

AGENDA AM CYFARFOD I'W GYNNAL AR-LEIN ar 29^{ain} TACHWEDD 2023 am 7.10yh
AGENDA FOR THE MEETING TO BE HELD ONLINE on 29th NOVEMBER 2023 at 7.10pm

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 meeting online, please email the Clerk on npclerk@newport-pembs.co.uk by **28th November**.

- 1. Ymddiheuriadau am absenoldeb / Apologies for absence**
- 2. Datganiad o ddiddordeb / Declarations of Interest**
- 3. Cofnodion drafft o'r cyfarfod gynhaliwyd ar 30^{eg} Hydref 2023 / Draft minutes of the meeting held on 30th October 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**
- 7. Lloches bws Castell / Castle Bus shelter**
- 8. Perchnogaeth gerddi Victoria / Victoria gardens ownership**
- 9. Adroddiadau pwyllgorau cynghori / Advisory committee reports**
 - 9.1. Community Needs, Assets, Projects and Grants – **See Appendix 1**
 - 9.2. Traffic – **See Appendix 2**
 - 9.3. Street market
 - a) Propose that fees are increased to £20 a stall and £10 table for the months in between final bank holiday in May to the August bank holiday. Fees will revert back to £15 a stall and £5 for table for times outside of that timescale.
 - 9.4. Housing survey
 - 9.5. Priorities, Environment and Climate task and finish
- 10. Canolfan Croeso**
 - 10.1. Information centre garden plan
 - 10.2. Leaking solar panels
- 11. Cyfarfodydd Hybrid meetings**
- 12. Toiledau cyhoeddus / Public toilets**
 - 12.1. Email from Tegryn Jones, PCNPA – **See Appendix 3**
 - 12.2. Email from Katie Daly, PCC – **See Appendix 3**

12.3. Email from Garry Meopham – **See Appendix 3**

13. Parcio ar traeth mawr / Newport sands parking

13.1. Email received from Gary Meopham, PCNPA

14. Datblygiad llety gwarchod Maes Ingli / Maes Ingli sheltered accommodation development

15. Swyddi gwag cynghorwyr / Councillor vacancies

16. Adroddiad arolwg tai / Housing survey report

16.1. Task and finish group

16.2. Drop-in session event

17. Dogfennau llywodraethu / Governance documents

17.1. GD13 - Standing orders

17.2. GD16 - Cemetery policy

18. Archwiliad Cymru Blynyddol / Annual Audit Wales

18.1. Burial plot reservations recommendation

19. Materion yr amgylchedd / Environment matters

19.1. Parc y Plant – Fields in Trust plaque

20. Tir Parrog land

21. Dŵr Cymru – See Appendix 4

22. Caniatâu prydlles y llyfrgell / Grant lease of library

22.1. Consider request by Newport Library Group to provide completed Land Registry Form ID2 (Proof of Identity) to satisfy Land Registry requirements and to assist the Library Group in registering their lease of the Library granted by the Town Council to the Group

23. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits £870.00

Additional inscription on memorial headstone, Brynhyfryd cemetery £62.00

New memorial stone in Brynhyfryd cemetery £247.50

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.	£166.00
Plusnet, Telephone (DD) p.m.	£32.14 (vat £5.36)

Good energy (electric) (DD) p.m.	£27.00
Google workspace	£6.00
Spindogs, Basic monthly website care package (DD)	£96.00 (incl. vat £16.00)
Senior Citizens Welfare Association, donation (agreed)	£500.00
2 land registry applications for Parrog land (paid)	£28.00
1 land registry application for the Old slaughterhouse (paid)	£14.00
Newport Bay tree & garden services, contracted work	£1,856.25

- 23.1. Underspend allocation
- 23.2. New bank signatory
- 23.3. Wicksteed play area equipment quote
- 23.4. Christmas lights
- 23.5. Telephone contract changeover from PlusNet to BT
- 23.6. Town Clerk appraisal
- 23.7. Unit 3 insulation
- 23.8. Review cemetery fees – **See Appendix 5**
- 23.9. CWBR Youth, Welsh Government Democratic Engagement funding to arrange sessions to bring together young people and Councillors to further their working relationship – **See appendix 6**
- 23.10. Council's website hosting a calendar
- 23.11. Hosting PCNPA beach equipment

24. Cais am blac ar adeilad i goffau Canolfan Eco Gorllewin Cymru / Request for plaque on building to commemorate West Wales Eco Centre

25. Adolygiad o broses grant Gwella Sir Benfro / Review of Enhancing Pembrokeshire grant process

26. Fideo capsawl amser / Time capsule video

27. Tudalen RAG / RAG sheet – **See Appendix 7**

28. Cyfatebiad / Correspondence – **See Appendix 8**

See attached list

Dyddiad y cyfarfod nesaf / Date of next meeting

APPENDIX

Appendix 1 - Community needs notes, agenda item 9.1

Notes from the Community Assets, Grants, and Projects Advisory Group 15th November 2023 7pm via Zoom

