

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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COFNODION O CYFARFOD CYNGOR Y DREF A GYNHALIWDYD AR
30^{fed} Ionawr 2017 AM 7.30YH
MINUTES OF TOWN COUNCIL MEETING HELD on
January 30th 2017 AT 7.30PM

Pobol yn presennol: Persons Present:	Cllr. Elaine Lloyd (Chair) Cllr. Mike Sajko Cllr. Jon Letten Cllr. Carl Wright Cllr. Daron Paish	Cllr Paul Harries (Acting Chair) Cllr. John Griffiths Cllr. John Evans Miss L Evans (Town Clerk)
Ymwelwyr / Visitors	3 members of the public	
Ymddiheuriadau wrth: Apologies received from:	Cllr. Mike Phillips (Vice Chair)	Cllr. Ros. Cleal

Rhif No.	Eitem Item	Gweit' Action
1.	Datganiad o diddordeb / Declarations of Interest	
1.1	Cllr. Harries declared an interest in all planning matters.	
1.2	Cllr. Lloyd proposed that Cllr. Harries chair the meeting as Cllr. Phillips is ill and that she has been unable to attend meetings for the last few months, Cllr. Sajko seconded, all agreed.	
2.	Cofnodion o'r cyfarfod a gynhaliwyd ar 9^{fed} Ionawr 2017 Minutes of the meeting held on 9th January 2017	
2.1	Item 20.1-the subject was discussed in item 9.1, not 8.1, Clerk to rectify.	Clerk
2.2	The minutes were agreed as correct subject to the above amendment, proposed by Cllr. Sajko, seconded by Cllr. Wright. All agreed.	
3.	Materion yn Codi / Matters arising	
3.1	Cllr. Griffiths proposed that visitors at the meeting should not be named on the minutes unless they have been invited, Cllr. Lloyd seconded, all agreed.	
3.2	Item 3.2 re draft procedure for purchasing a grave. The Clerk has done this and sent it to Cllrs. Wright and Evans.	
3.3	Item 3.3 re Parc y plant hedge. No update.	
3.4	Item 3.4 re Parrog Shelter repair. Bob Wilson will repair when the weather improves.	

3.5	Item 7.1 re Street market. Cllr. Paish not spoken to Market manager yet.	DP
3.6	Item 13.7 re disposal of assets. This is ongoing.	
3.7	Item 30.1 re letter of support for Bluestone Brewery. Clerk has sent the letter.	
4.	Adroddiad y Cadeirydd / Chairman's Report	
4.1	<u>Newport Youth Club</u> Cllr. Harries has received information from PCC regarding Newport Youth Club. Currently 20 boys attend but no girls. Clerk to write to the Youth Club to express NTC's concern and offer support.	Clerk
5.	Adroddiad y Pwyllgor / Committee Reports	
	Pwyllgor Cynllunio / Planning Committee	
5.1	Cllr Harries left the room as Planning matters were being discussed. The last 2 planning meetings have not been quorate. Planning meetings are full Town Council meetings. There are time limits on the decision making. One option is for the planning meeting to be held with the full Town Council meetings. Councillors need to make an effort to attend the planning meetings. As the last planning meeting was not quorate, the planning decisions made at the meeting need to be approved at this Town Council meeting. Cllr. Evans informed the Town Council of the 4 planning applications that had been received and the decisions made at the planning meeting. Cllr. Griffiths proposed that NTC accept the planning application and Treeworks decisions of the advisory planning meeting, Cllr. Lloyd seconded, all agreed. Cllr. Evans spoke about proposed planning application for Pant y Hedd on Feidr Ganol. NTC advised they would not be happy with this application if it was proposed.	
6.	Marchnad Stryd / Street Market	
6.1	Cllr. Paish to talk to Jim Austin regarding market promotion, review the street market situation and report back.	DP
6.2	Clerk to contact PCC regarding the street market licence and road closure.	Clerk
7.	Iard y Parrog / Parrog Yard	
7.1	Clerk received an email from Cllr. Harries regarding Mr. Wilmott's Parrog yard parking situation. Clerk to forward to the Parrog Committee.	Clerk
7.2	Cllr. Griffiths and Cllr. Harries are meeting with Gareth Thomas, WWHA on February 13 th to discuss removal of covenant. Cllr. Griffiths has received a 34 page standard enquires document from the solicitors; answers will need to be approved by NTC. Cllrs. Harries, Evans and Sajko to assist.	JG PH JE MS

