

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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COFNODION AM CYFARFOD A GYNHALIWYD ar 25^{ain} Mehefin 2018 am 7.30yh
MINUTES FOR THE MEETING HELD on 25th June 2018 at 7.30pm

Pobol yn presennol: Cllr. John Griffiths (Vice Chair) Cllr. Jon Letten
Persons Present: Cllr. Jano Williams (Vice Chair) Cllr. Barbara Young
 Cllr Paul Harries Cllr. Bryce Barrett
 Miss L Evans (Town Clerk)

Ymwelwyr / Visitors

Ymddiheuriadau wrth: Cllr. Martina Costello Cllr. Elaine Lloyd
 Cllr. Daron Paish Cllr. Ros Cleal

Apologies received from:

Rhif No.	Eitem Item	Gweit' Action
1.	Datganiad o diddordeb / Declarations of Interest	
1.1	Cllr. Harries declared a personal and prejudicial interest in all planning matters as he is a member of the National Park planning committee.	
2.	Cofnodion o'r cyfarfod a gynhaliwyd ar 21^{ain} Mai 2018 Minutes of the meeting held on 21st May 2018	
2.1	The minutes were agreed as correct, proposed by Cllr. Harries, seconded by Cllr. Letten. All agreed.	
3.	Materion yn Codi / Matters arising	
3.1	Item 3.3 re gas pipe installation for the old Lloyds Bank building. This has now been completed.	
3.2	Item 12.3 re appointing a surveyor for the TIC building. The survey has been carried out but not been received yet.	
3.3	Item 13.5 re Cllr. Griffiths to become a signatory. This has not been done yet. Cllr. Williams to also become a signatory.	
3.4	Item 16.4 re Mark Taylor fund. Cllr. Harries explained this legacy to all of the Councillors. Clerk to put on Budget & Finance agenda whether the Mark Taylor and Whiteman legacy money can be spent on the playing field.	Clerk
3.5	Item 18.1 re annual inspection. Cllr. Letten has filled in a post with filler in the play area but inspection received states this is not good enough. The play area inspection to be put on the Budget & Finance agenda.	Clerk
4.	Adroddiad y Cadeirydd / Chairman's Report	
4.1	<u>In memory of Janet Weston</u> The suggestion to name Parrog yard development after Janet was turned down. Councillors to bring ideas of what NTC could do in Janet's memory.	

There is a memorial event at the 4.2 Golf Club on 7th July, 3pm.

4.2 Hywel Dda consultation

Pembroke Town Council has invited NTC to make a response to this consultation. Cllr. Griffiths proposed that it is up to each individual to respond and not for NTC as a whole, Cllr. Letten seconded, all agreed.

4.3 Pollution in river Nevern

There have been several emails between members of the public, Cllr. Harries and National Resources Wales (NRW). NRW say that it is marine algae and not pollution in the river.

Clerk to put on Facebook that if members of the public suspect any pollution then they must report it to NRW and keep County Councillor Paul Harries and Newport Town Council updated on the situation.

Cllr. Harries informed everyone that a computer predicts the quality of the water in the sea by predicting heavy rainfall. It is being monitored.

4.4 Polling cards for upcoming by-election

The Clerk has been informed by PCC that if NTC wish polling cards to be sent to households, it will cost approx £680.58.

Cllr. Harries advised that this is a difficult situation as it is a lot of money that has not been budgeted for.

Cllr. Williams proposed that NTC pay for polling cards to be sent out if an election is called, Cllr. Barrett seconded. 4 Councillors in favour, 1 against and 1 abstention.

Cllr. Harries proposed that the money to pay for it comes from the Community Asset Project capital account, Cllr. Griffiths seconded, all agreed.

Clerk to check with PCC that if an election does not go ahead, that NTC will not be charged for the polling cards.

Clerk

4.5 Naming Parrog yard development

Ysgol Bro Ingli sent numerous names to NTC. It was unanimously agreed that 'Iard y Parrog' was the winning name. Clerk to let the school and West Wales Housing association know the result.

