

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

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**COFNODION AM CYFARFOD A GYNHALIWYD AR-LEIN ar 26<sup>ain</sup> EBRILL 2021 am 7yh  
MINUTES FOR THE MEETING HELD ONLINE on 26<sup>th</sup> APRIL 2021 at 7pm**

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

**Ymwelwyr / Visitors** 1 member of the public

**Ymddiheuriadau  
wrth:**

**Apologies received  
from:**

**1. Ymddiheuriadau am absenoldeb / Apologies for absence**

1.1. No apologies received.

**2. Datganiad o ddiddordeb / Declarations of Interest**

2.1. Cllrs. William declared a personal and prejudicial interest in the Parc y Plant item for herself and for Cllr. Letten when he joins the meeting due to their 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 29<sup>ain</sup> Mawrth 2021 / Minutes of the meeting held on 29<sup>th</sup> March 2021**

3.1. Item 13.1 should read 'gives his apologies' instead of 'he apologies'. Item 16 should be 'pre-empting' not pre-emptying. Item 19.1, Humfrey should not have an apostrophe 's'. Clerk to rectify these. Subject to the above amendments, Cllr. Williams proposed that the minutes are correct and approved, Cllr. Lloyd seconded, all agreed.

**4. Materion yn codi / Matters arising**

4.1. Item 17.2 re clean water project. Cllr. Harries reported there has been a meeting with NAEG and Cwm Arian representatives and the project is progressing well. There are ongoing discussions about phase 2 of the project.  
4.2. Item 19 re grass cutting. Cllrs. Williams and Young met with Jason James at Brynhyfryd cemetery to talk through what needs cutting and about maintaining the wild flower area.

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

5.1. The Chair reported that Cllr. Young has resigned from the council and has written to her to thank her for her work over the last 4 years.

## **6. Diweddariad ar y cynnig o dan brydles Canolfan Croeso / Update on proposed under lease of Canolfan Croeso**

6.1. Cllr. Williams reported that the Information Centre needs to provide Cllr. Griffiths with documents to check over. The Information Centre propose to adopt the same lease as the library but as an Unincorporated Organisation instead of as a Charity. Cllr. Williams will report back at the next meeting with an update.

## **7. Ystyried cais am grant arolwg ac anghenion Tai / Consider Housing and needs survey grant application**

7.1. The Enhancing Pembrokeshire grant application has been circulated to all councillors. The deadline for the application is 12 noon this Wednesday. The panel will meet in June and the outcome will be known in early July. Councillors commended the Chair and Vice Chair on their time and effort on this application. Cllr. Davies proposed that the application is accepted and sent in by Wednesday, Cllr. Lloyd seconded, all agreed.

7.2. Cllr. Davies advised that in the application it states that the town council will provide match funding of up to £2,700 of which £2,300 is in cash and £400 is in kind provided by volunteers. There are a lot of costs associated with the printing and postage of the housing survey. The Clerk advised that this money could come from the Community Asset Project reserve. Cllr. Davies proposed that the town council agree to this match fund figure, Cllr. Williams seconded, all agreed.

## **8. Crynodeb o brif ddarpariaethau Deddf Llywodraeth Leol ac Etholiadau (Cymru) 2021 ar gyfer y Sector Cynghorau Cymuned a Thref / Key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector**

8.1. Notes highlighted by Cllrs. Davies and Harries have been circulated to all councillors. The main points include:

- a) 16- and 17-year-olds are able to vote in the Senedd elections this year and in the local government elections next year
- b) The electoral cycle will change from 4 to 5 years in line with PCC
- c) General power of competence-this will allow councils to act in their community's best interest and not have to identify a specific power in order to undertake a particular activity unless there is a restriction preventing it. This will come into force in May 2022
- d) Public participation-encourage a more diverse range of members of the public to engage. There is no requirement for the council to make a public participation strategy although they should consider how they enable public participation to take place
- e) Provides permanent provision of remote meetings
- f) Electronic publication of documents must be made available within 7 working days. Clerk to check with OVW that this comes into force this year or in 2022
- g) From April 2022 councils will have a duty to prepare and publish a report about the council's priorities, activities and achievements. The first report must relate to the financial April 2021- March 2022 and be published as soon as reasonably practicable after April 2022
- h) Councils will have a duty to consider training from 5<sup>th</sup> May 2022 and the Clerk will have to have a recognised qualification.