8.	Mynwent Brynhyfryd / Brynhyfryd Cemetery	
8.1	Clerk has sent a draft procedure on purchasing graves to the committee, Cllr. Evans working on this. The cemetery committee to bring their proposals of work to be done to NTC for approval.	
9.	Gwefan / Web Site	
9.1	There has been an issue with the router in Unit 3; the Clerk was not receiving emails. This router originally came from the Eco Centre and there were no passwords for access. Chess Ltd have now sent a new router and will now be supplying NTC with broadband. The monthly cost will be £45, no contract received yet. Jake Hollyfield spent a lot of time on this problem. Clerk to send a letter of thank you asking if he needs reimbursing for any expenses. Cllr. Evans to bring the breakdown of the contract to the next meeting.	Clerk JE
10.	Uned 3 / Unit 3	
10.1	Councillors have been complaining that the agenda is too long and the same items keep recurring. Cllr. Lloyd proposed that NTC use a RAG sheet, Cllr. Paish seconded, all agreed.	
10.2	Item 3 on RAG sheet re Grant Thornton invoice, this has been paid.	
10.3	Item 4 on RAG sheet re Facebook. Clerk to pursue OVW regarding comments allowed.	Clerk
10.4	Cllr. Lloyd has contacted Liz Roach at PAVS regarding working space in Unit 3. Liz would like to work on Mondays and has a budget of £10 a week. Cllr. Sajko proposed that the request be denied as it will cost NTC, 4 agreed, 4 were against, the Acting Chair had the casting vote. Cllr. Harries proposed that if she can work in Unit 3 at no cost to NTC then she should be given a workspace, Cllr Paish seconded, the majority of Councillors agreed with this. Clerk to contact Liz Roach.	Clerk
11.	Cyllid / Finance	
	Arian a dderbyniwyd / Monies received:	
	Street market deposits	£435.00
	Cyfrifon i'w talu / Accounts to be paid:	
	Town Clerk Pay (SO) p.m	£
	Dwr Cymru (DD) p.m	£18.67
	Unit 3 rental (DD) p.m	£150 (vat £25)
	Council Tax (DD) p.m	£141.00
	Chess telephone (DD) p.m	£36.65
	Good energy (DD) p.m	£20.70
	Cllr. Evans, website domain name purchase	£33.56 (vat £5.60)
	Wales Audit office invoice	£231.00
11.1	Clerk confirmed that there is £4,927.94 in the Treasurers account, £45,175 in Parrog Yard and £3,447.39 in the 30 day account.	

11.2	Cllr. Sajko proposed that all finances are paid, Cllr. Paish seconded, all agreed.	
11.3	Clerk to ask Lloyd's Bank what is happening after the branch closes in April and the closing of Parrog Yard account.	Clerk
11.4	<p>The Budget was discussed in detail. Following the Budget & Finance meeting and full Town Council meeting, the precept was duly set on the assessment of the Budget.</p> <p>Cllr Evans and Cllr Paish proposed and seconded each individual figure.</p> <p>Cllr. Evans proposed that the precept for this year be set at £24k. Cllr. Paish seconded, all agreed. Clerk to notify PCC.</p>	Clerk
12.	Canolfan Ymweld Trefdraeth / Newport Visitors Centre	
12.1	The notes for the Working group January 18 th meeting were present for Councillors to look at.	
12.2	<p>A notice of motion had been sent to all Councillors previously. Cllr. Harries read out the notice of motion:</p> <p>It is proposed that an email be sent to Pembrokeshire Coast National Park (PCNPA) in the following terms:</p> <p>"1 Newport Town Council (the Council) echoes the feeling of town which is that the PCNPA continues to run Newport Visitor Centre (the Visitor Centre) as at present.</p> <p>However if the PCNPA decides not to do so, then;</p> <p>2 Further to the Council's earlier email when the PCNPA was informed that the Council had agreed ,in principle, to acquire the Visitor Centre, I now write to inform you that at a meeting of the Council held on 30th January the Council decided to proceed to acquire the Visitor Centre ,subject to agreeing satisfactory terms with the PCNPA.</p> <p>By way of clarification, I confirm that the Council is proceeding in cooperation with Newport community groups, principally the Newport Community library. The Council supports the proposal that the Visitor Centre be used by PCNPA, the Council, the Newport Community library and other community groups.</p> <p>Cllr. Griffiths proposed this notice of motion be accepted, Cllr. Lloyd seconded, all agreed. Clerk to send to James Parkin and Tegryn Jones at PCNPA, and Mike James at PCC.</p> <p>A working group meeting to be called once a decision has been made by PCNPA.</p>	
13.	Polisi ar gyfer meinciau / Policy for benches	
13.1	It was decided to discuss the bench policy earlier as a member of the public who wished to talk about it was present.	
13.2	In the correspondence, under general issues, no 6, an email was received from Anne Hughes regarding a missing bench on College Square. This bench was reported missing 3 years ago. Nobody knows who donated the bench. The original bench has been there for over 60 years. Mrs Hughes advised that PCC are saying they will place benches in towns; they will need to be paid for.	

