

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 GYNHALIWDYD ar 22^{ain} Gorffennaf 2019 am 7.30yh
MINUTES FOR THE MEETING HELD on 22nd July 2019 at 7.30pm

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

Ymwelwyr / Visitors

Ymddiheuriadau wrth: Cllr. Bryce Barrett Cllr Paul Harries
Apologies received from: Cllr. Barbara Young

Rhif No.	Eitem Item	Gweit' Action
1.	Datganiad o ddiddordeb / Declarations of Interest	
1.1	No declarations of interest.	
2.	Cofnodion o'r cyfarfod a gynhaliwyd ar 24^{ain} Mehefin 2019 Minutes of the meeting held on 24th June 2019	
2.1	The minutes were agreed as correct, proposed by Cllr. Griffiths, seconded by Cllr. Williams. All agreed.	
3.	Materion yn Codi / Matters arising	
3.1	No matters arising.	
4.	Adroddiad y Cadeirydd / Chairman's Report	
4.1	<u>Pembrokeshire Town Wi-Fi scheme renewal costs</u> Clerk to remind Cllr. Barrett to contact Byron at United Studios.	Clerk BB
4.2	<u>Community Delivery Project in Environmental Services</u> Email received from Helen Mcleod from PCC. She will send list of assets shortly.	
4.3	<u>Rubbish at Treynydd</u> This is an ongoing issue in Newport. If the holiday home is a business, they should not be using orange bags. There is a new recycling system coming into force in the Autumn. Members of the community to take up the issue of rubbish with County Councillor Paul Harries.	
4.4	<u>Update on Youth Club</u> Town council are waiting for a wish list from the youth club.	
5.	Adroddiad o Cyngorydd Sir Paul Harries	

Report from County Councillor Paul Harries

5.1 No report.

Adroddiad y Pwyllgor / Committee Reports

6. **Pwyllgor Cynllunio / Planning Committee**

6.1 Cllr. Williams to reply to Richard James's email.

JW

7. **Marchnad Stryd / Street Market**

7.1 Consider request by stall holders for purchase of 4 stalls

Clerk still waiting for Cllr. Paish to bring quotes. Clerk to ask the market manager whether 4 stalls are needed and to find out where the original stalls came from. Cllr. Cleal will ring the company to get a quote for 4 stalls.

**Clerk
RC**

8. **Mynwent Brynhyfryd / Brynhyfryd Cemetery**

8.1 Draft procedure update

Ongoing.

8.2 Consider and decide whether to charge for 2nd burials

Ongoing.

8.3 Bee friendly scheme

Cllr. Williams has met with Janet Weston's daughter who is happy with the suggestion of an oak tree and bench at the top of the cemetery. A path will be mowed for access to the tree. Cllr. Young has found a recycled bench that can be used.

9. **Gwefan / Web Site**

9.1 New website update

Ongoing.

10. **Uned 3 / Unit 3**

10.1 Remedial work to front of Old school building

Ongoing.

11. **Tudalen RAG / RAG sheet**

11.1 RAG sheet was discussed and updated.

12. **Canolfan Croeso**

12.1 To note that the lease of 1 & 2 Bank cottages from PCNPA has been registered at the land registry

This was noted by the town council. Cllr. Davies to let the library group know. The lease with the information centre needs to be completed.

13. **Cyllid / Finance**

Arian a dderbyniwyd / Monies received:

Street market deposits

£595.00

Zurich insurance, payment towards removal of 2 fallen trees in Parc y Plant £620.00

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	£.....
William Marshall & Co, Internal Audit report	£420.00 (vat £70)
Dwr Cymru, Canolfan Croeso, last bill from 25 th February to 30 th May £31.95 (to be reimbursed £15.98 from Library and £11.39 from Information centre)	
Data protection fee £40.00 (or £35 if by direct debit)	
Newport Post office, 50 x 2 nd class stamps & envelopes	£33.00
RA Computers, new computer installation	£1,127.58 (vat £187.93)
Jane Jamison, assistance with the preparation of accounts and submitting pay roll	£180.00

13.1 There is £1,827.22 in the treasurers account, £27, 218.05 in the savings account and £4,970.94 in the Canolfan Croeso account.

13.2 The Clerk advised that money needs to be transferred into the treasurers account from the savers, as there is only £1,827.22 in the account, and there are cheques to be written for the new computer and William Marshall. There will not be much left in the account.

The half of the Whiteman legacy should have been transferred to the playing field from the town council's savings account but it came from the treasurers account. Cllr. Williams proposed that the same exact figure, £4,034.85 be internally transferred from the savers into the treasurers account, Cllr. Griffiths seconded, all agreed. This to be done tomorrow.

13.3 Cllr. Williams proposed that all finances are paid, Cllr. Davies seconded, all agreed.

13.4 Data protection fee

This has been agreed to be paid.

13.5 Guidance on Payments to Members of Community and Town Councils

Clerk to re-send this guidance to all councillors

13.6 Wickstead payment (£488.77), previously agreed to come from 'Ground Maintenance' reserve, not enough in this reserve to pay for it

Cllr. Williams proposed that £404.32 comes from the 'town cleaning and maintenance' earmarked reserve and £84.45 come from the budgeted 'equipment repairs', Cllr. Lloyd seconded, all agreed.

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

14.1 Annual inspection report from PCC

Clerk

	Ongoing	
14.2	<u>Bilingual sign</u> Cllr. Letten will sort this. Email received from Ceri Thomas regarding a broken MUGA sign. Clerk to ask Ceri to bring the sign to Unit 3 so NTC can let PCC know, as it is their responsibility.	Clerk
15.	Archwiliad Blynyddol Grant Thornton Grant Thornton Annual Audit	
15.1	Annual return has been sent to Grant Thornton. Email received asking for further information which the Clerk has given to them.	
16.	Polisi ar gyfer meinciau / Policy for benches	
16.1	Ongoing.	
17.	Adroddiad arolygu / Inspection reports	
17.1	No reports.	
18.	Dogfennau llywodraethu / Governance documents	
18.1	<u>GD05 Data protection update from Cllr. Letten</u> Ongoing.	
19.	Cyfatebiad / Correspondence All correspondence was noted except for the following: <u>Emails</u> Planning, no 1 re email from Sandra Bayes re NAEG PCNPA LDP2. Clerk to thank Sandra for her hard work. Finance, no 1 re letter from Cymdeithas Gychod Afon Nyfer a Harbwr Trefdraeth, re considering financial assistance in the next precept. Clerk to respond that the town council will consider their request and to ask them to make their case for this financial assistance closer to the time, and to outline the benefits to the local community and any other relevant facts. General issues, no 2 re request from the Senior citizens welfare Assoc to use the noticeboard between the post office and paper shop for senior citizen matters. All agreed to this. Dyddiad y cyfarfod nesaf / Date of next meeting Next meeting on 30 th September.	Clerk