

**COFNODION DRAFT AM CYFARFOD A GYNHALIWDYD AR-LEIN ar 24^{ain} MAI 2021 am 7yh
DRAFT MINUTES FOR THE MEETING HELD ONLINE on 24th MAY 2021 at 7pm**

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

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. 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 26^{ain} Ebrill 2021 / Minutes of the meeting held on 26th April 2021

3.1. Cllr. Harries proposed that the minutes are correct and approved, Cllr. Barrett seconded, all agreed

4. Materion yn codi / Matters arising

4.1. Item 4.1 re clean water project. Cllr. Harries reported that a 50-page draft report had been written by the new Biodiversity Officer and has been circulated.

4.2. Item 8.1 re notes highlighted about the key provisions of the Local Government and Elections (Wales) Act 2021 for the Community and Town Council Sector, (a) and (b) to be noted, Clerk to put (c) in the diary, (d) and (e) to be noted, electronic publication of documents (f) to be made available within 7 days, Clerk is aware of this and will do her best but this will be impossible when the Clerk is away from the office on holiday leave. A task and finish group to be set up to discuss (g) which is to prepare and publish a report about the council's priorities, activities and achievements. The Clerk and Cllrs. Davies, Harries, Williams and the Chair to be on the group. The Clerk to set a meeting date. (h) states that from 5th May 2022 the Clerk must have a recognised qualification and it is advised that councillors should have some training. Clerk will look into this next year.

5. Cofnodion o'r cyfarfod anghyffredin gynhaliwyd ar 10^{fed} Mai 2021 / Minutes of the Extraordinary meeting held on 10th May 2021

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

6. Materion yn codi / Matters arising

6.1. No matters arising.

7. Cofnodion o'r cyfarfod Cyllideb & Chyllid ar 13^{eg} Ebrill 2021 / Minutes of the Budget & Finance meeting held on 13th April 2021

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

8. Materion yn codi / Matters arising

8.1. No matters arising.

9. Adroddiad y Cadeirydd / Chair's Report

9.1. Nothing to report.

10. Swyddi gwag cynghorwyr / Councillor vacancies

10.1. The Clerk has received confirmation from PCC that no petition for an election has been received, and so the council will move to co-opt 2 councillors. The Clerk will put up the appropriate notices tomorrow.

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

11.1. Both Cllrs. Griffiths and Williams apologised for not getting together to discuss this. This to stay on the agenda.

12. Cais am grant arolwg ac anghenion Tai / Housing and needs survey grant application

12.1. The application has been submitted. Letters of support received so far from PCNPA, Information Centre, Library group, Grwp cymunedol Trefdraeth, St Mary's Church, Paths group and Merched y Wawr. Cllr. Davies will circulate these letters to all councillors. Cllr. Davies has contacted Gaynor Toft at PCC who has shown interest in the housing and needs survey and working with the town council. The Town Council asked if County Cllr. Paul Harries would write a letter of support, he confirmed that he would. Cllr. Harries congratulated Cllrs. Davies and Williams on their hard work.

13. Adroddiad arolygu ardal chwarae / Play area inspection report

13.1. This was discussed after agenda item 14 when Cllr. Letten joined the meeting. Cllr Letten is waiting for a response from Preseli Fencing. There has been a delay as the company supplying the replacement equipment were not delivering during lockdown.

14. Adroddiad y gweithgor / Working group report

14.1. Grants and projects – The Grants & Projects job will be re-advertised. The Clerk has received a request from Tenby Town Clerk to see the successful Enhancing Pembrokeshire grant application. All happy for this to be sent to them.

14.2. Traffic – Email received today from Jeff Lester, Chair of the Traffic working group regarding a draft response to the latest Welsh Government email. Cllrs. Williams and Barrett both feel that putting all the traffic issues together is not a good idea and that one or two issues should be highlighted individually. Cllr. Harries advised that the draft response is requesting a meeting with the Welsh Government and that the issues discussed at this meeting can be decided beforehand. Cllr. Letten joined the meeting. Cllr. Williams reported that progress was being made with PCC and the Welsh Government regarding pavement issues, that there was money available for temporary improvements but then lockdown last year put a halt to this progress. Cllr. Williams confirmed that all correspondence about this has been shared with the rest of the council. Cllr. Varney agreed with the possibility of a 20mph speed limit in Newport and that this focus could be a way of getting the Welsh Government interested in the other traffic issues.

The Traffic working group have requested to see the results of the traffic/pavement survey carried out by Sonnie. Cllr. Williams confirmed that she has the results but advised that Sonnie is not happy with publicising the survey results. Cllrs. Davies and Williams confirmed that they helped with collating the survey results as individual members of the community and not as councillors.

The Chair acknowledged the Traffic working group's last paragraph regarding comments and behaviour during the PLANED Chaired meeting held on 22 April 2021. Cllr. Williams confirmed that she attended this meeting as an individual and not as a councillor.

Cllr. Harries proposed that the response drafted by the Traffic working group be sent to the Welsh Government, Cllr. Letten seconded, the majority voted in agreement.

15. Parc y Plant

15.1. Parc y Plant perimeters – Cllr. Griffiths apologised that he not written up the notes to this. This to stay on the agenda. Cllr. Harries asked about the deed of dedication which has been approved. The Clerk to sort this with Cllrs. Davies and Williams.

