

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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**COFNODION AM CYFARFOD A GYNHALIWYD AR-LEIN ar 29^{ain} MAWRTH 2021 am 7yh
MINUTES FOR THE MEETING HELD ONLINE on 29th MARCH 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. Jon Letten
Cllr. Elaine Lloyd Cllr. Ros Cleal
Cllr. Bryce Barrett Miss L Evans (Town Clerk)

Ymwelwyr / Visitors

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. Williams and Letten declared a personal and prejudicial interest in the Parc y Plant item 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 22^{ain} Chwefror 2021 / Minutes of the meeting held on 22nd February 2021

3.1. Item 2.1, 'plant should have a capital 'P', item 7.1, project should have a capital 'P', item 11.1 should state "A possible contributing factor could be dog fouling", item 16.1, finance should have a capital 'F'. Clerk to rectify all of these. Subject to the above amendments, Cllr. Davies proposed that the minutes are correct and approved, Cllr. Harries seconded, all agreed.

4. Materion yn codi / Matters arising

4.1. Item 18.4 re CSO spill. Cllr. Harries has spoken to Dŵr Cymru. Investigations are ongoing and they will contact Cllr. Harries for an online meeting when completed.

5. Cofnodion o cyfarfod anghyffredin gynhaliwyd ar 16^{eg} Chwefror / Minutes of the Extraordinary meeting held on 16th February 2021

5.1. Cllr. Davies proposed that the minutes are correct and approved, Cllr. Harries seconded, all agreed.

6. Materion yn codi / Matters arising

6.1. No matters arising.

7. Adroddiad y Cadeirydd / Chair's Report

7.1. Ros McGarry has contacted the Chair regarding a councillor substitute for Cllr. Cleal on the Wellbeing Steering Group. No one volunteered. Chair to let them know.

8. Arolwg Tai / Housing survey

8.1. The Expression of Interest for the Enhancing Pembrokeshire grant has been accepted. Cllr. Harries thanked both Cllrs. Davies and Williams for their hard work. The application needs to be written by the end of April. A new bank account may need to be set up if successful as this is one of the conditions of the grant. Cllr. Harries advised that this may not be the case. Cllr. Davies will check with Sinead Henehan at PCC.

9. Adroddiad arolygu ardal chwarae / Play area inspection report

9.1. The annual inspection has been received. The group net swing has been highlighted as needing urgent attention. Cllr. Letten will go and inspect the equipment and contact Preseli Fencing about it.

10. Adroddiad y gweithgor / Working group report

10.1. Grants and projects – The Clerk has received quite a few enquiries about the job. The closing date is tomorrow. Interviews will be held in the week of 13th April. All applications will be forwarded to the Management group minus the personal details page and will need to be marked against the criteria.

10.2. Traffic – draft minutes of 18th February meeting – Cllr. Williams has drafted a letter to be sent to the Welsh Government. One typo to be corrected. All happy for this letter to be sent. Cllr Harries has spoken to Phill Baker at PCC who is happy to meet with the town council.

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:

11.2. To authorise the Chair and one other Councillor to sign the document and attached plan, such signatures to be witnessed by the Clerk

11.3. To authorise the Clerk to take the necessary steps to complete the transaction as soon as conveniently possible”

11.4. Points 11.1 to 11.3 cannot be discussed as the deed of dedication has not been amended yet. This to be kept on the agenda.

11.5. Discuss and decide on overgrowth of hedge in Parc y Plant (letter sent to councillors on 16.02.21) – it is bird nesting time so hedges cannot be cut at the moment. Cllr. Griffiths has been down to inspect the area. Residents have planted shrubs and created rear accesses to their houses which is on town council land. 3 councillors to meet on the site for a further inspection. Clerk to contact One Voice Wales regarding the rules about having a closed session in a town council meeting on this matter.

11.6. Discuss repair of steps into Parc y Plant – Cllr. Williams to ask a builder for a quote to do this work and report back.

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

12.1. Invoices for rent due on 1st January 2020 and 2021 – Rent demands have been received after the expiry of the leases. Cllr. Griffiths proposed that the Clerk contact the Barony's solicitor and ask when the old leases expired, Cllr. Cleal seconded, all agreed.

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

13.1. There is a councillor vacancy available as Cllr. Paish has left the council after not attending meetings for 6 months. The town council acknowledged that Cllr. Paish's contribution towards the community was very much appreciated which included helping with festivals and the street market. The Clerk will contact PCC to let them know and will advertise the notice on Thursday. PCC will send the Clerk the notice for the casual vacancy that states that any 10 local electors for Newport may write to PCC within 14 days of the notice to request an election. If no written request is received then the town council will proceed with the co-option process. Cllr. Harries wished the town council to note that he gives his apologies for not attending any of the planning meetings as he is a member of the PCNPA planning committee.

14. Tir rheithordy yn Nhrefdraeth / Rectory land in Newport

14.1. No update. The Clerk to ask OVW whether the town council could go into a closed session in a meeting to discuss this matter.

15. Llety Lloches Maes Ingli Sheltered Accommodation

15.1. An update from Jo-Anne Jones at PCC has been received which has been circulated to all. There will be a 'Have your say' page for members of the public to view all the information and respond with their opinions.

