

**COFNODION AM CYFARFOD A GYNHALIWDYD AR-LEIN ar 28^{ain} MEDI 2023 am 7yh
MINUTES FOR THE MEETING HELD ONLINE on 28th SEPTEMBER 2023 at 7pm**

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

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. No apologies received.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. No declarations of interest.

3. Cofnodion drafft o'r cyfarfod gynhaliwyd ar 31^{ain} Gorffennaf 2023 / Draft minutes of the meeting held on 31st July 2023

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

4. Materion yn codi / Matters arising

4.1. Item no 13.1 re black bin bags in Unit 3. Ongoing. Clerk to put on the RAG sheet.

4.2. Item 16.3 re rectory land. Clerk to get the personal email for the Parsonages and contact them.

4.3. Item 20.6 re Fields in Trust plaque unveiling event. Cllr. McGarry has been in touch with Mr. Varney. Brynmor Williams is happy to give him dates to attend. No response received from Mr. Varney. Clerk to send Mr. Varney and Cllr. McGarry 3 dates in the Spring for this event.

4.4. Item 29.2 re email from S. Bayes to Neil Prior at PCC re Enhancing Pembs grant. Cllr. Bayes has forwarded this email to everyone today.

4.5. Item 29.4 re Working better together meeting in September. Cllr. Bayes attended and has circulated notes.

4.6. Item 29.5 re baptism pool. Cllr. Lloyd organised a couple of volunteers to clear the area, the Clerk has thanked them.

The Chair thanked all councillors for their hard work over the last few months, there have been a lot of meetings and a lot of work achieved.

5. Cofnodion drafft o'r cyfarfod Cyllideb a chyllid a gynhaliwyd ar 11^{fed} Gorffennaf 2023 / Draft minutes of the Budget & finance meeting held on 11th July 2023

5.1. Cllr. Harries proposed that the minutes are correct and approved, Cllr. Morgan seconded, all agreed.

6. Materion yn codi / Matters arising

- 6.1. Item 5.7 re depreciation of the children's play area. Clerk to check the advice from OVW.
- 6.2. Item 5.10 re high interest savings account. The Clerk has received Cllr. William's death certificate. Cllr. Griffiths to visit the bank.
- 6.3. Item 10 re set up Finance & Governance Toolkit Working group, Clerk to call a meeting.
- 6.4. Item 15 re, entering a private session to approve private session draft minutes. Cllr. Harries proposed that these draft minutes are approved, Cllr. Lloyd seconded, all agreed.

7. Adroddiad y Cadeirydd / Chair's report

- 7.1. The Chair attended the Pentre Ifan opening, attended the Surf Club re-opening on the 10th September, the town council were thanked for their donation in the speech and he also attended a Wildlife trust meeting.

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

- 8.1. The Clerk has sent a 2nd email to Red Kite reminding them to send the final lease.

9. Lloches bws Castell / Castle Bus shelter

- 9.1. Legal fees quotes – 3 quotes have been received. Councillors' queries whether the council will need to take on responsibility for the maintenance, does the council need to take it on, it will cost roughly £3k for the full cost of taking it on, is there a rush to make a decision. Cllr. Harries believes that the council should take it on as it is an essential piece of property. Cllr. Griffiths confirmed that it is insured. Cllr. Griffiths proposed that the council instruct the solicitors to take the necessary steps to proceed with the proposed purchase, Cllr. Harries seconded, all agreed. Cllr. Harries proposed that the council instruct Morgan & Richardson solicitors to do the work, Cllr. Lewis seconded, all agreed.

10. Perchnogaeth gerddi Victoria / Victoria gardens ownership

- 10.1. The Clerk has received an email from PCC asking why the council wants to know its ownership. County Cllr. Huw Murphy stated that it was not a very courteous response and very disappointing. Cllr. Griffiths stated that the council have maintained the gardens for many years and that certain residents would also like to know who owns it. Cllr. Griffiths proposed that he draft a response for the Clerk, Cllr. Lloyd seconded, all agreed.

11. Adroddiadau pwyllgorau cynghori / Advisory committee reports

- 11.1. Grants and projects /community assets joint meeting – the notes have been circulated. Cllr. Harries proposed that all actions highlighted in red be agreed, Cllr. Lloyd seconded, all agreed.
- 11.2. Traffic – the last meeting was held on 21st September. Clerk to liaise with Huw Murphy on point 5. The WelTag report does not consider the PCNPA LDP, Clerk to write to Sara Morris at PCNPA for her comment on this.
- 11.3. Street market - Clerk to organise another meeting.