Actions in red

1. Present: Cllrs - Ros McGarry (Chairing); Sandra Bayes (Taking notes); Paul Harries; Elaine Lloyd; Jon Letten (from 7.27pm). MOPs – Paddy Davies; Nia Siggins Apologies: Cllr Morgan Lewis
2. No declarations of interest
3. Draft minutes of the meeting held on 7th November.
Agreed to be a correct record - Proposed Paul, seconded Lowri.
4. Actions and matters arising
 - Lowri and Paddy have visited the Rectory with the agent. Lowri described the house and grounds as much bigger than expected, and had also forwarded the agents' particulars. Lowri pointed out the poor energy performance of the house and a covenant about any uplift in value to be shared with the Diocese Paddy suggested it could be cheaper to replace the building rather than refurbish and that solar panels on the south facing roof would be shaded. Sandra said pulling a building down is avoided, if possible, today - because of carbon footprint impact. Sandra noted that we are none of us experts. Paul responded that we will later have advice from PCC, Housing Associations, Cwmpas... **Paul suggested that we contact Jonathan at Cwmpas for a joint approach to the Agent for a copy of the Planning Report (which could give valuable input into our business plan). Ros to action**
 - Ros has sent out all comments on the draft EoI in the Rectory, and Cwmpas has advised on this
 - **That Cwmpas has offered to help update the Housing Needs Survey will be dealt with at the next Housing Advisory Group meeting**
 - Vision: Deciding a way forward - on the agenda
 - "Paul suggestion that we need to start now to form a steering group, incorporate it, develop a business plan" – on the agenda
5. Discuss and finalise draft Expression of Interest in respect of the Rectory, to include feedback from Cwmpas, for recommendation to the Town Council.
 - Sandra commented that she had been unable to find the quotations from the Final Report of the Housing and Needs Survey in the Report. Paddy confirmed that they were there. A comma was removed from the draft text and **Paul proposed that we recommend to the Town Council meeting on 20th November that the EoI be approved and sent out by Ros immediately to those named by Casey Edwards of Cwmpas on 14th November plus to the Rev. Sian Brynach. Elaine seconded Ros to action by sending to Paul and Lowri**

6. Discuss ideas sent by Councillors regarding the use of the Rectory, and decide on a way forward. Paul added his ideas for possible uses of the site – retirement home in the existing house, AH on the land plus some parking – and suggested that no suggestions should be excluded at this point.
7. Business Plan based on the decision. Starting work on a business plan was deferred until we had heard back from the Diocese with a response to our letter
8. Investigate setting up a Community Land Trust
 - From Ros’s experience of establishing a Community Benefit Society, she advised that care needs to be taken in forming a CLT to ensure harmony within the group.
 - Paul asked what the Town Council’s role is going to be. **Paul proposed that this group recommend to Newport Town Council at the meeting on 20th November that the Council investigate setting up a CLT.** Seconded by Lowri **Ros to action by sending to Paul and Lowri**

Appendix 2 - Traffic, agenda item 9.2

DRAFT Notes of Traffic Matters Advisory Committee held on line by Zoom on the 9th November 2023 at 7pm.

Present: , Cllr Paul Harries, Cllr Sandra Bayes, Cllr Morgan Lewis, Cllr Jon Letten, County Cllr Huw Murphy and Lady Mary Hallinan.

Apologies: Gaynor Davies.

1. Cllr Paul Harries was elected as Note/Minute taker. All Agreed.

2. Minutes of the last meeting 21st September 2023 were discussed.

Notes were proposed for accuracy by Cllr Paul Harries Seconded by Cllr Lewis – all agreed.

4.0 Actions and matters arising.
All actions listed were noted.

Item

6.3 4th July e-mail from Cllr. Huw Murphy to various people at PCC regarding Traffic matters. **Noted Huw will resend to Richard Brown. This was discussed and Huw to Action.**

6.5 1st August e-mail from MOP re traffic issue. **Clerk to confirm that this has been sent to Welsh Government. Clerk has confirmed.**

5.0 Meeting with SWTRA

The Chair thanked Cllr Murphy for arranging this meeting at 11:00 on the 16th November 2023. Venue to be confirmed.

It was suggested that 2 members of the Council attend, Cllr Harries and Cllr. Bayes it was further agreed that a member of the Forum to be invited to attend.

Suggested questions to SWTRA were discussed see Appendix.

6.0 Correspondence since 21st September 2023.

6.1 Emails to Sarah Morris PCNPA requesting an answer to a query raised on the 3rd October concerning:- *We would also like to add that the PCNPA LDP is not referenced in the South Wales Trunk Road Agent 487 Fishguard to Cardigan WelTag Stage one report. Can you please comment on this?*

This question has not been answered, could the Clerk write to her again. **Action Clerk.**

6.2 Videos to be sent to Jessica Hatchet by Cllr Lewis.

The Chair thanked Cllr Lewis for his efforts and it was agreed that the videos be sent to Jessica Hatchet with a covering note. **Action Cllr Lewis.**

6.3 Email from Ashleigh Evans re buffer Zones 31st Oct 202.

This together with an e-mail from Cllr Huw Murphy (31/10/23) was discussed it was noted that a response was needed by the 14th November. It was agreed that Mr Evans (Amey Consulting) be informed that the Council agreed with the response drafted by Cllr. Murphy that a buffer zone was needed on the East and West entrances to the Town. **Action Cllr Harries/Clerk**

7. Action Log.

Discussed item by item and Log updated.

- **No.21 Cllr Bayes to investigate and report.**
- **Nos. 16, 20, 21,22, 23 Huw will contact Richard Brown.**
- **Nos. 11-15 Cllr Lewis.**
- **Active Travel items Nos.6, 24-28 Huw to continue investigating.**

Appendix

Questions for Welsh Government Official (SWTRA) at a site meeting on the 16th November at 11:00

1. Llwyngwair Path between the Manor and Newport. (Our Ref RAG 1)

We received the reply below via Cllr. Huw Murphy on the 15th August 2023.

Your Ref: OC-00682-23 15th August 2023

As to the development of an Active Travel route between Newport and Llwyngwair Manor, the Route was identified as a future Active Travel route on the Active Travel Map, developed by Pembrokeshire County Council, however, this route currently is not proposed to be progressed by Welsh Government at present, with the current tranche of route improvements focusing on achieving high-impact modal shift.

- **When is this important project due to be reviewed?**
- **What is the Welsh Governments opinion on the suitability of this as a project?**

2. Maeshelyg Path (Our ref RAG 2)

Welsh Government Correspondence - OC-01451-22 Cllr Huw Murphy 3rd July 2023

The need for a pavement/footpath between Newport Memorial Hall and Maeshelyg as leaving towards Fishguard. The A487 at this location narrows considerably due to the fact the road was constructed in an era of low vehicle use.

