

AGENDA AM CYFARFOD I'W GYNNAL AR-LEIN ar 28^{ain} CHWEFROR 2022 am 7yh
AGENDA FOR THE MEETING TO BE HELD ONLINE on 28TH FEBRUARY 2022 at 7pm

You are hereby summoned to attend an online meeting of Newport Town Council for the purpose of transacting the following business.

If a member of the public/press wishes to attend the online meeting, please email the Clerk on npclerk@newport-pembs.co.uk by **24th February**.

- 1. Ymddiheuriadau am absenoldeb / Apologies for absence**
- 2. Datganiad o ddiddordeb / Declarations of Interest**
- 3. Cyflwyniad y Cynghorydd Newydd / New councillor introduction**
- 4. Cofnodion o'r cyfarfod gynhaliwyd ar 31^{eg} Ionawr 2022 / Minutes of the meeting held on 31st January 2022**
- 5. Materion yn codi / Matters arising**
- 6. Cofnodion o'r cyfarfod Anghyffredin a gynhaliwyd ar 17^{eg} Ionawr 2022 / Minutes of the Extraordinary meeting held on 17th January 2022**
- 7. Materion yn codi / Matters arising**
- 8. Adroddiad y Cadeirydd / Chair's Report**
- 9. Ystyried gwahardd y cyhoedd o'r cyfarfod ar gyfer yr eitem ganlynol o fusnes:
Adroddiad cyfarfod gyda busnes preifat / To consider excluding the public from the meeting for the following item of business: Report of meeting with a private business.**
- 10. Diweddariad gwefan / Website update**
- 11. Archifo dogfennau / Archiving documents**
- 12. Tan-gynnig arfaethedig i Ganolfan Gwybodaeth Trefdraeth (CGT) /
Proposed underlease to Newport Information Centre**
 - 12.1. Canolfan Croeso side access
- 13. Adroddiad arolygu ardal chwarae / Play area inspection report**
 - 13.1. Discuss SLA agreement with PCC with the view to signing the agreement
- 14. Adroddiadau Adferiad dan Arweiniad Dinasyddion / Citizen Led Recovery reports**
- 15. Arolwg ac anghenion Tai / Housing and needs survey**

16. Adroddiadau y gweithgor / Working group reports

- 16.1. Grants and projects
- 16.2. Community assets
- 16.3. Traffic
 - a) Review of Welsh Gov correspondence (26th May 2021)
 - b) Active Travel Consultation (Phase 2. Reply received, further action?)
 - c) WelTag consultation. (Have we received a reply?)
 - d) Possible Car Parking sites in Newport
 - e) Market issues to be reviewed after reopening
 - f) Community Chest Grant for Pen y Bont footpath
 - g) West Street Parking
 - h) Consider writing to Cllr. Baker re the 20mph speed limit

17. Parc y Plant

- 17.1. No parking sign
- 17.2. Outdoor table tennis
- 17.3. Parc y Plant perimeters/Trees
 - a) Consider inviting Richard Sylvester the Newport for Nature Project Officer to plant as soon as possible a row of suitable native ornamental trees along the North East boundary of Parc y Plant immediately adjacent to the existing hedge
 - b) Consider inviting Richard to carry out hedge planting in the autumn to improve the hedge for nature/biodiversity
 - c) Consider asking Richard Sylvester for authority to disclose his email address to the residents of Goldcrest, Pafin Bach, Cilsanws and Edgerton so that they can obtain from him information as to the planting scheme
 - d) Consider an appropriate response to Tim Pettifer and Stephen Harris regarding their use of the land at the rear of their respective

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

19. Blaenoriaethau, gweithgareddau a chyflawniadau'r Cyngor gan ddechrau gyda 2021/22 / The Council's priorities, activities and achievements, beginning with 2021/22

20. Mynwent Brynhyfryd cemetery

- 20.1. Benches
- 20.2. Update on Brynhyfryd records
- 20.3. Tree survey
- 20.4. Tree planting project
 - a) Consider authorising and requesting Richard Sylvester Newport for Nature Project Officer to initiate tree planting as soon as possible in the south east corner of the cemetery beyond the wild flower meadow
 - b) Consider further tree planting and hedging in the autumn and after the implementation of the recommendations of ArbWales set out in their survey dated 7/11/21

