

**CYNGOR TREF TREFDRAETH**  **NEWPORT TOWN COUNCIL**

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**COFNODION O CYFARFOD CYNGOR Y DREF A GYNHALIWDYD AR**  
**27<sup>ed</sup> Mawrth 2017 AM 7.30YH**  
**MINUTES OF TOWN COUNCIL MEETING HELD on**  
**March 27<sup>th</sup> 2017 AT 7.30PM**

**Pobol yn presennol:** Cllr. Elaine Lloyd (Chair) Cllr Paul Harries  
**Persons Present:** Cllr. Mike Phillips (Vice Chair) Cllr. John Griffiths  
 Cllr. Mike Sajko Cllr. John Evans  
 Cllr. Jon Letten Cllr. Ros. Cleal  
 Cllr. Daron Paish Cllr. Wendy Wright  
 Cllr. Karl Wright Miss L Evans (Town Clerk)

**Ymwelwyr / Visitors** 11 members of the public

**Ymddiheuriadau wrth:**  
**Apologies received from:**

<b>Rhif No.</b>	<b>Eitem Item</b>	<b>Gweit' Action</b>
1.	<b>Datganiad o diddordeb / Declarations of Interest</b>	
1.1	Cllr. Harries declared an interest in all planning matters. Cllr. Lloyd declared an interest in the Financial appeals.	
2	<b>Cyflwyniad prosiect Cysylltwyr Cymunedol Community Connector project presentation</b>	
2.1	Gwyneth Jones from PAVS was present to talk about the Community Connectors project.  The Community Connectors service is a key element of a 2-year programme piloting a third sector-led community and citizen-centred approach to improving health and well-being in Pembrokeshire.  The Social Services & Well-being (Wales) Act 2014 requires a population needs assessment to be carried out in each Local Authority area.  The aim is to develop effective community links to create community-based citizen-centred solutions; work with individuals to help them meet identified well-being goals and needs, make appropriate referrals to third sector organisations and other services. There is also support for non-paid carers.  There are 4 connectors working in the area, they work on an outreach basis and have no permanent desks. They have received 28 referrals so far in the months since it began. It is available for everyone over 18 years old. Liz Roach, one of the connectors holds surgeries at the Library once a week.	

Gwyneth asked that NTC share the information with local groups, let them know about the project.

NTC thanked Gwyneth for coming to talk about the project.

3. **Cofnodion o'r cyfarfod a gynhaliwyd ar 27 Chwefror 2017 / Minutes of the meeting held on 27<sup>th</sup> February 2017**

3.1 The minutes were agreed as correct, proposed by Cllr. Harries seconded by Cllr. Sajko. All agreed.

4. **Materion yn Codi / Matters arising**

4.1 Item 3.1 re draft procedure for purchasing a grave. Ongoing.

4.2 Item 3.2 re Parrog shelter repair. Ongoing.

4.3 Item 3.3 re street market. Cllr. Paish has contacted the Market Manager, will update in Agenda item 7.

4.4 Item 3.4 re disposal of assets. Ongoing.

4.5 Item 3.5 re Newport Youth Club. Clerk to contact them again.

**Clerk**

4.6 Item 4.2 re signs on Bedd Morris. John Humfrey and John Dwr y Felin are involved with this.

4.7 Item 4.3 re Upper St Mary St. Signs have been installed to remind people that this is a one way road.

4.8 Item 9.1 re slippery cemetery path. This has been sorted by Tom Humfrey.

4.9 Item 11.1 re lease for Unit 3. Ongoing.

4.10 Item 13.4 re closing Parrog Yard. 4 signatories are required to sign a form.

4.11 Item 31.1 re transforming temporary space. Cllr. Lloyd to look at this.

**EL**

4.12 Item 31.2 re Welsh tree charter survey. Cllrs. Harries and Lloyd to look at this.

**EL  
PH**

4.13 Item 32.2 re National Assembly electronic financial system. Clerk to check Cllr. Harries's response.

**Clerk**

5. **Adroddiad y Cadeirydd / Chairman's Report**

5.1 Link Officers response

Cllr. Harries read out the Link Officers responses to specific questions that NTC had asked them. There could be substantial money from the 50% income that PCC receive from the Council Tax second home ownership. The Town Council will not be allocated funds automatically as the funds have to be accounted for in accordance with any grant schemes.

