

AGENDA AM CYFARFOD I'W GYNNAL AR-LEIN ar 20^{fed} MEDI 2022 am 7yh
AGENDA FOR THE MEETING TO BE HELD ONLINE on 20th SEPTEMBER 2022 at 7pm

You are hereby summoned to attend an online meeting of Newport Town Council for the purpose of transacting the following business.

If a member of the public/press wishes to attend the online meeting, please email the Clerk on npclerk@newport-pembs.co.uk by **15th September**.

- 1. Ymddiheuriadau am absenoldeb / Apologies for absence**
- 2. Datganiad o ddiddordeb / Declarations of Interest**
- 3. Cofnodion draft o'r cyfarfod gynhaliwyd ar 25^{ain} Gorffennaf 2022 / Draft minutes of the meeting held on 25th July 2022**
- 4. Materion yn codi / Matters arising**
- 5. Adroddiad y Cadeirydd / Chair's report**
- 6. Tan-gynnig arfaethedig i Ganolfan Gwybodaeth Trefdraeth (CGT) / Proposed underlease to Newport Information Centre**
 - 6.1. Receive the notes of a meeting between Cllr Griffiths and Mark Taylor
 - 6.2. Consider submitting the notes to RedKite Law with the Council's comments and requesting RedKite Law for advice prior to responding to CGT (Newport Information Centre)
 - 6.3. Canolfan Croeso side access
- 7. Lleoliad cyfarfodydd y dyfodol / Venue for future meetings**
- 8. Lloches bws Castell / Castle Bus shelter**
 - 8.1. The Council approach the owner of the Bus shelter and adjoining land (to whom the Council pays an annual rent of £5) to invite the owner to transfer the land to the Town Council.
- 9. Adroddiadau pwyllgorau cynghori / Advisory committee reports**
 - 9.1. Grants and projects
 - 9.2. Community assets
 - 9.3. Traffic
 - 9.4. Wellbeing Action plan
 - 9.5. Street market
- 10. Cysgod Parrog a prydles safbwynt / Parrog shelter and viewpoint lease**
- 11. Cynllun hyfforddi Cyngor Tref / Town Council training plan**
- 12. Governance Documents**

13. Materion yr amgylchedd / Environment matters

- 13.1. Consider tree planting sites in Newport-Tree Planting to Commemorate the Pembrokeshire Coast National Park's 70th Anniversary
- 13.2. Dog fouling problem in Newport / Dog Watch Scheme
- 13.3. Jet Ski's in Newport/Parrog
- 13.4. Fields in Trust plaque location and ceremony
- 13.5. Unrecorded burials-Brynhyfryd cemetery
- 13.6. Section 6 biodiversity and ecosystem annual report
- 13.7. Tree planting project
- 13.8. Crown reduction on trees by Parc y Plant/Pen y Bont
- 13.9. Letter of support for extending the CLEAN project

14. Canllawiau statudol ar gyfer Deddf Llywodraeth Leol ac Etholiadau (Cymru) 2021 / Statutory guidance relating to the Local Government and Elections (Wales) Act 2021

15. Cyllid / Finance

Arian a dderbyniwyd / Monies received:

Street market deposits (Jul/Aug/Sep)	£1,518.00
Newport Information Centre, 50% of building insurance for Canolfan Croeso	£260.52
Newport Library, 50% of building insurance for Canolfan Croeso	£260.52
VAT repayment	£1,095.52
2 nd PCC precept	£9,210.00
Cardigan River and Food Festival, stall hire	£325.00

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
Plusnet, Telephone (DD) p.m.	£34.60 (vat £5.76)
Good energy (electric) (DD) p.m.	£27.00 (down from £33)
United studios, GSuite mail box (DD) p.m.	£12 (vat £2)
United Studios, Basic monthly website care package (DD)	£94.80 (vat £15.80)
Financial donation to the Newport Tigers and Lions Football Clubs for purchase of new mower (paid)	£500.00
Newport Post office, printing paper, Blue tack, stationery	£13.89
Cllr. McGarry, OVW Council meeting training	£17.50
B. Evans, cut hay at Brynhyfryd cemetery	£150.00
J. Austin, Market manager, hours from July to September	£790.00
Newport Bay Tree Garden Services, contract work, 2 of 4 invoices	£1,690.00

