

MINUTES OF AN ORDINARY MEETING OF NEYLAND TOWN COUNCIL, HELD ON WEDNESDAY 22ND
MAY 2024, 7.00PM AT NEYLAND COMMUNITY HUB

This meeting was recorded.

IN ATTENDANCE: Cllr. P Hay (Mayor)
Cllr. A Phelan (Deputy Mayor)
Cllr. E Phelan
Cllr. A Thomas
Cllr. M Harry
Cllr. A Richards
Cllr. S Hancock
Cllr. B Rothero
Cllr. S Thomas
Cllr. D Devauden

APOLOGIES: Cllr. S Campodonic

ALSO IN ATTENDANCE: Miss. Libby Matthews – Town Clerk & RFO

Mr. Ian Hatchett, Ms. Sarah Scourfield, Ms. Mandy Hart, Mrs. Ting Waygood –
Members of Public.

Meeting opened at 7.00pm

The Mayor opened the meeting by addressing all Members with a reminder that if any person wishes to record the meeting, permission must be sought from Council to do so. Cllr. Devauden advised that he was recording the meeting as he was legally allowed to do so without permission. A heated debate ensued between Members regarding the legalities of recording a meeting without permission, with Cllr. M Harry stating a point of order. Standing Order 3.L advises “Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council’s prior written consent”. The Mayor reiterated that permission must be sought from Council if Cllr. Devauden wishes to record and invited Cllr. Devauden to request permission.

Cllr. Devauden addressed Council and requested permission to record the meeting via his personal recording device. This was voted with 7 in favour, 3 against. Permission was granted to Cllr. Devauden.

**4438 – TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS REGARDING THE BUSINESS TO BE
TRANSACTIONED**

The onus is on Members to declare any interest which may relate to the meeting and/or any transactions to be made.

Member:	Interest:	Agenda Item:
Cllr. M Harry	Personal; Non-paid Director of The Hub	N/A
Cllr. S Thomas	Personal; Member of LCC	N/A
	Personal & Prejudicial; Husband to the Clerk of the Burial Board	N/A
Cllr. S Hancock	Personal; Member of family in the Police Force	Item 15

4439 – REPRESENTATION BY THE PUBLIC

Members of public in attendance advised that they were in attendance to observe and did not have anything with which they wished to address the Council.

The Mayor addressed Cllr. Rothero and advised that it was in his, and others, opinion that during the Annual Meeting, Cllr. Rothero had made some improper comments towards Cllr. E Phelan. Cllr. Hay invited Cllr. Rothero to apologise to Cllr. E Phelan and Council. Cllr. Rothero responded that he felt he had nothing to apologise for.

Cllr. S Thomas interjected and told Council he believed that the Annual Meeting was not held lawfully as there was no Clerk present. Cllr. Hay advised Cllr. Thomas that if he believed this, he should present an explanation, in writing, to the Clerk.

4440 – TO CONFIRM, BY RESOLUTION, A DECISION ON THE PUBLIC TOILETS

Members further discussed the Council’s position regarding taking over and funding the Brunel Quay public toilets. Cllr. S Hancock told Members he had spoken with PCC, who had agreed that they would repaint the toilets and replace the handwashing basins before handing the toilets over to NTC. He also said that he had spoken to a business owner in the area, who had pledged to assist the Council with a £500 donation per year, for the next five years, along with also offering usage of their CCTV system to monitor the toilets. Cllr. S Thomas provided running costs from LCC for their public toilets, along with also advising that the current cleaner who works for LCC would be willing to also take on the cleaning of the Brunel Quay public toilets, if NTC took them on. Mr. Ian Hatchett (member of public) addressed Council and advised he had been liaising with Members of NTC and was happy to prepare a business plan for NTC for the running of the public toilets and could do so within the next 7 days. Council agreed to defer the decision to the next Council meeting once a business plan had been submitted.

4441 – TO APPROVE THE MINUTES OF THE ORDINARY MEETING 08.04.2024

The Clerk asked for clarification on two points:

42/24 (4409) – “David Walters” (name of PCC officer)

44/24 (4416) – Cllr. S Thomas made the proposal.

The following amendments were requested:

42/24 (4412) – Cllr. S Thomas requested “Cllr. Rothero’s Christmas meal” be amended to “the Community Christmas meal”

This was voted with 8 in favour and 2 abstentions.

