

Cyngor Tref Trefdraeth **Newport Town Council**

Annual Report 2023 – 2024 **Adroddiad Blynyddol 2023 - 2024**

A report regarding the Town Council's priorities, activities and achievements April 2023 to March 2024

[Local Government and Elections \(Wales\) Act 2021](#) - From April 2022 community and town councils have a duty to prepare and publish a report about the council's priorities, activities and achievements.

This report is in a precis format further details of each item can be obtained from the Clerk to the Council.

Vision Statement

Respecting the Past
Parchu'r Gorffennol

Working in the present
Gweitho yn y presennol

Looking to the Future
Edrych i'r Dyfodol

Appendix 1 – List of Councillors/contact details.
Appendix 2 – List of Sub Committees and members.
Appendix 3 – Key contact information.
Appendix 4 – Accounts
Appendix 5 – Relationship with principal councils.
Appendix 6 – Training Plan
Appendix 7 – No of complaints raised.

Priorities 2023-2024

1. Housing and Needs.

- Start discussion and consultation on developing a Place Plan.
- Set up a task and finish group to develop a place plan
- Address the Recommendations in the housing and needs survey.

2. Grants and Projects

Identify grants to support the priorities and projects of Newport Town Council as necessary.

3. Traffic issues:

- Work to resolve pavement issues;
- Consider Disability access issues
- Provide parking facilities
- Provide better directional signage in the Town;
- Investigate access to Parc y Plant.

4. Skate Park

- Discuss with the skate park committee the maintenance and development of the park over the long term, and work with other bodies with a similar aim.

5. Children's play park

- Consult with parents of users of the play park;
- Research alternative equipment;
- Employ an appropriate company to install upgraded equipment.

6. Welsh name signs

- Make a list of all the historic names the community would like to have restored and installed after consultation;
- Formulate a proposal to submit to PCNPA to obtain planning permission;
- Install signs.

7. Community Assets, Grants, and Projects Advisory Group

- Identify potential assets within Newport that could be of value to the community and the feasibility of acquiring them.
- Prepare a SWOT analysis of community assets.
- Investigating opportunities arising from The Barony of Cemaes holdings.

- Identify possible acquisition of assets to benefit the community.
- Promote the development of a CLT.

8. Review the Biodiversity and Resilience of Ecosystems duty.

- Investigate the 10 priorities that have been identified by NTC from the One Voice Wales Tackling Climate Chaos document

9. Dwr Cymru Welsh Water

- Continue to work with Dwr Cymru Welsh Water to investigate the cause of the spills from Cwm CSO.
- Hold a public meeting to address water issues.

10. Parrog Toilets

- Prioritise retaining public conveniences in Newport

11. Playing Field

- Priority of NTC to ensure that the playing field charity continues.

13 Newport Street Market

- Continue with the further development of Newport Street Market

Future consideration for priority action may include the following.

Policies

Prepare a Health and Safety File for NTC.

Compilation of a Well Being Plan.

Completing a Bench and Plaques Policy.

Work with the community to study action plans, well being plans along with the results of the housing and needs survey before consideration of compiling a place plan.

Local facilities and services

Provision of Maes Ingli Sheltered Housing.

Investigating a Parrog Shelter Lease.

Bus Shelter Lease

Investigating Up cycling/Men in sheds workshops.

Identification of Allotment sites.

Contribute to review and update of Newport Action Plan:

- Economy:
- Heritage:
- Community:
- Environment.

Management and Administration

Prepare a Training Plan, required by November 2022.

Consider applying for General Power of Competence.

Complete the self-evaluation Tool kit for community and town councils.

Heritage

Finding a location for the Oline ship's nameplate.

Installing a plaque on Old school building.

Consider the possibility of a heritage centre.

Activities 2023-2024

- Promoting the CLEAN (Catchment Level Environmental Action Network) project for the river Nevern in conjunction with Cwm Arian.
- Promoting a “kick sampling” survey of the river Nevern.
- Promoting a river litter pick up.
- Consideration of Sustainable Housing. (Zero Carbon Maes Ingli Sheltered Housing)
- Encouraging PCC to plant a bee friendly garden in front of the Old School.
- Considering ways of helping land owners to sustain and improve biodiversity. Meadows, woodland and waterways.
- Consideration of ecological issues in future place plans.
- Ongoing support for and encouragement of the tenants of Canolfan Croeso i.e. Newport Community Library and Newport Information Centre.
- Worked with other groups as appropriate (Newport forum, NAEG, Skate Park)

Following points within the One Voice Wales “Tackling Climate Chaos” guide and Climate and Ecological Emergency Statement being discussed:

1. Review our section 6 biodiversity duty report.
3. Become a pesticide free town.
8. Reduce energy use.
12. Meet with Ysgol Bro Ingli re: their energy saving ideas.
13. Meet with NAEG, - PCNPA and PCC Biodiversity officers. – Pembrokeshire Nature Partnership.
15. Conduct a green space audit.
23. Water. – Check Water Saving Measures and share information. - Rainwater harvesting.
24. Water refill point in Newport.
28. Litter pick.
30. Establish a repair Café.