Maes Inqli complex. Clerk to write to Kerry Macdermott regarding NTC's concern that the complex needs refurbishment

**EL**

There may be assistance available for the Playing Field Charity. Cllr. Lloyd to contact Neil McCarthy at PCC.

**EL**

Parking issue in Newport. Cllr. Lloyd to investigate seasonal parking at

	the school.	
	Traffic calming in Newport. Cllr. Harries is liaising with Suzanne Davies, Safety Concern Partnership at Dyfed Powys Police. She is waiting for a response from the Trunk Road Agency. Clerk and Cllr. Harries to provide copies of correspondence to the Link Officers.	<b>Clerk PH</b>
5.2	Request for a wedding marquee on the Parrog  A request has been received to hold a wedding marquee in 3 possible locations on the Parrog.  Cllr. Harries proposed that NTC have concerns on safety issues on the locations to the East of Camelot and Gorwel. The green on the Parrog is under the Barony control, Cllr. Lloyd seconded, all agreed. Clerk to convey message to Miss. Wakefield.	<b>Clerk</b>
5.3	Parrog Flood Alleviation scheme meeting  The meeting was to take a cursory look at what can be done, some options are not workable. PCC will pursue this further. Mr Emyr Williams, a Civil engineer at PCC has the early stage plans.	
5.4	Wi-Fi meeting  There are problems establishing commercial premises to place the access units on. These units can pick up a lot of information. Who owns this information? The data controller has not been decided as of yet. Has the 2 year period begun yet?	
6.	<b>Adroddiad y Pwyllgor / Committee Reports</b>  <b>Pwyllgor Cynllunio / Planning Committee</b>	
6.1	3 treeworks applications received which had already been approved by PCNPA. No meeting this month as no applications have been received.	
7.	<b>Marchnad Stryd / Street Market</b>	
7.1	Cllr. Paish is meeting with the Market Manager on 10 <sup>th</sup> April. The Market manager does not feel that the stall holders should have to sign forms assuring they will be there every week.  Issue with cafe seating. NTC wants to encourage the street cafe atmosphere of the market and agree that the extra cafe seating should not be charged.  Cllr. Sajko has publicised the temporary road closure with signs on Market Street and notified all residence of the forthcoming street market.  30% of the street trading licence will be paid to PCC.	
8.	<b>Iard y Parrog / Parrog Yard</b>	
8.1	The presentation of the draft plans took place in Unit 3 on the 21 <sup>st</sup> March with Councillors and WWHA present. There was a steady flow of members of the public that attended to ask questions. The planning application is imminent. The drainage issue is ongoing. Notes of the 24 <sup>th</sup> February meeting were circulated to all.	
9.	<b>Mynwent Brynhyfryd / Brynhyfryd Cemetery</b>	
9.1	Cllr. Wright is working on the burial procedure. The top of the cemetery needs cutting. Cllr. Lloyd to investigate the quantity of seeds	<b>EL</b>

needed, all agreed to put on agenda for next meeting.

10. **Gwefan / Web Site**

10.1 No contract received from Chess. They have not charged for February which was agreed. Cllr. Evans and Jake Hollyfield to meet Melanie Wilmott to discuss selling advertising space.

JE

11. **Uned 3 / Unit 3**

11.1 Cllr. Harries has hoovered Unit 3.

12. **ULC Aelodaeth / OVW Membership**

12.1 This was agreed upon at the last meeting.

13. **Cyllid / Finance**

**Arian a dderbyniwyd / Monies received:**

Street market deposits £0.00

**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	£63.70 (vat 10.62)
Good energy (DD) p.m	£20.70
Public Works Loan Board (DD)	£743.09
PCC, 30% of Street market street trading licence	£226.00
Glyn Edwards, photo copier paper	£14.94 (vat £2.49)
Cllr. John Evans expenses	£46.69

13.1 Clerk confirmed that there is £2,571.57 in the Treasurers account, £45,203.34 in Parrog Yard and £3,447.69 in the 30 day account.