42/24 (4412) – Cllr. S Thomas requested that the discussion during (4371) be omitted completely as it regards an employee. He also felt it was not a true reflection of the discussion. Other Members disagreed with Cllr. S Thomas. The Mayor asked for Members to vote on whether the discussion should remain in the minutes and if it was a true reflection. Cllr. S Thomas called for a recorded vote.

Votes for: Cllr. M Harry, Cllr. E Phelan, Cllr. A Thomas, Cllr. A Phelan, Cllr. A Richards

Votes against: Cllr. S Thomas, Cllr. B Rothero, Cllr. D Devauden

Abstained: Cllr. P Hay, Cllr. S Hancock

Proposal: To approve the minutes, with amendments, of the Ordinary Meeting of Council held on 08.04.2024 as a true record.

Proposed: Cllr. A Phelan

Seconded: Cllr. M Harry

Cllr. S Thomas called for a recorded vote.

Votes for: Cllr. M Harry, Cllr. E Phelan, Cllr. A Thomas, Cllr. A Phelan, Cllr. A Richards

Votes against: Cllr. S Thomas, Cllr. B Rothero, Cllr. D Devauden

Abstained: Cllr. P Hay, Cllr. S Hancock

RESOLVED: MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 08.04.2024 ARE ACCEPTED AS A TRUE RECORD.

4442 – MATTERS ARISING

4412 – (4358) Cllr. S Thomas asked the Clerk if the boxes had been given to Bethesda and queried the number of boxes they received. The Clerk advised that Bethesda had collected the boxes from her office and did not know what he means regarding his query of the number of boxes.

4412 – (4396) Cllr. M Harry queried if the Burial Board had purchased the new lawnmower. The Clerk advised she was unsure, with members of the Burial Board confirming that it had not yet been purchased.

4414 – The Clerk was asked to update on the latest position of the transfer of the North Field. She advised Members that the solicitor had responded and confirmed that the six-week consultation period was not a legal requirement; therefore, the transfer had been advised to go ahead. Cllr. D Devauden advised that if the transfer went ahead, he would be personally taking out an injunction on the transfer.

Cllr. A Phelan left the room 20.02pm – 20.06 pm

Cllr. S Thomas asked the Clerk if there was any update on the purchase of a new defibrillator for the Town. The Clerk advised that NTC had not been approved for the free defibrillator application to the British Heart Foundation as the defibrillators were limited and were awarded to communities who did not currently have any defibrillators. Cllr. Thomas advised the Clerk to contact the Tenby & Saundersfoot First Responders, who manage the defibrillator situated outside of the Co-Op and request costings of a similar set up. He also asked that this be made a priority, asking the Clerk to put a proposal together and circulate to Members by Monday 3rd June. This was agreed by all.

Cllr. Rothero left the meeting at 20.10pm

4443 – TO DISCUSS AND RESOLVE ON THE TENDER FOR THE ANNUAL INSPECTION CONTRACT FOR THE PLAY PARK & SKATE PARK

The Clerk had circulated the updated quote from PPC with the addition of 4K cameras. There was a brief discussion, where all Members agreed that the price was very reasonable and that additionally, PPC were a local company if there were ever any issues with the CCTV.

Proposal: The quotation from PPC to be accepted and the Clerk to confirm the tender with PPC

Proposed: Cllr. A Phelan

Seconded: Cllr. S Thomas

9 in favour, 1 abstention.

RESOLVED: PPC TO BE AWARDED TENDER FOR THE NEW CCTV SYSTEM

4444 – A REQUEST OF SUPPORT FROM THE ‘KIDS CANCER CHARITY’ (s137)

The Clerk had circulated a letter she had received with a request of support from the ‘Kids Cancer Charity’. Members discussed this and all agreed that this was a good charity and NTC would be happy to donate.

Proposal: To donate £50 to the Kids Cancer Charity

Proposed: Cllr. S Hancock

Seconded: Cllr A Phelan

Amendment to proposal: To donate £100 to the Kids Cancer Charity

Proposed: Cllr. M Harry

Seconded: Cllr. A Thomas

Cllr. S Hancock withdrew his proposal in agreement with the amendments.

All in favour.

