



MAES CHWARAE TREFDRAETH / NEWPORT PLAYING FIELD

(Rhif Elusen Gofrestredig 524444 / Registered Charity No. 524444)

Heol Hir, Trefdraeth, Sir Benfro / Long Street, Newport, Pembrokeshire

Hon. Sec. Ms L.Evans, Unit 3, The Old School, Lower St Mary St, Newport, Pembrokeshire. SA42 0TS

Ffon/Tel: 01239 821127. Gwefan/Web: www.newport-pembs.co.uk E-bost/E-mail: npclerk@newport-pembs.co.uk

COFNODION DRAFFT O CHYFARFOD AR-LEIN O YMDDIRIEDOLWYR A GYNHALIWYD AM 7yh ar 9^{fed} IONAWR 2024

DRAFT MINUTES OF TRUSTEES ONLINE MEETING HELD ON 9th JANUARY 2024 at 7pm

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

Ymwelwyr / Visitors Liz Davies, changing rooms
Caretaker/Crwban Bach

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Morris, Paish, Griffiths and County Cllr. Huw Murphy.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. Letten declared a personal and prejudicial interest in item 15.3.

3. Cofnodion draft o'r cyfarfod a gynhaliwyd ar 6^{ed} Tachwedd 2023 / Draft Minutes of the meeting held on 6th November 2023

3.1. Cllr. Harries proposed that the minutes are correct and accepted, Cllr. McGarry seconded, all agreed.

4. Materion yn Codi / Matters arising

4.1. Item 6.1 re Football Clubs usage of the facilities. Both Clubs to respond to the caretaker. Liz has not heard from Matthew Lewis, Newport Tigers Club about rubbish being left in the changing rooms.

4.2. Item 13.1 re fixing toilet seat, this is ongoing.

5. Cofnodion draft o'r cyfarfod a gynhaliwyd ar 29^{ain} Tachwedd 2023 / Draft Minutes of the meeting held on 29th November 2023

5.1. Cllr. Harries proposed that the minutes are correct and accepted, Cllr. Lewis seconded, all agreed.

6. Materion yn codi / Matters arising

6.1. Item 3.3 re insurance. PCC do insure the skate park.

7. Adroddiad y Cadeirydd / Chair's Report

7.1. Nothing to report.

8. Adroddiad y gofalwr / Caretaker's report

8.1. Liz reported about the rubbish being left in the building. She has not been in the building since Christmas. The Chair asked whether the freeze setting on the thermostat had been set as there has been freezing weather. Liz will message Wayne in the football club to have a look at this.

9. Adroddiad Clwb Llewod Trefdraeth / Newport Lion's Football Club report

9.1. There have been limited games due to the bad weather. Training is still happening at the MUGA and Memorial Hall. An email has been sent to the Lions Club regarding the CWBR youth workshop. Cllr. Letten will have a look at this.

10. Adroddiad Clwb Tigwyr Trefdraeth / Newport Tiger's Club report

10.1. Nothing to report.

11. Adroddiad Crwban Bach / Crwban Bach report

11.1. The club is quiet. Liz has spoken to Enfys the headmistress to ask her to let parents know that the after-school club is running. Liz is planning a re-launch next week and offering a free session. She only has 2 kids tomorrow. The Club is currently only running on Wednesdays. Liz has a club in Haverfordwest which runs 5 nights a week. The other play leader is on long term sick leave. The cost is £7 for 2 hours. Liz will circulate a questionnaire to parents to see what their needs are.

12. Adroddiadau arolwg / Inspection reports

12.1. The Clerk has circulated these documents to all trustees. Liz has a weekly checklist for the changing rooms building which she will send to the Clerk. Peter Delaney checks the skate park and playing field every week. The trustees are happy for these arrangements to continue and for the Clerk to keep the paperwork.

13. Parc Sglefrio / Skate Park

13.1. Skate Park lease – Cllrs. Harries and Bayes met with the skate group. Emyr has emailed the Clerk about having a lease with the trustees. They will register as a charity. They need a long lease which will allow them to apply for grants. The trustees to ask Cllr. Griffiths to investigate this.

14. Yswiriant Higos insurance

14.1. The insurance has been paid. Clerk to check with Cllr. Griffiths about the extra quote for the loss recovery insurance.

15. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Fundraising money from R. Atkinson	£236.00
Crwban Bach, donation money	£250.00
Annual land lease	£50.00

Cyfrifon i'w talu / Accounts to be paid:

Changing rooms caretaker hours	
Dŵr Cymru DD (p.m)	£13.00 (down from £20)
British Gas – Gas DD (p.m)	£56 (up from £13.00)
British Gas – electric (DD)	£65 (up from £53.00)
E.L Jones printers, charity auction posters (paid)	£36.00
Higos insurance renewal (paid)	£1,320.73
MUGA caretaker summer and winter hours	£225.12

- 15.1. The account has £9,302.07 in it. Crwban Bach have paid in £350 for rent. The trustees thanked Liz and Reg for their fundraising contributions. The Clerk has updated the cash flow spreadsheet and sent to the trustees. Cllr. Lloyd proposed all finances are paid, Cllr. Lewis seconded, all agreed.
- 15.2. Increase in energy bills – the gas has increased from £13 to £56, why has this happened? The gas is on a fixed tariff. The consumption needs to be checked. The Clerk to send a query and get meter readings from Liz.
- 15.3. Advertising Dros Blant room hire – the Clerk to contact B. Ifans from Hywel Dda regarding her interest in renting the room. Liz stated that she would not be too happy with other users using the facilities but understands it needs to be used and rented out to make income. Liz is still paying rent when she does not use the facilities. The room could be advertised for children's parties, Liz will investigate this.
- 15.4. Review fees and insurance documents for playing field users – The Tigers Football Club have been invoiced for their usage. Cllr. Letten to send Liz the Lions Football Club usage. Clerk to ask both clubs for copies of their insurance policy.
- 15.5. Cash flow spreadsheet – there will be a £1k donation from the town council in this financial year. Cllr. Harries went through the figures.
- 15.6. Container planning application for the Football Club – Cllr. Letten reported that they are trying to locate another container as the original one is no longer available.
- 15.7. Dan's skate park services and repairs – this is ongoing.
- 15.8. Fundraising event on 17th February 2024 – The Clerk and Cllr. McGarry are organising this.
- 15.9. Tennis coach use of facilities – the Clerk has not received a reply to her email. Clerk to send a 2nd email.

16. Gohebiaeth / Correspondence

- 16.1. Email from Cllr. Lewis re toilet seat fixture in changing rooms – Cllr. Lewis to fix the toilet seat.
- 16.2. Email from Cllr. Harries regarding dog mess on the playing field – Cllr. Lewis has distributed the bilingual flyers to the houses nearest the playing field. Cllr. McGarry to put up the school poster. Clerk to put up on the Facebook page.
- 16.3. Email from Clerk re Minister's letter re. Asbestos Management – all trustees to read this.
- 16.4. Email regarding Tennis Club lease – Clerk to ask for their insurance policy.

17. Taflen RAG / RAG sheet

- 17.1. The RAG sheet was discussed and updated.

The meeting closed at 8.15pm.