34. Check is the street lighting LED

Achievements 2023-2024

This section of our report is difficult to list as a great many of our priorities and activities are at various stages of “achievement”.

1. Housing and needs survey.

- Consider recommendations and as appropriate act on them; Task and Finish Group established.
- Informed the Public of the results of the survey via a public drop-in session in memorial hall on 28th October

2. Traffic Issues

- Meeting held with Welsh Government and SWTRA on 16th November
- 20 mph limit installed through the town September 2023
- Welsh Transport Appraisal Guidance (WelTag) consultation completed, and NTC responded.
- Active sub-committee working with Newport Forum and County Councillor Huw Murphy to address traffic issues.
- Arranged walk through the Town with SWTRA
- Issues on the traffic action log addressed.
- Addressed speeding issues – 20mph speed limit due to be introduced September 2023

3. Skate Park

Continued liaison with Newport Skate park committee

4. Brynhyfryd Database.

- Significant advances made and nearing completion of the database.

5. Community Asset Group

- A working group has been set up and is meeting on a regular basis.
- Identified potential assets within Newport that could be of value to the community and the feasibility of acquiring them.

6. Section 6 Biodiversity report 2023 completed.

Compiled a Climate Change Statement.

7. CLEAN project.

- Part one of the project completed and investigating funding for part 2.
- Funding secured by Cwm Arian

8. Engage with local youth.

- Lobby PCC for contribution towards the funding to keep Newport Youth Club.
- Arranged a “workshop” with local youth 11-25 yrs and invited local groups to participate.

9. Water Quality

- Public meeting arranged with Welsh Water and other stakeholders in Newport Memorial Hall to discuss the quality of water within the Newport area.

10 Newport Street Market

- Continued development of the market and engagement with market manager and stall holders. Consideration of future advertising along with setting up a ‘fighting fund’ for future purchases and improvement.

11. Maes Ingli Development

- Arranged a meeting with residents of Maes Ingli along with a public meeting in the memorial hall with PCC to discuss the new development.

12. Governance Documents

- Town council governance documents reviewed and updated.

Town council donations 2023-24

Newport Senior citizens, financial donation		1000.00
Newport playing field		1000.00
Newport and district Breton twinning Association		180.00
Paul Sartori Foundation, financial donation		180.00
Eisteddfod yr Urdd, financial donation		180.00
Pembrokeshire Pride		180.00
Pembrokeshire Young Farmers Clubs		180.00
British Heart Foundation		180.00
Pembrokeshire Coast National Park Trust		180.00

Appendix 1 – List of Councillors/contact details.

Chair - Paul Harries

Gwalia,
East St,
Newport
SA42 0SY
paul@gwalia.free-online.co.uk
01239 820809

Vice Chair – Cllr. Morgan Lewis

4 Maes Morfa
Newport
SA42 0TR
Pembrokeshire
morganjlcouncil@gmail.com

Cllr. Elaine Lloyd

1 Maes Morfa,
Newport,
SA42 0TR
lloydelaine3197@gmail.com
01239 820037

Cllr. Sandra Bayes

Yr Hen Felin,
Upper Bridge Street
Newport
SA42 0PL
sandrabayes1@btinternet.com
01239 920527

Cllr. Rosamund Cleal

Parc Y Marriage,
Mountain West,
Newport
rossiecleal@icloud.com
01239 820060

Cllr. John Griffiths

Carregwen,
4 Gerddi Windsor,
Bridge St,
Newport
SA420RL
johgriffiths1976@gmail.com
01239 820301

Cllr. Jon Letten

Westfa,
Lower St. Mary St,
Newport
SA42 0TS
jonletten@hotmail.com
01239 820447

Cllr. Ros McGarry

Dan-y-Mynydd
Feidr Bentinck
Trefdraeth
Sir Benfro
SA42 0PU
01239 821129
rosmcgarry@aol.com

Cllr. Daron Paish

Gorwel
Dinas Cross
Newport
SA42 0XN
07811 297845
daron@thegoldenlion.co.uk

Cllr. Jackie Morris

7 Maesingli
Parrog Road
Newport
Pembs
SA42 0TE
07967787119
slim.jim.22@hotmail.co.uk

Cllr. Emily Shevlin

Gwaunydd
New Road
Newport
Pembs
SA42 0LX
07376 776349
emilyshevlin2409@gmail.com

Appendix 2 – List of Sub Commitees and members.