We did not receive an answer to this question therefore,

- **Is this project being considered and if so when?**
- **What is the Welsh Governments opinion on the suitability of this as a project?**
- **Why is this not mentioned in the WelTag report?**

Referring to the footways in the village of Newport this has been referenced previously. This matter will be covered by the WelTAG study when it resumes following the Roads Review consideration of the scheme. The scheme is currently part of the National Transport Delivery Plan and a programme of these projects is currently being prioritised. You will appreciate there are many competing schemes of a similar nature across Wales.

3. Pavements in West Street, including uneven pavements. (Our Ref RAG 5)

- **Can SWTRA supply the original drawings of the footway scheme through Newport?**
- **Can they confirm that the correct uses of the various areas are enforced.**

4. Parking in West Street (Our Ref RAG 7)

5. Holmws Bends (Our Ref RAG 17)

We understand from your response below 7th Sep 2023 (Ref OC-00989-23)

As mentioned in our response to you in April 2021, although the Welsh Government doesn't have any proposals for this section of Trunk Road, Pembrokeshire County Council has highlighted the network around Newport.

This remains under longer term consideration due to the complexities of progressing a scheme which would require significant land acquisition.

We are sorry that we can not give you a more definitive answer at this time.

- **When will the layout of this dangerous section of road be reviewed?**
- **Will the speed limit be reviewed.**

6. Graduated Speed Limits entering Newport in both directions. (Our Ref RAG 29)

Your Ref OC-00682-23

The Welsh Government will be introducing a buffer speed limit on the A487 south-west bound approach to Newport from Felindre Fachog, but not on the approach from Dinas at this time.

The buffer speed limit on the south-west bound approach to Newport is being progressed and will follow the change of speed limit to 20mph in September, which is our focus. A period of monitoring will be undertaken following the change to 20mph and this may see more buffer speed limits being introduced on the trunk road network.

- **What is the current thinking regarding graduated speed limits?**

Are speed awareness signs being considered?

Appendix 3 - Public toilets, agenda item 12

17 November 2023

Annwyl Lowri,

Thank you for your recent letter regarding the toilets at Newport Parrog.

Currently the National Park Authority does not manage or fund the cleaning and maintenance of this or any other public toilet in the National Park, with the exception of those located on our managed sites. The majority of public toilets are managed and funded by Pembrokeshire County Council and it will be a decision for them on whether toilets are closed or remain open. Therefore, the National Park Authority has no role in deciding on the future of the toilet at Newport Parrog.

Over recent years, Pembrokeshire County Council has made a request to a number of bodies including the National Park Authority and Town and Community Councils to contribute towards the upkeep of public toilets. Initially the National Park Authority refused to contribute, however, following further consideration agreed to make a temporary contribution over the next two years. Due to the financial pressures facing the Authority we were not in a position to contribute towards the maintenance of all public toilets and undertook a process to highlight the public toilets we were able to support. We recognised that there were many good reasons for maintaining public toilets at other locations however, it was not possible to take on the costs currently being covered by the County Council.

The National Park Authority is facing significant financial challenges over the next few years. Over the past decade, we have seen a real terms reduction of over 30% in public funding and over the past two years have seen a flat line budget settlement while costs have increased by around 20%. The contribution to the County Council is also increasing these financial pressures. Unlike the County Council and Town and Community Councils, the National Park Authority does not have the option of increasing income from Council Tax or a precept, therefore we either have to generate funding from other sources or reduce the work we undertake. The Authority already contributes significantly to undertake statutory functions that are the responsibility of the County Council such as maintaining the public rights of way in the National Park. Taking responsibility for functions such as public toilets will further undermine our work in areas such as nature recovery, decarbonisation, health and well-being and supporting communities.

I am also aware of early discussions involving Newport Town Council with regards to the land at Newport Parrog that is currently managed by the National Park Authority, and this may provide a creative solution to fund the toilets at Newport Parrog longer-term.

Yours sincerely,

Tegryn Jones
Chief Executive

From: Daly, Katie <Katie.Daly@pembrokeshire.gov.uk>
Sent: 09 November 2023 18:08
To: Newport Pembs Clerk <npclerk@newport-pembs.co.uk>
Cc: Paul Harries <paulharries@mail.com>; Morgan Lewis <morganjlcouncil@gmail.com>
Subject: RE: Newport town council Expression of interest

Hi Lowri

Thank you for your letter stating your expression of interest in keeping the toilets at Newport Parrog open. I can confirm that your request for funding post March 2024 will be discussed by our Cabinet on 4th December.

I am sorry that you feel I have not kept you up to date. Since we met on 16th August I provided you with information and progress updates on 11th September and 4th October. The situation as of today is as per my update on 4th October. I have still not had any further information from the agent despite chasing them up on this, the last email I had from the agent was 17th October and stated the following "Negotiations on both the public toilet sites are no further ahead unfortunately". I have also been unable to locate any information internally surrounding the Welsh Water pumping station. I have raised a query direct with Welsh Water to see what they can provide. Please be assured I am still working on both of these to try and come to a resolution.

I am also sorry that you feel we are delaying matters unnecessarily by not sending on a copy of the current lease. The reason the lease was not shared is because it is a legal document between 2 parties that is **non transferrable**. Therefore the current leasing arrangements should not impact on your decision making, what you need to know and what I have been trying to ascertain is if we are able to agree a surrender of our lease with the landowner so that a new lease can be set up or if the landowner will indeed allow a change to the lease so that it becomes transferrable, in which case you would need to be aware of the terms. I cannot guarantee what conditions the landlord may impose in either a new lease or if there would be any amendments added to a transferred lease. That said, if you really feel it impacts your decision to understand our existing terms, then I have attached the lease for your information. Please be advised this a confidential legal document that is not to be share further.

In my email to you in September I did request you consider funding the Danfo fees from April 2024 whilst more permanent arrangements were put in place in order to prevent a short term closure, can you confirm that the council has not agree to do this?

