

**COFNODION AM CYFARFOD HYBRID A GYNHALIWDYD ar 27^{ain} IONAWR 2025 am 7yh
MINUTES FOR THE HYBRID MEETING HELD on 27th JANUARY 2025 at 7pm**

Pobol yn presennol:	Cllr. Morgan Lewis (Chair)	Cllr. Paul Harries
Persons Present:	Cllr. Ros McGarry (Vice Chair)	Cllr. John Griffiths
	Cllr. Jon Letten	Cllr. Sandra Bayes
	Cllr. Jake Hollyfield	Cllr. Daron Paish
		Miss L Evans (Town Clerk)
Ymwelwyr / Visitors	John Davies, Cllr. Huw Murphy	

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies from Cllr. Morris.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. Harries declared a personal interest in item 9.4 as he has been appointed as the council representative on the Moorings association. There used to be a book for councillors to sign their declarations before the pandemic. The Clerk to investigate this.

3. Cofnodion drafft o'r cyfarfod gynhaliwyd ar 13^{eg} Ionawr 2025 / Draft minutes of the meeting held on 13th January 2025

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

4. Materion yn codi / Matters arising

4.1. The Chair thanked Cllr. Harries for speaking at Mike Sajko's funeral.

4.2. Item 4.1 re notes of the meeting with the disability officer. The Clerk to follow up for a response.

4.3. Item 4.2 re digital health checks. Cllr. Lewis is doing this.

4.4. Item 6.1 re Cllr. McGarry's on site Brynhyfryd cemetery report. The Clerk to circulate this to all councillors.

4.5. Item 8.1 re WWHA public meeting. The Clerk has emailed G. Thomas who is available for the meeting. Clerk to organise a date.

4.6. Item 8.2 re Cllr. Bayes' concerns about pedestrian safety on Upper Bridge Street. A reply has been received from SWTRA, they have changed the 'businesses are open' signs and will be putting 10mph signs on the street.

4.7. Cllr. Harries advised that the last meeting on 13th January was adjourned at agenda item 17. All the remaining items are on this agenda except for agenda item 17.1 which was Bank charges. This was dealt with in the Budget and finance meeting.

5. Adroddiad y Cadeirydd / Chair's report

5.1. The Chair attended the CLT meeting. Cllr. McGarry advised that all councillors are free to join this group. Can the council request to see the meeting minutes and can they go on the website? This to be put on the next agenda.

6. Adroddiadau/penderfyniadau pwyllgorau cynghori / Advisory committee reports/decisions

6.1. Community Needs, Assets, Projects and Grants – Gareth from WWHA has agreed to a public meeting. A date in March to be organised. The council would like WWHA to fully disclose their development plans. Cllr. Bayes advised that PCNPA do not seem to know about the proposed 63 houses. The Clerk to invite Cllr. Murphy, Gaynor Toft, PCC and PCC Cabinet member to this meeting.

6.2. Traffic – Clerk to call a meeting in March.

6.3. Street market – Cllr. Lewis to call a meeting.

6.4. Housing survey – this group to be merged into the community assets. Clerk to ask ex councillor Elaine Lloyd if she wishes to join the group as a member of the public.

6.5. Priorities, Environment and Climate task and finish – meeting to be called in February.

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

7.1. Lauren Price from PCC has asked to meet with the council to discuss. Cllr. Harries moved that this be an extra meeting in mid-February. The Clerk to organise.

8. Dogfennau llywodraethu / Governance documents

8.1. GD14 – Financial regulations - the Clerk and Cllr. Harries to look at these and report back at the next meeting.

8.2. Practice Development Note (9) Terms of Reference for Council Meetings – these have been noted, take off the agenda.

8.3. Guidance on powers and policies which relate to Local Councils – Clerk and Cllr. Harries to look at this. Cllrs. Lewis, McGarry and Hollyfield agreed to form a sub group to look at the governance documents and putting them online.