12. Canolfan Croeso

- 12.1. Information centre garden plan – Clerk to ask a representative from Canolfan Croeso to liaise with the Stockfords and Mrs. Hunt who lives in Chapel house regarding access.
- 12.2. Dripping pipe – the town council need to meet with Canolfan Croeso to see what they want to do. Cllr. Griffiths to check the lease regarding maintenance. The solar panels generate hot water which Cllr. McGarry reported is not needed. Clerk to invite Canolfan Croeso to meet with Cllrs. Harries and Griffiths to progress the matter.

12.3. Leaking solar panels – discussed in item above.

13. Cyfarfodydd Hybrid meetings

13.1. Chair, Clerk and Cllr. Lloyd to do a test run on a hybrid meeting.

14. Toiledau cyhoeddus / Public toilets

14.1. Meeting held with Katie Daly, PCC – the council need to write to PCC before 5th November with a specific expression of interest in keeping the toilets open. PCC are asking whether NTC will fund the cleaning/maintenance of the toilets for 2024-25. Cllr. McGarry reported that the toilets are not in a good and clean state and that the council should be careful considering the cost of maintenance. Clerk to contact Gary Meopham, PCNPA to see what their conclusion was regarding these toilets. The toilets to be discussed further at the October meeting.

15. Parcio ar traeth mawr / Newport sands parking

15.1. Email received from Gary Meopham, PCNPA – the Clerk to enquire about the following points: Disabled access, incidents and accidents on the beach, how much income does the parking generate and the conclusion and reflecting on the first summers experience. Clerk to copy in Nevern community council in the correspondence.

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

16.1. Response received from Dai Rogers, PCC. The town council would like to know the following: Point 1, when will the next community open evening happen as they state it will be in November. Clerk to invite Mr. Rogers to meet with the council before the public meeting.

17. Swyddi gwag cynghorwyr / Councillor vacancies

17.1. 1 application has been received from D. Paish which the Clerk read out to the council. Cllr. Harries proposed that as long as the applicant meets the necessary requirements, then they should be co-opted onto the council, Cllr. Letten seconded, all agreed. Clerk to inform Mr. Paish. There are still 2 councillor vacancies left.

18. Adroddiad arolwg tai / Housing survey report

- 18.1. Task and finish group – notes of the last meeting have been circulated. Clerk to check with Huw Murphy regarding discrepancies in PCC housing waiting list numbers.
- 18.2. Drop-in session event – originally booked for 14th October but all agreed to change it to 21st. Sessions between 2-4 and 6-8pm. Cllrs. Lloyd and McGarry can do either session. Cllr. Bayes asked what the sessions were for? Cllr. Lloyd advised that it is for people to discuss the survey results and ask any other questions they may have. Clerk to organise another housing survey meeting before the event.

19. Dogfennau llywodraethu / Governance documents

- 19.1. GD13 - Standing orders – defer to the next meeting.
- 19.2. GD16 - Cemetery policy – defer to the next meeting.

20. Archwilio Cymru Blynnyddol / Annual Audit Wales

20.1. Audit Wales have confirmed they have received all the extra documentation requested.

21. Materion yr amgylchedd / Environment matters

- 21.1. Tree planting project/Brynhyfryd tree survey report and estimate cost of works – Cllr. Griffiths reported that he has surveyed the area and content with the work carried out.
- 21.2. Children’s play area annual inspection report – Cllr. Letten has requested a few more items be ordered from Wicksteed. The annual inspection report is being addressed, Clerk to take off the agenda.
- 21.3. Environment (Wales) Act 2016 Part 1 – Section 6 – to be discussed under item 24.
- 21.4. Tackling Climate Chaos guide from OVW and Friends of the Earth Cymru – to be discussed under item 24.
- 21.5. Parc y Plant – Fields in Trust plaque – discussed in item 4.3.

22. Lloches parrog a golygfan / Parrog shelter and viewpoint

- 22.1. Email received to say that they are currently in the process of drafting a letter of correspondence to the Town council which outlines their clients’ thoughts and will be accompanied with the two valuations.