Clerk

4.6 Work/quote on overhanging trees

NTC have received confirmation that Liam Morris has liaised with Mike Higgins of PCNPA. The work is going ahead.

4.7 Parking signs for cemetery and Parc y plant

Cllr. Barrett will talk to Llysmddyg about parking at the entrance to Parc y Plant.

Clerk to get further information from Tom Humfrey regarding cars parked at the cemetery.

Clerk

4.8 Benches

Clerk has emailed Brenda Budden with details for the barony and PCNPA regarding cost of bench.

A new bench for Enid Davies has replaced an old bench towards the lifeboat shed on the coast path.

	Lorna Lloyd's memorial bench for her husband is going ahead; this will be placed just off the Burma road.	
4.9	Email received regarding an incident between a boat damaging a parked car. The managing agent for the barony stated that NTC had an interest in the grassed area at the Parrog. This is not correct, it is owned by the barony. Do NTC want to consider leasing this land from the barony? Clerk to put on the agenda for the next meeting and email all Councillors for their views/ideas.	Clerk
	Adroddiad y Pwyllgor / Committee Reports	
5.	Pwyllgor Cynllunio / Planning Committee	
5.1	Email received from Sandra Bayes regarding Newport NAEG response to LDP2 Deposit version. Clerk to respond to Sandra to say that NTC acknowledge the hard work that has gone into this response.	Clerk
6.	Marchnad Stryd / Street Market	
6.1	A street market meeting was held on 18 th June at the Golden Lion. Cllr. Griffiths took notes which the Clerk will circulate. Stall holders asking for approx £110 to help with advertising costs, also waiting for a quote to have a sign advertising the market. Cllr. Barrett proposed that £150 be made available and then be reviewed once the quote for the sign has been received, Cllr, Young seconded, all agreed. Cllr. Paish as the Chair of the street market committee to have the authority to decide on the spending of the budget. Clerk to put under the street market agenda for the next meeting 'Cllr. Griffiths notes, Margaret (stall holder) notes and Nathan's advertising suggestions'.	Clerk
7.	Iard y Parrog / Parrog Yard	
7.1	Discussed in item 4.5.	
8.	Mynwent Brynhyfryd / Brynhyfryd Cemetery	
8.1	The draft procedure is ongoing. Cllrs. Harries and Williams to look at this.	PH JW
8.2	Bee friendly scheme Cllr. Young has received a quote from Berwyn to cut and take away the grass at the top of the cemetery, approx £150. Cllr. Young has written a schedule of works, this to be brought to the July meeting once Cllr. Young has checked that Berwyn has the necessary insurance. Clerk to advise where the money for this payment to come from. Cllr. Williams proposed that the work go ahead in August, Cllr. Barrett seconded, all agreed.	Clerk
9.	Gwefan / Web Site	
9.1	Clerk to put the election of notice onto Facebook and also photos of completed fence work in Parc y Plant. Cllr. Young to send the Clerk a bee friendly update to put on Facebook.	Clerk BY
9.2	Notes from the website meeting held on 30.05.18 have been circulated	