I note your request for a breakdown of the toilet running costings which I am happy to provide below. Please note these are estimated averages. The contract amount is a set price, regardless of any fluctuations in for example utility costs or maintenance requirements etc. CPI is added to the contract every August so the cost has increased since we wrote to you in March. The overheads form part of the contract price and include Danfos running costs such as management, supervisors, vehicle hire and fuel, office, phones etc. The overheads are spread out across all the toilets within the contract. I have been unable to locate the electric bills for this site which I am going to need to investigate further. You will notice we estimate the cost of running this facility is actually coming up greater than the current contact price we pay, however the price we pay Danfo is fixed so we do not pay anymore regardless of these estimates.

	Elec	Water	Consumables & Cleaning eqpt	Maintenance	Cleaning staff cost
Newport Parrog	?	2,008.00	1,600.00	900.00	4,837.56

I hope the above information is useful. I will report back to you after the Cabinet meeting next month and of course if I have any more information you have requested sooner than this I will be in touch.

Please come back to me with any additional questions or request for information. I am happy to meet again to discuss further.

Regards
Katie

03/10/2023
Lowri

Many thanks for your note below

The relevant paper went to the NPA meeting dated 20/9/23 and you can view/download the documents which Members considered on the Pembs coast web site. In summary the resolution of Members was to offer PCC a short term package of financial support to help them retain a limited number of existing Public toilet facilities within the Nat Park that were identified within the report as strategically important. The evaluation process and methodology which was applied to identify those strategic facilities is explained within the NPA paper.

Having followed that methodology, Newport Parrog toilet was not identified as strategically important. It would therefore be unhelpful and potentially confusing for us to offer any specific observations on its future, when that future remains an operational decision for PCC to determine in their capacity as its owner/operator subject to any further consultations/representations that they may receive from stakeholders.

Regards
Gary
3/9/23

Appendix 4 - Dwr Cymru, agenda item 21

Hello Newport Town Council,

Thank you for your correspondence of 19 October 2023 seeking clarification of water quality information in Newport Bay and on the River Nevern.

Below are our comments on the points you raised which explain the current situation. There is however further investigation required in some areas.

Does Natural Resources Wales (NRW) consider that the spreading of Bio Solids contribute to elevating nutrient levels in rivers.

There has been no investigation or assessment of the specific impact that the spreading of Biosolids may have on elevating nutrient levels in rivers. All organic manures (includes Biosolids) must only be applied to land to provide an agricultural benefit. Agricultural benefit means that the organic manure applications must meet the needs of the crop being grown replacing what the soil does not provide. In addition, any applications should be carried out during appropriate soil and weather conditions with

the correct protective buffers against sensitive receptors as required under the Water Resources (Control of Agricultural Pollution) (Wales) Regulations.

Biosolids are only one of several different organic manures applied to the landbank. To put this into context for Wales Biosolids spreading accounts for an estimated 2% of what is spread on the landbank in terms of total tonnage, in comparison applications of livestock manures and slurries is estimated to be about 89%. At a local level these %'s may vary. We are not aware of any biosolids being spread in the Nevern catchment in the last 3 years.

Do Crymych, Boncath and Blaenffos also affect water quality in the River Nevern.

Based on our current understanding we are not aware this is the case.

Is the volume discharged at the Newport treatment works available.

Total daily volumes are reported annually to NRW, and we can share these with you. Please let us know if you want the data sent over.

Does the Newport sewage treatment works comply with Dry Weather Flow of 469 cubic metres per day

The most recent permit has a Dry Weather Flow limit of 588 cubic metres per day, not 469 cubic metres per day. The dry weather flow was compliant for 2022.

Does the volume discharged exceed 1184 Cubic Metres a day? (13.7L/s).

This is the flow the Cwm pumping station should pass to the treatment works before discharging via combined sewer over flow (CSO) to the long sea outfall. This was not being consistently achieved but upgrades have recently been carried out and we will now monitor flows to assess if Dwr Cymru are compliant with their permit. We are also aware that this pumping station will be refurbished in 2024.

Is there a continuous flow recorder on site that records a daily volume and instantaneous flow of discharge?

Yes, and the monitor at the treatment works will record total daily volume and instantaneous flow

When will the CSO volume discharged be known

Storm water overflow volumes from combined sewer overflows are rarely measured and this is the case at Newport. What is measured is the event duration.

What is the classification of the Cwm CSO as per NRW guidelines

CSOs are assessed on a priority basis. NRW have not yet seen the assessment for the Cwm CSO. What we do know is that it discharges into Newport bay via a long sea outfall and the adjacent bathing water at Newport Sands was categorised as Excellent in 2022 which is the highest water quality standard available.

Why does NRW not make allowances for seasonal fluctuations in population when calculating standards for storm overflows.

My understanding is that they do but I am seeking clarification from our water quality policy team.

We note elevated levels of E.Coli for 2 August 2023, Do Natural Resources Wales have an explanation for this

NRW do not know what caused the elevated result referred to above. As soon as we get notified of a high reading we attend site and walk the beach, check with Dwr Cymru to establish if CSOs were operating or if there was a problem with the sewer network. We also speak to the sampler to see if anything untoward was observed. There were no CSOs operating and our investigation didn't find any problems at the beach. The sampler did report 'it was hammering down with rain and there was large waves for the time of year and high spring tides'. We know when these conditions align water quality can be compromised at bathing waters. There was no prediction in place for 2 August 2023.

NRW have a regulatory inspection plan and Newport Cwm is one of the sites prioritised for an audit this financial year

Newport Sands and Parrog beach are also physically inspected by NRW, the local authority and Dwr Cymru ahead of the bathing season each year

If you require any further information please get in touch

Diolch / Many Thanks

Rod

Rod Thomas

Uwch Swyddog Amgylchedd / Senior Environment Officer

Tim Amgylchedd Sir Benfro / Pembrokeshire Environment Team

Rhif ffôn 03000 653586 / 07468 742661

Hi Lowri,

Please see attached, that includes feedback from DCWW to your questions.

