

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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COFNODION AM Y CYFARFOD A GYNHALIWYD ar 28^{ain} Ionawr 2019 am 7.30yh
MINUTES FOR THE MEETING HELD on 28th January 2019 at 7.30pm

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

Ymwelwyr / Visitors

Ymddiheuriadau

wrth:

Apologies received from:

Rhif No.	Eitem Item	Gweit' Action
1.	Datganiad o ddiddordeb / Declarations of Interest	
1.1	Cllr. Davies declared a prejudicial interest in matters relating to the Visitors centre because of her position as secretary and trustee of the Library group.	
2.	Cofnodion o'r cyfarfod a gynhaliwyd ar 14^{eg} Ionawr 2019 Minutes of the meeting held on 14th January 2019	
2.1	The minutes were agreed as correct, proposed by Cllr. Cleal, seconded by Cllr. Barrett. All agreed.	
3.	Materion yn Codi / Matters arising	
3.1	No matters arising.	
4.	Heneiddio yn dda yng Nghymru, Ken Davies, Ageing well in Wales	
4.1	The Chair welcomed Ken Davies to the meeting. Ken thanked the council for letting him attend and to speak about Ageing Well in Wales which he is passionate about. There are 5 strands to Ageing in Wales which include Age friendly communities, falls prevention, isolation & loneliness, opportunity for employment. Isolation & loneliness is a big problem in the country, although statistics show that there is more isolation in urban areas. Age friendly communities: Ken gave one example of how one day, when he was volunteering with Country cars, he parked outside Spar but the lady he was driving could not go into the shop because of ruts in the pavement. Ken logged this complaint with Rachel Gibby at County Hall and the pavement was rectified the week after. Cars parking on pavements are a big problem but there is no law to say	

you cannot do this. Ken has had to walk around cars and step onto the busy road.

There used to be chairs in shops for older people to sit on, some shops do provide this but not all.

More benches in Newport would help people who need to rest between walking distances. A map of benches in Newport has been prepared by NTC. Businesses on Market Street own the pavements outside their business, so a bench could be put somewhere on Market Street.

Newport Forum has received a grant from Age Cymru to help with isolation & loneliness. There is a gentle exercise programme being held weekly in Newport.

Cllr. Harries responded, saying that a meeting was held in 2017 discussing traffic and pavement issues with the police, trunk road agency. Cllr. Harries met with Claire Williams, PCC on 21st January.

If a car on a pavement is causing obstruction then this is a police matter. Parking on yellow lines is a PCC matter.

Ken Davies has put fliers on cars parked on pavements. Cllr. Harries will get further fliers from county hall.

Cllr. Harries has circulated 'transforming day opportunities in Pembrokeshire' to Councillors and the Forum, if Ken has any questions, to contact him.

Clerk to put on next meeting agenda 'locations for benches'.

The Chair thanked Ken Davies for coming to speak at the meeting.

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

5.1 Freehold and leasehold properties – Land adjacent to fountain

Cllr. Griffiths will prepare a list of issues, and their priority to be discussed at the next meeting.

5.2 Access to the Bentinck development by contractors

It was agreed in the planning meeting that NTC contact PCNPA regarding access to the site. Cllr. Griffiths and Clerk to draft an email.

5.3 Newport Forum coordinating group meeting, 7th February

An invitation has been received. Cllrs. Harries, Barrett, Griffiths and Williams will attend. Only one Councillor can vote at this meeting.

5.4 Consider residents comments on caravan situated on the One Planet appeal site, ref no NP/18/0134/FUL and action required

Cllr. Harries left the room as this is a planning matter.

Clerk to put this on the planning agenda.

5.5 NP/15/0693 Bee view Farm. Consider residents queries as to whether conforming to management plan and action required

Clerk to put on the planning agenda.

5.6 Set up work party for Newport Action plan

Cllr. Harries re-entered the room.

This is on the agenda for the Forum meeting on 7th February. NTC will

Clerk

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Clerk

Clerk

see what is discussed at this meeting. The action plan needs reviewing.

5.7 Newport new housing referendum request from Sandra Bayes

NTC have agreed to support the referendum, which is regarding new housing being built only for full time residents.

NTC would like to see the precise wording of the referendum question, will then take advice and respond to the request. Clerk to ask Sandra Bayes for details.

Clerk

5.8 Response from PCC re remedial work to front of old school building

NTC have received an apology from PCC regarding the cutting down of trees and plants outside the building. PCC have offered to re-plant one of the trees and shrubs. Cllr. Williams proposed whether PCC would be willing to contribute/pay towards setting up a bee friendly garden and plant thymes and lavenders.

Cllrs. Williams and Young to contact Sarah Nicholas at PCC and also include all the other tenants of the building in the discussion.

