

AGENDA AM CYFARFOD I'W GYNNAL AR-LEIN ar 27^{ain} IONAWR 2023 am 7yh
AGENDA FOR THE MEETING TO BE HELD ONLINE on 27th JANUARY 2023 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 **23rd January**.

- 1. Ymddiheuriadau am absenoldeb / Apologies for absence**
- 2. Datganiad o ddiddordeb / Declarations of Interest**
- 3. Cofnodion draft o'r cyfarfod gynhaliwyd ar 9^{fed} Ionawr 2023 / Draft minutes of the meeting held on 9th January 2023**
- 4. Materion yn codi / Matters arising**
- 5. Adroddiad y Cadeirydd / Chair's report**
- 6. Tan-gynnig arfaethedig i Ganolfan Gwybodaeth Trefdraeth (CGT) / Proposed underlease to Newport Information Centre**
 - 6.1. Consider submitting the notes to RedKite Law with the Council's comments and requesting RedKite Law for advice prior to responding to CGT (Newport Information Centre)
- 7. Lloches bws Castell / Castle Bus shelter**
 - 7.1. Discuss response of the owner of the Bus shelter and adjoining land (to whom the Council pays an annual rent of £5) regarding the owner wanting to sell the land to the Town Council.
- 8. Adroddiadau pwyllgorau cynghori / Advisory committee reports**
 - 8.1. Grants and projects
 - 8.2. Community assets
 - 8.3. Traffic
 - 8.4. Street market – request from the Mayor regarding street closures in December 2023
- 9. Cynllun hyfforddi Cyngor Tref / Town Council training plan**
- 10. Diffyg presenoldeb cynghorydd / Councillor non attendance**
- 11. Adroddiad arolwg tai / Housing survey report**
 - 11.1. Task and finish group
 - 11.2. Calling a public meeting

12. Blaenoriaethau, gweithgareddau a chyflawniadau'r Cyngor / The Council's priorities, activities and achievements

13. Dogfennau llywodraethu / Governance documents

14. Cyfarfod a thrigolion Llain yr Eglwys a Swn y Nant / Meeting with residents of Llain yr Eglwys and Swn y Nant

15. Derbyn cyflwyniad gan gwmni preifat / Receiving a presentation from a private company

16. Materion yr amgylchedd / Environment matters

- 16.1. Climate Emergency statement
- 16.2. Tree planting project/Brynhyfryd tree survey report and estimate cost of works
- 16.3. Crown reduction on trees by Parc y Plant/Pen y Bont
- 16.4. Victoria Gardens ownership and lease

17. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits (Jan) £.....

Cyfrifon i'w talu / Accounts to be paid:

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|---------------------------------------------------------|------------------------|
| Town Clerk Pay (SO) p.m. | £ |
| Unit 3 rental (DD) p.m. | £150 (vat £25) |
| Council Tax (DD) p.m. | £155.00 |
| Plusnet, Telephone (DD) p.m. | £34.60 (vat £5.76) |
| Good energy (electric) (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) |
| 123 Reg, website domain renewal for 2 years (DD) | £57.56 (vat £9.60) |
| Swing clips to hold approved town council minutes | £30.64 |

- 17.1. Discuss donation towards Llwyngwair Arms for Christmas lights electricity supply
- 17.2. New website provider, Spindogs monthly costs
- 17.3. PCC Budget seminar and deficit
- 17.4. Enhancing Pembrokeshire application – Children's play area
- 17.5. Investigate Hybrid meetings
- 17.6. Quotation from Euros Thomas to replace parts on apparatus at playing field in Newport, labour only, £380 + vat

18. Ceisiadau ariannol / Financial requests

19. Tudalen RAG / RAG sheet

20. Cyfatebiad / Correspondence

See attached list

21. Ceisiadau Cynllunio / Planning Applications

Link to view planning applications:

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

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| 21.1 | Application Number:- NP/23/0016/NMA Site:- The Vestry, Lower St. Mary Street, Newport, Pembrokeshire, SA42 0TS Proposal:- Non-material Amendment to NP/22/0055/FUL - To alter the approved plans for inset Comments:- Recommendation:- |
| 21.2 | Application Number:- NP/23/0006/LBA Site:- Y Festri, Lower St Mary's St, Newport, Pembrokeshire, SA42 0TS Proposal:- Roof-mounted solar panels on west facing roof plane Comments:- Recommendation:- |

