

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

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**COFNODION AM CYFARFOD A GYNHALIWYD AR-LEIN ar 25^{ain} IONAWR 2021 am 7.15yh
MINUTES FOR THE MEETING HELD ONLINE on 25th JANUARY 2021 at 7.15pm**

Pobol yn presennol: Cllr. Paddy Davies (Chair) Cllr. Barbara Young
Persons Present: Cllr. Jano Williams (Vice Chair) Cllr. John Griffiths
Cllr Paul Harries Cllr. Adrian Varney
Miss L Evans (Town Clerk)

Ymwelwyr / Visitors

Ymddiheuriadau Cllr. Elaine Lloyd Cllr. Bryce Barrett
wrth: Cllr. Jon Letten Cllr. Ros Cleal

**Apologies received
from:**

1. Ymddiheuriadau am absenoldeb / Apologies for absence

1.1. Apologies received from Cllrs. Lloyd, Barrett, Cleal and Letten.

2. Datganiad o ddiddordeb / Declarations of Interest

2.1. Cllr. Williams declared a personal and prejudicial interest in the Parc y plant item due to her proximity to the land. Cllr. Harries declared a personal and prejudicial interest in all planning matters as a member of the PCNPA planning committee.

3. Cofnodion o'r cyfarfod gynhaliwyd ar 11^{fed} Ionawr 2021 / Minutes of the meeting held on 11th January 2021

3.1. Item 4.1 should read 'Mary's Farmhouse Kitchen'. Clerk to rectify.
3.2. Subject to the above amendments, Cllr. Williams proposed that the minutes are correct and approved, Cllr. Harries seconded, all agreed.

4. Materion yn codi / Matters arising

4.1. Item 4.1 re Mary's Farmhouse Kitchen. This to be put on the RAG sheet.
4.2. Item 4.2 re computer password to be given to the Chair. This has been done.
4.3. Item 1 re Parrog shelter and viewpoint lease. This has been put on the RAG sheet but needs to be put back on the main agenda. Clerk to do this. All councillors to go and inspect the sea wall and shelter.
4.4. Item 15 re Maes Ingli sheltered accommodation. Cllr. Harries has requested an update from PCC.
4.5. Item 15.1 re PCC asking for an update on the housing needs survey. Cllr. Davies has sent them the timeline and tender for the housing survey.

5. Adroddiad y Cadeirydd / Chair's Report

5.1. There are 8 remaining places on the Planning Aid Wales training. The Forum and NAEG have offered to publicise these opportunities. Cllr. Davies proposed that the town council accept their offer, Cllr. Harries seconded, all agreed. Clerk to let them know.

5.2. Cllr. Lloyd has been absent from meetings due to being in hospital. Cllr. Davies proposed that her compassionate leave be extended, Cllr. Williams seconded, all agreed.

6. Arolwg Tai / Housing survey

6.1. Discuss and decide on extending the tender period in order to approach further companies – Cllr. Davies has been put in touch with 2 other companies that may wish to tender for the housing survey but has not been in contact with them yet. One tender has been received but remains unopened. Cllr. Davies proposed extending the deadline and letting the received tender person know, Cllr. Williams seconded, all agreed.

6.2. Discuss and decide whether the town council will agree in principle to pay for the housing survey if grant application is not successful – Cllr. Davies proposed that the town council agree in principle to pay for the housing survey if a grant application is not successful, Cllr. Williams seconded, all agreed.

6.3. Advice on opening tenders online – One Voice Wales has advised that the Clerk should open tenders at the online meeting and read them out to all councillors. Cllr. Davies proposed that there should be an extraordinary meeting to open and discuss the tenders, Cllr. William seconded, all agreed. The meeting will be on the 16th February.

7. Grŵp Rheoli Swyddog grantiau a phrosiectau / Grants and projects officer Management group

7.1. Cllr. Davies is going to stand in for Cllr. Harries on the management group. An advert to be drafted, translated and sent out. Terms of reference to be agreed at the first meeting.

8. Archwilio'r man chwarae / Inspection of play area

8.1. Details on the SLA with PCC needs further clarification, such as the full location name and description of the play area. The current inspection sheets need to be reviewed. Cllr. Davies proposed that the town council accept the SLA with PCC, Cllr. Harries seconded, all agreed.

9. Praesept 2021-2022 / Precept 2021-2022

9.1. The town council congratulated the Clerk on drafting the precept figures. A member of the community has asked whether the town council would put in match funding for grants in the precept. The town council have a Community Asset project reserve that could help with match funding and financial appeals. The town council may need to use some of this money to fund the housing needs survey. There needs to be 25% of the expenditure in the undesignated reserves. This to be discussed at the Budget & Finance meeting in April. Cllr. Harries proposed that the precept be set at £27,630, Cllr. Davies seconded, all agreed.