- 15.1. Clerk's employment matters
- 15.2. Update on planning application on behalf of the playing field for a container on the playing field

- 15.3. Letter from the Minister for Finance and Local Government re The Finance & Governance Toolkit for Community and Town Councils
- 15.4. Direct debit mandate for Unit 3 PCC rent

16. Tudalen RAG / RAG sheet

17. Cyfatebiad / Correspondence

See attached list

Dyddiad y cyfarfod nesaf / Date of next meeting

SUPPORTING DOCUMENTS

Agenda item 9.1

Draft Notes of Grants and Projects Meeting held on the 15th July 2022.

1. Present: Paddy Davies; Jano Williams; Paul Harries; Elaine Lloyd; Ros McGarry.
2. No apologies for absence.
3. Minutes of last meeting (6/06/22) confirmed.
4. Paddy said that a quarterly progress report (April-June) of the management group would be circulated soon to the Town Council (TC).
5. Paddy said she didn't know if the Enhancing Pembrokeshire grant scheme would be extended next year. Nia's contract will end in August, and it was felt that an application to take advantage of funds and help the local community should be submitted. Paddy gave a verbal report of the areas of work that could be carried out with further funding. Enhancing Pembrokeshire (EP) does not like to give further funding for the same title. The TC would not necessarily be involved, but a facilitator would implement projects, and members of the TC could be involved in particular projects if they so wished.
6. Proposal-recommend to the TC that it draws up a full application to EP to fund a facilitator. Then an Expression of Interest be sent to EP by the 13th September.
7. Paul: Expression of Interest is sent to TC by email before Monday's meeting. Paddy said there would not be time. It was accepted that if the TC was happy, then an EP will be drawn up and sent to all Councillors for comment by email, before sending it to Pembrokeshire County Council (PCC).
8. Jano asked for confirmation that the TC meeting on Monday would be presented with the proposal for an Expression of Interest to EP.
9. Paul queried who would be carrying out the Wellbeing Action Plan. Jano said that the Engagement Resilience Officer would be carrying out the work. The results of this work and the results of the Housing and Needs Survey could be combined. Paul expressed concern that there might be conflict and possibly needed to safeguard against this.
10. It was confirmed who was representing the TC on the Wellbeing Steering Group and the Forum. Morgan is representing the TC on the Forum and Sandra is representing the TC on the Wellbeing Steering Group.
11. Paul said we need to be aware that things might not go in the right direction but we can work together.
12. Jano confirmed date of Expression of Interest to EP is 12th September. Full to PCC is October.
13. Paddy proposed that we go ahead and develop the project as discussed and seek TC approval. Seconded by Elaine. All in favour.
14. Paddy said the Town Councillors thought Nia was doing a fantastic job. All agreed.
15. Meeting closed 7.30pm.

Agenda item 9.3

Notes of Traffic Matters Advisory Committee held on line by Zoom on 27th July 2022 at 7pm.

Present: , Cllr Paul Harries, Cllr Elaine Lloyd, Cllr Sandra Bayes, Cllr Jon Letten, and Lady Mary Hallinan.

1. Apologies: Gaynor Davies

2. Cllr Paul Harries was elected as Chair and Note/Minute taker. All Agreed.

3. Minutes of the last meeting 8th June 2022 were discussed and approved for accuracy – all agreed.

3.1 Matters arising Item 5 - Cllr Paul Harries confirmed that actions proposed on the 5th April 2022 had been completed and letters had been sent by the Clerk. County Councillor Huw Murphy had been invited to this meeting.

All other matters are on the Agenda.

4. Terms of Reference

Amended Terms of Reference have been approved by Council and a copy was enclosed for the Committee to comment.

All agreed the amended Terms of Reference.

5. Action Log

In response to a request for a list of current issues to be compiled a “Traffic Matters Advisory Committee Action Log has been written.

It was agreed that this was a useful document and items were discussed and the Action Log updated. See Action Log.

