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**MINUTES OF A MEETING OF NEYLAND TOWN COUNCIL HELD ON MONDAY 24th APRIL, 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. S Thomas

Cllr. Ellen Phelan

Cllr. P Hay

Cllr. A Lye

Cllr. S Campadonic

Cllr. B Rothero

Cllr. Alison Richards

Cllr. D Devauden

**ALSO IN ATTENDANCE:** PCSO Adam Thomas, Sarah-Jane Absalom – Pembs Herald.

 Virtual attendance by 3 unidentified members of the

 Neyland Community, C Cllr. S Hancock, Bruce Sinclair – Western

 Telegraph and Jackie Thomas

**APOLOGIES:** Vanessa Walker – Town Clerk

Cllr Harry welcomed the four new Town Councillors onto the Town Council. All the Councillors had signed their Declaration of Acceptance of Office before the meeting commenced.

Cllr Harry explained that the meeting was unusual as the Clerk was not present and the reasoning behind her absence, including that she had been advised not to be in the same room as certain Councillors.

**4142 ATTENDANCE AT MEETNG BY PCSO ADAM THOMAS**

Cllr Harry welcomed PCSO Adam Thomas and handed the meeting over to Cllr Angela Radice who had several questions about a range of issues:

* Wild Camping and whether there was anything the police could do about people camping on premises such as the school. PCSO Thomas advised that they have no rights to move them along and it is the owners of the property who need to be contacted. He stated that they would only get involved if the people camping were disturbing the peace or committing a public order offence.
* Children riding scooters at great speed around the town. PCSO Thomas advised that unless the children were behaving in an anti-social manner the police would not take the scooters of the children. He did say that if pass children riding at speed, they would caution them. He explained that due to the scooters being motorised vehicles if they were to confiscate them, they would have to have them impounded which takes up police time.
* Fly tipping- PCSO Thomas advised that this is a Pembs County Council issue but could be reported to 101 if it is noticed that it is the same offender routinely.
* Street Drinking- If the police are notified of this happening frequently at certain times or in certain areas, they will patrol in those areas at those times.

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* Underage drinking in pubs – PCSO Thomas advised that Police do work very closely with the licencing office and again if it is reported, they will be able to do something about it. Cllr B Rothero mentioned that the biggest issue is the right to challenge a person’s ID if it appears to be fake. PCSO Thomas agreed and stated that they are unable to do this and so if an underage person has a fake ID there is little they can do.
* Street Drugs- advised to call 101.
* A conversation was then had about the lack of reporting which happens in Neyland. PCSO Thomas listed the calls that they had received over the past couple of months and noted there was not even one regarding anti-social behaviour. He explained that with budget cuts, everything comes down to numbers and if they aren’t receiving the calls, it looks like nothing is happening.
* Cllr Lye suggested that PR could post about how to report so that people may do it more.
* PCSO Thomas said that if there were any events we have throughout the year where we think it would benefit the town for him to come along, he would happily do so. He also asked if we wouldn’t mind sharing his posts about the regular Surgery he does at the Neyland Community Hub.

**4143 DECLARATIONS OF INTEREST**

 Cllr. S Thomas – now a Member of Llanstadwell Community Council

**4144 UPDATE ON PROCESS FOR PROCURING A NEW TOWN CLERK**

Cllr Angela Radice explained for the benefit of the new Councillors that a working group has been convened for the purpose of hiring a new Town Clerk. The job specification has been re-worked after discussions regarding hours, qualifications, and flexible working. There will be a meeting on Wednesday the 26th of April to agree the revised specification and the advert will then go out.

**4145 MINUTES OF LAST MEETING**

The Minutes of the Meeting held on the 6th March, 2023, were discussed.

 4136 - Cllr Lye asked the 4136 be amended to 4 Members of the Senedd rather than 3.

 4124 - Cllr A Phelan asked that it be noted that he declared he is a School Governor.

 4118 - Cllr Thomas asked that the phrase ‘as a result of new information’, be added to

 the sentence regarding him asking for a number of complex amendments.

 The Minutes, subject to the above amendments, were agreed.

 Proposed by Cllr Lye, Seconded by Cllr A Phelan.

**4146 MATTERS ARISING**

The following point was raised:

4125- Cllr Hay explained the situation between Neyland Town Council and Pembs County Council regarding the Brunel Quay toilet for the benefit of the new Councillors.