Best regards/Diolch,

Kelly Jordan (she/her)

River Quality Liaison Manager – Southwest

Rheolwr Cyswllt Ansawdd Afonydd - Y De-orllewin



Matters arising from meeting between DCWW and NTC representatives on the 11th July 2023

Background documents

1. E-mail report from Kelly Jordan DCWW dated 13/07/23 and 20/07/23
2. Notes of the meeting (11/07/23) taken by NTC.

Newport Town Council has strong concerns regarding the quality of the Bathing Water at Traethmawr/Newport Beach and of the River Nevern.

We call upon DCWW and NRW to address the deficiencies in the present system.

Newport Town Council remain concerned regarding the duration and frequency of spills from CSO's and in particular Cwm CSO.

We regret that there has been no information available to us regarding the volume of spills that are happening.

We note that the Event Duration Monitoring discharges calculated using the 12/24 hour block spill method. This is difficult to understand and does not accurately measure actual spill numbers or duration.

We would like information regarding the volume of treated sewage returning to Newport Bay from the Aberrhighian treatment works.

We wish to have information regarding the testing regime and results of the water quality.

To Address specific issues arising from various meetings and discussions.

Bio Solids

"Biosolids are the final treated product of wastewater treatment processes. Biosolids can be used as a sustainable soil enhancer and offer many benefits over chemical fertilisers. They are a valuable source of organic matter, plant nutrients and trace elements." DCWW

Bio Solids is the term used to describe treated Sewage Sludge. Sewage sludge is turned into Bio Solids using a number of complex treatments including screening, water removal, lime stabilisation and anaerobic digestion.

Biosolids are supplied as a 'cake' that can be spread using a muck spreader and provide phosphates, nitrates and potassium in a slow release form.

There are 3 types

- Untreated Sludge
- Conventionally Treated Sludges
- Enhanced Treated Sludges.

DCWW provide Local Authorities with grid references relating to fields where Bio Solids are used.

Questions.

1. Does NRW consider that the spreading of Bio Solids contribute to elevating nutrient levels in rivers.
2. What type of Bio Solids are DCWW providing for spreading on land in Pembrokeshire and in particular on the land feeding into the Nevern Catchment basin.

We don't have any current farms (and have had none in the last three years) that receive Biosolids from DCWW in the Nevern catchment.

3. Ask Pembrokeshire County Council for the location land utilised for Bio Solid spreading.

<https://www.dwrcymru.com/en/our-services/wastewater/biosolids-for-agriculture>

<https://assuredbiosolids.co.uk/>

Event Duration Monitoring

"Event Duration Monitors (EDM) record the number of times and duration of time our storm overflows have operated. With monitors now on over 99.5% of our overflows, we are able to provide one of the most comprehensive reports on how our storm overflows perform. We report this information to our environmental regulators and also provide real time spill information for key bathing waters to interested bodies, including Surfers Against Sewage and Rivers Trusts" DCWW

The EDM data is available for 2022.

The following CSO's probably have an effect on Newport bay water quality.

1. Eglwysrwrw – Duration 567 Hours

No of Spills -----

2. Felindre – Duration 1581 Hours

No of Spills 79

3. Parrog – Duration 0 Hours

No of spills 0

4. Dinas – Duration 1379 Hours

No of Spills 89

5. Newport Cwm – Duration 2022 Hours

No of Spills 125

The EDM discharges are calculated using the 12/24 hour spill block method. See Appendix 1

<https://corporate.dwrcymru.com/en/community/environment/combined-storm-overflows>

Questions

1. Will NRW reconsider the 12/24 hour spill block method to enable accurate indications of spills or request that volumes of spills are recorded?
2. When will the 2023 EDM data be available (DCWW)?

This will be published in the annual returns in Spring 2024, as our usual reporting process.

3. Do Crymych, Boncath and Blaenffos also affect water quality? (NRW)
4. Why are the recorded duration of spills so high (NRW/DCWW)

Storm overflows can be impacted by multiple aspects as discussed. The root cause for each storm overflow operating may vary but will be impacted by surface water entering the network. Felindre Farchog WwTW &

Eglyswrw WwTW SOs are being under investigation on the SOAF programme within AMP7 and are currently at stage 1c. Stage 1 involves understanding catchment modeling leading to Stage 2 – looking at environmental impact assessments. Progress to the latter stages are dependent on the outcomes of the surveys/assessments.

Bathing Water Quality Newport Bay

<http://environment.data.gov.uk/wales/bathing-waters/profiles/profile.html?search=newport&site=ukl1403-38600>

We note the elevated levels of e-coli and I coli for the 2nd August 2023.

Questions

1. Does **NRW** have any explanation for this?

Welsh Water's Bathing Waters webpage

<https://corporate.dwrcymru.com/en/community/environment/bathing-waters>

Noted.

Stop the Block

Community Resource for sewer campaigns that encourages communities to look after their sewers, called Stop The Block – has a dedicated website, which you can find here <https://www.dwrcymru.com/en/stop-the-block>- You can also learn more about our Community Fund – up to a £5000 grant for communities whereby we are undertaking work – you can view this here - <https://corporate.dwrcymru.com/en/community/community-projects/community-fund>

The above paragraph explains what causes blockages and possible grants.

Questions

1. Should NTC promote the “Stop the Block” campaign?

Welsh Water would support a Stop the Block campaign in Newport. Any promotion of correct sewer use, especially in areas that attract non-residents is very welcome.

2. Should NTC investigate starting a community project?

This is a choice for NTC but if relevant to our services, Welsh Water would support as we can. We are currently conducting further assessments in the area to determine if there are any residential areas on a combined system whereby there may be opportunity to remove surface water using water butts or similar systems. This work is ongoing.

Attachments to e-mail 20th July 2023

1. Newport WwTW FE Flow data – needs further explanation.

Please advise what explanation you need for this data?

2. Newport WwTW **FE reg data** 2021-Jul2023 – needs further explanation

Please advise what explanation you need for this data?

These are samples collected by our Obligatory Self-Monitoring (OSM) team, who are governed by a separate business area. Samples are analysed by a third party UKAS accredited laboratory and reported to NRW against our final effluent quality permit levels;

Biochemical oxygen demand of 40mg/l and an upper tier failure limit of 80mg/l.

