

**COFNODION DRAFFT AM CYFARFOD HYBRID CYFFREDINOL BLYNYDDOL A GYNHALIWYD
ar 7^{fed} MAI 2025 am 7yh
DRAFT MINUTES FOR THE HYBRID ANNUAL GENERAL MEETING HELD on 7th MAY 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	Miss L Evans (Town Clerk)
Ymwelwyr / Visitors	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. No declarations of interest

3. Cyflwyniad y Gadair / Chair's introduction

3.1. The Chair stated that it has been a privilege to have been the chair for the last year and thanked everyone for their help and support. At times he has felt out of his comfort zone but it has been worthwhile. He also commented that it is better being back at face-to-face meetings. Cllr. Lewis informed the council that this will be Cllr. Harries' 30th AGM meeting. The Chair thanked the Vice Chair for her support and the Clerk for all her hard work this year.

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

Cllr. Harries nominated Cllr. McGarry to be the new chair, Cllr. Lewis seconded, all agreed. Cllr. Harries nominated Cllr. Lewis as Vice Chair, Cllr. Letten seconded, all agreed.

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.

Members –Cllrs. Griffiths and Harries.

TRAFFIC MATTERS ADVISORY COMMITTEE - Members are Cllrs. Harries, Letten, Lewis and Bayes. Forum members are Mary Hallinan and Gaynor Davies. The Chair to be decided at the next meeting.

COMMUNITY NEEDS, ASSETS, PROJECTS AND GRANTS ADVISORY GROUP -
Members are Cllrs. Lewis, Letten, McGarry, Bayes.

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

HOUSING AND NEEDS SURVEY TASK AND FINISH GROUP – this group has been amalgamated with the community needs group.

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

PRIORITIES AND ACHIEVEMENTS, SECTION 6 ENVIRONMENT ACT, CLIMATE AND ECOLOGICAL EMERGENCY STATEMENT TASK AND FINISH GROUP – Members are Cllrs. Harries, Bayes, Lewis and Hollyfield. The group to decide on the changing the group name at their next meeting. Cllr. Bayes stated she would like that decisions be delegated to the sub groups. Cllr. Harries advised that any proposals have to come back to the full council. The Clerk advised that any proposals must be stated on the agenda and published 3 clear working days before the meeting so that the public are aware of what is being discussed. There will be 2 new councillors appointed soon and they should be offered the opportunity to join any working group.

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. Griffiths. Proposed by Cllr. Harries, seconded by Cllr. Letten.

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

NEWPORT FORUM. Cllr. Lewis. Proposed by Cllr. Harries, seconded by Cllr. Letten.

ONE VOICE WALES. Cllr. Bayes. Proposed by Cllr. McGarry, seconded by Cllr. Letten.

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

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

NORTH PEMBS TRANSPORT. This post is open for a councillor to volunteer.

PRESELI PRACTICE PATIENT GROUP- this group is defunct.

PRESELI CARES – this group is defunct.

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 proposed that the minutes are correct and approved, Cllr. Griffiths seconded, majority agreed, 1 abstention.

6. Materion yn Codi / Matters arising

- 6.1. No matters arising.

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 Parrog group. These minutes will be discussed at the next Parrog group meeting and then at the town council meeting.

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. Terms of reference to be referred to all the groups and committees for review.

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. Parrog group notes are put on the website. Newport paths group minutes are circulated to the council via Cllr. Griffiths and Clerk.

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. Cllr. Harries proposed that the standing orders have been reviewed and are approved, Cllr. Lewis seconded, all agreed. The financial regulations were approved back in April.

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. Cllr. Lewis proposed that the procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 have been reviewed and are approved, Cllr. Hollyfield seconded, all agreed.

16. Adolygiad o weithdrefn gwynion y cyngor / Review of the council's complaints procedure

16.1. Cllr. Harries proposed that the complaints procedure have been reviewed and are approved, Cllr. Lewis seconded, all agreed.

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. The Clerk to change Twitter to X. Point 5, the Clerk and Chair are permitted to post material on social media. Subject to these changes, Cllr. Lewis proposed that the policy is approved, Cllr. Letten seconded, all agreed.

18. Rota archwilio safleoedd wythnosol / Weekly site inspections rota

18.1. Cllr. Lewis takes the weekly meter readings for the changing rooms and does the weekly inspection for the playing field and skate park. He is happy to continue doing this. Cllr. Letten does the weekly inspection for the children's play area and Parc y Plant and is happy to continue. Cllr. McGarry inspects the cemetery on a weekly basis and would like this responsibility shared. Cllr. Harries volunteered to share the inspections.

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

19.1. 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. The AGM is held every May.

20. Cyfatebiad / Correspondence

20.1. No correspondence.

The meeting closed at 8.03pm.

DRAFT