16. Diweddariad y gwefan / Website update

16.1. Cllr. Williams has sent out information regarding a 'Have your say' page on the website. This will cost £384 per annum. Cllr. Harries advised that this feedback page is pre-empting what the Local Government and elections Act advises. Cllr. Williams proposed this is put on the Budget & Finance agenda, Cllr. Davies seconded, all agreed.

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

17.1. Land at Feidr Eglwys/Bentinck – Morgan Construction have contacted PCNPA about the funding for the upkeep of the land and have been told to consult their solicitors. Keep on the agenda.

17.2. Clean water project – There was a steering group meeting on the 17th March. 20 volunteers have been surveying and sampling water at different points at Afon Nyfer. Cwm Arian have received funding to write a report.

17.3. Active travel consultation – Newport is included in this consultation. Councillors are recommended to add their comments as individuals. The deadline is 31st March.

18. Marchnad stryd / Street market

18.1. Cllr. Davies and Williams have put the street market notices up on Market Street and delivered notices to residents and businesses. Is it safe to open the market? The Clerk is still waiting for the DBS certificate from the Market Manager. PCC have advised seeking advice from Environmental Health about re-opening. Cllr. Harries proposed that the town council seek their advice, no one seconded this proposal. Cllr. Davies proposed that if the DBS is received this week then the market can re-open on the 5th April with stall holders putting signs up about social distancing and mask wearing, Cllr. Williams seconded; majority agreed. Cllr. Barrett volunteered to put signs up about mask wearing on Market Street.

19. Tender torri gwair / Grass cutting tender

19.1. 2 tenders have been received. The Clerk opened them and read them out as well as the testimonials received for both. Cllrs. Cleal and Harries recommended them both. The town council has received very good service from T. Humfrey for the last few years. J. James's quote is within the budget that the council have set for this contract which is £6,800. Cllr. Davies proposed that the town council accept J. James's tender, Cllr. Harries seconded, the majority voted in favour. The Clerk to let him know and to thank T. Humfrey for his past work.

20. 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)
PCC, 30% of street trading renewal	£237.90
Newport Post Office, stamps	£19.41
One Voice Wales, annual membership	£263.00
Trade waste agreement, renewal charge	£35.00
SLCC annual membership	£130

20.1. The accounts are as follows: Treasurers-£20,059.02, Canolfan Croeso-£3.04, 30 day savers-£21,235.46, Playing field-£16,477.56. Cllr. Harries declared a personal interest in the post office payment. The street trading renewal to come out of the market income, stamps from stationery, OVW membership from budgeted subscriptions. The trade waste agreement has not been budgeted for. The town council has not decided on the SLCC membership yet, this to go on the Budget & Finance agenda. Cllr. Cleal proposed that all finances are paid, Cllr. Harries seconded, all agreed.

20.2. Financial appeals, payment regularity and terms of application – payment regularity and terms of application to go on the Budget & Finance agenda.

20.3. Financial appeals – There is £1k budgeted for the Senior citizens. Cllr. Harries proposed that this is carried forward and put in the reserves for next year, Cllr. Cleal seconded, all agreed. 14 charities have requested financial assistance. 2 are from the Eisteddfod yr Urdd and Llangollen which are not happening this year. There is £1,650 budgeted, no donations have been made this year so far. Cllr. Letten proposed that the town council

give £100 to 12 charities and the remainder to local groups/charities, Cllr. Cleal seconded, all agreed. The charities are the Oxygen therapy centre in Cardigan, Elly's Ward 10 Flag appeal, Wales Air Ambulance Charity, Sandy Bear children's bereavement charity, Paul Sartori, Noah's Ark, Cruse Bereavement care, Citizens Advice Ceredigion, Tenovus cancer care, Molly's van, Macmillan cancer support and NSPCC helpline Cymru.

- 20.4. Discuss and decide on signing up and paying for Zoom for online meetings – The Clerk advised that Zoom would be a better online tool for meetings as many councillors forget to mute themselves and meetings can be noisy and disorderly. Annual subscription to Zoom is £120. Cllr. Lloyd proposed that the town council sign up for Zoom for a year, Cllr. Barrett seconded, all agreed.
- 20.5. Letter of engagement from internal auditor – a letter has been received from Gwenno Accountancy Services Ltd. Cllr. Davies proposed that this is accepted, Cllr. Harries seconded, all agreed.

21. Tudalen RAG / RAG sheet

21.1. The RAG sheet was discussed and updated.

22. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

- 22.1. Item 7.1 re bench request on seafront. This person is in touch with PCNPA and informed the town council out of courtesy.
- 22.2. Item 7.4 re Caru Cymru campaign with Keep Wales Tidy regarding dog fouling, roadside litter and fly tipping. Keep on the list.
- 22.3. Item 8.1 re Preseli Pembrokeshire Cares asking for a representative on the stakeholder's reference group. Cllr. Harris volunteered as the County Councillor. Clerk to let them know.
- 22.4. Item 8.2 re new transport consultation. Cllr. Harries urged all councillors to contribute.
- 22.5. Item 9.1 re sheep getting into the cemetery. This has now been dealt with.
- 22.6. Item 11.1 re dangerous section of A487 between Newport and Dinas. This should be considered within the traffic working group.

The meeting closed at 9pm.

The next meeting is on the 26th April.