21. Trafod ac ystyried ebost a dderbyniwyd oddi wrth Fforwm Cymunedol Trefdraeth a PAVS ynghylch Llesiant Trefdraeth: Adeiladu Gwytnwch / Discuss and consider email received from Newport Community Forum and PAVS regarding Wellbeing Newport: Building Resilience

22. Mwbwysiadu Protocol ar gyfer datrys cwynion yn anffurfiol / Adopting the Informal Resolution Protocol

23. Diweddariad lloches Maes Ingli / Maes Ingli shelter update

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

24.1. CSO Alert Notifications – Newport North (Traethmawr)

24.2. Consider tree planting sites in Newport- Tree Planting to Commemorate the Pembrokeshire Coast National Park's 70th Anniversary

25. Marchnad stryd / Street market

26. Archwilio Cymru / Welsh Audit

27. 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	£77.86 (vat £12.98)
Plusnet, telephone, initial 1 st month set up (DD)	£35.39
Good energy (DD) p.m	£27.00 (down from £33)
United studios, GSuite mail box (DD) p.m	£12 (vat £2)
United Studios, Basic monthly website care package (DD)	£94.80 (vat £15.80)
Newport Information Centre, GPO office use	£1,030.00
2 Cllrs attending a Planning Aid Wales session	£80.00 (paid)
Mr Slade - Annual licence payment for bus shelter garden	£5.00
Newport Post office, stationery	£7.96
Newport Bay Tree & Garden Services, clear and lay hedge and removal, Parc y Plant	£750.00
N. Hope, building of steps at Parc y Plant	£495.00

27.1. Financial appeals

27.2. Purchasing new printer

27.3. Victoria Gardens ownership and lease

27.4. Update on planning application on behalf of the playing field for a container on the playing field

27.5. Letter of engagement from internal auditor

28. Tudalen RAG / RAG sheet

29. Cyfatebiad / Correspondence

See attached list

Dyddiad y cyfarfod nesaf / Date of next meeting

Newport Town Council Action Log - 17th February 2022						
No.		Objective	Action	By Whom	By When	Status
6	26/06/17	Create a Health and Safety file for Newport Town Council	Keep on Agenda. Ongoing, Cllrs. Harries and Griffiths. This is a priority.	JG & PH	28.02.22	R
7	26/06/17	Investigate the provision of an information board commemorating the "OLINE"	Cllr. Harries to formulate a plan. Paul met Essex Havard yesterday, pleased its still on our radar-he's trying to locate family of sailors family.	PH	28.02.22	A
15	26/06/17	Bench plaques and policy	Cllr. Harries to look at policy and map of benches located in Newport. Cllr. Varney suggested having one bench with many plaques on it.	PH/JG	28.02.22	A
24	23/10/17	Shelter on Parrog	JG has heard from the Barony's solicitor-they wish to charge £200 per year, for NTC to pay half their legal fees, to insure the area. JG has written to solicitor to let them know that NTC do not want the sea wall responsibility. Clerk to organise meeting with Cllrs and Kathryn Perkins.	RC/JG	28.02.22	A
27	23/10/17	Archive Council Material	Cllr. Harries has gone through everything. Town council agreed to archive docs. Wait for playing field trustees to agree on their docs. Cllr. Harries waiting to receive cemetery book from Cllr. Davies	Clerk	28.02.22	A
30	30.01.18	Draft procedure for purchase of grave	Cllr. Davies has updated the paperwork. Memorials should be strength tested. Falln gravestone has been restored. Child burials are free in Pembs. Cllr. Davies has found there are missing purchases and will make a note of these.	PD	28.02.22	A
36	21.05.18	Welsh names	PCNPA have confirmed they will make and pay for the signs in the new year. NTC will be responsible for the upkeep of these signs. Planning needed, put on agenda. PH to dig out letter from Kate Attrill. A website link was sent around. Can a sub group be formed to take this on? Clerk to nusge Paul about this	PH	28.02.22	A
40	27.01.20	Housing survey	Meeting to be arranged with PCNPA to discuss. Tender awarded to successful candidate. Will start work when restrictions allow. The final draft of the survey is complete. Cllrs. Williams and Davies are transcribing the online fomr to paper format.	JW/JG	28.02.22	A
42	27.01.20		New Covid temporary website up and running. Jano updating docs to go onto the permanent website. New website has gone live. Cllr. Morgan Lewis putting up documents and info and	JW	28.02.22	A