RESOLVED: NTC TO DONATE £100 TO THE KIDS CANCER CHARITY UNDER THE S137 ACT.

4445 – A REPORT FROM THE D-DAY WORKING GROUP

The Clerk had circulated the minutes from the D-Day working Group meeting, which outlined the following plans:

1. Short service to take place at the Cenotaph, 10.45am
2. Lighting of the Beacon Service to take place at Brunel Quay, 8.30pm onwards
3. Display commemorating D-Day to be placed at Policeman's Bank over the weekend

A discussion ensued with the D-Day Working Group elaborating on the plans. All Members were happy with the arrangements.

4446 – A REPORT FROM THE COMMUNITY ENHANCEMENT COMMITTEE

The Clerk had circulated minutes from the Community Enhancement Committee Meeting. These included discussions on the following applications:

1. VIP Class Acts – awarded their full application of 16 Kit Bags.
2. Megans Starr Foundation – initially more information requested. A second meeting was held and the Foundation was awarded £600.00
3. Neyland Table Tennis Group – awarded their full application of a new Table Tennis Table.

Further discussion was had regarding each application and the decisions made by the Committee. There were no objections made to the grants awarded.

4447 – A REPORT FROM THE DRAGON LNG LIAISON MEETING

Cllr. D Devauden advised he had attended the Waterston Liaison Committee meeting, along with Cllr. S Thomas. Both Cllr's advised that there had been discussions at the meeting surrounding repeated fire outbreaks in Waterston, that operations were working well and that Egnedol had been discussing significant interest in operations regarding Hydrogen Fuel at the site. Cllr. Thomas also advised that he had asked if Dragon LNG would be contributing again this year to NTC's Christmas Events. Dragon LNG agreed that they would be happy to support the 'Santa Fun Run' again this year.

Cllr. A Phelan asked if there was any mention of support for the Brunel Quay public toilets. Cllr. Thomas advised that Dragon LNG were not available to support the public toilets at present.

Ms. Scourfield and Ms. Hart both left the meeting at 20.37pm

4448 – TO CREATE A WORKING GROUP FOR THE VE DAY CELEBRATIONS 2025

Cllr. A Phelan had brought this to the agenda at this time as the 80th Anniversary of VE Day would be a large celebration and these things take time to plan. He thought it a good idea to create a Working Group.

Proposal: To create a Working Group for VE Day 2025

Proposed: Cllr. A Phelan

Seconded: Cllr. S Thomas

All in favour.

The following Members volunteered for the Working Group: Cllr's A Phelan, E Phelan, P Hay, A Thomas and S Hancock.

4449 – TO DISCUSS THE IMPLEMENTATION OF A 'CITIZEN OF THE YEAR' AWARD

Cllr. A Phelan advised Members that he and the Clerk had had a brief discussion regarding the implementation of a 'Citizen of the Year' award and that they both thought it a great idea. The Clerk advised she was aware that Milford Haven Town Council have something similar each year and that she was happy to liaise with the MHTC Clerk's regarding what is required for the organisation etc. There was a short discussion between Members regarding this, with all agreeing that it was a great idea.

Proposal: To begin the implementation of a Citizen of the Year Award

Proposed: Cllr. A Phelan

Seconded: Cllr. M Harry

9 in favour, 1 abstention

RESOLVED: NTC TO IMPLEMENT AND ORGANISE AN ANNUAL CITIZEN OF THE YEAR AWARD

4450 – MAYOR'S CIVIC SERVICE

Cllr. P Hay asked Members their thoughts on having a Mayor's Civic Service this year. Cllr. S Hancock advised that a Civic Service had always been held annually and that he was curious as to why it was being asked about for this year. Cllr. Ay elaborated that a Civic Service hadn't been held in Neyland since pre-Covid, so was gathering Council's thoughts on reintroducing the service. There was discussion between Members on how the Service would be arranged, but all agreed that a Civic Service should go ahead.

Proposal: NTC to hold a Mayor's Civic Service

Proposed: Cllr. A Phelan

Seconded: Cllr. S Hancock

All in favour.

