

**AGENDA AM CYFARFOD HYBRID CYFFREDINOL BLYNYDDOL I'W GYNNAL AR-LEIN ar 7^{fed}
MAI 2025 am 7yh**
**AGENDA FOR THE HYBRID ANNUAL GENERAL MEETING TO BE HELD ONLINE on 7th MAY
2025 at 7pm**

You are hereby summoned to attend an online meeting of Newport Town Council for the purpose of transacting the following business.

If a member of the public/press wishes to attend the online meeting, please email the Clerk on npclerk@newport-pembs.co.uk by 4th May.

1. **Ymddiheuriadau am absenoldeb / Apologies for absence**
2. **Datganiad o ddiddordeb / Declarations of Interest**
3. **Cyflwyniad y Gadair / Chair's introduction**
4. **Penodi Cadeirydd ac Is-Gadeirydd Newydd / Appointment of new Chair and Vice Chair**
 - 4.1. Appointment of representatives for full Council, committees and task and finish groups - **Appendix 1**
 - 4.2. Appointment of representatives to represent Newport Town Council – **Appendix 1**
5. **Cofnodion o'r cyfarfod AGM a gynhaliwyd ar 23^{ain} Mai 2023 / Minutes of the AGM meeting held on 23rd May 2023 – Appendix 2**
6. **Materion yn Codi / Matters arising**
7. **Derbyn cofnodion cyfarfod olaf pwyllgor / Receipt of the minutes of the last meeting of a committee –Appendix 3**
8. **Ystyriaeth o'r argymhellion a wnaed gan bwyllgor / Consideration of the recommendations made by a committee**
9. **Adolygiad o gylch gorchwyl pwyllgorau / Review of the terms of reference for committees –Appendix 4**
10. **Adolygu cynrychiolaeth ar gyrf allanol neu weithio gyda nhw a threfniadau ar gyfer adrodd yn ôl / Review of representation on or work with external bodies and arrangements for reporting back**
11. **Adolygiad o'r rhestr o dir ac asedau gan gynnwys adeiladau ac offer swyddfa / Review of inventory of land and assets including buildings and office equipment**
12. **Cadarnhau trefniadau ar gyfer yswiriant ar gyfer yr holl risgiau yswiriedig / Confirmation of arrangements for insurance cover in respect of all insured risks**
13. **Adolygiad o danysgrifiadau'r cyngor a / neu staff i gyrf eraill / Review of the council's and/or staff subscriptions to other bodies**

14. Adolygu a mabwysiadu rheolau sefydlog a rheoliadau ariannol priodol / Review and adoption of appropriate standing orders and financial regulations – **Appendix 5**
15. Adolygiad o weithdrefnau'r cyngor ar gyfer delio â cheisiadau a wneir o dan Ddeddf Rhyddid Gwybodaeth 2000 a Deddf Diogelu Data 1998 / Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 – **Appendix 6**
16. Adolygiad o weithdrefn gwynion y cyngor / Review of the council's complaints procedure – **Appendix 7**
17. Adolygiad o bolisi'r cyngor ar gyfer delio â'r wasg / cyfryngau / Review of the council's policy for dealing with the press/media – **Appendix 8**
18. Rota archwilio safleoedd wythnosol / Weekly site inspections rota
19. Pennu amser a lleoliad cyfarfodydd cyffredin y cyngor llawn hyd at a chan gynnwys cyfarfod blynyddol nesaf y cyngor llawn / Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council
20. Cyfatebiad / Correspondence