

**COFNODION AM CYFARFOD A GYNHALIWYD AR-LEIN ar 27^{ain} CHWEFROR 2023 am 7yh
MINUTES FOR THE MEETING HELD ONLINE on 27th FEBRUARY 2023 at 7pm**

Pobol yn presennol: Cllr. Paul Harries (Chair) Cllr. John Griffiths
Persons Present: Cllr. Elaine Lloyd (Vice Chair) Cllr. Paddy Davies
Cllr. Ros McGarry Cllr. Jon Letten
Cllr. Morgan Lewis Cllr. Sandra Bayes
Miss L Evans (Town Clerk)

Ymwelwyr / Visitors

Ymddiheuriadau wrth: Cllr. Jano Williams Cllr. Ros Cleal
Apologies received from:

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Williams and Cleal.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. No declarations of interest.

3. Cofnodion draft o'r cyfarfod gynhaliwyd ar 27^{fed} Ionawr 2023 / Draft minutes of the meeting held on 27th January 2023

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

4. Materion yn codi / Matters arising

- 4.1. Item 14.1 re meeting with residents of Llain yr Eglwys and Swn y Nant. The Biodiversity officer was present at this meeting and has offered to help. The residents are arranging another meeting and will invite NTC to attend. Cllr. Bayes stated that NAEG do not have funds to support this development.
- 4.2. Item 17.5 re Enhancing Pembs grant, is this carrying on after April? County Cllr. Huw Murphy has sent an update in an email; 25% of the council tax raised from 2nd homes may be used towards this funding.
- 4.3. 17.6 re hybrid meetings, this is on the RAG sheet.
- 4.4. Item 17.7 re play area repairs, waiting for quote/report from Sutcliffe. Clerk to chase this.
- 4.5. Item, 20.3 re Maes Ingli television. The Clerk confirmed this television has been delivered to Unit 3.

5. Cofnodion drafft o'r cyfarfod anghyffredin ar 23^{ain} Ionawr 2023 / Draft minutes of the extraordinary meeting held on 23rd January 2023

5.1. Item 3.1, the Chair 'thinks' not advised, Clerk to change this.

5.2. Item 3.1. Cllr Bayes questioned the accuracy of the paragraph about her agreeing to bring her list of considerations to the next Budget & finance meeting with more details and cost figures. The Clerk confirmed that this was accurate, all councillors bar one agreed with this. Subject to the above amendment Cllr. Harries proposed that the minutes are correct and approved, Cllr. Lloyd seconded, all agreed.

6. Materion yn codi / Matters arising

6.1. No matters arising.

7. Adroddiad y Cadeirydd / Chair's report

7.1. The Moorings committee have received anonymous complaint letters. Clerk to put the Moorings on the RAG sheet.

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

8.1. 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) – No progress on this. Clerk to contact Mark Taylor for an update.

9. Lloches bws Castell / Castle Bus shelter

9.1. Discuss matter of owner of the Bus shelter and adjoining land (to whom the Council pays an annual rent of £5) wanting to sell the land to the Town Council – Cllr. Griffiths circulated an email today. The owner is willing to sell the land for a reasonable sum and has sent 2 plans of the land. Cllr. Griffiths proposed that the council ask JJ Morris, estate agents for the cost of an evaluation, Cllr. Harries seconded, all agreed.

10. Adroddiadau pwyllgorau cyngori / Advisory committee reports

10.1. Grants and projects – no meeting has been held

10.2. Community assets – no meeting has been held.

10.3. Traffic – Met on 23rd February, the notes have been circulated.

10.4. Street market – met on 21st February. Cllr. Lewis reported that more signage is needed on the road, more stalls may be needed, this is a problem as the current trailer does not have room for further stalls. Bilingual flyers are needed. There is a Facebook page for the street market. There will be a small market held on the 6th March with the full market starting again on the 4th April. The Clerk put in a request to PCC to include 2 dates in December to hold a Christmas market but has been informed this would need to be a separate application with a cost of up to £1k. One of the Mondays could be used as a special Christmas market day, the Clerk to contact the Mayor regarding this idea.

11. Cynllun hyfforddi Cyngor Tref / Town Council training plan

11.1. Ongoing.

12. Strategaeth toiledau cyhoeddus / Public toilet strategy

12.1. The Task and Finish group are meeting on Thursday. County Cllr. Huw Murphy has confirmed no toilets will close until November.

13. Clwb Ieuenctid Trefdraeth / Newport Youth Club

13.1. County Cllr. Huw Murphy has emailed saying it looks like the Youth Club will receive funding. Cllr. Bayes has organised a petition as a member of the public. The Clerk to send an email to PCC showing their support to keep the Youth Club going.

14. Swyddi gwag cyngorwyr / Councillor vacancies

14.1. There are 2 councillor vacancies. Tonight is Cllr. Davies's last meeting. The Chair has sent a personal email to Paddy thanking her for all her hard work. Cllr. Davies confirmed she would like to continue helping with future committees. The council wished her good luck and best wishes for the future. Cllr. Davies told the council that she has enjoyed her time as a councillor.

14.2. The Chair asked the Clerk to send Cllr. Matthew Lewis a thank you email, Clerk confirmed she has already done this. The Clerk will now inform PCC about these vacancies and follow the process of advertising the casual vacancy notice whereby 10 members of the public can make a written request to hold an election to fill these vacancies. The request must be received by PCC within 14 days of the notice going up.

15. Adroddiad arolwg tai / Housing survey report

15.1. Task and finish group – Met last Friday. This to be put on the planning agenda. Cllr. McGarry to circulate the notes.

15.2. Calling a public meeting – this to be discussed at next meeting.

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

16.1. The draft copy has been sent to all councillors, the dates have been changed to 2022-23. Cllr. Harries proposed that the report is approved, Cllr. Letten seconded, all agreed. This report to be put on the website.