## **9. Adroddiad y gweithgor / Working group report**

9.1. Grants and projects – Cllr. Davies reported that 2 candidates were selected for interviews but one was unable to attend. It was felt that the one candidate that was interviewed by Cllrs. Davies, Williams and Harries was not suitable enough for the job role but would like

to keep their application open. The job will need to be re-advertised and will be sent to PAVS this time to help with publicising the role. Cllr. Harries proposed that the Grants and Projects Officer job be re-advertised, Cllr. Davies seconded, all agreed.

- 9.2. Traffic – A response has been received from the Welsh Government to the email sent by the council on 29<sup>th</sup> March 2021. The Clerk circulated this email at 5pm today. The response did not answer the question regarding meeting to discuss these issues (Cllr. Letten joined the meeting). Cllr. Harries proposed that the town council write to request a meeting and for the response to be circulated to the working group. Cllr. Letten seconded, all agreed. The response mentions 'long term consideration' three times. Cllr. Barrett proposed that the town council ask for clarification on what this means, Cllr. Varney seconded, all agreed.

## **10. Adroddiad arolygu ardal chwarae / Play area inspection report**

- 10.1. Cllr. Letten informed the council that the pole on a swing is an urgent matter and was recognised last year. Preseli Fencing are chasing the suppliers for this piece of equipment.

## **11. Parc y Plant**

- 11.1. To consider the Deed of Dedication of Parc y Plant in favour of Fields in Trust and if approved – Cllrs. Williams and Letten left the meeting due to their declaration of interest. Cllr. Griffiths advised that he was happy with the original deed of dedication and not in favour of the additional clause 4.2 which states that “evidence of the disposal of the Replacement Site must have the support of the community through a public consultation to which at least 150 people respond, of whom at least 55% are in favour of the proposal”. Cllr. Harries agreed with Cllr. Griffiths. Cllr. Davies advised that any change to the land should have the backing of the community. Cllr Griffiths felt that Fields in Trust should not be given further power, that there is a restricted covenant in the deeds already and that this council should not bind any future council to this clause agreement. Cllr. Varney disagreed and stated that no development should happen to Parc y Plant in the long term. Cllr. Lloyd advised that future councils may not be so determined to make sure that Parc y Plant remains as it is. Cllr. Davies proposed that the Deed of dedication is accepted and approved, Cllr. Barrett seconded. The Council voted 3 in favour and 3 against. The Chair has the casting vote in this situation and voted in favour and so the proposal was passed.
- 11.2. Cllr. Davies proposed that the town council authorise the Chair and one other Councillor to sign the document and attached plan, such signatures to be witnessed by the Clerk, Cllr. Griffiths seconded, all agreed.
- 11.3. Cllr. Davies proposed that the town council authorise the Clerk to take the necessary steps to complete the transaction as soon as conveniently possible, Cllr. Griffiths seconded, all agreed.
- 11.4. Discuss and decide on overgrowth of hedge in Parc y Plant (letter sent to councillors on 16.02.21) – this to be deferred until the September meeting.
- 11.5. Parc y Plant perimeters – Cllr. Davies proposed that the council move to a closed session to discuss this agenda item as there is a chance it could lead to a future dispute. Cllr. Harries disagreed. Cllr. Griffiths proposed that there is no need to move into a closed session yet and that he will prepare notes on this matter and circulate before the next meeting, Cllr. Davies seconded, all agreed. Cllrs. Harries, Williams and Davies have been to survey the site.

## **12. Cysgod Parrog a prydles safbwynt / Parrog shelter and viewpoint lease**

- 12.1. Cllr. Griffiths wrote to the Barony's surveyor on the 23<sup>rd</sup> February stating that the town council are keen to take on the lease but not the responsibility of the sea wall, he has not

received a response yet. The Clerk sent a reminder on the 6<sup>th</sup> April but has not received a response either. Cllr. Griffiths proposed that the Clerk send another reminder, Cllr. Davies seconded, all agreed.