	to all. Cllr. Harries recommended that AGM, EGM, ordinary, finance and planning minutes go on the website. Cllr. Griffiths proposed that the receipt and payments summary and list of assets be put on the website, Cllr. Williams seconded, all agreed.	
9.3	Clerk to put ‘Decide on purchase of new computer’ on the agenda for the next Budget & Finance’ meeting. Cllr. Barrett to get a spec and send to all.	Clerk BB
10.	Uned 3 / Unit 3	
10.1	Hoover rota is ongoing.	Clerk
11.	Taflen RAG / RAG sheet.	
11.1	It was decided that the RAG sheet be discussed and updated at the next meeting.	
12.	Canolfan Ymweld Trefdraeth / Newport Visitors Centre	
12.1	Cllr. Williams has sent the expression of interest for the Enhancing Pembrokeshire grant to everyone. This is a preliminary form. There is a question asking about other forms of funding. Will match funding come from the Town Council? Cllr. Williams to say ‘yes’ to applying for other grants. Support has been agreed in principal from NTC. AN email has been received from Sandra Bayes asking whether the TIC will be open in the summer. NTC have not secured the lease yet and the building is not furnished so it won’t be open for the summer. Cllr. Williams to send draft response to Clerk. The CAT working group are applying fro £25k; Cllr. Williams has detailed figures for this. PCNPA unwilling to compensate for any improvements made to the building. NTC may wish to build an extension in the future for a Town council office and meeting room. A rough estimate of costs for extension need to be sought. There is no right of way to the left side of the building; permission would have to be sought from the Chapel. Clerk to put TIC on the Budget & Finance agenda.	JW
12.2	Chair and Vice Chair to draft a press release in response to Gary Meopham’s email and circulate it to all.	JG JW
12.3	Notes from the CAT working group meeting on 05.03.18 have been circulated to all	
13.	Cyllid / Finance Arian a dderbyniwyd / Monies received: Street market deposits £630.00 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	£63.66(vat £10.61)
Good energy (DD) p.m	£30.00
PCC, advertising costs for street market	£222.00
Cllr. Paul Harries, payment for picnic table for Maes Ingli Sheltered accommodation	£9.99
Mr Jack Holden, paint for sheltered accommodation	£31.77
Oliver Cooper, Parrog yard deposit and parking	£53.00
Zurich insurance (paid)	£884.01
Euros Thomas, Parc y Plant fencing work	£1,092 (vat £182)
Extension socket for Unit 3, Havards	£14.45 (vat £2.41)
Jim Austin, Market Manager	£450.00
Rachel Thomson, internal audit	£50.00
Tom Humfrey, contracted gardening work, 1 of 3 invoices	£1,981
Havards, Ink for printer	£57.50 (vat £9.58)
Jane Jamison, preparation of accounts	£420.00
One Voice Wales, Cllr. Griffiths and Clerk finance training	£60.00

13.1 Clerk confirmed that there is £21,796.06 in the Treasurers account and £48,682.78 in the 30 day account.

13.2 Cllr. Letten proposed that all finances are paid, Cllr. Williams seconded, all agreed.

14. **Cyfarfod Tawelu Traffig / Traffic calming meeting**

14.1 Ongoing.

15. **Cynllun CSB grant treth 2ail cartrefu**

PCC 2nd homes tax grant scheme

15.1 Notes from Funding and Task Finish group meeting on 05.06.18 were noted.

16. **Archwiliad Blynyddol Grant Thornton**

Grant Thornton Annual Audit

16.1 The annual audit has been sent away.

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

17.1 Discussed in item 4.8.

18. **Adroddiad arolygu / Inspection reports**

18.1 Clerk to put on Budget & Finance agenda.

19. **Rheoliad Gwarchod Data Cyffredinol**

General Data Protection Regulation

19.1 Ongoing.

Clerk

20.	Parc y Plant	
20.1	Nothing to report.	
21.	Dogfennau llywodraeth / Governance documents	
21.1	GD01 Attendance Management and GD05 Data protection to be discussed at the next meeting.	
22.	Enwau Cymraeg / Welsh names	
22.1	On RAG sheet. Take off agenda.	Clerk
23.	Cofnodion am y cyfarfod Anghyffredin ar 31.05.18 Minutes for Extraordinary meeting on 31.05.18	
23.1	Cllr. Griffiths proposed that the minutes are correct and approved, Cllr. Williams seconded, all agreed. No matters arising.	
24.	Cyfatebiad / Correspondence	
	Other than below, all correspondence was noted:	
24.1	Emails Information centre, no 1 re email from Richard Hughes re having a shed at the TIC. Clerk to respond to say that this will not be a possibility.	Clerk
24.2	There being no further business the meeting closed at 10.15pm. The date of the next meeting is 30 th July.	