13.3	The Bench policy document had been sent to all Councillors. Cllr. Harries proposed that the policy is accepted and approved with one amendment to 1.3, change 'common' to 'appropriate', Cllr. Lloyd seconded, all agreed.	
13.4	Cllrs. Letten and Harries to check the whole town for the location of all benches, indicate priority of replacement, health and safety guidelines.	PH JL
14.	Adroddiad Grant Thornton / Grant Thornton report	
14.1	Invoice approved for payment.	
15.	Tudalen Facebook ar gyfer CDT / NTC Facebook page	
15.1	On RAG sheet. Clerk to pursue the issue of comments being left on a Facebook page.	Clerk
16.	Arafu Traffig / Traffic calming	
16.1	Cllr. Harries waiting for response from Suzanne Davies, Wales Road Casualty Reduction Partnership.	
17.	Contact torri gwair a Gwaith goleuadau Nadolig Grass cutting and Christmas lights contract.	
17.1	If value of work is in excess of £1k then competitive tenders are to be sought. Tenders to be discussed at the next meeting. Contract details to be sent to all Councillors before next NTC meeting.	Clerk
18.	Penodi Llywodraethwr Ysgol Appointment of School Governor	
18.1	Clerk waiting to hear from Pete Smith to see if he is willing to be on the School Governing Board.	Clerk
19.	Clawdd Parc y Plant / Parc y Plant hedge	
19.1	No update. On RAG sheet, item 7. Cllr. Griffiths to pursue Tom Harris.	JG
20.	Menter Cyfeillgar Gwenyn / Bee Friendly Initiative	
20.1	On RAG sheet, item 8. Cllr. Lloyd has contacted Ysgol Bro Inqli and given them Ant Rogers details.	
21.	Cynllun lliniaru Arfordirol Parrog Parrog Coastal Alleviation Scheme	
21.1	On RAG sheet, item 9. Paul Morgan has emailed with possible dates for a meeting. Cllrs. Sajko and Phillips to liaise with the Chair to agree on a date.	MS MP EL
22.	Adroddiad arolygu / Inspection reports	
22.1	None received. Quarterly inspections to be put on RAG sheet	Clerk
23.	Diogelu data a rhyddid o gwybodaeth Data protection and Freedom of Information	
23.1	Ongoing. Put on RAG sheet.	Clerk

24.	Dogfen Llywodraethu / Governance documents	
24.1	Ongoing. Keep on agenda.	
25.	Ffeil iechyd a diogelwch / Health and Safety file	
25.1	On Rag sheet, no 10.	
26.	Arwydd Bad Achub / Lifeboat Sign	
26.1	On Rag sheet, no 11. Cllr. Harries investigating.	PH
27.	Pympiau Tref / Town Pumps	
27.1	On RAG sheet, no 12. Ongoing.	
28.	Gŵyl Gaeaf / Winter Festival	
28.1	On RAG sheet, no 13. Waiting for final figure.	
29.	Aelod newydd Cyngor Dre Trefdraeth New Town Council member	
29.1	PCC have advised that NTC do not have to co-opt a new member. Cllr. Sajko proposed that NTC co-opt a new member, Cllr. Letten seconded, all agreed. Clerk to put up notice.	Clerk
30.	Cyfathrebiad / Correspondence	
30.1	Other than below all correspondence was noted: <u>Emails</u> Library, no 3 re email from Sandra Bayes. Cllr. Lloyd to talk to Sandra.	EL
30.2	Finance, no 4 re letter of engagement from Rachel Thompson. Clerk to pursue this matter.	Clerk
30.3	PCC, No 2 re Link officer initiative. Cllr. Lloyd to prioritise the list with help from Cllr. Harries and Evans and contact Sarah Oliver.	EL JE PH
30.4	General, no 1 re bench request. Clerk to open a bench file with all bench requests.	Clerk
30.5	<u>Incoming letters</u> No 8 re offer of price fix tariff for electric. Clerk to check.	Clerk
31.	Cyfathrebiad hwyr / Late correspondence	
31.1	Other than below all late correspondence was noted. <u>Emails</u> No 2 re Town and Community Councils survey. Cllr. Griffiths to complete.	JG
31.2	No 3 re venue for public to inspect planning applications for Parrog Yard. Cllr. Griffiths to ring Gareth Thomas at WWHA.	JG

31.3

Incoming letters

No 3 re letter from Newport Regatta. All agreed to waiving the parking fee.

There being no further business the meeting closed at 10.10pm.

The next meeting to be held on February 27th 2017