

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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**COFNODION AM CYFARFOD A GYNHALIWYD AR-LEIN ar 22^{ain} CHWEFROR 2021 am 7yh
MINUTES FOR THE MEETING HELD ONLINE on 22nd FEBRUARY 2021 at 7pm**

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

Ymwelwyr / Visitors

Ymddiheuriadau

wrth:

**Apologies received
from:**

Cllr. Ros Cleal

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Letten and Cleal.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. Williams declared a personal and prejudicial interest in the Parc y Plant item due to her proximity to the land. Cllr. Harries declared a personal and prejudicial interest in all planning matters as a member of the PCNPA planning committee.

3. Cofnodion o'r cyfarfod gynhaliwyd ar 25^{ain} Ionawr 2021 / Minutes of the meeting held on 25th January 2021

3.1. Item 6.3, insert 'be' after 'meeting will' and item 9.1, capital F for finance. Clerk to rectify.
3.2. Subject to the above amendments, Cllr. Williams proposed that the minutes are correct and approved, Cllr. Davies seconded, all agreed.

4. Materion yn codi / Matters arising

4.1. Item 8 re Inspection SLA. This has been signed and sent back to PCC. They will invoice at the end of the year.
4.2. Item 13 re Y Pantri. Email received from Rose asking about proceeding. Clerk to remind Cllr. Cleal to resolve this and organise a site visit.

5. Adroddiad y Cadeirydd / Chair's Report

5.1. The Clerk will be on leave next week.

6. Arolwg Tai / Housing survey

6.1. Cllrs. Davies and Williams have met the consultants online and reported that they were very professional and pleasant, understood what is needed and have no hesitation recommending them to the council. They are happy to visit Newport when restrictions are eased at no extra cost. Cllr. Davies advised that the timetable for the housing survey would need to be revised as PCC have altered the deadline date for the Enhancing Pembrokeshire grant. The council would be looking at a mid-July start if successful with the grant application. PCC are carrying out a housing survey but the town council's survey will be more specific to the needs of Newport. Cllr. Davies proposed that the council appoint Keith Edwards to carry out the housing survey, Cllr. Williams seconded, all agreed. Cllr. Davies proposed that the council apply for the Enhancing Pembrokeshire grant and complete the Expression of interest form and delegate this work to the Chair and Vice, Cllr. Harries seconded, all agreed. The Chair and Vice will bring the details to the council before submitting an application.

7. Adroddiad y gweithgor / Working group report

- 7.1. Grants and projects – the advert and application form for the Grants and Project Officer job and the terms of reference for the management group have been circulated to all. Cllr. Davies proposed that the terms of reference are accepted, Cllr. Harries seconded, all agreed. Cllr. Davies proposed that the advert and application form is accepted, Cllr. Young seconded, all agreed. The post will be advertised on the 9th March. Clerk to contact local clerks to ask them to help advertise the post. The deadline is 30th March and interviews will be held in the week of 13th April.
- 7.2. Traffic – a meeting was held on 18th February. It was agreed that a response be sent to the 16th December letter received from SWTRA. A few councillors expressed concern that there are too many road issues on the list to focus on and should only 1 or 2 items be focused on? Cllr. Williams has had communication with the Welsh Gov regarding the pavement on East St and has made some headway as PCC did have potential funds for this issue. Cllr. Harries declared a personal interest in this matter as he lives on East St.
- 7.3. A draft letter from the working group has been sent to the clerk but it has not been circulated yet. Cllr. Harries read out the draft letter. Cllr. Williams to look at this letter and re-draft it and send to all councillors as well as Jeff Lester and Mary Hallinan for comments.

8. Parc y Plant

- 8.1. To consider the Deed of Dedication of Parc y Plant in favour of Fields in Trust which was circulated to all councillors by the Clerk on 28th January 2020 and if approved to authorise the Chair and one other Councillor to sign the document and attached plan, such signatures to be witnessed by the Clerk and to authorise the Clerk to take the necessary steps to complete the transaction as soon as conveniently possible
Cllr. Williams left the meeting as did Cllr. Letten who had just joined the meeting due to personal interests in the matter. Cllrs. Harries and Williams have previously discussed the deed and that there may be a loophole in one clause that could allow the land to be sold for development with no consultation with the community. Cllr. Davies proposed that the town council contact Fields in Trust and ask them to amend the clause to the effect "that material evidence of the support of the community for such a move should be provided by the Town Council", Cllr. Young seconded, 5 councillors agreed, 2 opposed. The majority voted in favour. The deed cannot be approved at the meeting tonight as this amendment needs to be inserted. Keep on the agenda for the next meeting.
- 8.2. Discuss and decide on overgrowth of hedge in Parc y Plant (letter sent to councillors on 16.02.21) – Cllrs. Williams and Letten re-joined the meeting. Cllrs. Williams, Davies and Griffiths have been to look at the area. Cllr. Griffiths raised the question of where the exact boundary is. Some residents have planted shrubs and installed back entrance access to

their properties without PCC permission. All agreed that these rear entrances should be formalised. PCC manages the footpath. Cllr. Williams advised that the hedge would need sorting asap as it is nearly bird nesting season. Cllr. Griffiths proposed that the Chair, Vice and another councillor carry out an investigation of the area and report back at the next meeting, Cllr. Harries seconded, all agreed. Cllr. Harries will join the site visit. Keep this issue on the agenda.