### **13. Swydd wag Cynghorydd / Councillor vacancy**

13.1. The Clerk reported to the council that Cllr. Barbara Young has resigned from the council. The Clerk has notified PCC and has put a 2<sup>nd</sup> vacancy notice in the noticeboard, on the website and on Facebook. PCC have advised that the deadline for the 2 vacancies will now be 4<sup>th</sup> May to receive a written request to hold an election to fill the vacancy. If no request is received then the council will move to the co-opt option. Cllr. Lloyd asked whether either of the 2 councillors who have resigned could apply again. The Clerk confirmed that she had sought advice from OVW about this and confirmed that they could.

### **14. Diweddariad lloches Maes Ingli / Maes Ingli shelter update**

14.1. An update has been received from Jo-Anne at PCC and that they are going live on their website with the consultation 'Have your say' page. Jo-Anne will be at the site on Wednesday to distribute information and is happy to meet with members of the community. The deadline for the consultation is 21<sup>st</sup> May. Cllr. Harries confirmed that he will be giving his view as the County Councillor and hope that the views of the people of Newport will be taken onboard. Cllr. Williams proposed that councillors can meet with Jo-Anne, Cllr. Davies seconded, all agreed.

### **15. Cynllunio ar gyfer yr amgylchedd / Plan for the environment**

15.1. Land at Feidr Eglwys/Bentinck – Cllr. Williams is still waiting for an update from Morgan Construction. PCNPA need to talk to their solicitors regarding the money allotted for the upkeep of the area. Cllr. Williams proposed that in the absence of further communication from Morgan Construction, the town council contact NAEG for an outside group to consider taking on this responsibility, Cllr. Letten seconded, all agreed.

### **16. Trwydded Y Pantri licence**

16.1. The Forum have confirmed that a quote from the insurance company would increase the premium by 130% and so cannot go ahead with Y Pantri at this location for now. Cllr. Davies proposed the Clerk lets the Forum know that the town council is waiting for a response from Zurich regarding the licence, Cllr. Lloyd seconded, all agreed.

### **17. Marchnad stryd / Street market**

17.1. The market was held today. The Clerk has received the DBS certificate from the Market Manager and sent it to PCC. Cllr. Barrett will get notices about face mask wearing put out on Market Street.

### **18. Cyllid / Finance**

#### **Arian a dderbyniwyd / Monies received:**

Street market deposits

£.....

#### **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)
Zurich insurance	£1,499.93
Zoom annual licence	£119.90
Jano Williams, Councillor allowance	£150.00

18.1. The accounts are as follows: Treasurers-£18,520.68, Canolfan Croeso-£3.04, 30-day savers-£21,235.64, Playing field-£16,467.56. Zurich have responded to queries and confirmed that the Canolfan Croeso insurance premium percentage is £561.75. This to be put on the agenda and discussed at the next meeting and whether this money should be recovered from the Canolfan Croeso users. The Clerk advised that the Zoom payment can come from the budgeted stationery and that money for councillor allowances has been ringfenced. Cllr. Davies proposed that all finances are paid, Cllr. Harries seconded, all agreed. The Clerk advised that the town council should have an extra meeting to discuss the accounts before sending them to the internal auditor and advised this meeting could happen on the 10<sup>th</sup> May, after the playing field meeting. Cllr. Davies proposed this meeting is scheduled, Cllr. Lloyd seconded, all agreed.

## 19. Tudalen RAG / RAG sheet

19.1. The RAG sheet was discussed and updated.

## 20. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

- 20.1. Item 6.1 re updated River Basin Management plans. Cllr. Harries has looked at this document. If he responds he will copy all councillors in his email
- 20.2. Item 7.1 re consultation on improvements to rail services in West Wales. Some councillors have responded.
- 20.3. Item 7.2 re Caru Cymru Campaign with Keep Wales Tidy regarding dog fouling and fly tipping. The council agreed to ask NAEG if they are willing to look at this.
- 20.4. Item 8.3 re query regarding ownership of Victoria Gardens. Cllr. Davies has looked at the land register, do PCC own this piece of land? Cllr. Griffiths suggested that if PCC own it then the town council look to lease it from them. Clerk to put this on the next agenda.
- 20.5. Item 8.5 re engaging with young people. Cllr. Harries will look at this and report at the next meeting. To be left on the correspondence list.

The meeting closed at 8.45pm.

**The next meeting is the AGM on the 17<sup>th</sup> May.**