Cllr. Harries suggested talking to Jake Hollyfield, the previous director of the Eco centre out of courtesy as they set up the garden in the first place.

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5.9 Debit card limit cannot be capped

Lloyds Bank has advised that there is no spending limit on the debit cards for the treasurers account. This could be a risk. Clerk to put this on the Budget & finance agenda meeting in April.

Clerk

5.10 Cllr. Griffiths is meeting the Barony solicitor on Monday to discuss leases on Parrog shelter, land by Camelot and grassed area. Cllr. Williams will also attend this meeting.

6. **Adroddiad o Cynghorydd Sir Paul Harries**

Report from County Councillor Paul Harries

6.1 Cllr. Harries has circulated the notes of the meeting held with Sue Lewis, PCC regarding the Maeshelyg and Llwyngwair paths. Land negotiations for the path to Llwyngwair on hold at the moment. Sue is going to talk to the Welsh Government.

Cllr. Barrett reported that people have been hit my moving cars whilst walking on the pavement by the Wholefood shop.

Cllr. Griffiths advised that a solution to ease traffic coming through Newport is not easy.

Cllr. Cleal proposed that NTC invite Paul Davies AM to a traffic meeting. NTC will wait until they receive a response from Clare Williams.

Clare Williams, PCC has responded regarding mud on Feidr Eglwys.

PCSO has responded regarding speed checks on Feidr Bentinck, concluding there are no speeding issues and not much traffic on this road.

The condition of Feidr Bentinck road is being temporarily repaired.

Cllr. Harries reported the issue of mud and traffic to the DMC.

Cllr. Harries has been in contact with Wyn Harris, the developer for Feidr Bentinck development and hopes to have a contact for the site

manager soon.

There is money available for water based activities in Newport. The Boat Club and regatta are keen to be involved.

The Parrog yard wall is being rebuilt.

Overspill in Parrog, Dŵr Cymru have agreed to meet soon.

Work hopefully starting on Poachers path in the next few weeks. Newport Paths group are involved.

Youth Clubs are under threat; it is not statutory for PCC to fund them.

Clerk informed the meeting that a letter from Ann Connock regarding Berenice Whiteman's legacy has been received today. Clerk to put on the next meeting agenda.

Cllr. Harries has been informed of ambulance delays. Members of the public to inform him if they experience this.

Clerk

Adroddiad y Pwyllgor / Committee Reports

7. Pwyllgor Cynllunio / Planning Committee

7.1 Discussed previously in item 5.4 and 5.5.

8. Marchnad Stryd / Street Market

8.1 A letter has been received from 2 market stall holders offering to run the market themselves. Jim Austin, the Market Manager is going to be much more present at the market from now on. Clerk to ask Cllr. Paish to set up a meeting, Cllrs. Griffiths and Harries will meet with Cllr. Paish first.

Clerk

9. Iard y Parrog / Parrog Yard

9.1 Cllr. Harries has received complaints from members of the public regarding the walls, houses being built too high, road closures and who will be living here.

The local letting scheme, received from West Wales housing association is on the council's website. Refer members of the community to this.

10. Mynwent Brynhyfryd / Brynhyfryd Cemetery

10.1 Draft procedure update

Cllr. Davies is working hard on checking, cross checking and updating the information. 2 discrepancies have been found and there is missing information on grave purchases between 2012 and 2016. The cemetery layout shows one grave is full but it is not. Cllr. Davies will continue with the work.

10.2 Bee friendly scheme

Ongoing.

10.3 Consider instructing solicitors to register title

Cllr. Griffiths will prepare a list of titles.

10.4 Letter received from Charles Searle, who lives next to the cemetery with suggestions of improvements. NTC authorise Cllrs. Williams and

Young to go and talk to him.

11. **Gwefan / Web Site**

11.1 Facebook updates

Ongoing.

11.2 New website update

Byron Rees, United Studios has advised that the website template will be ready by the end of February.

12. **Uned 3 / Unit 3**

12.1 Hoover rota

Cllr. Letten is the latest Councillor to clean the room. He has done an excellent job.

12.2 Chess broadband, update from Cllr. Cleal

Cllr. Cleal has listened to the verbal contract and information sent by Cllr. Williams and reported that consumer legislation does not apply to business contracts. Chess may match a cheaper quote.

Clerk and Cllr. Williams to ring Chess to ask them to match a cheaper quote and if they cannot, ask what the penalty of leaving is.

**Clerk
JW**

12.3 Discuss opening negotiations for new lease

Cllr. Griffiths will draw up a list of priorities. The lease on Unit 3 finishes on 31st December 2019.

12.4 Electric supply

The contract for the electric supply runs until 2020.