Total suspended solids of 80mg/l and an upper tier failure limit of 150mg/l.

Samples are complaint against these numerical conditions.

3. 4 attachments relating to Land at the pumping station at Newport Parrog.

“Attached are the land plans (x4) – these are publicly available on the land register. The GIS plan of the SPS itself is representative and should not used as an accurate plan of the exact layout.

DCWW do not own the land; it appears the formal adoption process was not concluded (e.g. land transfers) when the asset was originally vested in DCWW a long time ago.

The rising main and station are protected via the Water Industry Act 1991, like the majority of DCWW sewerage networks & DCWW have a right to maintain and access our asset regardless of who owns the land.

Any development of the land around the assets would be subject to agreement with DCWW via the planning process and, depending upon the proximity to our asset, may be subject to further engineering assessment.

If a property owner wants to connect to the public sewer network, then there’s a formal sewer connection process that they will need to go through with Developer Services, which may or may not also need to involve the sewer adoption process.

DCWW would assume a degree of responsibility for the upkeep of the land in and around the SPS – e.g., remediating any depressions in the ground or voids due to our assets.”

Noted

Questions

1. Ask DCWW for explanations of items 1 and 2.

See above.

2. NTC to consider Item 3 (Land at the pumping station at Newport Parrog).

DCWW to confirm type of screen in place at Newport Cwm SPS overflow -

The screen in Newport is a static bar screen with a pump that pumps anything caught by it back into the well to prevent it being passed forward to the watercourse.

Noted

Spill Alerts 2022

Spill alerts issued by Smarthub in 2022 - Any gaps in the count are likely due to alarms triggered erroneously, usually due to maintenance so were not issued as a spill alert

Questions

1. Spills no 11,15 are recorded spill that you have not listed – Why?
2. No stop data for 16 and 19 – Why?

3. We assume that the unrecorded 13 and 17 are alarms triggered erroneously.
4. Why are the reasons for the spill alerts not recorded in 2023?

Pending further information from Smarthub – KJ to follow up.

Questions arising from NTC Notes of the meeting on the 11/07/23 to DCWW and or NRW.

1. Is the volume discharged at the treatment works available?

We have a 'Mcert standard' flow meter at the works inlet; Total Daily Volume is measured.

2. Does it comply with the Dry Weather Flow of discharge of 588 Cubic Metres per day?

The site has needs 36 days below the permit for the statistical measurement to be compliant. The site has been complaint with DWF annually, including 2023. The most current permit has a DWF of 588m³/day.

3. Does the volume discharge exceed 1184 Cubic Metres a day? (13.7L/s)

The reference to 13.7l/s applies to Newport Cwm SPS. Although it may be physically possible, this should never happen, unless the pumps run in excess of their flow limit continuously for 24hours – please note, this is not the operational set up at Newport.

4. Is there a continuous flow recorder on site that records a daily volume and instantaneous flow of discharge? (As per 8 (a) in the consent.

There is a flow meter located on the incoming pipe at the inlet of the works.

5. When will the CSO volume discharged be known?

There is currently no regulatory driver to measure volume from SOs and therefore no plans install a flowmeter or other device to calculate storm overflow volumes at Newport Cwm SPS. This may be a requirement in the future but would be a decision of our regulator.

6. It was stated that this information can be obtained by the EIR process, please explain.

Environmental information can be obtained using the Environmental Information Regulations – you can make an EIR request by emailing environmentalinformationrequests@dwrcymru.com mailbox and requesting the information; please describe your request in detail to ensure it is well understood. An example of this could be volumes treated (e.g. daily/weekly/monthly) at the receiving WWTW for a specified period. Please note that this information will be provided in an Excel spreadsheet and may require some interpretation by the end user.

7. What is the classification of the Cwm CSO as per Environment Agency guidelines.

Newport Cwm's long sea outfall is currently named within our AMP8 plans for an 'investigation to classify a storm overflow in accordance with NRW's storm overflow classification guidance where assessment of the asset has not previously been captured by other programmes'. Other programmes looking at the impact of storm overflows on certain coastal waters would have focused on bacteriological parameters, due to the regulations that protect these waters (such as Shellfish Waters and Bathing Water Regulations/Directive). It is evidence against water quality regulations that drives investment requirements in our business plans and as Newport has consistently Excellent bathing water quality – this has not been the highest priority as you are aware.

8. Why does the Environment Agency not make allowances for seasonal fluctuations in population when calculating standards for storm overflows? **NRW**

9. It was mentioned at the meeting that the wet well volume was to be increased, please explain.

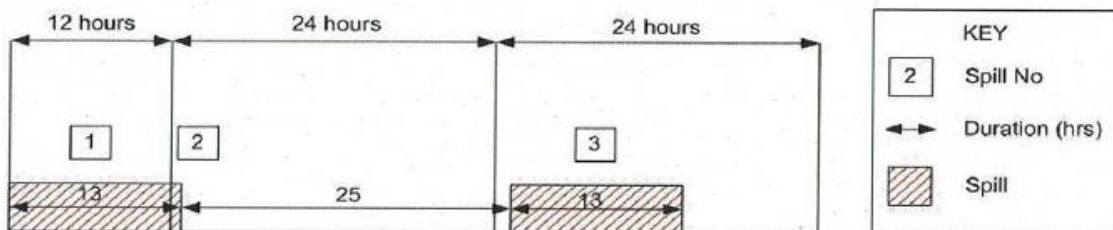
The existing pumping station construction is an underground structure divided into two sections. On one side is the wet well, a reservoir which holds the incoming sewage, the other side is a 'dry well', which is a dry environment which holds the pumps and associated equipment. The two are connected by pipes which allow the pumps to draw in sewage and pump it away.

The redesign of the pumping station is intending to open the dividing wall, connecting the two halves of the underground structure to make a single wet well volume. The pumps will be replaced with a 'submersible' pump type which can operate within the wet well environment. This will effectively increase the storm storage capacity of the pumping station, leading to less volume being discharged from the storm overflow.