42	27.01.20	New website update	New Covid temporary website up and running. Jano updating docs to go onto the permanent website. New website has gone live. Cllr. Morgan Lewis putting up documents and info and translating docs into welsh.	JW	28.02.22	A
45	27.01.20	Blue plaque on building	Finalise decision and financing. PH awaiting responses. Clerk to nudge PH. Council to get prices for blue plaques and ask GPO whether there are grants for this?		28.02.22	A
51	20.10.20	Cemetery governance documents	Cllr. Davies to sort these	PD	28.02.22	A
0	20.10.20	Brynhyfryd Bench request	Council happy with the 2 locations for the benches. Clerk to let them know.	PH	28.02.22	A
58	25.01.21	Mary Farmhouse kitchen land	Paul- as County Cllr wrote to Cris Tomos, Bob Kilminster, Helen Baikie-Mcloud. The owner may develop this site themselves. Clerk to ask Cris Tomos and Bob Kilmister for an update. Ongoing.		28.02.22	A
59	16.02.21	Election costs	Waiting for costs from PCC. Clerk to c		28.02.22	A

Gohebiaeth Cyngor Tref Trefdraeth am cyfarfod ar-lein ar 28^{ain} Chwefror 2022
Newport Town Council Correspondence for online meeting held on 28th February 2022

E-byst / E-mails

1. Cynllunio a thai/ Planning and housing

2. Uned 3 / Unit 3

3. Canolfan Croeso

4. Gwefan a Materion TG / Website and IT issues

5. Cyllid / Finance

1. Letter received from Zurich re valuing buildings, forwarded to all (15.02.22)

6. Un Llais Cymru/ Cymdeithas Clercod Cynghorau Lleol/ Llywodraeth Cymru

One Voice Wales/Society of Local Councils and Clerks/Welsh Government

1. Email from OVW re Report on Section 47 Multi Location Meetings, forwarded to all (09.02.22)
2. Email from OVW re information on Swifts and risk of extinction, forwarded to all (14.0.22)
3. Email from OVW re Nature and Us – the national conversation about Wales’s natural environment, forwarded to all (15.02.22)
4. Email from OVW re Welsh Government’s 'Consultation on how to measure the inclusion of migrants in Wales, deadline 25th March, forwarded to all (15.02.22)

7. Cyngor Sir Benfro / Awdurdod Parc Cenedlaethol Arfordirol Penfro

Pembrokeshire County Council / Pembrokeshire Coast National Park Authority

1. Email from PCC re Apply for an Age Friendly Communities ‘Happy to Chat’ Bench for your community! Closing Date – 23rd February 2022, forwarded to all (03.02.22)

8. Materion cyffredinol Cyngor y dre / General Town Council issues

1. Email from C. Hooper re Town Council's support for Havards Community Shop, forwarded to all (01.02.22)
2. Email from admin to the Forum's Facebook Group "Llais Tydrath Wellbeing Newport" re ideas for benches in Newport, forwarded to all (03.02.22)
2. Email from MOP re dog fouling in Newport, forwarded to all (14.02.22)
3. Email from Ffrindiau Bro Inqli and the Mayor re jubilee celebrations in June, forwarded to the council (17.02.22)
4. Email from the Forum re request to support and maintain a bench to be placed outside the chemist, forwarded to all (22.02.22)

9. Mynwent / Cemetery

10. Ysgol/ Chwarae/ Gohebiaeth plant / School/Play/Children correspondence

11. Cau ffyrdd/Asiantaeth cefnffyrdd/ Materion ffyrdd

Road closures/Road Trunk Agency/Road issues

12. Marchnad stryd / Street Market

1. Email regarding flyers for the street market (17.02.22)

Correspondence in red highlighted by the Clerk.