9. Tir Parrog a toiledau cyhoeddus / Parrog land and public toilets

9.1. Terms of reference – the terms of reference have been circulated. Cllr. Harries proposed that they are accepted, Cllr. Lewis seconded, all agreed.

9.2. Meeting notes for 9th January meeting – Actions from these notes: the council to ask solicitors about the common land, Cllrs. McGarry and Lewis to draft a vision statement, Cllrs. Harries, McGarry and Bayes to look at the People and Places application fund on Wednesday, Cllr. Griffiths to draft an email to Gary Meopham PCNPA. A site visit to Aberporth car parks is needed, the Parrog group can determine this. There are 3 possible grants to be applied for. All happy that the application forms are circulated to all councillors and for the Chair and Vice to have the final say.

9.3. Email received from K. Daly, PCC – The Parrog working group to discuss this and report back to full council.

9.4. Letter received from Cymdeithas Gychod Afon Nyfer a Harbwr Trefdraeth – Cllr. Harries read out the letter. Cllr. McGarry would like clarification on what land they are talking about and what financial sum are they offering. Cllr. Harries reported that the council have the money for phase 1 of the Parrog purchase. The council agreed to ask the Moorings for a separate meeting with delegated councillors Griffiths and Lewis, this meeting can be private and confidential.

- 9.5. Email received from Newport Boat Club regarding Parrog update – the Boat Club would like to be represented on the Parrog working group. Cllr. Hollyfield proposed that the council invites 2 representatives of the Boat Club to join the working group, Cllr. Bayes seconded, all agreed. Clerk to send documents and meeting invite to them.
- 9.6. Discuss the Salting's land – Cllr. Griffiths proposed that the council agree in principle to acquire the salting's land in the 2nd phase of the Parrog land purchase, Cllr. Lewis seconded, all agreed except one abstention.

10. Y Adeilad hostel ieuenctid / Youth Hostel building

- 10.1. Notes from meeting with PCC on 19th Dec – the Clerk to check she has sent these notes to PCC and enquire about the boiler repair. The deadline to receive expressions of interest for the youth hostel building is 7th February, this may need to be extended.

11. Dŵr Cymru

- 11.1. Cllr. Harries has contacted them about some recent spills, response received from Ellie Lewis, Clerk to circulate this email.

12. Praesept / Precept

- 12.1. The council have agreed to increase the precept to £52,974. The Clerk has informed PCC.

13. Swydd wag Cyngorydd / Councillor vacancy

- 13.1. Cllr. Harries asked the council if they are happy to continue with the secret ballot procedure which is overseen by the Clerk and Chair, all agreed that they were. 2 applications have been received. The Clerk read them both out. The Clerk informed the council that Kat Ellis had received the majority vote, Clerk to inform her and to inform the other candidate.

14. Archwiliad Blynyddol Cymru / Annual Audit Wales

- 14.1. Nothing to report.

15. Cyllid / Finance

Arian a dderbyniwyd / Monies received

Street market deposits £.....

Cyfrifon i'w talu / Accounts to be paid:

Town Clerk Pay (SO) p.m.	£1,042.18
Nest, Clerk and council pension payments (DD) p.m.	£38.52
Unit 3 rental (DD) p.m.	£150 (vat £25)
Council Tax (DD) p.m.	£174.00
BT Telephone/internet (DD) p.m.	£0.00
Good energy (electric) (DD) p.m.	£77.04 (up from £27.00)
Google workspace (DD) p.m.	£6.00
D N Wilmott, install, remove and maintain Newport Christmas lights and supply driver/cherry picker for testing anchor bolts	£3,500.00

