

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

Uned 3, Yr Hen Ysgol, Heol Isaf Sant Mair, Trefdraeth, Sir Benfro. SA42 0TS  
 Unit 3, The Old School, Lower St Mary St, Newport, Pembrokeshire SA42 0TS  
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**COFNODION AM CYFARFOD A GYNNHALIWYD ar 25<sup>ain</sup> Medi 2017 am 7.30yh**  
**MINUTES FOR THE MEETING HELD on 25<sup>th</sup> September 2017 at 7.30pm**

**Pobol yn presennol:** Cllr. Mike Phillips (Chair) Cllr. Jano Williams  
**Persons Present:** Cllr. John Griffiths (Vice Chair) Cllr. Jon Letten  
 Miss L Evans (Town Clerk)

**Ymwelwyr / Visitors**

**Ymddiheuriadau wrth:** Cllr. Daron Paish Cllr. Elaine Lloyd  
**Apologies received from:** Cllr. Bryce Barrett Cllr Paul Harries  
 Cllr. Ros Cleal Cllr. Wendy Wright  
 Cllr. Barbara Young

Rhif No.	Eitem Item	Gweit' Action
1.	<b>Datganiad o diddordeb / Declarations of Interest</b>	
1.1	No declarations of interest.	
2.	<b>Cofnodion o'r cyfarfod a gynhaliwyd ar 31<sup>ain</sup> Gorffennaf 2017</b> <b>Minutes of the meeting held on 31<sup>st</sup> July 2017</b>	
2.1	The minutes were agreed as correct, proposed by Cllr. Griffiths, seconded by Cllr. Letten. All agreed.	
3.	<b>Materion yn Codi / Matters arising</b>	
3.1	Item 3.1 re meeting with school children to discuss Parc y Plant. Councillors agreed to meet on Monday 2 <sup>nd</sup> October in the afternoon. Clerk to inform Headmistress.	<b>Clerk</b>
3.2	Item 4.2 re Aneurin's bench. Clerk to put picture on Facebook with text saying 'Satisfied popular resident of Newport'.	<b>Clerk</b>
3.3	Item 4.3 re Parrog shelter. Clerk has not yet received picture to put on Facebook, ongoing.	
3.4	Item 9.3 re defective right hand gate in cemetery, Cllr Phillips to sort this, ongoing.	<b>MP</b>
3.5	Item 16.1 re bench at bottom of Bedd Morris. Karl Wright has not had time to work on this yet, ongoing.	
4.	<b>Adroddiad y Cadeirydd / Chairman's Report</b>	
4.1	<u>Front of the building</u> Cllr. Phillips has chopped away foliage, as Postman had complained that he couldn't get to the letterbox. Clerk has reported this to PCC.	
4.2	Visitor Centre to be discussed under agenda item 12.	

	<b>Adroddiad y Pwyllgor / Committee Reports</b>	
5.	<b>Pwyllgor Cynllunio / Planning Committee</b>	
5.1	Minutes are available to Councillors. A letter regarding the Hendre application was received a day after the meeting, Clerk to put it in with the planning correspondence.	<b>Clerk</b>
6.	<b>Marchnad Stryd / Street Market</b>	
6.1	Soo, wife of the Market manger has approached Cllr. Phillips and enquired about extending the market by one hour. Clerk to inform Cllr. Paish as he is Chair of the market committee.	<b>Clerk</b>
7.	<b>Iard y Parrog / Parrog Yard</b>	
7.1	Clerk has received an update from Georgina at Red Kite Law. The covenant and sale documents need to be discussed by NTC. Cllr. Griffiths to liaise with the Clerk and respond to Georgina.	<b>Clerk JG</b>
7.2	Local lettings policy, ongoing, stay on the agenda.	
8.	<b>Mynwent Brynhyfryd / Brynhyfryd Cemetery</b>	
8.1	Bee friendly scheme. Cllr. Williams reported that Tom Humfrey has mowed the top of Brynhyfryd cemetery, the cuttings have not been taken away, this is not part of his job. Ant Rogers from PCC has advised to mow in the Spring time. Cllr. Phillips suggested that Cllr. Williams talk to Tom Humfrey about the scheme.	<b>JW</b>
8.2	Draft procedure for purchasing a grave, ongoing.	
9.	<b>Gwefan / Web Site</b>	
9.1	Cllr. Williams advised that Byron Rees from United Studios attend the next website meeting to discuss the website.	
9.2	Cllr. Phillips has spoken to Peter Jeffries at Glyn Edwards to discuss photocopier options. Cllr. Williams suggested that NTC buy a printer for around £191, it will have a one year warranty, prints 20 pages per minute. If this does not work, then NTC can always go back to the leasing option.	
9.3	Councillors felt unable to make a decision about which photocopier to have as 7 Councillors are missing. Clerk to ask Glyn Edwards for another month's extension on the lease and call a website meeting.	<b>Clerk</b>
9.4	Chess Broadband contract, ongoing until January.	
10.	<b>Uned 3 / Unit 3</b>	
10.1	Nothing to report.	
11.	<b>Taflen RAG / RAG sheet.</b>	
11.1	The RAG sheet was discussed and updated.	
12.	<b>Canolfan Ymweld Trefdraeth / Newport Visitors Centre</b>	
12.1	PCNPA have proposed a 3 <sup>rd</sup> option that the TIC moves in with the Library at their current residence.	
12.2	County Councillor Paul Harries has sent his comments to the PCNPA	