6. Notes for Traffic Matters Advisory Committee.

The notes were discussed and the following decided:-

1. Send a reply to Welsh Government letter of the 29th June 2022 and raise the following points.
 - Will the 20mph speed limit be implemented on the A487 through Newport?
 - We have had no answers to our detailed concerns as mentioned in our email of the 15th July. Therefore we ask again, could a meeting be arranged with Newport Town Council to discuss these matters.
 - We understand that the WelTAG appraisal is now subject to the Roads review and the roads review outcome is due later this year.
Can we view the appraisal that is being reviewed please?
2. We received an email from Paul Davies AS offering to help on the 16th June. The following was decided:-
 - Send Paul Davies an email accepting his offer of help and ask him to arrange a meeting with Welsh Gov.
 - Send him a copy of the Action Log
3. Email From County Councillor Huw Murphy on the 20th June 2022.
 - Ask Huw to obtain an answer from PCC regarding Action Log items 6,24,25,26,27 and 28 these are “Active Travel” issues that we wish to have an update from Sue Lewis PCC.

- Ask Huw to obtain an answer from PCC regarding Action Log items 16, 18-23 inclusive. These are Actions that Marc Owen from PCC needs to update us on.
- Has Huw received a reply from SWTRA?
- Has he had a reply regarding a meeting?

4. Request a meeting with Jessica Hatchet PCC regarding items 11-15.

The committee requested that the Chair send out the Draft letters prior to sending to the final recipients..

Rag sheet, Agenda item 6

No.		Objective	Action	By Whom	By When	Status
6	26/06/17	Create a Health and Safety file for Newport Town Council	Keep on Agenda. Ongoing, Cllrs. Harries and Griffiths. This is a priority.	JG & PH	19.09.22	R
7	26/06/17	Investigate the provision of an information board commemorating the "OLINE"	Cllr. Harries to formulate a plan. Paul met Essex Havard yesterday, pleased its still on our radar-he's trying to locate family of sailors family.	PH	19.09.22	A
15	26/06/17	Bench plaques and policy	Cllr. Harries to look at policy and map of benches located in Newport. Cllr. Varney suggested having one bench with many plaques on it.	PH/JG	19.09.22	A
24	23/10/17	Shelter on Parrog	Location map received by K. Perkins. Lease and documents received from Perkins. John, Paul and Elaine to meet to discuss before 25th July meeting. John to write to K. Perkins and tell her the situation and contact Moorings committee and PCNPA regarding leases and invite them to a meeting	RC/JG	19.09.22	A
27	23/10/17	Archive Council Material	Cllr. Harries has gone through everything. Town council agreed to archive docs. Wait for playing field trustees to agree on their docs. Cllr. Harries waiting to receive cemetery book from Cllr. Davies	Clerk	19.09.22	A
30	30.01.18	Draft procedure for purchase of grave	Cllr. Davies has updated the paperwork. Memorials should be strength tested. Falln gravestone has been restored. Child burials are free in Pems. Cllr. Davies has found there are missing purchases and will make a note of these. Clerk reported there is one missing burial of ashes.	PD	19.09.22	A
36	21.05.18	Welsh names	PCNPA have confirmed they will make and pay for the signs in the new year. NTC will be responsible for the upkeep of these signs. Planning needed, put on agenda. PH to dig out letter from Kate Attrill. A website link was sent around. Can a sub group be formed to take this on? Clerk to nusge Paul about this	PH	19.09.22	A

