



## MAES CHWARAE TREFDRAETH / NEWPORT PLAYING FIELD

(Rhif Elusen Gofrestredig 524444 / Registered Charity No. 524444)

Heol Hir, Trefdraeth, Sir Benfro / Long Street, Newport, Pembrokeshire

Hon. Sec. Ms L.Evans, Unit 3, The Old School, Lower St Mary St, Newport, Pembrokeshire. SA42 0TS

Ffon/Tel: 01239 821127. Gwefan/Web: [www.newport-pembs.co.uk](http://www.newport-pembs.co.uk) E-bost/E-mail: [npclerk@newport-pembs.co.uk](mailto:npclerk@newport-pembs.co.uk)

### COFNODION O CHYFARFOD AR-LEIN O YMDDIRIEDOLWYR A GYNHALIWDYD AM 7yh ar 11<sup>fed</sup> GORFFENNAF 2022

#### MINUTES OF TRUSTEES ONLINE MEETING HELD ON 11<sup>th</sup> JULY 2022 at 7pm

<b>Pobol presennol: Persons Present:</b>	<b>yn</b>	Cllr Paul Harries (Chair) Cllr. Elaine Lloyd (Vice Chair) Cllr. Morgan Lewis Cllr. John Griffiths Cllr. Ros McGarry	Cllr. Jon Letten Cllr. Sandra Bayes Cllr. Matthew Lewis Miss L Evans (Town Clerk)
<b>Ymwelwyr Visitors</b>	<b>/</b>	1 MOP	
<b>Ymddiheuriadau wrth: Apologies received from:</b>		Cllr. Paddy Davies	Cllr. Jano Williams

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

1.1. Apologies received from Cllrs. Davies and Williams.

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

2.1. No declarations of interest.

#### 3. Cofnodion o'r cyfarfod a gynhaliwyd ar 17<sup>eg</sup> Mai 2022 / Minutes of the meeting held on 17<sup>th</sup> May 2022

3.1. Cllr. Harries proposed that the minutes are correct and accepted, Cllr. Lloyd seconded, all agreed.

#### 4. Materion yn Codi / Matters arising

4.1. Item 4.2 re dishwasher. Clerk will purchase this tomorrow.

4.2. Item 16.2 re insurance inspection requirements. This was sent to all councillors and approved with minor change to one point. Liz will be filling in these inspection sheets.

4.3. Item 17.1 re letter from Valuation Office Agency requesting rent, lease or ownership, Cllrs. Griffiths and Harries have done this.

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

5.1. Nothing to report.

## 6. Adroddiad y gofalwr / Caretaker's report

6.1. Update received from Liz Davies: Crwban Bach After school club is going well, happening every Wednesday. Holiday Club will run again this Summer, every Monday to Thursday from 18th July through to Thursday 1st September. Arranged a bus once again to bring the children from Haverfordwest. Club will run from 8.30am - 5.30pm with the bus arriving at approximately 9.15am and will leave at 4.45pm. Transferred £150 which are their fees from end March to end July. The new users did not clean up after their session and so Liz will be invoicing for her time clearing up. Trustees agreed they will pay this invoice.

## 7. Adroddiad Clwb Llewod Trefdraeth / Newport Lion's Football Club report

7.1. Cllr. Letten gave an update on this item when he arrived at the meeting. There are 2 teams for next year, Under 13's and 9's.

## 8. Adroddiad Clwb Tigwyr Trefdraeth / Newport Tiger's Club report

8.1. Cllr. Matthew Lewis gave an update on this item when he arrived at the meeting. A new mower is needed for the pitch, going to cost roughly £1k. Some sponsors have donated towards the cost and towards sponsorship banners. Cllr. Harries advised that proper procedure regarding signage is followed. Cllr. Letten asked whether the playing field trustees would make a donation towards the cost of the mower? The junior Football Club will be contributing as well. Cllr. Harries thanked Cllr. Matthew Lewis for maintaining the pitch for the last 9 years.

8.2. Cllr. Bayes suggested that the town council donate instead of the playing field. Cllr Griffiths agreed. Cllr. Matthew Lewis to email the Clerk to apply to the town council for a donation.

8.3. The Clerk asked Cllr. Matthew Lewis how many training sessions/games have been played since April. Cllr. Lewis confirmed that one match has been played and also reported that the football team do not use the changing rooms or showers when they train. Clerk to put on the next agenda 'Terms of use for Tigers Football Club'.

