

**COFNODION DRAFFT AM CYFARFOD A GYNHALIWDYD AR-LEIN ar 9^{fed} IONAWR 2023 am
7yh
DRAFT MINUTES FOR THE MEETING HELD ONLINE on 9th JANUARY 2023 at 7pm**

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

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Williams and Morgan Lewis.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. McGarry declared a personal and prejudicial interest in item 22, payment to the Memorial Hall and Cllr. Harries declared a personal and prejudicial interest in item 25.2.

3. Cofnodion draft o'r cyfarfod gynhaliwyd ar 30^{eg} Tachwedd 2022 / Draft minutes of the meeting held on 30th November 2022

3.1. Item 7.2 – this should read 'may not' not 'cannot', Clerk to rectify. Item 16.3 – this should read councils', Clerk to rectify. Subject to these amendments Cllr. Harries proposed that the minutes are correct and approved, Cllr. Lloyd seconded, all agreed.

4. Materion yn codi / Matters arising

- 4.1. Item 4.3 re Christmas lights. No extra bulbs were needed this year. The Christmas lights have now been taken down.
- 4.2. Item 10.1 re sending final GPO report to County Cllr. Huw Murphy. Cllr. Davies has done this.
- 4.3. Item 18.2 re new guidance on bullying and harassment. This to be put on the RAG sheet.

5. Cofnodion draft o'r cyfarfod anghyffredin ar 22^{ail} Tachwedd 2022 / Draft minutes of the extraordinary meeting held on 22nd November 2022

5.1. Item 8.2 should say Chair not Chait, Clerk to rectify. Item 6.11, Clerk to remove the first paragraph. Subject to these amendments Cllr. McGarry proposed that the minutes are correct and approved, Cllr. Davies seconded, all agreed.

6. Materion yn codi / Matters arising

6.1. Item 6.11 re Cllr. Bayes to compose letter to Huw Murphy regarding Pembrokeshire County Council Housing Waiting List numbers. County Cllr. Murphy will ask this question and reply back to the Clerk. Keep on agenda.

7. Cofnodion draft o'r cyfarfod Cyllideb a Chyllid ar 15^{fed} Rhagfyr 2022 / Draft minutes of the Budget and Finance meeting held on 15th December 2022

7.1. Item 5.3 should say incurred and occurred, Clerk to rectify this. Subject to this amendment Cllr. Lloyd proposed that the minutes are correct and approved, Cllr. Davies seconded, all agreed.

8. Materion yn codi / Matters arising

8.1. Item 5.3 re referring to our priorities for the future to help set the budget. The council have not yet met to discuss their priorities for the year.

9. Cofnodion draft o'r cyfarfod Anghyffredin gynhaliwyd ar 19^{eg} Rhagfyr / Draft minutes of the Extraordinary meeting held on 19th December

9.1. Item 2.4b should say remind not nudge, Clerk to rectify. Subject to this amendment Cllr. Griffiths proposed that the minutes are correct and approved, Cllr. Letten seconded, all agreed.

10. Materion yn codi / Matters arising

10.1. Item 5 re recommendations. Cllr. Bayes to send her proposal to the Clerk who will forward to the task and finish group.

10.2. Item 6.1 – Cllr. Davies has sent the Clerk the contact emails for the 12 community/town councils in Pembrokeshire with more than 15% second homes.

11. Adroddiad y Cadeirydd / Chair's report

11.1. The Chair has been approached by John Ewatt from Planed regarding developing a wellbeing plan. The Chair to meet him on Wednesday.

12. Tan-gynnig arfaethedig i Ganolfan Gwybodaeth Trefdraeth (CGT) / Proposed underlease to Newport Information Centre

12.1. Receive the notes of a meeting between Cllr Griffiths and Mark Taylor - these have been received previously.

12.2. 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) – Clerk is waiting for a list of trustees and their constitution. Clerk and Cllr. Griffiths to liaise to send Mark Taylor a reminder.

13. Lloches bws Castell / Castle Bus shelter

13.1. 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 – Mr. Slade has informed the Clerk that he wishes to sell this land. Cllr. Griffiths advised that it would be very difficult to access financial help without the security of a lease. Cllr. Griffiths proposed that the Clerk ask Mr. Slade for a plan of the land and what price he is seeking for it, Cllr. Harries seconded, all agreed. Clerk and Cllr. Griffiths to liaise on this.

14. Adroddiadau pwyllgorau cynghori / Advisory committee reports

14.1. Grants and projects – there has been no meeting.

14.2. Community assets – a meeting to be called in February.

14.3. Traffic – traffic meeting to be called in February.

14.4. Street market – Clerk to remind Cllr. Morgan Lewis for a list of things the committee would like to see happen.

15. Cynllun hyfforddi Cyngor Tref / Town Council training plan

15.1. The Clerk has found Carmarthen town council's training plan and she and the Chair will refer to this to help complete Newport's training plan.

16. Praesept 2023 / 2023 Precept

16.1. The Clerk advised that the council agreed to precept money for the playing field charity and that councillor allowances need to be budgeted. The new draft precept figure stands at £30,389 which is almost a 10% rise from last year. Cllr. Bayes asked about budgeting money for possible Parrog land acquisition. The Chair advised that there is £11k in capital reserves. Cllr. Davies has sent information to all regarding budgeting a retainer for the GPO. This would be so that the GPO could finish outstanding grant applications begun in the previous year. All agreed this could come from the Community asset project reserves and can be discussed and agreed upon again. Cllr. Harries proposed that the council reimburse cost of consumables upon receipt, Cllr. Lloyd seconded, all agreed. Clerk to send new updated draft precept figures to all. There is an extra meeting to finalise the precept on the 23rd January.