4128- C Cllr. S. Hancock was asked for an update regarding the poor lighting outside the youth club. C Cllr. Hancock stated that this had never been brought to his attention by the Youth Club themselves but that he would look into it.

4132- Cllr Harry updated Councillors advising that Pembs County Council has agreed to the
Skatepark land Licence on a 12-month rolling contract. This has not been signed yet but is all ready to go ahead.

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4133- C Cllr. Hancock provided the Councillors with an update regarding the speed issue on Kensington Road. A 7-day speed survey had been conducted and it had been found that the average speed travelling from town to Honeyborough was 22 mph and in the opposite direction (from Honeyborough into town) the average was 24 mph. 3176 vehicles were recorded. Based on this survey Pembs County Council believes that there is good compliance with the speed limit and as such no traffic calming measures would be implemented.

A discussion followed with Councillors agreeing that measuring the average is not good enough as it is those going at a high speed that cause the problems. C Cllr. Hancock agreed and said that he will be asking what the highest speed was as this is more relevant information than the average. It was also noted that the road will be reduced to 20mph from the 17th of September in line with Welsh Government plans. C Cllr. Hancock was also asked for an update on Riverside Avenue being added to the list of roads gritted in bad weather. There was no further update provided but the Town Council was assured that this would be passed on.

4135- Cllr Rothero asked about what the Environment and Leisure Committee could be doing about Biodiversity and being greener. Cllr Hay explained that the Committee is in its infancy and is still deciding what it will deal with. It has been decided that for now its main function will be to look after the skatepark and playpark but that in future wider issues could also be looked at.

**4147 RECORDING OF MEETINGS POLICY**

Cllrs discussed whether there would be a way to ensure that whilst everyone can access the recordings, downloading them could be prevented. It was pointed out that a person could easily record the recording on their phone so there was no way of getting around it. Cllr A. Phelan suggested that the matter go back to the Finance and Strategy Committee so that a policy could be worked up on the basis of what has been proposed. This was agreed.

**RESOLVED: That the Finance and Strategy Committee review the Audio Recordings of Meetings Policy.**

**4148 UPDATE ON ACCOUNTS TO 31st MARCH, 2023.**

The following financial information had been circulated:

1. Bank Account Reconciliation Summary showing the following balances:

 Current Acct: £ 35,156.67

 General Reserves £ 9,000.10

 Mayor’s Acct: £ 290.34

 Earmarked Reserves £ 19,000.00

1. Financial Statement showing :

Income: £6,294.32 (gross)

Expenditure £14,180.75 (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.**

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**4149 ACCOUNTS FOR APPROVAL AND PAYMENT**

Accounts totalling £1626.59 (gross) were approved for payment.

 Proposed A. Phelan. Seconded A. Lye. Unanimously approved.

 Cllr A Phelan queried the following payments made in March:

 Listed under Events: Xmas - £2044 and Other: 1451

As the Clerk was not present these queries could not be answered but Cllr Harry said that he would liaise with the Clerk and update Councillors.

**4150 CORONATION OF KING CHARLES III**

1. **Commemorative Coins**

A Phelan updated Councillors on the arrival of the coins and Councillors were able to view the finished product. Cllr. A. Phelan advised the Council that it has been requested that Councillors attend the School’s parade and street party on the 4th May and distribute the coins then. Cllr Phelan will continue to liaise with the Headmistress to organise this and will also purchase the vouchers for the winner and the runners up this week.

1. **Commemorative Trees**

Cllr A Lye suggested that we plant trees for the Coronation and the Platinum Jubilee which passed as a commemoration. It was agreed to discuss this further at the next meeting.

1. **Street Parties**

Applications for Street Parties were discussed. The Council has received applications from Neyland Youth Club, Neyland School and Neyland Brownies. It was agreed that these three could be included as street parties - it should not matter that they are not ‘streets’ as the intention behind the funding was to allow people to celebrate the coronation.

**4151 UPDATE ON GRAFFITI PROJECT**

Cllr E Phelan explained the idea behind CWBR Youth and the Graffiti Project itself for the benefit of the new Councillors and provided an update explaining the boards have now been finished. Along with Cllr A Phelan she had attended a presentation in Heatherton where each community, their young people and Councillors attended to present their boards. The children were also given activity vouchers to use in Heatherton for the remainder of the day.