Dyddiad y cyfarfod nesaf / Date of next meeting

SUPPORTING DOCUMENTS

Agenda item 18 – financial appeals

1. Age Cymru Dyfed
2. Ty Hafan, leading children's hospice in Wales
3. Citizens Advice Pembs
4. Fishguard Thunderbolts – 2 pan disability football teams in Pembs, transport costs to go to tournaments
5. Yes Cymru, Independence for Wales
6. Newport Area gig guide website
7. Mencap – UK charity for people with a learning disability
8. Noah's Ark Children's hospital charity,
9. Pembrokeshire Vikings, mixed ability rugby, over 16's mixed ability rugby team, funds for transport, sponsorship donations
10. YFC Pembrokeshire

Agenda item 19 – RAG sheet

| 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 | 27.01.23 | 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 | 27.01.23 | 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. Query received regarding replacement bench opposite Gwelfor, Clerk to reply back to thank him but cannot give permission as it is on Barony land. | PH/JG | 27.01.23 | A |
| 24 | 23/10/17 | Parrog shelter and viewpoint lease | Location map received by K. Perkins. Lease and documents received from Perkins. John, Paul and Elaine to meet to discuss before 25th July meeting. John to write to K. Perkins and tell her the situation. Meeting happened between NTC, PCNPA and Moorings on 25th Sep. All agreed to ask Perkins to seek 3 evaluations. Clerk to ask for an update | RC/JG | 27.01.23 | 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. Davies will give Cllr. Harries the cemetery book. | Clerk | 27.01.23 | G |
| 30 | 30.01.18 | Draft procedure for purchase of grave Unrecorded burials | 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. Clerk reported there is one missing burial of ashes. | PD | 27.01.23 | 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 | 27.01.23 | A |

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| 40 | 27.01.20 | Housing and needs survey | Final draft report has been received. An extra meeting was called to discuss results with Keith Edwards. Council await final report. | JW/JG | 27.01.23 | G |
| 42 | 27.01.20 | New website update | Cllr. Morgan Lewis putting up documents and info and translating docs into Welsh. Cllr. Lewis sent report to all. Council decided to stay with United Studios. Cllr. Lewis reported that United Studios has been sold. | JW | 27.01.23 | 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? | | 27.01.23 | A |
| 51 | 20.10.20 | Cemetery governance documents | Cllr. Davies to sort these | PD | 27.01.23 | A |
| 58 | 25.01.21 | Mary Farmhouse kitchen land | Ongoing situation. | | 27.01.23 | A |
| 59 | 16.02.21 | Election costs | Costs received from PCC. Contested election estimate is £5,068.84. Invoice has been received and paid. | | 27.01.23 | G |
| 61 | 20.06.22 | Governance Documents | Goc docs to be reviewed and updated | | 27.01.23 | A |
| 62 | 20.06.22 | Play area inspection reports | Repairs needed for the children's play area, Cllr. Letten looking into this and getting quotes from Euros Thomas | | 27.01.23 | A |
| 63 | 20.06.22 | Parc y Plant-Outdoor table tennis | Ongoing. There is one in Fishguard. | | 27.01.23 | A |
| 64 | 20.06.22 | Parc y Plant perimeter/trees | Ongoing. | | 27.01.23 | A |
| 65 | 20.06.22 | Parc y Plant-Pen y Bont footpath | Ongoing | | 27.01.23 | A |
| 66 | 20.06.22 | Parc y Plant-Consider an appropriate response to Tim Pettifer and Stephen Harris regarding their use of the land at the rear of their respective properties | Ongoing | | 27.01.23 | A |
| 67 | 20.06.22 | Parc y Plant-Identify location for Fields in trust plaque | Jano and Jon to look for appropriate location. Adrian Varney has contacted 2 sports celebs who are happy to come to opening event. Clerk to email Adrian and Cllr. Matthew Lewis for an update. | | 27.01.23 | A |
| 68 | 20.06.22 | The Council's priorities, activities and achievements Annual Report | Report has been put on the website for 2021-22. Meeting on February 7th | | 27.01.23 | A |
| 69 | 20.06.22 | Maes Ingli Sheltered Accommodation | Elaine and Ros M went to the meeting organised by the Forum, people from PAVS and PCC were there. Paul propose Clerk ask for official update from PCC. Not many people had been invited to this meeting. Clerk to ask PCC for an update. | | 27.01.23 | A |
| 70 | 20.06.22 | CSO Alert Notifications – Newport North (Traethmawr) | Paul had email from Dwr Cymru-strange spill durations since December, not getting full info | | 27.01.23 | A |
| 72 | 20.06.22 | Purchasing new printer | Ongoing | | 27.01.23 | A |
| 73 | 20.06.22 | Victoria Gardens ownership and lease | 2 letters sent to Welsh Gov re ownership. Clerk to circulate email from John. Put back on the agenda. JG to go and speak to one of the residents. | | 27.01.23 | A |