PH 11/09/23

Appendix 1

EDM discharges are calculated using the **12/24 hour spill block method** using the EDM data recorded at 15 minute intervals.



- Any readings over the spill trigger level in the first 12 hour block is counted as 1 spill
- Any readings over the spill trigger level in the next and subsequent 24 hours blocks are each counted as one additional spill per block
- This counting method continues until there is a 24 hour block with no spills
- After a clear 24 hour block the spill counting sequence is reset and begins again when a reading over the spill trigger level is detected

Information on 12/24 counting method can be found on Environmental Agency website:

<https://www.gov.uk/government/publications/water-companies-environmental-permits-for-storm-overflows-and-emergency-overflows/water-companies-environmental-permits-for-storm-overflows-and-emergency-overflows#counting-spills>

Public information on EDM and CSO from DCWW website:

Appendix 5 - cemetery fees review, agenda item 23.8

Cemeteries Fees and Charges – 2023-2024

Purchase of exclusive right of burial (EROB) 100 years

- Next in line at time of burial (full coffin): £1,114.00
- Purchased in advance (full coffin): £1093.00
- Next in line at time of burial (cremated remains only): £557
- Purchased in advance (cremated remains only): £546.50

Excavation of a grave

Monday to Friday (18 years of age and over)

- Excavation of a grave (1st Interment to a depth of single, double or treble): £941
- Excavation of a grave (subsequent interments): £913.50
- Burial of cremated remains (Loose or casket burial): £198.50

Includes re-instatement, levelling and re-turf / seeding of grave within first year following all burials

Burial of a child: No charge

The excavation of an earthen grave to accept the full burial, or the cremated remains of a child under the age of 18 years is free of charge. If same grave is used at a later date for someone aged 18 years and over, fees for excavation and memorial permit shall then apply.

Additional burial fees

- Transfer of grave ownership (EROB): £32.50
- Re-instatement or removal of a damaged or dilapidated memorial: Price on application
- Exhumation of cremated remains in a container: £198.50
- Excavation to permit exhumation of a coffin or cremated remains container at full burial depth: £914.00
- Extra Surcharge for burial to be held on a Saturday (coffin burials): £309.50
- Extra Surcharge for burial to be held on a Saturday (cremated remains): £154.50

Memorial permits for all purchased (EROB) graves

The exclusive right of burial must be purchased before a memorial permit can be issued. Combinations of memorial installations incur permit fees for each part of the memorial, the fee applies to all those commemorated on the memorial 18 years and over. New & existing kerb memorials may be maintained, inscribed and replaced like for like within traditional sections of our cemeteries.

- Installation of a memorial - Not exceeding 4ft in height x 3ft in width x 1ft 6" front to back **height on cremated remains plots to not exceed 2ft** : £247.50
- Installation of plaque, tablet, footstone etc - Not exceeding 1ft in height x 2ft in width x 1ft 6" front to back. If being added to an existing memorial then the additional inscription fee shall apply: £247.50
- Installation of full length kerbs or grave cover slab - Not exceeding 1ft in height x 3ft in width x 7ft front to back: £371.00
- Installation of half length kerbs or grave cover slab - Not exceeding 1ft in height x 3ft in width x 7ft front to back: £247.50
- Installation of kerbs or grave cover slab with integral head / foot piece - Kerbs not exceeding 1ft in height x 3ft in width x 7ft front to back with integral head/foot piece up to 3ft high replacing one kerb: £495.00
- Additional inscription of an existing memorial: £62.00
- Replacement of an existing memorial on a 'like for like' basis: No charge for permit
- Repair of damage to, or instability, to an existing memorial: No charge for permit

Appendix 6 - CWBR youth, agenda item 23.9

Hi Sandra / Lowri

That's great news ☺

Assume that it has now fallen to you to drive this forward, or are there other Cllrs who might get involved in the legwork? Do you have any capacity to get involved Lowri as staff are really important to get on board – you can help galvanise Cllrs and I'd imagine you are in charge of the NTC Social Media etc? In the long-run you add greatly to the continuity of this kind of work – Cllrs come and go but there are always staff!

I'd suggest that next steps would be:

- To discuss your / NTC (and my!) capacity for this – ie is it realistic to think we might be aiming for an event this side of Xmas or do we go for January.. The festive period may provide a number of opportunities to go and engage with the different groups listed - what we are finding is the most beneficial approach generally is Cllrs just going and talking with as many young people as possible to show interest and begin to become a familiar face
- To pull together a (bilingual I assume) simple form of words or poster for conversations / messaging etc setting out what we want to do and what we want from these stakeholders e.g.:

Newport Town Council is committed to developing the involvement of children and young people in its work – we are especially keen to hear from older young people aged 16-25.

Over the coming months we will be working with [PLANED | CWBR YOUTH](#) who will provide expert support and resources to help us.

The first step is to get young people's (and those that support them!) views on our Town and how greater youth involvement might be achieved.

We'd like to bring together a range of local young people at an event to do this and to identify some short and longer-term actions- we'd really value your support and input on what would work for you / the young people you work with, and to work with you to achieve them.

Possible Qs for youth leaders / young people – ideally a conversation rather than an email as they often get ignored!

- Have you already got anything that captures views of your young people ?
- When would be a good time to hold an event to maximise attendance?
- How long should it last?
- Would young people be able to get to an event in the town? What support might they need?
- Would you be able to support attendance of some representatives at such an event?
- What might make such an event more attractive? E.g. We could provide a workshop that is fun or develops a useful skill, food – love to hear your ideas!

Very happy to meet soon – in person or online again....

