

**COFNODION AM CYFARFOD CYFFREDINOL BLYNYDDOL A GYNHALIWDYD AR-LEIN ar 20^{fed}
MAI 2024 am 7yh**
MINUTES FOR THE ANNUAL GENERAL MEETING HELD ONLINE on 20th MAY 2024 at 7pm

Pobol yn presennol:	Cllr. Paul Harries (Chair)	Cllr. Ros McGarry
Persons Present:	Cllr. Morgan Lewis (Vice Chair)	Cllr. Sandra Bayes
	Cllr. Elaine Lloyd	Cllr. Jon Letten
	Cllr. Jackie Morris	Miss L Evans (Town Clerk)
	Cllr. John Griffiths	

Ymwelwyr / Visitors

1. Ymddiheuriadau am absenoldeb / Apologies for absence

- 1.1. Apologies received from Cllrs. Cleal and Paish. Cllr. Lewis reported that he has spoken to Cllr. Shevlin who is not keen on online meetings and would prefer face to face. Cllr. Lewis is looking to set up hybrid meetings.

2. Datganiad o ddiddordeb / Declarations of Interest

- 2.1. No declarations of interest.

3. Cyflwyniad y Gadair / Chair's introduction

- 3.1. The Chair reported that this will be his 29th AGM meeting! Although he was reluctant to take on the responsibility of being the Chair for 2 years running it has been a privilege. The amount of work that this council undertakes is immense and the council should be congratulated for their efforts and the respect that is shown to one another. The Chair wished to formerly thank the Clerk who he has worked with closely over the last 2 years and thanked her for reconsidering handing in her resignation. The Chair wished to thank Cllr. Lewis for being his Vice Chair and stepping up to the plate when the Chair and Clerk have been away. Lastly, the Chair thanked all councillors for their support.

4. Penodi Cadeirydd ac Is-Gadeirydd Newydd / Appointment of new Chair and Vice Chair

Cllr. Harries nominated Cllr. Lewis to be the new chair, Cllr. Lloyd seconded, all agreed. Cllr. Lloyd thanked Cllr. Harries for all his hard work as chair, he has done a great job under difficult circumstances. All agreed with this.

Cllr. Lewis thanked Cllr. Harries for his help and advice throughout the year.

Cllr. harries nominated Cllr. McGarry as Vice Chair, she has worked very hard over the last 12 months with the assets group and would be an excellent vice chair, Cllr. Letten seconded, all agreed.

- 4.1. Appointment of representatives for full Council, committees and task and finish groups
PLANNING - Cllr. Griffiths happy to remain as the Chair, all agreed. All councillors are members.

BUDGET & FINANCE - All councillors are members.

STREET MARKET- Cllr. Lewis is happy to continue as chair, this can be discussed at the next market meeting. Cllr. Bayes advised that she wishes to leave this group. Cllr. Lloyd volunteered to join.

Members – Cllrs. Griffiths, Harries and Lloyd.

TRAFFIC MATTERS ADVISORY COMMITTEE - Members are Cllrs. Harries, Letten, Lewis and Bayes. Forum member are Mary Hallinan and Gaynor Davies.

COMMUNITY NEEDS, ASSETS, PROJECTS AND GRANTS ADVISORY GROUP -

Members are Cllrs. Harries, Lloyd, Lewis, Letten, McGarry, Bayes.

Members of the community – Nia Siggins, Paddy Davies, Lowri Evans.

HOUSING AND NEEDS SURVEY TASK AND FINISH GROUP – Cllr. Harries advised he wished to leave this group. Members – Cllrs. Lloyd, McGarry, Letten, Lewis, Bayes.

Cllr. Bayes asked whether this group could be disbanded and housing and needs matters to be included in the community and assets group. The Clerk advised this could be discussed at the groups next meeting, whether the housing group wish to disband and whether the community assets wish to absorb the housing issues.

Members of the community – Paddy Davies.

PARROG TASK AND FINISH GROUP – Members are Cllrs. Harries, Griffiths, Bayes, Paish, Cleal and McGarry.

PRIORITIES AND ACHIEVEMENTS, SECTION 6 ENVIRONMENT ACT, CLIMATE AND ECOLOGICAL EMERGENCY STATEMENT TASK AND FINISH GROUP – Members are Cllrs. Harries, Lloyd, Bayes and Lewis.

The Chair and Vice Chair are members for all the working groups.

4.2. Appointment of representatives to represent Newport Town Council

SENIOR CITIZENS. Cllr. Lloyd. Proposed by Cllr. Harries, seconded by Cllr. Morris.