 The presentation was well attended, and it was interesting see all the other boards and note similarities between them. It was explained that Neyland Youth Club will be invited to a future meeting to present the boards to the Town Council. It was also explained that CWBR Youth are now hoping to hold larger presentation events for the wider community in North, Mid and South Pembrokeshire. Details to follow.

Following the Town Council’s previous discussion on where the boards should be sited Cllr. Ellen Phelan confirmed that the CO-OP will display them for a period of three months before they are moved to their permanent home.

**4152 REQUEST FOR FUNDING FROM NEYLAND YOUTH CLUB**

All councillors agreed that the Town Council should continue to fund summer youth club activities. Cllr. A Phelan advised that we had £1910 in the Youth Services budget so agreeing the requested £2000 would be an overspend of £90 in that budget but he was happy to propose it regardless. Proposed: Cllr. A Phelan, Seconded: Cllr. B Rothero. Unanimously approved.

**RESOLVED: To fund summer Youth Club activities at a cost of £2000.**

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**4153 CASUAL VACANCY – NEYLAND EAST**

 A discussion was had about the remaining vacancy and how this was continually being advertised by the Pembs County Council Election’s Office which was costing £225 each time. All the Councillors expressed dissatisfaction at this and Cllr M Harry advised that he would seek further information about whether this process was entirely necessary.

4154 **ENHANCING PEMBROKESHIRE GRANT FUNDING**

For the benefit of the new Councillors, Cllr M Harry explained what the Grant is and what the Town Council has used it for in the past. C. Cllr Simon Hancock explained that there are soon to be changes to the way the grant will work. Currently there are two ‘pots’ one local and one countywide. This will soon change to one large county pot which will have two ‘streams’ one for small grants and one for larger amounts. He will provide the Town Council with further information in due course as the process changes.

Cllr S. Thomas then raised a concern regarding a recent application made by Neyland CIC. Cllr. Thomas stated that Cllr M Harry should leave the meeting as he had a prejudicial interest in the Hub. Cllr M Harry advised that he had had it confirmed that this was not the case as he does not financially benefit from being a Director, and he did not need to leave the meeting. Cllr Thomas said that the Neyland ‘pot’ had £19,246 in it and this was now zero as the full amount had been awarded to Neyland CIC. He expressed concerns that Cllr. Harry did not make the Town Council aware of this application and stated that, in his view, this was Neyland Community Hub taking money from the community. Cllrs P Hay and A Lye pointed out that no other organisation has any obligation to let the Town Council know that they are applying for an EPG fund and that the money was awarded by Pembs County Council, which is its decision and not the Town Council’s. Cllr S Thomas also stated that he believes that the Town Clerk should have notified the Town Council of the possibility of applying for this Grant when the Town Council discussed funding applications regarding playpark improvements. Cllr P Hay stated that the Town Council’s intention was to apply for Playpark improvement funding from JLEN and as such it did not consider alternative funding options. Now that the Town Council is aware of how much the path will cost it could look at other available opportunities. Cllr S Thomas suggested that we start thinking of projects that the Town Council would fund through an application. Cllr A Lye suggested asking the Clerk to write to County Hall and ask for some more information on the Grant and how it will work in the future.

**4155 CRUISING FREE 2025**

Cllrs Ashleigh and Ellen Phelan explained that they had attended a Girlguiding Pembrokeshire Award ceremony and in attendance were ‘Cruising Free’, a group of three ladies from Neyland Rowing Club who are planning to row the Atlantic in 2025 and who gave a great presentation. This was something the Town Council should get behind and support. The ladies are currently fundraising, and they have a number of sponsorship opportunities which the Town Council could consider. It was agreed that they would be invited to a future meeting to give a short presentation to the Town Council.

**4156 RENEWAL OF CONTRACT FOR PLAYPARK AND SKATEPARK INSPECTIONS**

Cllr P Hay explained to the new Councillors that there are monthly inspections of the Playpark and Skatepark by the company and that they have always been very good. He
suggested that we continue to use them for consistency. This was generally agreed with,

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but it was noted that no figure for the cost of the renewal had been provided. Cllr Harry suggested that once this was made clear, Councillors could agree to renew via email.