40	27.01.20	Housing and needs survey	Meeting to be arranged with PCNPA to discuss. Tender awarded to successful candidate. Will start work when restrictions allow. Survey has been sent to all residents, links on the website. Good paper response so far. All survey info has been inputted online by 4 councillors. The report is being worked on now. Jano working on paperwork to send to PCC to get the grant money reimbursed.	JW/JG	19.09.22	A
42	27.01.20	New website update	Cllr. Morgan Lewis putting up documents and info and translating docs into welsh. Cllr. Lewis sent report to all. Council decided to stay with United studios.	JW	19.09.22	A
45	27.01.20	Blue plaque on building	Finalise decision and financing. PH awaiting responses. Clerk to nudge PH. Council to get prices for blue plaques and ask GPO whether there are grants for this?		19.09.22	A
51	20.10.20	Cemetery governance documents	Cllr. Davies to sort these	PD	19.09.22	A
58	25.01.21	Mary Farmhouse kitchen land	Ongoing situation.		19.09.22	A
59	16.02.21	Election costs	Costs received from PCC. Contested election estimate is £5,068.84		19.09.22	A
60	31.05.22	Citizen Led Recovery reports	Cllrs. Harries and Bayes will be attending these meetings. Waiting for a date		19.09.22	A
61	20.06.22	Governance Documents	Goc docs to be reviewed and updated		19.09.22	A
62	20.06.22	Play area inspection reports	Reports received from Peter Delaney		19.09.22	A
63	20.06.22	Parc y Plant-Outdoor table tennis	Ongoing.		19.09.22	A
64	20.06.22	Parc y Plant perimeter/trees	Ongoing.		19.09.22	A
65	20.06.22	Parc y Plant-Pen y Bont footpath	Ongoing		19.09.22	A
66	20.06.22	Parc y Plant-Consider an appropriate response to Tim Pettifer and Stephen Harris regarding their use of the land at the rear of their respective properties	Ongoing		19.09.22	A
67	20.06.22	Parc y Plant-Identify location for Fields in trust plaque	Jano and Jon to look for appropriate location. Adrian Varney has contacted 2 sports celebs who are happy to come to opening event. T&F group set up to organise this.		19.09.22	A
68	20.06.22	The Council's priorities, activities and achievements Annual Report	Report has been put on the website for 2021-22. Put on agenda for October to discuss priorities for this year.		19.09.22	A
69	20.06.22	Maes Ingli Sheltered Accommodation	Defib has now been re-allocated to the Memorial Hall. Defib pads have been replaced by Libby Balchin who has been reimbursed. Last update from PCC were they were going to arrange a meeting in July. Clerk to chase this.		19.09.22	A

70	20.06.22	CSO Alert Notifications – Newport North (Traethmawr)	Clerk sending update to councillors for Paul.		19.09.22	A
71	20.06.22	Welsh Annual Audit	Clerk sending to Audit Wales this Thursday.		19.09.22	A
72	20.06.22	Purchasing new printer	Ongoing		19.09.22	A
73	20.06.22	Victoria Gardens ownership and lease	2 letters sent to Welsh Gov re ownership. Clerk and John to look at this. Clerk to circulate email from John.		19.09.22	A
74	20.06.22	Adopting the Informal Resolution Protocol	CLrs. Lloyd, Letten and Morgan Lewis doing this		19.09.22	A

Correspondence, Agenda item 17

Gohebiaeth Cyngor Tref Trefdraeth am cyfarfod ar-lein ar 20^{fed} Medi 2022 Newport Town Council Correspondence for online meeting held on 20th September 2022

E-byst / E-mail

1. Cynllunio a thai/ Planning and housing

1. Email from MOP re plot at Pen y Bont, forwarded to all (11.08.22)
 2. Email from Cllr. Bayes re Feidr Eglwys Development The other 106 agreement and lack of provision of the safe footpath (14.08.22)
 3. Email sent to Llain yr Eglwys residents re calling a meeting to discuss the future management of the public open space, buffer ecology zone and hedge banks (23.08.22)
 4. Email from Planed re HOUSING NEEDS SURVEY, forwarded to all (30.08.22)
 5. Email from K. Edwards with brief report on housing survey results (06.09.22)
 5. Email from Cllr. Bayes re Maes Ingli Sheltered Accommodation meeting (12.09.22)
- Email from Clerk to PCC re update on Maes Ingli sheltered accommodation (13.09.22)

2. Uned 3 / Unit 3

3. Materion amgylchedd / Environment matters

1. Email from Cllr. Harries re kick sampling session for the CLEAN project, forwarded to all (02.08.22)
2. Email from County Cllr. Huw Murphy re a list of waste/dog bins in Newport (29.07.22)
3. Email from OVW re Section 6 biodiversity and ecosystem resilience duty, report at end of the year, forwarded to all (22.08.22)
4. Email from Cllr. Harries re CSO spills, forwarded to all (08.09.22)

