



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 DRAFFT O CHYFARFOD HYBRID O YMDDIRIEDOLWYR A GYNHALIWYD AM 7yh ar 10^{fed} MAWRTH 2025

DRAFT MINUTES OF TRUSTEES HYBRID MEETING HELD ON 10th MARCH 2025 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. Kat Ellis
Cllr. Jake Hollyfield Miss L Evans (Town Clerk)
Cllr. John Griffiths

Ymwelwyr / Visitors 1 member of the public in the room
and 1 online

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllr. Harries and County Cllr. Huw Murphy.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. McGarry declared a personal interest in item 13 and 14.1.

3. Cofnodion draft o'r cyfarfod a gynhaliwyd ar 14^{eg} Ionawr 2025 / Draft Minutes of the meeting held on 14th January 2025

3.1. Cllr. Letten proposed that the minutes are correct and accepted, Cllr. Hollyfield seconded, all agreed.

4. Materion yn Codi / Matters arising

4.1. No matters arising.

5. Adroddiad y Cadeirydd / Chair's Report

5.1. Nothing to report. Cllr. Lewis has been taking regular meter readings and sending in inspection reports on the skate park and playing field.

6. Adroddiad y gofalwr / Caretaker's report

6.1. Report received from Liz. Cllr. Lewis read it out. The trustees are happy for Liz to contact Peter Knott for the gas safety check.

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

7.1. Games are continuing, the young team will move to the pitch for training. There are a lot of away games this month.

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

8.1. No report received. The team are into the semi-finals.

9. Adroddiad Crwban Bach / Crwban Bach report

9.1. Clerk to ask Liz for an update.

10. Adroddiadau arolwg / Inspection reports

10.1. Skate Park inspection – Cllr. Lewis inspects every Sunday, does a quick visual and sends the report to the Clerk.

10.2. Playing field inspection - Cllr. Lewis inspects every Sunday, does a quick visual and sends the report to the Clerk.

10.3. ROSPA inspection – Cllr. Harries has looked into this. The Clerk to ask Cllr. Harries for further information.

10.4. Smart meter in changing rooms – unsure whether it is now working. The Clerk to investigate this.

11. Parc Sglefrio / Skate Park

11.1. Emyr Jones, chair of the skate park committee was present. The skate group are happy to take on the proposed lease which is very similar to the Tennis Club lease. They need to write it up, change the name on the lease and send it back to the Clerk. They have had an architect draw up plans for a new skate park, the pre-planning application has been submitted. The design is not quite what they are looking for but it will give them an idea of what is possible. Emyr will send the designs to the Clerk. They will be registering as a charity and having a public meeting in May. Cllr. Bayes reported that she is a representative for the trustees but has not received an invite to a meeting. Emyr confirmed that there had not been any meetings called recently. Emyr has done a few repairs in the skate park, one of the gates is missing a latch, needs taking off and fixing. The trustees thanked Emyr for attending and updating them.

12. Yswiriant / Insurance

12.1. The playing field is now insured by Zurich.

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

13.1. This item will be taken with agenda item 14.1 as well. After the last meeting, Mrs. Sneade's report was sent to Jason Davies. The last correspondence received from Jason was on the 28th January. The Clerk to contact Jason for an update. Mrs. Sneade was invited to speak. She advised that in the minutes for the last meeting she had said she was happy to pay for a GPS report. The report has been dismissed by Mr. Griffiths (Jason's surveyor) as not being impartial. Cllr. Griffiths suggested that Jason is asked if his last email can be forwarded to Mrs. Sneade, the Clerk will ask him.

Cllr. Lewis advised that the trustees had received a quote if they went ahead and sold the land. Mrs. Sneade asked whether the land would be sold without resolving the dispute? Cllr. Griffiths advised that the trustees' solicitors would investigate and then the owner of the land would take on the boundary responsibility.

Cllr. Hollyfield suggested writing to the Charity Commission and WCVA to see what the trustees' rights and responsibilities are. Cllr. Hollyfield advised that both parties would need to compromise on the boundary line, this is not looking likely and that they are looking to the trustees to determine the boundary line which the trustees are not qualified to do. Cllr. Letten advised that options were discussed last time, looking at accepting the line in the middle of what has been drawn out by both parties and selling the land. Cllr. Hollyfield asked Mrs. Sneade what line would she accept? Mrs Sneade confirmed she would accept the GPS line in the report, this line has given Jason a bit more land. Would the trustees do their own survey? The Clerk advised this would cost money that the charity can't afford. Cllr. Hollyfield advised that the independent surveyors report has drawn a line that is not in the Sneade's advantage. Should the trustees assert themselves on this matter? Cllr. Bayes proposed that the trustees should meet soon just to discuss this matter. Cllr. Griffiths advised that he did not consider it the trustee's responsibility to sort this dispute, there is no covenant in the lease that supports this. Cllr. Griffiths proposed that he liaise with the Clerk to write to One Voice Wales for advice and clarification.

14. Prydlesi a chytundebau / Leases and agreements

- 14.1. Land leased to Mr and Mrs. Sneade – discussed in item above.
 14.2. Terms of use with playing field users – 2 terms of use have been received.

15. Gofalwr yr ystafelloedd newid / Changing rooms Caretaker

- 15.1. This to be discussed and decided once there has been more discussion on the use of the playing field building.

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

- 16.1. The group have identified matters which have been put on the RAG sheet. Crwban Bach usage and terms of reference are ongoing.

17. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Cyfrifon i'w talu / Accounts to be paid:

Changing rooms caretaker hours	
Dŵr Cymru DD (p.m)	£19.00 (up from £13)
British Gas – Gas DD (p.m)	£56 (up from £13.00)
British Gas – electric (DD)	£48 (Down from £79, up from £65 and £53.00)
Dyfed Alarms, renewal of fire extinguisher annual service agreement, Mar 2025-Feb 2026	£12.00

- 17.1. The account has £7,260.10 in it. Cllr. Lewis proposed that all finances are paid, Cllr. McGarry seconded, all agreed.
 17.2. Decrease in Electric bill – noted.
 17.3. Advertising Dros Blant room hire – the Clerk has not received any interest in the advert. Claire Cockwell from PCC has been in touch, she is a Childcare Development Officer and part of the Early Years Childcare and Play team in Pembrokeshire County Council. She has offered to provide support and guidance. Cllr. Lewis will ring her for a chat. Elizabeth Davies has asked whether the Crwban Bach fees will increase. Cllr. McGarry advised that not enough options are being explored. Clerk to inform Liz that the figure of £1k was

spoken about in the meeting with her, ask for an update and inform her that the activity needs to benefit the community.

- 17.4. Review fees and insurance documents for playing field users – this has been done, take off agenda.
- 17.5. Cash flow spreadsheet – ongoing.
- 17.6. Container planning application for the Football Club – Cllr. Letten is trying to contact Matthew Lewis for an update.
- 17.7. Dan's skate park services and repairs – Emyr Jones, chair of the skate park committee is doing some repair work.

18. Gohebiaeth / Correspondence

- 18.1. Email to JCP solicitors regarding possible sale of land – Trustees to seek advice from One Voice Wales and wait to receive an update from J. Davies.
- 18.2. Email received from C. Stockwell, PCC re Childcare setting query/advert on Facebook – discussed in item 17.3.
- 18.3. Email from Higos stating "As your policy has lapsed with Higos, we assume any legal issue ongoing, you will take up with your new insurer and we hope any dispute is resolved." – Clerk and Cllr. Griffiths to draft a response.

19. Taflen RAG / RAG sheet

- 19.1. The RAG sheet was discussed and updated.

The meeting finished at 8.20pm.