13. **Tudalen RAG / RAG sheet**

13.1 The RAG sheet will be discussed and updated at the end of the meeting.

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

14.1 A new steering committee has been set up. Volunteers voted Cllr. Williams as the Chair. The group will be set up as a charity and will be advised by PAVS.

The group are aiming to open the Visitors Centre by 1st April. The group members are Brian John, Robin Watson, Grace Hagen, Liz Devonald and Deidre (surname unknown).

15. **Cyllid / Finance**

Arian a dderbyniwyd / Monies received:

Street market deposits £737.50

Cyfrifon i'w talu / Accounts to be paid:

Town Clerk Pay (SO) p.m £

Unit 3 rental (DD) p.m £150 (vat £25)

Council Tax (DD) p.m £149.00

Chess telephone (DD) p.m £63.66 (vat £10.61)

Good energy (DD) p.m	£30.00
Jim Austin, Market Manager	£440.00
Havards, cleaning products, keys cut for front door	£21.85 (vat £3.64)
Red Kite Law, fees drafting/negotiating under lease and obtaining consent from PCNPA for Canolfan Croeso	£600.00
Charge for the provision of electoral services, 2 nd August 2018, PCC	£4,141.73
John Evans, reimbursement of website hosting	£47.96

15.1 Cllr. Griffiths proposed that the Red Kite invoice of £600 be paid from the Community Asset project capital account, Cllr. Williams seconded, all agreed.

15.2 Cllr. Griffiths proposed that the PCC invoice for the provision of electoral services be paid in the following way: £750 has been budgeted for this invoice already. £665.50 for poll cards has already been agreed to be paid from the Community Asset project capital account. £2,091.61 to be paid from the Undesignated reserves capital account and £634.62 to be paid from the Community Asset project capital account, Cllr. Young seconded, all agreed.

15.3 Cllr. Harries proposed that the Chair/Vice/Clerk transfer the £18,489.11 from the Community Asset project capital account into the Canolfan Croeso account, Cllr. Williams seconded, all agreed. Cllr. Williams to go to the bank and organise this.

JW

15.4 Precept

The draft precept currently stands at £28, 324.80.

Cllr. Harries asked why the precept has risen by 15%. The Clerk's hours and salary have gone up, £300 extra for insuring Canolfan Croeso, building repairs gone up by £600.

Cllr. Harries asked if any councillors had suggestions to bring the precept under a 10% rise. Cllr Cleal suggested reducing the building repairs but this has already been reduced in a previous meeting.

Cllr. Harries proposed the following:

1. Removing the £300 from the precept for the Bee friendly scheme and using money from the Community Asset project capital fund, Cllr. Lloyd seconded, 4 voted for, 3 against and 2 abstained. Majority voted in favour.

2. The professional fees stay at £1,385, the same as last year's and not be increased to £1,500. There was no seconder for this proposal.

3. That the building repairs figure is lowered from £750 to £200. There was no seconder for this proposal.

Cllr. Barrett proposed that the Banner, bunting and Christmas lights be reduced from £3,500 to £3,000, Cllr. Cleal seconded, 7 voted for, and 2 against. Majority voted in favour.

The precept currently stands at £27,524.00. Cllr. Harries proposed that the precept be rounded up to £27,600. The extra £76 to be put in building repairs.

Cllr. Barrett proposed that the precept be agreed at £27,600, Cllr. Davies seconded, 8 voted for, 1 voted against. Majority voted in

favour. Clerk to inform PCC tomorrow.

16. **Maes chwarae plant / Children's play area**

16.1 Discuss reopening negotiations to complete lease from PCC

This is ongoing.

17. **Tir ar bwys Hotel y Castell / Land adjoining Caste Hotel**

17.1 Consider instructing solicitors to register the council's title. Note, it appears that this land is already registered by the Welsh Government

This is ongoing.

18. **Bus shelter and garden opposite Castle Hotel**

18.1 Consider clarifying town council's rights and obligations

This is ongoing.

19. **Archwiliad Blynyddol Grant Thornton**

Grant Thornton Annual Audit

19.1 Urgent improvements needed to internal audit arrangements at town and community councils in Wales

Clerk has sent email to all Councillors to read.

Clerk to ask Rachel Thomson whether she will carry out the internal audit this year.

Clerk

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

20.1 Ongoing. NTC to consider Ken Davies's comments.

21. **Adroddiad arolygu / Inspection reports**

21.1 No problems to report.

22. **Dogfennau llywodraethu / Governance documents**

22.1 GD05 Data protection-new template from OVW

Ongoing. Cllr. Letten to do this.

23. **Tudalen RAG / RAG sheet**

23.1 The RAG sheet was discussed and updated.

24. **Cyfatebiad / Correspondence**

All correspondence was noted.

Dyddiad y cyfarfod nesaf / Date of next meeting

The next meeting is on the 25th February.

The meeting closed at 10pm.