as they are meeting on 27<sup>th</sup> September to decide on the TIC.

12.3 Cllr. Williams suggested that a NTC working group be formed to look into grants/fundraising to purchase the TIC building for the community.

12.4 Cllr. Griffiths raised reservations about NTC fundraising and buying the TIC building.

12.5 Cllr. Williams to talk to Siobhan at the Memorial Hall as she has experience of applying for grants.

**JW**

12.6 Cllr. Williams advised that the Library's general feeling about this 3<sup>rd</sup> option is that they are unsure about finances, no security of tenure.

12.7 Cllr. Phillips suggested that NTC wait for the decision on Wednesday and that an Extraordinary meeting can be called if necessary.

13. **Cofnodion o munudau Arbennig a gynhaliwyd ar 25.08.17**

**Minutes of the Extraordinary meeting held on 25.08.17**

13.1 The minutes were agreed as correct, proposed by Cllr. Griffiths, seconded by Cllr. Williams. All agreed. No matters arising.

14. **Cyllid / Finance**

**Arian a dderbyniwyd / Monies received:**

Street market deposits	£977.50
Parrog Yard parking, Mrs. Rutherford	£140.00
Parrog Yard parking, Alyson Russen, Oliver Cooper	£280.00
U3A, Summer term rental	£67.50
Mr. Onions, Mr Berian Griffiths Parrog Yard parking	£280.00

**Cyfrifon i'w talu / Accounts to be paid:**

Town Clerk Pay (SO) p.m	£
Dwr Cymru (DD) p.m	£20.50
Unit 3 rental (DD) p.m	£150 (vat £25)
Council Tax (DD) p.m	£145.00
Chess telephone (DD) p.m	£65.57 (vat £10.93)
Good energy (DD) p.m	£2.00 (vat £0.10)
<b>Jim Austin, Market Manager</b>	<b>£??</b>
One Voice Wales, Cllr. Barrett Code of conduct training	£40.00
PCC, street trading licence	£529.53

14.1 Clerk confirmed that there is £9,634.58 in the Treasurers account, and £48,664.57 in the 30 day account.

14.2 Cllr. Phillips proposed that all finances are paid, Cllr. Williams seconded, all agreed.

14.3 Internet banking is ongoing.

14.4 Christmas light insurance. Clerk to talk to Cllr. Harries.

**Clerk**

15. **Archwiliad Blynyddol Grant Thornton**

**Grant Thornton Annual Audit**

15.1 Waiting for an invoice.

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

16.1 All ongoing. NTC do not own the bench/land at bottom of Bedd Morris Road, it is owned by the Welsh Government. Keep all benches on the agenda.

17. **Adroddiad arolygu / Inspection reports**

17.1 Cllr. Griffiths and Phillips will do the quarterly inspection report. Clerk has not received any inspection sheets from Buzz.

18. **Dogfennau llywodraethu / Governance documents**

18.1 Social media policy. Cllr. Wright is looking at this.

19. **Hysbysiad o gynnig bod NTC yn ffurfio Gweithgor i ddelio â'r holl faterion traffig, cerddwyr a pharcio yn Nhrefdraeth**

**Notice of motion that NTC forms a Working group to deal with all traffic, pedestrian and parking issues within Newport**

19.1 Cllr. Barrett not present so postpone until next month's meeting.

20. **Cyfatebiad / Correspondence**

Other than below, all correspondence was noted.

Emails

Road Closure – No 3 re New traffic order on Lower St Mary St. Cllrs. Williams and Letten declared an interest and signed the declarations book, and as there are only 4 Councillors present, this item cannot be discussed.

No 6 re Community speed watch. Suggested forwarding this to Newport Forum.

All Late Correspondence was noted.

There being no further business the meeting closed at 9.20pm

The date of the next meeting is 23<sup>rd</sup> October

**Clerk**