10. Parc y Plant

10.1. Discuss and decide on the proposal that Newport town council agree to sign the Fields in Trust contract and delegate signing the contract to the Chair and Vice – Cllr. Williams stepped out of the meeting as she has declared an interest. The deed of dedication has been sent to everyone. Cllr. Varney queried whether the path leading to the school is included; it is included. Cllr. Griffiths advised that they need to see the plan and the title number. Cllr. Harries advised that it should state Newport Town Council and not Community council. The council are registered as owners under the name of Newport community council. All agreed that the Fields in Trust plaque should be bilingual. The plan

and title number to be circulated to all to be discussed and decided upon at the next meeting. Can any 2 councillors sign the deed? Clerk to check the standing orders.

11. Trafod a phenderfynu cael tudalen adborth ar y wefan / Discuss and decide on having a feedback page on the website

11.1. Cllr. Williams is meeting with United Studio to discuss the website on Wednesday. She is keen that the website have a 'Have your say' section on the website, so that the community can answer yes or no to certain matters. Cllr. Davies proposed that the town council agree in principle to this, Cllr. Young seconded, all agreed.

12. Cynllunio ar gyfer yr amgylchedd / Plan for the environment

- 12.1. Tree project – Waiting to hear whether the Forum and NAEG's SDF bid has been successful.
- 12.2. Land at Feidr Eglwys/Bentinck – Cllrs. Williams and Griffiths have met with the developer and are waiting for clarification on whether PCNPA will be paying the maintenance fee. Keep on the agenda.

13. Lleoliad Y Pantri / Location of Y Pantri

13.1. Onsite meeting not doable at the moment. Rose has sent pictures to show location of the shelves. The oak tree roots could present a problem. Cllr. Griffiths has sent a draft licence to Cllr. Cleal. Clerk to put this matter on the RAG sheet.

14. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits £.....

Cyfrifon i'w talu / Accounts to be paid:

Town Clerk Pay (SO) p.m	£
Unit 3 rental (DD) p.m	£150 (vat £25)
Council Tax (DD) p.m	£155.00
Chess telephone (DD) p.m	£72.53 (vat £12.09)
Good energy (DD) p.m	£27.00 (down from £33)
United studios, GSuite mail box (DD) p.m	£12 (vat £2)
Audit Wales-Annual return	£289.11
Cllr. Paddy Davies, gifts for Cllr. Lloyd	£24.42
One Voice Wales, Clerk training, Advanced Government finance	£30.00
Staples, Canolfan Croeso, filing cabinet	£43.19 (vat £7.20)

14.1. The accounts are as follows: Treasurers-£21,552.15, Canolfan Croeso-£150.03, 30 day savers-£21,235.13. Cllr. Davies declared an interest in the payment due to her. Clerk to check with One Voice Wales whether Councils are allowed to spend money on other councillors. Cllr. Harries enquired when the Enhancing Pembrokeshire grant will be paid, Cllr. Williams confirmed it will be very soon. The Clerk has contacted the market manager regarding any outstanding invoices and market payments. Cllr. Harries proposed that all payments are approved, Cllr, Williams seconded, all agreed.

- 14.2. Frequency of financial appeal donations – this to be deferred until the next meeting.
- 14.3. Election costs – no update.

15. Tudalen RAG / RAG sheet

15.1. The RAG sheet was discussed and updated.

16. Cyfatebiad / Correspondence

All correspondence was noted except for the following:

- 16.1. 7.1 re suspected pollution on the Parrog. Cllr. Varney advised that a by-product being used on the land could end up in the water. There have been a few posts on social media with concerns regarding suspected pollution. The PCC pollution control officer has advised that it is naturally occurring. Cllr. Griffiths thanked Cllr. Harries for his work into looking at this issue. Members of the public can report environmental issue to Natural Resources Wales via their website. Clerk to put this issue on the next agenda.
- 16.2. 8.1 re installing a FTTP cable in the library. All happy for this to happen.
- 16.3. 8.3 re location for Newport paths group information boards. Cllr. Davies proposed that both sites are acceptable to the town council although they can't confirm who own the sites, Cllr. Varney seconded, all agreed. Clerk to let the Paths group know and advise them to contact PCC and PCNPA regarding land ownership.
- 16.4. 11.1 re email from the Forum regarding traffic issues. The Forum did not receive the Welsh government response from the town council which the town council will apologise for. Cllr. Williams confirmed that she has copied everyone in the traffic working group in on all correspondence and stated that she is resigning from the traffic working group. Cllr. Williams will respond to the Forum's email. Cllr. Harries to call a meeting.

The meeting closed at 9.15pm.

The next meeting is on the 22nd February.