Tom Moses

Cydlynnydd Prosiectau – Ieuenctid CWBR
Project Coordinator – CWBR Youth
 PLANED

Appendix 7 – 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	30.10.23	G
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	30.10.23	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	30.10.23	A

24	23/10/17	Parrog shelter and viewpoint lease	2 valuations have been received for Parrog land. Council to set up task and finish group and invite Cris Tomos, PCNPA and Moorings committee to discuss the matter. This meeting was held and council investigating further.	RC/JG	30.10.23	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 nudge Paul about this. Huw murphy looking into this. Clerk to remind Huw.	PH	30.10.23	A
45		Blue plaque on building	Brian John has emailed regarding this. County Cllr. Huw Murphy will look into this. PCC advised that a licence and planning permission needed. Clerk to contact PCNPA about any planning permission needed, no planning needed for plaque under 0.3 metres squared,		30.10.23	A
58	25.01.21	Mary Farmhouse kitchen land	Bluestone have given a presentation to the council. This is no longer a private matter		30.10.23	A
63	20.06.22	Parc y Plant-Outdoor table tennis	Ongoing. There is one in Fishguard. Indoor table tennis club in Newport. Cllr. Bayes to contact them.		30.10.23	A
64	20.06.22	Parc y Plant perimeter/trees	Ongoing. JG to look into this.		30.10.23	A
65	20.06.22	Parc y Plant-Pen y Bont footpath	Ongoing		30.10.23	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		30.10.23	A
67	20.06.22	Parc y Plant-Identify location for Fields in trust plaque	Clerk to email Adrian Varney and Cllr. McGarry with 3 suggested dates for the Spring. Brynmor Williams is happy to attend. Council to agree on a date.		30.10.23	A
69	20.06.22	Maes Ingli Sheltered Accommodation	Clerk received updates from Dai Rogers. PCC hope to arrange public meeting in November. Clerk has emailed asking that the council wishes to see the concept designs before they are signed off		30.10.23	A
70	20.06.22	CSO Alert Notifications – Newport North (Traethmawr)	Questions sent to Dwr Cymru, council agreed to hold a public meeting.		30.10.23	A
73	20.06.22	Victoria Gardens ownership and lease	Clerk emailed property helpdesk to say the council have maintained these gardens and MOP's would like to know their ownership.		30.10.23	A
74	20.06.22	Adopting the Informal Resolution Protocol	Cllrs. Lloyd, Letten and Morgan Lewis have met and JL will circulate the notes. This to go on June 2023 agenda - will have to go on September agenda.		30.10.23	A

76	31.10.22	Investigate Hybrid meetings	Clerk to order conference microphone and set up hybrid test run with the Chair and Cllr. Lloyd		30.10.23	G
78	22.11.22	Statutory guidance relating to the Local Government and Elections (Wales) Act 2021	Chair and Clerk to look at this		30.10.23	A
80	30.11.22	Reporting back from school governors report	Attended 1 committee meeting. The school are losing 3 long standing members of staff.	RM	30.10.23	A
81	09.01.23	Guidance on bullying and harassment	Chair and Clerk to look at this.		30.10.23	A
82	23.01.23	Report from Pembrokeshire One Voice Wales area meetings	Cllr. Bayes will write short precis on the town council's news and send to them.		30.10.23	A
83	27.01.23	Enhancing Pembrokeshire application – Children's play area	Clerk waiting for new criteria.		30.10.23	A
84	27.02.23	Moorings	Had a meeting.		30.10.23	A
85	13.04.23	Discuss budgeting a retainer for the Grants & Projects Officer	Put on Budget and finance agenda.		30.10.23	A
86	25.04.23	Finance & Governance Toolkit	Clerk sent part 1 to councillors. Clerk to send part 2		30.10.23	A
87	25.04.23	CWBR Youth	Paul and Sandra to meet Tom Moses, Planed for an update		30.10.23	A
88	07.06.23	Preseli Cares report	Meeting on 14th August.		30.10.23	A
89	28.09.23	Black bins in Unit 3	Morgan to look into their disposal		30.10.23	A

Appendix 8 - Correspondence, agenda item 29

Gohebiaeth Cyngor Tref Trefdraeth am cyfarfod ar-lein ar 29^{ain} Tachwedd 2023 Newport Town Council Correspondence for online meeting held on 29th November 2023

1. Cynllunio a thai/ Planning and housing

2. Uned 3 / Unit 3

3. Materion amgylchedd a lles / Environment matters and wellbeing

1. Email from Surfers against sewerage re Dwr Cymru online meeting on 17th November, forwarded to all (10.11.23)
2. 2nd email from Clerk to Huw Murphy re pesticide tree town, response received and circulated (14.11.23)
3. Email from MOP re Nature Neighbourhoods, a brand-new UK-wide initiative, will support 18 community organisations to create people-powered plans for nature where they live, forwarded to all (14.11.23)
4. Email from Nutrient Management Board West Wales River Stakeholder Group asking for contact details, forwarded to all (23.11.23)
5. Email from Chair to Kelly Jordan re water issues (23.11.23)

4. Gwefan a Materion TG / Website and IT issues

5. Cyllid / Finance

1. Email from Cllr. Bayes re Enhancing Pembrokeshire grant, forwarded to all (10.11.23)

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

1. Email from Welsh Gov re exemption to income tax on the working from home payment of £156, forwarded to all (31.10.23)

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

1. Email sent to W. Bramble, PCC re Parrog toilets funding (31.10.23)
2. Email sent to T. Jones, PCNPA re Parrog toilets funding (31.10.23)

3. Email from PCC re Working Better Together 12, Tuesday 28th November, 7.30pm, forwarded to all (02.11.23)
4. Email to PCC re arranging a meeting to view and discuss Maes Inqli concept designs before they are signed off, response received (02.11.23)
5. Email to G. Meopham, PCNPA re Parrog car park (09.11.23)
6. Email from PCC re Pembrokeshire County Council Youth Enterprise, Council's grant funding and support available to 16-21 year olds to start their own business, forwarded to all (14.11.23)
7. Email from OVW re managing asbestos in buildings, forwarded to all (23.11.23)
8. Email from PCC re ownership of Victoria Gardens, forwarded to all (23.11.23)

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

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

1. Email re A487 Newport 20mph/40mph Speed Buffer Review - Initial Views & Feedback (31.10.23)

12. Marchnad stryd / Street Market