13.2 Cllr. Paish proposed that all finances are paid, Cllr. Sajko seconded, all agreed.

13.3 A form needs to be filled in for Internet banking with 4 signatures. This item to be put on the B & F agenda.

Clerk

13.4 Workplace pension scheme compliance to be put on the B & F agenda.

Clerk

14. **Canolfan Ymweld Trefdraeth / Newport Visitors Centre**

14.1 Cllr. Evans handed out layout plans for the TIC building.

The Action Group was formed to save the building and the VC services.

The Working group was set up to include Town Council members, Newport Library and the Action group/Newport Forum.

There have been 2 meetings since January and 2 sub group meetings.

Progress has been slow as the Action group did not return their mind maps as requested.

PCNPA have said they only need a desk at the VC.

The Action group presented a mind map of what they need which includes room for retail, as the retail profits will fund one staff. Their layout does not provide much room for the NTC office, this office to be shared between the Library, CAB and PCNPA.

The Clerk needs to have an office that offers privacy.

Cllr. Evans has previously presented various layout options, these designs have been rejected.

Cllr. Harries suggested that there are 3 phases to be accomplished. Phase 1 is can all groups fit into the building together? Cllr. Harries believes this can be achieved. Phase 2 is to talk about costs, standing charges, who pays what, this has not been discussed yet. Phase 3 is how the building can be acquired. There are multiple choices; CAT, leasing, buying and leasing and further options.

The Action group believe that not all groups can fit into the building. It has been made clear by the Town Council of when they would need to use the building.

Cllr. Harries proposed a vote on whether the Town Council believe all groups can fit into the TIC building. The majority voted yes, 2 against.

15. **Adroddiad Grant Thornton / Grant Thornton report**

15.1 Keep on agenda. Will be discussed at the B& F meeting on 18<sup>th</sup> April.

16. **Polisi ar gyfer meinciau / Policy for benches**

16.1 Mrs Anne. Hughes has given the Clerk the land registry of Tre-Deg, by College Square, where a bench was previously located. It shows that this piece of land is not owned by them. NTC needs to establish who owns this land; Cllr. Griffiths and the Clerk are pursuing this with Red Kite Law. Cllr. Griffiths proposed that NTC agree in principle, subject to finding out ownership of the area to replace the bench at this location, Cllr. Harries seconded, all agreed.

Cllr. Letten has 2 photos of bench locations on the marsh road, to be sent to the Clerk.

JL

17. **Arafu Traffig / Traffic calming**

17.1 On the RAG sheet.

18. **Contract torri gwair a Gwaith goleuadau Nadolig  
Grass cutting and Christmas lights contract.**

18.1 2 contracts for the grass cutting have been received, Mr. Lewis and Mr. Humfrey. Both tenders were discussed. Cllr. Harris proposed that Mr. T. Humfrey's tender be accepted, Cllr. Lloyd seconded, all agreed. Clerk to send letters to both.

Clerk

19. **Adroddiad arolygu / Inspection reports**

19.1 On RAG sheet. Cllr. Phillips investigating.

20. **Dogfen Llywodraethu / Governance documents**

20.1 Keep on agenda.

21.	<b>Plinth ar tir ar bwys y Castle Inn / Plinth on land by Castle Inn</b>	
21.1	Ongoing. Clerk in contact with Red Kite Law.	<b>Clerk</b>
22.	<b>Taflen RAG / RAG sheet</b>	
22.1	The RAG sheet was discussed and updated.	
31.	<b>Cyfathrebiad / Correspondence</b>	
31.1	Other than below all correspondence was noted: <u>Emails</u> Library, no 6 re request from Sandra Bayes for precept figures. Clerk to send the information.	<b>Clerk</b>
31.2	General, no 14 re Rights of way improvement plan. Cllr. Evans to liaise with Newport Paths Group.	<b>JE</b>
32.	<b>Cyfathrebiad hwyr / Late correspondence</b>	
32.1	All late correspondence was noted. There being no further business the meeting closed at 10.30pm. <b>The next meeting to be held on April 24<sup>th</sup> 2017</b>	