Spindogs, support services for account closure	£192.00 (vat £32)
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- 15.1. The accounts are as follows: Treasurers-£21,820, GPO-£10, 30-day savers-£37,394.61, playing field-£7,447.35. Cllr. Lewis reported that the invoice from Spindogs was one email regarding closing the account. Cllr. McGarry advised that she was disappointed with the reliability of the Christmas lights this year. Cllr. Lewis has emailed DN Wilmott to enquire about this year's difficulties, response received which Cllr. Lewis read out. Cllr. Paish advised that the price for the Christmas lights job had been agreed. Cllr. Lewis proposed that all finances are approved and paid, Cllr. Letten seconded, all agreed. Cllr. Harries reported that he has met with DN Wilmott regarding the damage done to the Castle Inn window sill.
- 15.2. Town Clerk's job description, appraisal, contract of employment and pay scale agreement 2024-25 – Clerk meeting with the Chair and Vice on 2nd February to discuss these matters.
- 15.3. Telephone contract changeover from PlusNet to BT and outstanding bills – Clerk and Chair dealing with this matter.
- 15.4. Unit 3 window insulation – this is ongoing, waiting to hear from Dan regarding the job.
- 15.5. Christmas lights – Cllr. Harries suggested the council meet with the Chamber of Trade in March to discuss next year's Christmas lights and whether there should be different lights this time. String lights are cheaper and easier to install. The Clerk advised that the tender for the work usually goes out in June. Cllr. Bayes suggested giving the Christmas lights money to businesses to do their own lights. Cllr. Paish reported that every business this year made a big effort with their Christmas display. Cllr. Harries reported that DN Wilmott and Derick Williams had called by to report they had met with Glyn at the Castle Inn but that the matter has not been resolved. Cllr. Griffiths advised that the council does not have legal responsibility and suggested that he and the Chair meet with Glyn to discuss the matter. Cllr. Hollyfield agreed that the council need to help facilitate this matter. The Chair to report back to DN Wilmott regarding this meeting.
- 15.6. Rental charge for Unit 3, hot desking – ongoing.
- 15.7. Red Kite, Newport Information centre underlease invoice – this lease has not yet been signed. Cllr. Griffiths suggested that appropriate wording could be inserted regarding the share of energy costs.
- 15.8. Spindogs invoice, £192 for Support Services for Account Closure – already discussed in item 15.1.

16. Maes chwarae plant / Children's play area

- 16.1. Cllr. Letten has started doing some of the jobs on the list of repairs that need doing. He is still waiting to hear from Euros Thomas.

17. Llwybr Parc y Plant o'r maes parcio / Parc y plant footpath from the car park

- 17.1. Email received from Carwyn Rees at PCC asking for any details and a plan of the proposal to include any correspondence we may have already had with the council. Councillors have previously met with Will Bramble, PCC regarding this matter. Clerk to send the documents to Carwyn.

18. Tudalen RAG / RAG sheet

- 18.1. The RAG sheet was discussed and updated.

19. Materion i adrodd arnynt / Matters to report

- 19.1. Proposed underlease to Newport Information Centre – discussed in item 15.7.
- 19.2. Website update – Cllrs. Lewis, McGarry and Hollyfield to form a website group.

- 19.3. New bank signatory – ongoing.
- 19.4. Victoria gardens ownership – ongoing.
- 19.5. Royal Oak culverts work – update received from Kyle Smart, SWTRA. This to be put on Facebook tomorrow.
- 19.6. Surface water removal planters at Canolfan Croeso – these planters will not be installed at Canolfan Croeso. Take off the agenda.
- 19.7. Parrog meeting notes to be put on the website – Cllr. Lewis proposed that these are put on the website, Cllr. Harries seconded, all agreed.
- 19.8. Meeting with PCC regarding Youth Club - the youth club is not under threat at the moment. The council to keep a close eye on the situation. Cllr. Harries moved that the meeting notes are approved, Cllr. Lewis seconded, all agreed.

20. Cyfatebiad / Correspondence

All correspondence was noted except the following:

- 20.1. Item 5.1 re letters from Edward Perkins re rent for Parrog quay and shelter. Cllr. Griffiths to draft a response.
- 20.2. Item 6.1 re Paul Davies advice surgery in Unit 3 on 28th November. Clerk awaiting a response.
- 20.3. Item 8.6 re Cllr. Loyd's resignation. Clerk to write an official letter of thanks. Clerk to organise a dinner and invite Elaine to attend.

The next meeting is on the 24th February.

The meeting closed at 21.18.