



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

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COFNODION O CHYFARFOD HYBRID O YMDDIRIEDOLWYR A GYNHALIUYD AM 7yh ar 20^{fed}

TACHWEDD 2024

MINUTES OF TRUSTEES HYBRID MEETING HELD ON 20th NOVEMBER 2024 at 7pm

Pobol yn presennol:	Cllr. Morgan Lewis (Chair)	Cllr. Jackie Morris
Persons Present:	Cllr. Ros McGarry (Vice Chair)	Cllr. Jon Letten
	Cllr. Sandra Bayes	Cllr. Paul Harries
		Miss L Evans (Town Clerk)
Ymwelwyr / Visitors	6 members of the public. Cllr. Huw Murphy	

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Lloyd and Griffiths.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. McGarry declared a personal interest in agenda items 13 and 13.1.

3. Tir drws nesaf i 13 Maes Morfa / Land next to 13 Maes Morfa

3.1. This item was moved up the agenda. The Clerk read out the Chair's proposal: "With regards to the agenda items on tonight's meeting regarding 13 Maes Morfa, and due to the fact that we will not have John's expertise on the matter tonight, can I propose, if allowed, that we move the items to be discussed in a standalone meeting next week?" Cllr. Harries seconded this proposal, all agreed. Many documents have been received today and so there is a lot of information to process. The Clerk will call another Playing field meeting for the 26th November to discuss this matter.

4. Cofnodion draft o'r cyfarfod a gynhaliwyd ar 3^{ydd} Medi 2024 / Draft Minutes of the meeting held on 3rd September 2024

4.1. Cllr. Bayes proposed that the minutes are correct and accepted, Cllr. Letten seconded, all agreed.

5. Materion yn Codi / Matters arising

5.1. No matters arising.

6. Adroddiad y Cadeirydd / Chair's Report

6.1. No report from the Chair.

7. Adroddiad y gofalwr / Caretaker's report

7.1. Cllr. Harries read out the latest email from Liz Davies: *"Would Thursday evening be ok this week or next week sometime? To be honest I'm not sure meeting is worth it. There is no after school club in Newport until January when we are going to try again. Holiday club - we tried half term but ended up cancelling as we didn't get numbers to make it viable. We plan to open one or two days in February half term, three days in Easter and then three days a week throughout the Summer. I'm more than happy to meet of course but those are our future plans"*. The task and finish group need to look at Crwban Bach's terms of use, the trustees were anticipating around £900 income from the group but it nowhere near this figure. The Clerk to get a meeting date from Liz.

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

8.1. Cllr. Letten reported that there had been good weather and matches played on the pitch. Teams are doing well. Training is happening on Parc y plant. The trustees passed on their best wishes to the football teams.

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

9.1. Representatives offered to attend this meeting. The Clerk did not send an invitation out but will do so for the next meeting.

10. Adroddiad Crwban Bach / Crwban Bach report

10.1. Discussed in item 7.

11. Adroddiadau arolwg / Inspection reports

11.1. The skate park and playing field have been inspected weekly by PCC's P. Delaney. An email has been received from S. Thomas at PCC, Cllr. Harries read it out *Good afternoon, I have been forwarded your email from Emma Rees as she no longer deals with play areas. From reading through the emails, you asked for confirmation of the cover with PCC as you were querying your cover with your insurer. Emma Rees contacted PCC insurers who requested that you clarify the reason for the request to which you replied that you needed to know that the skate park is covered for any possible incidents. Emma replied to you the information she received from insurance, below: We (PCC) are legally liable for items we have control over.*

In the case where we carry out the inspection and maintenance of play equipment then any claim would fall to us.

In the case of inspection only basis, if we have carried out an inspection and raised a defect sheet with the Community Council we have discharged our duty, we would not be held legally liable should the Community Council not action the defects that we have raised.

Could you confirm if you passed this information on to your insurer and if they are unhappy with this explanation. If they require anything further, please could you confirm what they require or direct them to contact PCC Insurance Manager to clarify. As Neil McCarthy is on annual leave until 2nd December, we may not be able to conclude the query until his return but will do our best to help if you can let us know the above.