17. Adroddiad arolwg tai / Housing survey report

17.1. Task and finish group – Clerk to email the group for them to set a date to meet.

17.2. Calling a public meeting – this to be discussed in the task and finish group meeting. The Clerk to collate all emails to send the final report.

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

18.1. Meeting scheduled for 7th February.

19. Dogfennau llywodraethu / Governance documents

19.1. GD24 Environmental policy – one minor amendment, remove the word 'economical' from point 4. Cllr. Harries proposed that the council accept this updated governance document, Cllr. McGarry seconded, all agreed.

20. Cyfarfod a thrigolion Llain yr Eglwys a Swyn y Nant / Meeting with residents of Llain yr Eglwys and Swyn y Nant

20.1. Cllr. McGarry has forwarded suggested email to be sent to the residents. Cllr. Harries has advised changes for the suggested agenda. Cllr. McGarry to choose a date and ask Clerk to arrange the meeting.

21. Materion yr amgylchedd / Environment matters

21.1. Section 6 biodiversity and ecosystem annual report – this report has been sent to everyone. Cllr. Bayes stated that she did not think the report reflected enough on what community groups have done. Cllr. Harries proposed that the report is approved, Cllr. Lloyd seconded; majority voted in favour. This report to be put on the website.

21.2. Climate Emergency statement – PCC have issued a climate emergency statement. Clerk to contact Cris Tomos who used to be the Cabinet Member for the Environment and Welsh language to ask about this.

- 21.3. Tree planting project/Brynhyfryd tree survey report and estimate cost of works – Clerk to check these details for the next meeting.
- 21.4. Crown reduction on trees by Parc y Plant/Pen y Bont – Arborculture have been to inspect and advised one tree needs to come down immediately. Clerk to let Liam know he can go ahead.
- 21.5. Victoria Gardens ownership and lease – ongoing.
- 21.6. Pembrokeshire Draft Well-being Plan Consultation – Cllr. Harries proposed that councillors respond individually, Cllr. Davies seconded, all agreed. Cllr. Bayes advised that the County Council has a Pembrokeshire Climate Adaptation Strategy in which page 11 covers "Communities Climate Adaptation Strategies" which may be useful to NTC forming a climate emergency strategy. Cllr. Bayes to forward this to the Clerk.

22. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits (Dec)	£815.00
PCC, Precept (Dec)	£9,210.00

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
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)
Newport Memorial Hall, financial request for bilingual sign	£240.00
D N Wilmott, Christmas lights contracted work	£3,620.00
Town Clerk, pay back payment from April 2022	£743.17

- 22.1. The accounts are as follows: Treasurers-£24,933.57, GPO-£8,057.55, 30 day savers-£21,247.92. The Clerk advised that the website domain name has been renewed by Direct debit, this happens every 2 years. Cllr. Harries wished to thank Neil Wilmott for his hard work and effort erecting and maintaining the Christmas lights. Cllr. Davies proposed that all finances are paid, Cllr. Letten seconded, all agreed.
- 22.2. Independent Remuneration Panel for Wales – discuss on when and how Councillor's allowance and basic payment for extra costs of working from home are made and the £52 cost for consumables – discuss option of reimbursement on receipt – this was discussed and approved in item 16.1.
- 22.3. PCC Budget seminar and deficit – The Chair thanked County Cllr. Huw Murphy for all of the information.
- 22.4. Enhancing Pembrokeshire application – Children's play area – Cllrs. Davies and McGarry are looking into this. Cllr. Davies has read Dinas community councils play park application and will talk to the previous GPO. This to be kept on the agenda.
- 22.5. The Chair has received a request for the council to attend a private meeting with a local company. Cllr. Griffiths proposed this goes ahead, Cllr. Letten seconded, majority agreed. Cllr. McGarry volunteered to attend in Cllr. Williams's place. The meeting will take place on Wednesday.

23. Tudalen RAG / RAG sheet

23.1. The RAG sheet was discussed and updated.

24. Cyfatebiad / Correspondence

All correspondence was noted except the following:

24.1. Item 8.1 re councillor representative for the CWBR Youth project. Cllr. Harries nominated Cllr. Bayes, Cllr. Lloyd seconded, all agreed. Cllr. Lloyd left the meeting and Cllr. Harries left before item 25.2.

25. Ceisiadau Cynllunio / Planning Applications

25.1	<p>Application Number:- NP/22/0694/FUL</p> <p>Site:- Cartrefle, Long Street, Newport, Pembrokeshire, SA42 0TJ</p> <p>Proposal:- Proposed slate hanging to south elevation</p> <p>Comments:- None</p> <p>Recommendation:- Approval</p>
25.2	<p>Application Number:- NP/22/0695/FUL</p> <p>Site:- Gwalia, East Street, Newport, Pembrokeshire, SA42 0SY</p> <p>Proposal:- New roof covering & slate hanging to existing dormer roof structure, new kitchen flat roof coverings, structure & roof lights, replace glass roof panel with roof light, make good area of removed chimney stack</p> <p>Comments:- None</p> <p>Recommendation:- Approval</p>

The meeting closed at 8.52pm.