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

16.1. The last response on 6th May from the Barony's surveyor confirmed that they are currently taking instructions from their client in this matter. Cllr. Varney confirmed that the sea wall and the shelter roof have fallen into disrepair lately with parts of the roof falling onto the ground which could be very dangerous. The Clerk to chase this up and inform them of this development.

17. Swydd wag Cynghorydd / Councillor vacancy

17.1. This item is duplicated with agenda item 10.

18. Diweddariad lloches Maes Ingli / Maes Ingli shelter update

18.1. NTC response to consultation, deadline 25th May – Cllrs. Harries and Williams have drafted a response and circulated to all councillors. Cllr. Harries proposed that this response is accepted and sent to PCC, Cllr. Lloyd seconded, all agreed.

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

19.1. Land at Feidr Eglwys/Bentinck – Cllr. Williams has spoken to NAEG who have shown interest in the upkeep of the land. No further response has been received from Morgan Construction. Cllr. Williams will inform Morgan Construction that NAEG may be interested in taking on the responsibility of the land.

20. Trwydded Y Pantri licence

20.1. Zurich have responded to say that they are not allowed to pass comments to the licence but if the council has risk assessments, maintenance etc in place, the land would be covered under the policy. The Pantri licence to be put on the RAG sheet.

21. Marchnad stryd / Street market

21.1. Cllr. Harries advised that Joanne Welsh from PCC is looking at markets in Pembrokeshire and asking whether they need any equipment. She has been in touch with Jim, the Market manager but has been asked to keep the Clerk informed. Cllr. Barrett confirmed that distancing restrictions have not changed.

22. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits	£.....
Memorial installed in Brynhyfryd cemetery	£211.00

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	£74.99 (vat £12.50)
Good energy (DD) p.m	£27.00 (down from £33)
United studios, GSuite mail box (DD) p.m	£12 (vat £2)
Newport Bay Tree & Garden services, contracted gardening work, 1 of 4 invoices	£1,690.00
The Old Chandlery, replacement manhole cover on Newport square for the Christmas tree	£30.00
Jane Jamison, assistance with preparation of accounts for end of the year	£258.75

22.1. The accounts are as follows: Treasurers-£24,540.09, Canolfan Croeso-£3.04, 30-day savers-£21,235.82, Playing field-£16,432.06. £211 has been received for a memorial installation in Brynhyfryd cemetery. The 1st invoice for the contracted gardening work has been received, this is budgeted for. Invoice received from The Old Chandlery regarding replacing the manhole cover on Newport Square, the Clerk advised this can come from the budgeted building repairs. Invoice received from Jane Jamison, financial advisor, the Clerk advised this can be paid from budgeted professional fees. Cllr Williams confirmed that she has sent the report and all paperwork to PCC regarding the Enhancing Pembrokeshire grant and is hopeful the money will be received very soon. Cllr. Harries proposed that all finances are paid, Cllr. Williams seconded, all agreed.

22.2. Canolfan Croeso insurance premium repayment - Cllrs. Williams and Davies declared interests as they are involved with the Library and Information Centre. The insurance premium is £561.75. Cllr. Griffiths proposed that the town council formally request 50% of this premium each from the 2 groups, Cllr. Harries seconded, all agreed. All agreed that if an application was received from either group regarding the financial request, then this would be looked at favourably.

- 22.3. Victoria Gardens ownership and lease – The Clerk has emailed PCC who have responded and referred the query onto the appropriate person.
- 22.4. Consider and decide whether to apply and pay for planning permission on behalf of the Playing field trustees for a container on the playing field – Cllr. Letten has sent around the final version of the pre-planning application. Cllr. Williams proposed that the town council apply and pay for the application up to a maximum of £300, Cllr. Lloyd seconded, all agreed.

23. Tudalen RAG / RAG sheet

- 23.1. The RAG sheet was discussed and updated.

24. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

- 24.1. Item 1.1 re email from Grwp resilience and unmet need of land. Councillors have responded to this as individuals
- 24.2. Item 7.1 and 7.2 re emails about the housing needs survey have been dealt with
- 24.3. Item 7.4 re environmental projects. Cllr. Harries advised that Brynhyfryd could be a prime candidate for the Caring for God's Acre project. Clerk to forward this info to NAEG and also to former councillor Barbara Young
- 24.4. Item 7.5 re Citizen Led Recovery reports. Cllr. Harries has sent brief reports to everyone. The town council needs to engage with the youth. There is £500 in the Youth and festivals reserve. The town council should ask the youth of Newport for ideas. Clerk to put this on the next agenda.
Cllr. Harries left the meeting.

25. Cais cynllunio wedi'i ddiwygio / Amended planning application

Link to view planning applications:

https://planning.pembrokeshirecoast.wales/agile_pcnpa/apas/run/wphappcriteria.display

Application number: NP/20/0574/FUL

Proposal: New replacement residential dwelling

Location: Bettws Bach, Parrog, Newport, Pembrokeshire, SA42 0RX

Comments: The design has not changed so the Town Council's original recommendation remains the same

Recommendation: REFUSAL

The meeting closed at 9.15pm