Street Market Advisory Committee

Members – Morgan Lewis, Paul Harries, John Griffiths, Sandra Bayes

Traffic Matters Advisory group

Members – Jon Letten, Paul Harries, Morgan Lewis, Sandra Bayes
Members of the public – Mary Hallinan, Gaynor Davies

Community needs, Assets, Projects and Grants Advisory group

Members – Elaine Lloyd, Paul Harries, Morgan Lewis, Jon Letten, Ros McGarry, Sandra Bayes

Members of the community – Nia Siggins, Lowri Evans

Priorities and achievements, Section 6 Environment Act, Climate and Ecological
Emergency Statement Task and Finish Group

Members – Paul Harries, Elaine Lloyd, Sandra Bayes, Morgan Lewis

Parrog Task and finish group

Members – Paul Harries, John Griffiths, Sandra Bayes, Daron Paish

Housing and needs survey task and finish group

Members – Elaine Lloyd, Ros McGarry, Jon Letten, Morgan Lewis, Sandra Bayes, Paul Harries

Members of the community – Paddy Davies

Appendix 3 – Key contact information

Town Clerk
Lowri Evans
Unit 3
The Old School
Lower St Mary Street
Newport
Pembrokeshire
SA42 0TS
npclerk@newport-pembs.co.uk
01239 821127

Appendix 4 – Accounts

Newport Town Council
Receipts and Payments
31st March 2024

<u>Last Year's Receipts &</u>	<u>Activity</u>	<u>Receipts &</u>
<u>Payments-2022-23</u>		<u>Payments-2023- 24</u>
	Calculation of Income	
27630.00	Precept	30389.00
40.28	Interest	335.50
3873.00	Burials	2537.50
0.00	Website	0.23

623.73	Reimbursed Expenses	639.24
9216.00	Enhancing Pembrokeshire Grant	7382.00
6415.00	Street Market	7640.00
1095.52	VAT	1149.18
48,893.53	Total Income	50,072.65
	Calculation Of Expenditure	
201.30	Administration	222.12
552.50	Accountancy & Auditors	984.00
0.00	Reserve Expenditure	7832.08
8962.72	Clerks Salary	10388.20
134.00	Dues and subscriptions	444.00
2990.44	Elections	
	Councillor allowance	330.00
	Planning	57.50
268.26	Electricity Supply and Checks	381.60
0.00	Festivals reimbursements	
1740.00	Gifts and Donations	100.00
10007.00	Grants & Projects Enhancing Pembs	
6760.00	Ground Maintenance: Caretaking	7425.00
650.00	Ground Maintenance General	
1410.15	Insurance	1638.98
1283.52	Website	1201.30
2500.00	Professional Fees	631.60
3067.50	Rent	3093.50
2337.23	Equipment Repairs	35.00
	Play area inspections	628.00
1000.00	Senior Citizens	500.00
	Information data protection fee	35.00
	Playing field	1000.00
4575.22	Street Market	4540.36
321.14	Telephone	332.80
37.00	Trade Waste Agreement	40.70
327.69	Travel and Courses	380.00
3940.00	Banner, Bunting & Xmas lights	4164.25
1481.18	VAT	2005.26
54,546.85	Total Expenditure	48,391.25
	Bank Reconciliation	
24554.93	Current Account	9369.23
21237.57	Deposit Account	37042.9
4601.55	Canolfan Croeso	10
50,394.05	Subtotal	46,422.13
	Less unrepresented cheques	
50,394.05	Balance carried forward	46,422.13

Appendix 5 – Relationship with principal councils.

Pembrokeshire County Council – Our local authority

Pembrokeshire Coast National Park Authority – Our local planning authority

Appendix 6 – Training Plan

Newport Town Council - Training Plan 2022-2023

This training plan has been prepared in accordance with Section 67 of the 2021 Local Government and Elections (Wales) Act.

This training plan has been prepared based on the guidance issued by One Voice Wales and the Society of Local Councils. Councillor roles and employee roles have been assessed by reference to a set of core competencies for each role. This assessment has enabled the Council to prioritise its resources to enable all roles within the council to be supported by a well thought approach to its training and development needs. The commitment contained in this training plan will assist the council to enhance its approach to the delivery of high-quality services to its community. The plan will be reviewed at least on an annual basis to ensure that it remains fit for purpose and accounts for the changing needs of councillors and employees as well as any turnover of councillors or employees.

All councillors will be offered the opportunity to attend relevant training and development opportunities. One Voice Wales provides a monthly itinerary of its courses, and these are circulated to all members accordingly. All councillors are issued with the most recent version of 'The Good Councillor's Guide' published by Welsh Government and should familiarise themselves with its content.

In terms of the council's immediate training plans these are set out as follows:

WHO	WHAT	HOW	WHEN	COMMENTS
New and returning councillors	Basic induction training	To be delivered by the Clerk and Chair	10.05.22	
New councillors	Code of conduct training	One Voice Wales	31.03.23	
New councillors	The Council Module 1	One Voice Wales	31.03.23	
Councillors who have identified	Understanding the law		31.03.23	

the need for this training	Module 4	One Voice Wales		
Councillors who have identified the need for this training	Financial Governance and accountability	One Voice Wales	31.03.23	
Chair of planning	Relevant planning courses	Planning Aid Wales	31.03.23	
Chair and Vice Chair	Chairing Skills – Module 10	One Voice Wales	31.03.23	
Chair and Vice Chair	Local Government Finance Module 21	One Voice Wales	31.03.23	
Clerk	Continuous professional development	Attendance at sector specific conferences, seminars and events	31.03.23	

Appendix 7 – No of complaints raised

No complaints received.