17. Dogfennau llywodraethu / Governance documents

17.1. No documents have been sent for review. The Clerk to put one or two documents to be reviewed on the next agenda.

18. Adroddiad ar gyfarfod gyda John Ewart-Cynllun Gweithredu Lles / Report of a meeting with John Ewart-Wellbeing Action Plan

18.1. Cllr. McGarry took notes of these meeting, to be circulated. Mr. Ewart is working for Planed on the Wellbeing Action Plan for Newport, looking for the council's blessing to carry on with this work. He will produce a report on his findings and present them to the council. Any public meetings called to discuss this matter should be council led.

19. Materion yr amgylchedd / Environment matters

19.1. Climate Emergency statement – Clerk to contact Cris Tomos again.

19.2. Tree planting project/Brynhyfryd tree survey report and estimate cost of works – Cllr. McGarry has emailed information on this. Clerk to put this on the planning agenda.

19.3. Crown reduction on trees by Parc y Plant/Pen y Bont – Clerk to let Arborculture know that they can proceed.

20. Tender torri gwair / Grass cutting tender

20.1. Discuss and decide whether the proposed works is estimated to cost over £1,000, and if so, competitive tenders are required - All agreed that the proposed works will cost more than £1k and that competitive tenders will be required.

- 20.2. Discuss and decide on the brief - All councillors have received the schedule of works. Cllr. Harries proposed that the works will cost over £1k and that the schedule of works be accepted, Cllr. Lloyd seconded, all agreed.
- 20.3. Discuss and decide where and how to advertise the tender - the adverts to be put up on the Facebook page, website and noticeboard.
- 20.4. Discuss and decide whether to approach anyone directly, and if so, whom - all agreed to approach T. Humfrey, J. James and A. Jones. The deadline will be 27th March. NTC are not obliged to accept the lowest tender received.

21. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits (Dec) £.....

Cyfrifon i'w talu / Accounts to be paid:

Town Clerk Pay (SO) p.m.	£814.84
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)
Spindogs, GSuite mail box (DD) p.m.	£14.40 (incl. vat £2.40)
Spindogs, Basic monthly website care package (DD)	£96.00 (incl. vat £16.00)
OVW training for Cllr. Letten	£35.00
Swing clips to hold approved town council minutes	£30.64
Town Clerk back pay for January	£173.17
Memorial hall meeting room booking for meeting	£16.00
Mr. A Slade, annual licence for bus shelter and land	£5.00
Newport Bay Tree & Garden services, 4 of 4 invoices	£1,690.00
J. Austin, Market Manager hours (Nov/Dec/Jan)	£450.00
Financial donation – NUTS (Newport Untrained Theatre Society)	£100.00
Financial donation –Citizen's advice Pembrokeshire	£100.00
Financial donation – Fishguard Thunderbolts	£100.00
Financial donation - Pembrokeshire Vikings	£100.00
Financial donation - Noah's Ark Children's hospital charity	£100.00
Financial donation – Ty Hafan	£100.00

- 21.1. The accounts are as follows: Treasurers-£19,304.12, GPO-£8,057.55, 30-day savers-£21,267.83, Playing field-£8,849.22. Clerk to change the wording for Cllr. Letten's OVW training and remove the double entry payment to the Memorial Hall. Cllr. Lewis proposed that all finances are paid, Cllr. Davies seconded, all agreed.
- 21.2. Discuss donation towards Llwyngwair Arms for Christmas lights electricity supply – The Clerk to contact N. Wilmot about this.
- 21.3. Enhancing Pembrokeshire application – Children's play area – this to be looked at.
- 21.4. Quotes from Euros Thomas, repairs to children's play area – this was discussed in item 4.4.
- 21.5. Wicksteed quote for children's play area replacement parts, £2,131.02 (excl. vat) – PCC have sent a report on what needs to be fixed. Euros Thomas has sent a quote for roughly £800 to fix certain parts. Wicksteed have quoted for a pole which is not needed as Euros has quoted for it. The costs for everything are around £3k. Money can be used from the undesignated reserves. Cllr. Harries proposed that the council agree in principle to spend £3k on fixing the play area, Cllr. Letten seconded, all agreed.

21.6. Letter of engagement from internal auditor – Cllr. Harries proposed that the council employ last year's internal auditor G. Eynon for the internal audit, Cllr. Lloyd seconded, all agreed.

22. Rhifau Rhestr Aros Tai Cyngor Sir Benfro / Pembrokeshire County Council Housing Waiting List numbers

22.1. Clerk to ask County Cllr. Huw Murphy for these figures.

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 3.1 re rubbish in Maes Ingli river. Cllrs. Harries, Letten and Griffiths will clear this. County Cllr. Huw Murphy is also looking into this issue.
- 24.2. Item 5.2 re Cwm Arian receiving grant allocation from the Newport ward. Cllr. Harries proposed that this is acceptable, Cllr. Lewis seconded, all agreed.
- 24.3. Item 6.2 re public access defibrillator census, Cllr. Lloyd has the information, the Clerk to print off the form for her.
- 24.4. Item 6.4 re OVW training needs survey, Clerk and Chair to complete this.
- 24.5. Item 7.1 re coastal bus route cancellations – this is a worry, the Clerk to send a letter of concern to PCC.
- 24.6. Item 8.2 re a councillor joining the Preseli cares group, Cllrs. Bayes and Lloyd will be the representatives.
- 24.7. Item 8.4 re Newport awareness day. The Clerk to print out a list of councillors and the Priorities and Achievements report for Cllr. Harries to take to this event.
- 24.8. Item 9.1 re request for copy of Brynhyfryd key. Cllr. Harries will do this.

The meeting closed at 8.51pm.