## 9. Adroddiad Clwb Rygbi / Rugby Club report

9.1. No report.

## 10. Adroddiad Crwban Bach / Crwban Bach report

10.1. Discussed in item 6.1.

## 11. Adroddiadau arolwg / Inspection reports

11.1. All fine.

## 12. Cyllid / Finance

**Arian a dderbyniwyd / Monies received:**

**Cyfrifon i'w talu / Accounts to be paid:**

Changing rooms caretaker hours	£.....
Dŵr Cymru DD (p.m)	£53.50 (up from £15.50)
British Gas – Gas DD (p.m)	£20.00 (up from £5)
British Gas – Electric DD (p.m)	£24.00 (up from £10/£16)

Newport Mayor's Fund, donation towards the jubilee event	£200.00 (paid)
D. Davies, work carried out on Skate Park and materials	£688.00

- 12.1. Playing field annual accounts – Cllr. Harries advised that it costs roughly £3-£4k a year to maintain the changing rooms/playing field. The Playing field received £16k in covid grants which will keep the playing field afloat for a few years. The trustees need to secure the income for the next few years. Cllr. Bayes asked whether the town council can donate money to the playing field. Cllr. Griffiths stated that the town council has asked OVW previously for advice regarding this matter. The Clerk advised that this can be done and does not count as part of the town council's Section137 regarding the amount that can be donated per year, Clerk will check this. Cllr. McGarry spoke to say that the utility bills are high and will increase in the Autumn. Cllr. Lloyd proposed that all finances are paid, Cllr. Morgan Lewis seconded, all agreed.
- 12.2. Tennis Club annual rent – the annual lease is £50 a year. All agreed to invoice the Club from 2021. Cllr. Griffiths advised that the trustees entered into an agreement with the tennis club in 2017 until 2031.
- 12.3. Room hire for new users-Canolfan Plant Jig-So – the Clerk has sent an old user agreement from 2018 that the trustees had with Dros Blant to everyone. Clerk to change 4<sup>th</sup> paragraph to say that the trustees meet on a regular basis. Page 2 stipulates that the liability and insurance are displayed in the changing rooms. Clerk to check with the caretaker that this is the case. Clerk confirmed that the insurance document has been received from the new users. The trustees need to know where their DBS checks are kept. Clerk to ask. Clerk to take out utilities cost on the last page of the agreement. All trustees agreed that £8 for a 2-hr session is reasonable. Cllr. Morgan Lewis proposed that the agreement with the proposed changes is sent to Jig-So for them to sign and that they can carry on with their sessions, Cllr. Ros McGarry seconded, all agreed. Cllr. Matthew Lewis advised that Liz Davies has bought a new cooker for the changing rooms. The Clerk to ask her about this.
- 12.4. Insurance Inspection requirements – The caretaker is doing this on a weekly basis.
- 12.5. Cash flow spreadsheet – ongoing. This was important to maintain before the covid grants were received.
- 12.6. Container planning application for the Football Club – Cllrs. Letten and Williams are filling in the necessary form.
- 12.7. Energy tariff renewal – Cllr Griffiths will look into this. Tariff ending in August.
- 12.8. Grass cutting – The Clerk reported that Jason James has been helping with the playing field grass cutting. PCNPA cut the grass by the castle mound.

### 13. Gohebiaeth / Correspondence

- 13.1. No correspondence.

### 14. Taflen RAG / RAG sheet

- 14.1. The RAG sheet was discussed and updated.

### 15. Parc sglefrio / Skate park

- 15.1. Ben Woods, Chair of the Skate Park committee was present at the meeting and has sent a brief update to everyone. He shared a slide show and talked through this reporting that the skate park now has a logo, has been engaging with users, have come up with 10 designs for a future skate park. The slide showed a picture of the one that everyone prefers. Ben reported that there was a skate jam at the park on 4<sup>th</sup> June, they are selling t-shirts, held a car wash which raised around £800.

- 15.2. There has been some vandalism and interim repairs. Dan Davies is inspecting the skate park every week for an hour. There needs to be better signage with general info for users. There has been broken glass left on the floor. Cllr. Harries advised that Peter Delaney from PCC checks the skate park every week. Ben is going to liaise with Nia, the GPO regarding grant applications, looking at grants of £250k for a new skate park. Cllr. Bayes raised concerns about a concrete skate park. Ben advised that he has looked into Hemp crete but that it doesn't have the strength or longevity that concrete has. Cllr. Harries proposed that the trustees agree in principle to support further investigation into upgrading the skate park, Cllr. Letten seconded, all agreed.
- 15.3. Annual inspection report received by PCC – Ben has looked at this and sent his thoughts but will re-send it.
- 15.4. Skate Park Chair suggestion of retaining Dan's services for 1 hour a week – this was decided at the previous meeting.

The meeting closed at 8.15pm.