is to ensure a joined-up approach to providing safe spaces and activities for the young people of Milford Haven, Neyland and surrounding areas. A MAWG has been running in Haverfordwest for some time and has seen some marked successes in providing a safe environment for the young people of the town. The forum will include representatives of PCC Youth Services, Education, Schools, Youth charities, local organisations, the Neighbourhood Policing Team and Town Councils. I believe it would be considerable benefit to the town if one of this Council’s Members could join this forum online at their first meeting. If you are interested, please let me know.
8. Vanessa and I have had a few problems with the desktop PC in the office and yesterday I had a technician from the Positive Group who supplied all the telephone and internet equipment for the Community Hub, to have a look at the PC remotely. He did sort out a few things and we have been offered a contract for IT support. We can either pay for support as we need it at £45.00 per 30 mins remote/telephone support, and on site call out charge of £25.00 plus £75.00 per hour on site call out and off-site support. The most basic contract is a Bronze IT support Plan at £35.00 per month which provides support for a desktop pc and a laptop. The first five remote support requests are free and thereafter are £25.00 per 30 mins, £25.00 on site call out charge with £50.00 per hour for onsite call out and off-site support. I cannot imagine needing more than five remote support requests in a 12-month period so would suggest taking the Bronze Plan as it is essential we have good and fast IT support. This company is very efficient and professional, and they know how the system works at the Hub.

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**RESOLVED: To consider whether to replace the existing PC in the Town Council office or to take out a repair and support contract.**

**2904** **ANY OTHER INFORMATION**

Cllr G Lawlor reminded Councillors that the Town Council needed to arrange some events to showcase the Town Council and encourage people to become new Councillors in the forthcoming elections. A Saturday morning and a Friday evening were felt to be the most accessible times – the events would be held in Neyland Community Hub with refreshments, however virtual access would be made possible too. On-line and paper literature would need to be available.

**RESOLVED: To hold 2 public information meetings before the election in May.**

**2906 DATE OF NEXT MEETING**

The next meeting will be held on MONDAY 7TH February 2022 at 7.00pm at the Community Hub.

The meeting closed at 9.30pm  
  
Signed ……………………………………………… Mayor ………………………… Date

Signed ……………………………………………. Town Clerk