BOAT OWNERS ASSOC. Cllr. Harries. Proposed by Cllr. Lewis, seconded by Cllr. McGarry.

NEWPORT FORUM. Cllrs. Lewis and Harries. Cllr. Bayes to stand down as she is the Forum secretary. Proposed by Cllr. Morris, seconded by Cllr. McGarry.

ONE VOICE WALES. Cllrs. Lloyd and Bayes. Proposed by Cllr. Lewis, seconded by Cllr. Harries.

YSGOL BRO INGLI. Cllr. McGarry. Proposed by Cllr. Lewis, seconded by Cllr. Harries.

NEWPORT PATH GROUP. Cllr. Griffiths. Proposed by Cllr. Lewis, seconded by Cllr. Harries.

NORTH PEMBS TRANSPORT. Cllr. Cleal. Proposed by Cllr. Lewis, seconded by Cllr. Letten.

PRESELI PRACTICE PATIENT GROUP- Cllr. Bayes. Proposed by Cllr. Harries, seconded by Cllr. Letten.

PRESELI CARES. Cllr. Lloyd. Proposed by Cllr. Harries, seconded by Cllr. Lewis

5. Cofnodion o'r cyfarfod AGM a gynhaliwyd ar 23^{ain} Mai 2023 / Minutes of the AGM meeting held on 23rd May 2023

- 5.1. Cllr. Harries' name is missing from the traffic group list. Clerk to rectify this. Subject to this correction, Cllr. Lloyd proposed that the minutes are correct and approved, Cllr. Harries seconded, all agreed.

6. Materion yn Codi / Matters arising

- 6.1. Cllr. McGarry said that it was the 1-year anniversary since former councillor Jano Williams had passed away. The Fields in Trust event was a great success and a tree was planted in memory of Jano. Cllr. McGarry advised that acquiring a memorial bench had been mentioned.

7. Derbyn cofnodion cyfarfod olaf pwyllgor / Receipt of the minutes of the last meeting of a committee

- 7.1. The last committee meeting was the community needs, assets, grants and projects advisory group. The minutes have been sent to everyone. Cllr. Lloyd proposed that these minutes are correct, Cllr. Bayes seconded, all agreed.

- 8. Ystyriaeth o'r argymhellion a wnaed gan bwyllgor / Consideration of the recommendations made by a committee**
- 8.1. The town council will discuss any recommendations at their next meeting.
- 9. Adolygiad o gylch gorchwyl pwyllgorau / Review of the terms of reference for committees**
- 9.1. Cllr. Harries proposed that terms of reference are referred back to all of the groups and committees, Cllr. Loyd seconded, all agreed.
- 10. Adolygu cynrychiolaeth ar gyrff 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**
- 10.1. Notes from all working group meetings are circulated to all councillors and discussed in the next full town council meeting. Councillors that represent the town council on external bodies report back at meetings which are recorded on the RAG sheet. Cllr. Bayes advised that not all representative on external bodies report back. Clerk to add this onto the RAG sheet.
- 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**
- 11.1. The town council to look at this in the July Budget and finance meeting.
- 12. Cadarnhau trefniadau ar gyfer yswiriant ar gyfer yr holl risgiau yswiriedig / Confirmation of arrangements for insurance cover in respect of all insured risks**
- 12.1. The Clerk confirmed that the insurance has just been renewed for this year.
- 13. Adolygiad o danysgrifiadau'r cyngor a / neu staff i gyrff eraill / Review of the council's and/or staff subscriptions to other bodies**
- 13.1. The town council subscribe to One Voice Wales and the Society of Local Council Clerks.
- 14. Adolygu a mabwysiadu rheolau sefydlog a rheoliadau ariannol priodol / Review and adoption of appropriate standing orders and financial regulations**
- 14.1. The new standing order template received from OVW was reviewed and approved on 24th March 2024. The council are waiting to receive the new updated financial regulations.
- 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**
- 15.1. Clerk to put this on the next town council agenda for discussion.
- 16. Adolygiad o weithdrefn gwynion y cyngor / Review of the council's complaints procedure**
- 16.1. Clerk to put this on the next town council agenda for discussion.
- 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**
- 17.1. Cllr. Lewis will check this policy.

18. 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

18.1. Town council meetings are normally held on the last Monday of each month unless it falls on a Bank holiday or the Clerk is unable to attend/is away. Cllr. Lewis asked whether this is set in stone, Cllr. Harries advised that it is not but it is good to keep continuity of town councils being held on the last Monday of each month.

19. Cyfatebiad / Correspondence

19.1. No correspondence.

The meeting closed at 8.01pm.