4. Gwefan a Materion TG / Website and IT issues

5. Cyllid / Finance

1. Email from Good energy re increase in electric price tariff, forwarded to all (22.08.22)

6. Un Llais Cymru/ Cymdeithas Clercod Cynghorau Lleol/ Llywodraeth Cymru One Voice Wales /Society of Local Councils and Clerks/Welsh Government

1. Email from OVW re Statutory guidance relating to the Local Government and Elections (Wales) Act 2021, forwarded to all (21.07.22)
2. Email from OVW re Hello and welcome from the Local Places for Nature officer, offering a presentation to the council, forwarded to councillors (21.07.22)
3. Email from Paul Davies MS/AS re traffic issues in Newport (02.08.22)
4. Email from OVW re Consultation on Audit Wales Fee Scales 2023-24, forwarded to all (22.08.22)

5. Email from OVW re Woodland Creation Grant Schemes, forwarded to all (06.09.22)

**7. Cyngor Sir Benfro / Awdurdod Parc Cenedlaethol Arfordirol Penfro
Pembrokeshire County Council / Pembrokeshire Coast National Park Authority**

1. Email from PCC re Green infrastructure consultation, 1st September and will run for six weeks until 5pm on Friday 14 October, forwarded to all (06.09.22)

8. Materion cyffredinol Cyngor y dre / General Town Council issues

1. Email from Cllr. Griffiths to Zurich re clerks contract of employment, question regarding In the event of death or permanent disablement of the clerk arising from a violent or criminal assault suffered in the course of employment would any payments be made under the Council's policy? (21.07.22)
2. Email to Clerk from Cllr. Griffiths re Victoria Gardens/maintenance (25.07.22)
3. Email from V. Moller re Food festival in Newport, forwarded to all (09.08.22)
4. Email from Cllr. Bayes re Preseli Cares report (12.09.22)

9. Mynwent / Cemetery

10. Ysgol/ Chwarae/ Gohebiaeth plant / School/Play/Children correspondence

**11. Cau ffyrdd/Asiantaeth cefnffyrdd/ Materion ffyrdd
Road closures/Road Trunk Agency/Road issues**

1. Email from Welsh Gov in response to town council email on traffic matters, forwarded to all (11.08.22)

12. Marchnad stryd / Street Market

Correspondence, item 1.5

Update 06/09/22

The Survey

We are coming to the end of our analysis and findings and will present you with a draft shortly. We are currently verifying the data with Dr Rob Rowlands.

We shared with Jano some 'headline' findings on 17th August 2022:

- 428 people responded to the survey.
- There is no evidence of community support for more open market housing developments.
- There is strong evidence that the key issue people want to address is the lack of affordable housing to rent or buy for people and families working and living locally and reliant on local wages. The second issue is meeting the housing and support needs of older and disabled members of the community.

- Many people are apprehensive that any new developments made available on open market will be bought for holiday or second homes and not meet local needs.
- What most people want is a joined-up policy responses that focuses on housing, employment and other factors that impact on the community (traffic, car parking) that help will help younger people and families to live and work in the community throughout the year:

“Support for the local community, regeneration for Newport so that it doesn’t become a holiday resort, and a ghost town in the winter. We need more jobs and housing opportunities for young people.”

Some statistics to support this from the survey:

- Only 7% of respondents felt there is enough housing of the right price to meet local needs.
- Only 14% of respondents felt there was enough housing of the right design and size.

31 respondents said they were in housing need and of these two age groups were more highly represented – those working who had young families and older/retired couples and single people. The two housing needs they identified reflected what the community as a whole said:

- Larger, housing that was affordable to rent or buy by families where the parents are working locally year round, and
- Smaller, accessible housing for older people and/or people with disabilities.

There was a strong correlation between what general respondents said with those who identified as having housing needs. The survey findings suggest that the majority of the community in Newport are of the opinion that the only developments that should be allowed in Newport are ones that are focused on meeting the needs of the two groups described above.

