



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 7^{fed} Gorffennaf 2025 DRAFT MINUTES OF TRUSTEES HYBRID MEETING HELD ON 7th JULY 2025 at 7pm

Pobol yn presennol: Persons Present:	Cllr. Ros McGarry (RM) Cllr. Sandra Bayes (SB) Cllr. Jake Hollyfield (JH) Cllr. John Griffiths (JG)	Cllr. Jon Letten (JL) Cllr. Morgan Lewis (ML) Bradley Challinor (Clerk) (BC)
Ymwelwyr / Visitors	2 members of the public in the room and 1 online	

1. Ymddiheuriadau am absenoldeb / Apologies for absence

Apologies received from Cllrs. Cllr. Paul Harries (PH), Daron Paish (DP) and Jackie Morris (JM).

2. Datganiad o ddiddordeb / Declarations of Interest

Cllr RM declared a personal interest in item 13.

3. Cymeradwyo Cofnodion Drafft y Cyfarfod Pwyllgor Blaenorol / Approve Draft Minutes of the Previous Committee Meeting

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

4. Materion yn Codi / Matters arising

No matters arising from the previous minutes

Items 11 and 13 were moved to the front of the agenda to allow public participation.

11. Parc Sglefrio / Skate Park

11.1 Skate Park lease

11. Emyr gave the committee a comprehensive update on the skate park.

- a) The planning pre-app is in progress, with initial support from planning in national parks / local authority.

- b) Only 1 new committee member attended the latest skate park meeting. Emyr expressed concerns around the lack of members with experience around planning, fundraising, project management, finance, etc.
- c) Next steps would be raising capital for the planning to move forward. Fundraising, etc.
- d) Cllr JH recommend involving local school groups / parents of the children that will be using the skate park facilities.
- e) Cllr SB asked Emyr to share plans of the skate park **Complete**
- f) Cllrs asked Emyr to share skate park lease **Complete**
- g) Emyr gave cllrs a run through of the maintenance (stones on park, new gate, and repair to ramps).

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

13.1 Consider and discuss sending to One Voice Wales:

- a) The email from Price and Kelway dated 7/05/25 acting for the Sneades and
- b) The email from Gwynne Hughes dated 23/05/25 acting for J. Davies.

Cllrs discussed the emails received from Price and Kelway and Gwynne Hughes and agreed to forward to One Voice Wales for further advice and guidance.

13.2 Review the contents of Gwynne Hughes' letter and ask what progress has been made with Price and Kelway

Cllrs discussed the Gwynne Hughes' letter and agreed to draft a response to explain that advice will be sort from One Voice Wales regarding the contents of the letter. Draft email below.

Boundary Dispute / Correspondence 23.05.2025 [D](#)

Newport Pembs Clerk <npcclerk@newport-pembs.co.uk>
to JGH, ros, Morgan, John ▼

Thank you for your email dated 23rd May 2025 to the Newport Playing Field Committee regarding the ongoing boundary dispute.

The Committee is not seeking advice as to whether the agreement is capable of determination. The Committee is taking further advice from One Voice Wales regarding the issues raised by Price and Kelway.

Please can the committee ask what progress, if any, have you made with Price and Kelway?

Kind regards,
Newport Playing Field Committee

13.3 Acknowledge receipt of Price & Kelway email of 7/05/25 and inform them that we are taking advice. Ask if they have made any progress with Gwynne Hughes

Cllrs discussed the Price & Kelway email and agreed to draft a response to explain that advice will be sort from One Voice Wales regarding the contents of the letter. Draft email below.

Boundary Dispute / Correspondence 07.05.2025 [D](#)

Newport Pembs Clerk <npcclerk@newport-pembs.co.uk>
to enquiries, ros, Morgan, John ▼

Thank you for your letter dated 07th May 2025 to the Newport Playing Field Committee regarding the ongoing boundary dispute and the enclosures.

The Committee has forwarded your letter and enclosures (and Gwynne Hughes letter dated 23rd May 2025) to One Voice Wales and requested them to review their advice in the light of your comments.

Please can the committee ask what progress, if any, have you made with Gwynne Hughes?