9. Cysgod Parrog a prydles safbwynt / Parrog shelter and viewpoint lease

9.1. The current leases have expired. The council have received the terms for the shelter and viewpoint, single 20-year lease, liable for full repairs, £200 a year, contribute towards their solicitors' fees and responsible for the upkeep and repair of the sea wall. Cllr. Harries advised that the town council have never been responsible for the sea wall. Cllr. Griffiths proposed that the town council inform the Barony that they are not prepared to enter into a lease which imposes upon the Council the added responsibility of maintaining the sea defences, Cllr. Harries seconded, all agreed. Cllr. Harries reported that the Parrog shelter roof is in disrepair, with cement falling off the roof, that one bench is rotten and one rail fence is broken. Cllr. Griffiths proposed that the Barony are made aware of this and await their response regarding the sea wall, Cllr. Harries seconded, all agreed.

10. Presenoldeb cynghorydd, rheol 6 mis / Councillor attendance, 6-month rule

10.1. Cllr. Paish has not attended a council meeting since last July. The Clerk advised that the good councillor guide advises that after 6 months of non attendance they no longer remain a councillor. Cllr. Davies proposed that the Chair and Clerk compose a letter to Cllr. Paish and ask for advice from One Voice Wales, Cllr. Varney seconded, all agreed.

11. Amheuaeth llygredd dŵr yn Parrog a Traeth Mawr / Suspected water pollution in Parrog and Traeth Mawr

11.1. The council thanked Cllr. Harries for investigating all the issues surrounding the suspected water pollution and sea foam on the beach. A complete report has been sent to everyone. A possible contributing factor could be dog fouling.

12. Diweddariad y gwefan / Website update

12.1. Cllr. Williams has met with Byron from United Studios and is making progress. The feedback page to be discussed at the next meeting.

13. Cynllunio ar gyfer yr amgylchedd / Plan for the environment

13.1. Land at Feidr Eglwys/Bentinck – Still waiting for information from Morgan Constructions regarding the financial payment from PCNPA.

13.2. Clean water project – There is a meeting happening soon. There has been phosphate and nitrate testing in afon Nyfer.

14. Marchnad stryd / Street market

14.1. The Clerk has applied for the road closure and the trading licence. There will be no discount for the road closure if covid-19 restrictions stop the market going ahead. Clerk to check whether a discount is possible for the trading licence.

15. Tender torri gwair / Grass cutting tender

- 15.1. Discuss and decide whether the proposed works is estimated to cost over £1,000, and if so, competitive tenders are required – All agreed that the proposed works will cost more than £1k and that competitive tenders will be required .
- 15.2. Discuss and decide on the brief – All councillors have received the schedule of works. 2a re The Parrog; Grass area by Landing Stage, discussions are ongoing with the Barony regarding this and 2e re Banc y Capel, small grass area at top of Upper St Mary St, this is an informal agreement. Cllr. Young suggested that a pathway to the meadow in Brynhyfryd be mown, this to be added in. Cllr. Davies proposed that the works will cost over £1k and that the schedule of works be accepted, Cllr. Williams seconded, all agreed.
- 15.3. Discuss and decide where and how to advertise the tender – the adverts to be put up on the Facebook page, website and noticeboard.
- 15.4. Discuss and decide whether to approach anyone directly, and if so, whom – all agreed to approach T. Humfrey, J. James and Ll. Twigg. The deadline will be 26th March.

16. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits £415.00

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	£155.00
Chess telephone (DD) p.m	£72.53 (vat £12.09)
Good energy (DD) p.m	£27.00 (down from £33)
United studios, GSuite mail box (DD) p.m	£12 (vat £2)
Wicksteed, woodland step, backboard for play area	£392.94 (vat 65.49)
Havards, Printer ink, yale safe, batteries	£115.48 (vat £19.25)
Jim Austin, Market Manager	£720.00
PCC, Trade Waste agreement	£145.54
Mr. Slade, annual licence for bus shelter and land	£5.00

- 16.1. The accounts are as follows: Treasurers-£21,794.52, Canolfan Croeso-£3.04, 30 day savers-£21,235.30. The Wicksteed payment to come from the Community Asset project reserve, the Havards invoice to come from budgeted stationery and annual licence for bus shelter and land to come from budgeted professional fees. Cllr. Young proposed that all finances are paid, Cllr. Harries seconded, all agreed. Cllr. Varney questioned the low interest rate for the savings account. Clerk to put this on the Budget & Finance agenda.
- 16.2. Engagement terms from internal auditor – The Clerk suggested that the council engage with the same internal auditor as last year and ask for their terms and conditions. Cllr. Davies proposed that this is accepted, Cllr. Griffiths seconded, all agreed.

17. Tudalen RAG / RAG sheet

17.1. The RAG sheet was discussed and updated.

18. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

18.1. 6.1 re smoke free signs to be put up in play areas. Clerk to check this.

- 18.2. 6.2 re A communications guide for Welsh community and town councillors and their clerks, this has been forwarded to all. Clerk to check on this.
- 18.3. 7.1 re Biosolids being spread on land. Cllr. Harries to forward this email to all.
- 18.4. 7.3 re CSO spill. Cllr. Harries is talking to Dŵr Cymru about this.
- 18.5. 8.1 re welsh place names. Clerk to check this email.
- 18.6. 11.2 re email from the Forum regarding various traffic issues. The Chair to respond.

The next meeting will be on the 29th March.

The meeting closed at 9.15pm.