Cllr. Harries rang S. Thomas for clarification. A 2nd email was then received from her *'Good afternoon Lowri, Just to keep you up to date, I have emailed the insurance department asking if they can clarify the situation. In the meantime I understand that Peter Delaney has been approached multiple times to carry out an inspection. He is NOT a qualified playground inspector and he is unwilling and unable to carry out an inspection. We respectfully ask that you do NOT approach him again.'*

A 3rd email was also received 'Good morning. We have received a reply from PCC insurance which states: 'PCC's Insurance covers PCC's liabilities. We do not and cannot cover Newport's liabilities. They will have to obtain their own cover.' Additionally, the playground inspector has previously raised concerns which, as far as we are aware, have not been rectified. This means that the equipment insurance that comes under your SLA has been affected. I understand this is probably not the response you were looking for. I would advise you contact your previous insurer to discuss the option of insuring with them. As you know, Neil McCarthy is on leave until the beginning of December. If you would like me to raise this matter with him on his return, please let me know.'

There are 5 areas that are visually inspected: Skate Park, playing field, cemetery, Parc y Plant and play area. The Clerk to circulate the SLA that the trustees have with PCC. The trustees will now need to do the visual inspections. Cllr. Letten agreed to do the play area and Parc y plant, Cllr. Lewis agreed to do the playing field and skate park and Cllr. McGarry agreed to do the cemetery. Clerk to send the sheets to them.

11.2. MUGA inspection – this was discussed in the previous minutes.

12. Parc Sglefrio / Skate Park

12.1. Skate Park lease - the playing field task and finish group need to meet with Emyr Jones to discuss the lease. Clerk to organise a meeting.

13. Yswiriant Higos insurance

13.1. Cllr. Harries has sent details and documents to all trustees. He has received a quote from Zurich for £1,012, still waiting for quotes from other companies. The Clerk to circulate this policy to everyone. Still waiting for Higos to come back with a quote. The lands that are covered should be listed individually. The insurance to be discussed at the extra meeting next week.

13.2. Loss recovery insurance quote, £153.61 – ongoing.

14. Prydlesi a chytundebau / Leases and agreements

14.1. Land leased to Mr and Mrs. Sneade – this will be discussed at the extra meeting.

14.2. Terms of use with playing field users – to be discussed in item 15.

15. Adroddiad grŵp Tasg a Gorffen maes chwarae / Playing field Task & Finish group report

The task and finish group have met with the Football clubs.

The Lion Cubs fundraise and do Gift Aid. Their season is between Sep-Jun, 18 matches. All agreed to keep the fees the same.

The Tigers Club were given a choice of paying a one-off fee of £500 for the year or pay as you go. Their season is Aug to Apr, 16 matches, 10 training sessions. The container for the mower is yet to be found, they agreed to write a letter to the trustees about this issue. All trustees happy with the updated terms of use.

The trustees agreed to ask the town council if they would take over the payment for the MUGA caretaker hours.

The Tennis Club have been informed about the running costs of the changing rooms, they need to keep the trustees informed if trees are being cut down. They would like to see more youngsters using the courts.

Cllr. Harries has removed rotten wood from the skate park, purchased a lock for the gate, put up posters to say the skate park is currently closed.

The headmistress has been consulted about current use of Dros blant building. They currently do not have a wraparound service, there used to be one which was popular. There needs to be an income of around £1k for the Dros blant building.

16. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Crwban Bach, rental	£180.00
Newport Lion cubs Football Club	£112.00

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)	£79 (up from £65 and £53.00)

- 16.1. The playing field account has £8,791.63 in it. Cllr. Harries proposed that all invoices are paid, Cllr. Lewis seconded, all agreed.
- 16.2. Increase in energy bills – Cllr. Lewis is sending in weekly meter readings to the Clerk.
- 16.3. Advertising Dros Blant room hire – discussed in item 15.
- 16.4. Review fees and insurance documents for playing field users – discussed in item 15.
- 16.5. Cash flow spreadsheet – Cllr. Harries has updated this.
- 16.6. Container planning application for the Football Club – ongoing.
- 16.7. Dan's skate park services and repairs – nothing to report.
- 16.8. MUGA hourly increase wage – agreed to refer to the council.
- 16.9. Annual return – the Clerk has completed this.

17. Gohebiaeth / Correspondence

- 17.1. Email to all users regarding key access to facilities – discussed in meetings with the users.
- 17.2. Email to all users inviting to meet to discuss terms of use – discussed in item 15.
- 17.3. The Clerk to ask DN Wilmott to carry out an electrical assessment for the changing rooms and will send the defibrillator list to everyone.

18. Taflen RAG / RAG sheet

- 18.1. The RAG sheet was discussed and updated.

The meeting finished at 8.32pm.