23. Dŵr Cymru

- 23.1. Questions arising from 11th July meeting – Cllr. Harries read out a draft statement: “Newport Town Council has strong concerns regarding the quality of the Bathing Water at Traeth mawr/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.” Cllr. Harries proposed that this statement is sent to Dwr Cymru and NRW, Cllr. Bayes seconded, all agreed. The councillors agreed to all the questions highlighted in red. Cllr. Bayes thanked the Chair for all his hard work on this matter.
- 23.2. Consider holding a public meeting regarding water quality – ongoing.

24. Adroddiad blynyddol ar flaenoriaethau, gweithgareddau a chyflawniadau / Priorities, activities and achievements annual report

- 24.1. Notes circulated to all. Actions highlighted in red, all agreed these points. Clerk to call the next meeting.

25. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits	£2,190.00
PCC, precept	£10,129
Newport Community Library, insurance	£312.62
Newport Information Centre, insurance	£312.62
Cardigan River & food festival, stall hire	£325.00

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)
Arborculture, tree works at Brynhyfryd cemetery	£720 (vat £120)
One Voice Wales, councillor training	£19 (bursary of £19)
Ink cartridges for printer	£30.59
Newport Bay tree & garden services, contracted work	£1,856.25
J. Austin, Market Manager hours	£600.00

- 25.1. The accounts are as follows: Treasurers-£19,980.48, GPO-£10, 30-day savers-£36,806.51, Playing field-£7,364.14. The Clerk advised that the money for the Arborculture invoice come from the cemetery reserves. Cllr. Lewis proposed that the figures are correct and that all finances are paid, Cllr. Lloyd seconded, all agreed.
- 25.2. Discuss market stall hire fees – Cllr. Lewis to find out what other markets charge. Clerk to call a meeting to discuss hire fees and report back to the meeting.
- 25.3. New bank signatory – Cllr. Lewis is happy to become a signatory. Cllr. Griffiths to go to the bank to sort this.
- 25.4. Wicksteed play area equipment quote – Clerk has sent them an email today with a request for further equipment.
- 25.5. Euros Thomas play area parts and labour quote, £915 + VAT – Cllr. Letten proposed that this quote is accepted, Cllr. Lewis, all agreed. Cllr. Bayes queried whether the council has indemnity insurance. Cllr. Griffiths to check this.
- 25.6. Christmas lights – Clerk getting documents together. The anchor strength test is happening on the 12th October.
- 25.7. Telephone contract changeover from PlusNet to BT – the council will receive the same service; the cost is £5 more a month. Cllr. Harries proposed the council agree to the contract changeover, Cllr. Letten seconded, all agreed.
- 25.8. Town Clerk appraisal – Cllrs. Harries and Griffiths agreed to carry out the appraisal with the Clerk. The Clerk to arrange a date towards the end of October.

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

- 26.1. Email forwarded from Huw Murphy. PCC agree to sorting out the licence but advise the council to contact PCNPA regarding any planning permission. Clerk to write to PCNPA.

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

- 27.1. No update on when the grant criteria and process will be published.

28. Fideo capsawl amser / Time capsule video

- 28.1. Clerk to drop the video off with Cllr. Letten.

29. Tudalen RAG / RAG sheet

29.1. The RAG sheet was discussed and updated.

30. Cyfatebiad / Correspondence

All correspondence was noted except the following:

- 30.1. Item 3.3 re email from C. Morgan re sewage flow. Clerk to send him these draft minutes.
- 30.2. Item 7.3 re amalgamating councils. There is a Boundary commission for Wales meeting on the 23rd October. This to be discussed at the Budget & finance meeting.
- 30.3. Item 8.1 re Pembrokeshire Pride email, Clerk to resend email to all and put on agenda for next meeting.
- 30.4. Item 8.3 re replacement representative for Newport Forum and Preseli Cares. Cllr. Lewis is already a representative for the Forum. The Preseli Cares rep to be discussed at the planning meeting.
- 30.5. Item 8.4 re graffiti incident. Chair to send the Clerk the police incident number for an update.

Late correspondence

- 30.6. UK shared prosperity funding, opens on 2nd October and closes on 15th October.
- 30.7. Pembrokeshire tourism Community panel event happening on 30th September.

The next meeting is the Budget & finance meeting on 12th October.

The meeting closed at 9.30pm.