Kind regards,
Newport Playing Field Committee

5. Adroddiad y Cadeirydd / Chair's Report

Cllr RM updated the committee on the meeting with Liz and Sonia regarding the rent of the playing fields building / offices (for use with out of school clubs). Cllr RM confirmed that Liz / Sonia was sourcing grant funding and if successful would like to accept the rental agreement for 2025/26 financial year.

The committee were also happy to offer the building to support the ask from Liz to use the space for 1 hour in July 2025.

Cllr RM discussed organising a works party to clear up the outside of the playing field building and surrounding area (weeding, grass cutting, strimming, etc.). Cllrs agreed.

6. Adroddiad y gofalwr / Caretaker's report

Caretakers report available on request. Committee happy with the work of the caretaker and agreed the improvements made to the playing field and surrounding buildings.

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

Cllr JL confirmed there will be 1 team next season for the juniors (6-16 years old), but continuing with 2 coaches.

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

Cllr JL confirmed the shipping container (for storage) has arrived. Paint has been purchased (green). The club will paint the container over the Summer months in preparation for the new season.

Cllr JG discussed the drainage issue. Cllr JL to follow up.

9. Adroddiad Crwban Bach / Crwban Bach report

No further updates from the Chairs report (agenda point 5 above).

10. Adroddiadau arolwg / Inspection reports

- 10.1. Skate Park annual inspection **Complete**
- 10.2. Skate Park inspection **Complete**
- 10.3. Playing field inspection **Complete**
- 10.4. ROSPA inspection - Cllr. Harries to update
- 10.5. Smart meter in changing rooms. Clerk to move forward with 1 year fixed tariffs and follow up on broken smart meter.

12. Yswiriant / Insurance

Completed and renewed. Remove from agenda moving forward.

14. Prydlesi a chytundebau / Leases and agreements

- 14.1 Land leased to Mr and Mrs. Sneade – discussed in item 13.
- 14.2 Terms of use with playing field users – terms of use bought together in one helpful document by Cllr JH. Chair to check skate park TOU

15. Gofalwr yr ystafelloedd newid / Changing rooms Caretaker

Complete and referenced in agenda point 6 above. Remove from agenda moving forward.

16. Materion i'w hystyried / Matters to consider – Appendix 2

- 16.1 Consider changing the Playing Field Charity to a Charitable Incorporated Organisation (CIO). Cllr SB to contact Michael King to discuss the implications of moving to CIO status.
- 16.2 Consider enabling the Charity to claim Gift Aid. Michael King to also brief on gift aid for the playing field charity.

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

No further updates on the Playing field Task & Finish group report (discussed throughout agenda).

18. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Newport Tennis Club annual lease £50.00

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)	£44 (down from £56)
British Gas – electric (DD)	£48 (Down from £79, up from £65 and £53.00)
Bank account service charges (DD)	£4.25
PK Plumbing & HTG Ltd, 2 boiler servicers for changing rooms	£300.00
Havards, Newport, padlock and plated chain for skate park	£16.05 (vat £2.68)

- 18.1 Dros Blant room agreement in place with Liz. Chair to check agreement and contract.
- 18.2 Complete (fees and insurance documents)
- 18.3 Cllrs happy with cash flow spreadsheet
- 18.4 Container arrived for football storage (agenda point 8)
- 18.5 Energy renewals in place (1 year fix). Clerk to proceed with BG.
- 18.6 Cllrs discussed Dyfyed alarms quote. Clerk emailed and instructed to move forward with work. All Cllrs approved.

19. Gohebiaeth / Correspondence

- 19.1 Email from C. Rounding regarding rounders being played on the playing field **Cllrs happy with rounders on the field**
- 19.2 Email from B. Gawthorpe re boundary next to 13 Maes Morfa **discussed in agenda point 13**
- 19.3 Email from Clerk to T. Hole, tennis instructor re missing jugs and cups **complete**
- 19.4 Request by Silbers CIC to rent for 3 hours a week the building next to Bro Ingli where after school club takes place **complete**
- 19.5 Email received from C. Stockwell, PCC re Childcare setting query/advert on Facebook, **Complete**
- 19.6 Enquiry from Charlene Thomas regarding hiring Dros Blant building **Cllrs happy in principal and chair will update Liz / discuss with Charlene**
- 19.7 Phone call from member of the public interested in setting up a children's group **Complete**

20. Taflen RAG / RAG sheet

The RAG sheet was discussed and updated.