RESOLVED: A MAYOR'S CIVIC SERVICE TO BE ORGANISED FOR 2024

4451 – OUTSTANDING MATTERS

- 1. Speed Limit on A477** – the Clerk advised that she had received an email stating that PCC were to once again begin pushing ahead with consultations for the change of speed limit on the A477. The Clerk also advised that Darren Thomas would be available to attend our June meeting to enable further discussion

2. **HHVC School Transport** – Cllr. A Phelan advised that this was still ongoing.
3. **NHS Dental Provision** – The Clerk had circulated a response received from Professor Philip Kloer, Interim Chief Executive. Members felt that the response still fell short and the Clerk was asked to write directly to the Health Secretary on the matter.
4. **Police Presence in Neyland** – The Clerk advised she was still yet to receive a response from the Police Commissioner regarding our concerns.
5. **St Clements GP Practice** – The Clerk had circulated a response received from Professor Philip Kloer advising that the Health Board are committed to continue with the management of the Practice until an alternate provider is secured. Members felt this was a satisfactory response and no further action was required.

4452 – PAYMENTS TO BE APPROVED AND A FINANCIAL UPDATE

Members had been presented with the following update of the accounts:

Current Account:	£67,013.71
Mayor's Fund:	£290.34
Earmarked Reserves:	£19,000.00
General Reserves:	£9,119.77

Total in Accounts: £95,133.48

The list of expenditure for April totaled £7,753.68 Net, £8,383.04 Gross. The list of income for April totaled £37,423.80.

Members were presented with a list of payments for approval totaling £9,219.21, £9,231.20 Gross.

Proposal: To accept and confirm the payments listed for approval

Proposed: Cllr. S Hancock

Seconded: Cllr. E Phelan

9 in favour, 1 abstain

RESOLVED: PAYMENTS LISTED APPROVED FOR PAYMENT

4453 – CLERK'S REPORT

Ms. Helen Meopham

Ms. Meopham had sent an email to the Clerk asking for further representation from NTC regarding the recent announcement from the Welsh Government that some roads will be considered for reverting back to the 30mph speed limit.

Letter of Thanks

The Clerk had received a letter of thanks from the 'Music at Llanstadwell' group for NTC's Community Enhancement Grant awarded to them.

Play Park Lock

The Play Park lock has been purchased and Cllr. P Hay has installed it.

NTC Presence at The Hub

The Clerk advised she had spoken with The Hub and the initial response is that they would be happy for NTC to display historic items etc. The Hub has advised that once NTC have discussed further, to present their proposal to The Hub in writing for an official decision.

Darren Thomas, PCC

The Clerk confirmed that Darren Thomas from PCC had been invited to a meeting with NTC and that he has accepted and will be available for the meeting scheduled for 03.06.2024.

Confirmation Emails

The Clerk asked Members to please confirm either their attendance or non-attendance at scheduled meetings in a timely manner so that it can be clearly seen if the meeting will be quorate and able to go ahead.

Fireworks Rides & Catering

The Clerk advised she had received an email from the company who had supplied the rides and catering for NTC's fireworks display last year asking if we would like to book them again for this year. The Clerk advised that the company would be booked quickly if we did not act. All members agreed to book the same company for the rides and catering and also for the display itself, with a provisional date of Friday November 1st. Date to be confirmed with further discussion at our next meeting.

Banking

The Clerk had received a letter from Barclays advising that due to non-activity, the account for Earmarked Reserves would be closed if no activity takes place. The Clerk advised that she would be making a transfer in and out to reset the activity and avoid closure of the account.

Internal Auditor

The Clerk advised she had been given a recommendation for an Internal Auditor (Julie Burgess) and her contact details. Council agreed for the Clerk to contact Ms. Burgess.

Cllr. S Thomas addressed the Clerk and asked her who had authorised the polling cards for the recent election. The Clerk advised that as this was her first election, she had worked with Kim Puhl, Senior Elections Officer PCC, step by step through this election and at no point had it been made clear to her that election polling cards needed to be authorised. Cllr. Thomas again asked the Clerk who had actually authorised the polling cards, at a cost to the Council of approx. £3-4k. Other Members of Council addressed Cllr. Thomas' query, with Members also agreeing that they were unaware polling cards were optional and must be authorised. This prompted a furiously heated debate between Members, leading the meeting to descend into disarray.

Cllr. A Phelan walked out of the meeting at 21.26pm, with other Members following suit. The meeting was abandoned at 21.33pm.