**RESOLVED: To ascertain cost of renewal and renew maintenance contract for the Playpark and Skatepark.**

**4157 RENEWAL OF ONE VOICE WALES MEMBERSHIP**

A discussion was had about the services that the Town Council receives in exchange for the membership. Cllr Rothero was disappointed that Cllrs are unable to contact them themselves and felt that on this basis the Council should not pay the money. Cllr A Lye proposed that the Council renew, this was seconded by A Phelan and was carried by a vote of 9 For, 1 Against and 1 Abstention.

**RESOLVED: To renew membership of One Voice Wales.**

**4158 UPDATE ON SANGUINET 10TH ANNIVERSARY TWINNING EVENT**

Cllr Harry explained that Neyland Town Council had sent a gift to Sanguinet and Cllr P Hay shared a picture of the glass commemorative plate. This gift unfortunately has not arrived yet despite it being posted some time ago. A complaint has been raised and the parcel is being traced. Cllr Rothero suggested that perhaps a community Twinning Committee could be revived as there are lots of future plans to travel out there by various organisations such as the Judo Club.

**4159 CHAIR AND DEPUTY MAYOR’S ANNOUNCEMENTS**

Cllr M Harry advised that Pembs County Council has requested a meeting with the Town Council regarding the development of Windsor Gardens. The time of the meeting was discussed and agreed that an evening meeting would be best. A list of proposed dates will be sent to Pembs County Council.

Cllr S Thomas had attended an event in Pembroke for the Cadets.

**4160 TOWN CLERK’S REPORT FOR MEETING ON 24th APRIL, 2023.**

1. **Community Gardens/Belle Vue Gardens** – no further progress.
2. **Transfer of field to Athletic Club** – no further progress.
3. **Licence for Skatepark land** – Pembs CC have confirmed 12 month notice period. Price & Kelway instructed to act for the Town Council with regard to the Licence.
4. Email received from resident in Honeyborough Green complaining about run off outside his property in bad weather.
5. **Hywel Dda** – additional consultation event dates.
6. **Pembs CC are consulting on its current Licensing Policy**. End date for response is the 25th April.
7. **Police & Crime Commissioner** bulletin received.
8. **Independent Remuneration Panel for Wales Annual Report** received.
9. **Invitation to Event** being held at St. Clements Church on Wed 3rd May to launch new project.
10. Thank you letter received from **Wales Air Ambulance**.
11. Remaining Casual Vacancy advertised as per instructions from Pembs CC.

**Actions:** It was decided that the Town Council would write to Pembs County Council regarding the complaint made by the resident in Honeyborough.

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**4161 EXCHANGE OF INFORMATION**

* Cllr E Phelan mentioned that the council had been tagged in a post on Facebook where a resident advised that there was some sort of concrete mixture on seeping from the fence on John Street near the Athletic Club/Bowling Green. Cllr’s Harry and Hay stated that they would look into this.
* Cllr E Phelan also mentioned that she had attended the Carnival Committee meeting and wanted clarification on what we had asked them for regarding their accounts. Cllrs: M Harry and P Hay explained that it was part of the Town Improvement Grant Fund application to ask what monies awarded were spent on and is the process for every application. Cllr E Phelan will convey this to the committee. C. Cllr Hancock (who is on the committee) will also reiterate this.
* Cllr A Lye mentioned the state of the fencing on Cambrian Road and asked C. Cllr Hancock for an update. C. Cllr Hancock said that replacing the fencing would be a costly process, but it definitely needed doing. He has been out and taken photos of the fencing and will be pushing for it to be replaced.
* Cllr B Rothero played a section of a recording from the January meeting which he had recorded on his phone. In the recording Cllrs can be heard discussing the behaviour of Mr Rothero at the meeting and whether or not he could be prevented from re-joining the council due to historic misconduct. There was also discussion of whether there would be an election and the cost of this. Cllr Rothero stated that he did not appreciate being talked about behind his back and that everyone needs to just move on particularly himself and Cllr Harry. Cllrs: Harry and Rothero agreed to ‘bury the hatchet’ and move on.

**4162 DATE OF NEXT MEETING**

 Cllr P Hay asked if Councillors could discuss the date of the next meeting as it fell on a Bank

Holiday. It was agreed that the meeting would be held the next day, Tuesday the 9th of May.

The next Ordinary Town Council Meeting would therefore be held on Tuesday 9th May, 2023, preceded by the Annual Meeting.

 The meeting closed at 22:47pm

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

Signed…………………………………………………. Town Clerk