Policy Update

Jano and I have exchanged emails recently relating to her concerns about potential development. We quickly reviewed some recent policy statements that might be helpful including:

Co-operation Agreement Between Labour and Plaid Cymru

‘Last summer the Welsh Government outlined a three-pronged approach to address the impact of second home ownership faced by Welsh communities. This seeks to address the affordability and availability of housing, amend the regulatory framework and system, and ensure second home-owners make a fair and effective contribution to the communities in which they buy’

(March 2022 update)

Statement by Julie James MS, Minister for Climate Change

‘We want people to be able to live and work in their local communities. But we know rising house prices are putting them out of reach of many people, exacerbated by the cost-of-living crisis we are facing’

‘There is no easy answer or quick fix solution. This is a complex problem that requires a wide range of actions. We continue to carefully consider further measures that could be introduced, and these changes are the latest steps we are taking to increase the availability of homes and ensure a fair contribution is made.’

(March 2022)

Sian Gwenllian MS, Designated Co-operation Agreement Member, Plaid Cymru

‘Second homes are a symptom of a wider problem - a market that treats property, not as a home, but as a way of making a profit. By working across the parties in the Senedd, we will introduce more measures, as soon as we can, to make house prices and rents genuinely affordable for people’

(March 2022)

Statement by Rebecca Evans MS, Minister for Finance and Local Government

‘As part of the Co-operation Agreement with Plaid Cymru, we are committed to taking immediate action to address the impact of second homes and unaffordable housing in communities across Wales, using the planning, property and taxation systems’

July 2022

Correspondence, item 8.4

Report to Newport Town Council on launch of Preseli Cares (online meeting 08/09/22)

Cwmpas (formerly Wales Co-operative Centre) has secured Lottery funding for a 2-year project enabling 2 Welsh communities to have voice and control over their care.

Cwmpas is working in partnership with Pembrokeshire Association of Voluntary Services (PAVS) for the Preseli area, and Action in Caerau & Ely (ACE).

The aim is to work with people in communities to develop a COMMUNITY-LED care system that can provide an affordable, viable solution to social care issues, that works for everyone

The Launch event included an introduction to the Preseli Cares project, examples of community-led care and support from other areas in Pembrokeshire, and an opportunity to ask the panel about their lived experiences of care and support

About 55 people attended the online event. I was the only person from Newport

Why Preseli Cares?

It is universally recognised that Social Care needs major change

The Social Care and Wellbeing (Wales) Act 2014 emphasised greater concentration on prevention and early intervention, and horizontal collaboration between statutory services and community support to wellbeing, rather than a top-down approach.

It is recognised that PLACE-based action makes more of a difference

The Preseli area was chosen by PAVS because of the work of Newport Forum's Wellbeing Newport project which was seen as providing a pace-setter for other communities, and a project spring board.

Preseli Cares is a 2-year programme of action-research to develop a community-led model of health/care and wellbeing based on ASSETS (that is - not starting from deficits). The resulting model will be complementary to, that is work together with – not instead of – statutory services. It could become a blueprint for health/care/wellbeing services for Wales and beyond.

It is based on the geographical area served by Preseli Practice, but without excluding people on the wrong side of any border drawn on a map.

Joanne Hobson is employed by PAVS as Development Officer for Preseli Cares. Jo needs to talk to as many people as possible with an interest in the project

Jo is attending Preseli Practice Patient Participation Group on 15th September

An event will be held in Newport Memorial Hall during October to give the public more information

Emyr John representing OVW through his work with PLANED attended yesterday and will be contacting Newport Town Council and Community Councils in the area proposing that a Preseli Cares Cluster Group is formed

The project is committed to talking with and listening to as many people as possible before deciding on what the co-produced model will be. However, Neyland Community Interest Company (C.Cllr Paul Miller)

providing domiciliary care, and Solva Care (Molly Roach), providing place based voluntary wellbeing support, are already planning to link together in a group of social enterprises. Both speakers pressed the Preseli Cares team to just get on with it.

SB/12/09/22