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| 74 | 20.06.22 | Adopting the Informal Resolution Protocol | Cllrs. Lloyd, Letten and Morgan Lewis doing this | | 27.01.23 | A |
| 75 | 31.10.22 | Cllr opting out of private sessions | Clerk to email OVW for advice. Advice received but still unclear. Keep an eye on this. | | 27.01.23 | A |
| 76 | 31.10.22 | Investigate Hybrid meetings | Clerk to investigate - back on agenda in January 2023. Info received from Crymych clerk. | | 27.01.23 | A |
| 77 | 22.11.22 | Consider tree planting sites in Newport- Tree Planting to Commemorate the Pembrokeshire Coast National Park's 70th Anniversary | Looking at sites both ends of Newport. | | 27.01.23 | A |
| 78 | 22.11.22 | Statutory guidance relating to the Local Government and Elections (Wales) Act 2021 | Chair and Clerk to look at this | | 27.01.23 | A |
| 79 | 22.11.22 | Update on planning application on behalf of the playing field for a container on the playing field | JL to talk to Mike Higgins, PCNPA tree officer, tie in with tennis club site visit. | | 27.01.23 | A |
| 80 | 30.11.22 | Reporting back from governors report | One meeting on governance was cancelled. | RM | 27.01.23 | A |
| 81 | 09.01.23 | Guidance on bullying and harassment | | | 27.01.23 | A |
| 82 | 23.01.23 | Report from Pembrokeshire One Voice Wales area meetings | | | 27.01.23 | A |

Agenda item 20 – Correspondence list

Gohebiaeth Cyngor Tref Trefdraeth am cyfarfod ar-lein ar 27^{ain} Ionawr 2023 **Newport Town Council Correspondence for online meeting held on 27th January 2023**

1. Cynllunio a thai/ Planning and housing

1. Email from Deutsche Well re TV Interview request on One Planet Developments, Cllr. Griffiths responded (19.01.23)

2. Uned 3 / Unit 3

3. Materion amgylchedd / Environment matters

1. Email from MOP re cattle sewerage running from Berry Hill farm onto the footpaths down towards the Nevern river at the far-left end of Llwyngwair campsite, forwarded to councillors and Nevern community council (05.01.23)
2. Email from Keep Wales Tidy re applying for Green Flag Award for parks and green spaces, deadline is 31st January, forwarded to all (05.01.23)

4. Gwefan a Materion TG / Website and IT issues

1. Email from Plusnet re closing their Business services in next 12 months, forwarded to all (10.01.23)

5. Cyllid / Finance

6. Un Llais Cymru/ Cymdeithas Clercod Cyngorau Lleol/ Llywodraeth Cymru **One Voice Wales /Society of Local Councils and Clerks/Welsh Government**

1. Email from OVW re Public commemoration in Wales: guidance for public bodies, consultation deadline 21st February, forwarded to all (10.01.23)
2. Email re CWBR Youth project rep, Clerk responded (23.01.23)
3. Email from OVW re Historic Environment and Climate Change Adaptation Activity Survey for 2022, deadline 10th February, forwarded to all (23.01.23)

7. Cyngor Sir Benfro / Awdurdod Parc Cenedlaethol Arfordirol Penfro **Pembrokeshire County Council / Pembrokeshire Coast National Park Authority**

1. Email from PCC re relocating the television from Maes Ingli Sheltered accommodation (16.01.23)

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

1. Email from Sutcliffe regarding play park equipment (17.01.23)
2. Email from E. Ewart re working on the development of a Wellbeing Action Plan for Newport, forwarded to all (23.01.23)

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 matters

12. Marchnad stryd / Street Market