

CYNGOR TREF TREFDRAETH  **NEWPORT TOWN COUNCIL**

Uned 3, Yr Hen Ysgol, Heol Isaf Sant Mair, Trefdraeth, Sir Benfro. SA42 0TS
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COFNODION AM CYFARFOD A GYNHALIWDYD ar 8^{fed} Ionawr 2018 am 7.30yh
MINUTES FOR THE MEETING HELD on 8th January 2018 at 7.30pm

Pobol yn presennol: Cllr. Mike Phillips (Chair) Cllr. Jano Williams
Persons Present: Cllr. John Griffiths (Vice Chair) Cllr. Barbara Young
 Cllr Paul Harries Cllr. Daron Paish
 Cllr. Bryce Barrett Cllr. Jon Letten
 Miss L Evans (Town Clerk)

Ymwelwyr / Visitors 3 Members of public (MOP)

Ymddiheuriadau wrth: Cllr. Wendy Wright Cllr. Elaine Lloyd
Apologies received from: Cllr. Ros Cleal

Rhif No.	Eitem Item	Gweit' Action
1.	Datganiad o diddordeb / Declarations of Interest	
1.1	Cllr. Harries declared a personal and prejudicial interest in all planning matters as he is a member of the National Park planning committee. As a County Councillor he has a personal interest in negotiations regarding Parrog Yard and a personal interest in TIC items as a member of the National Park.	
1.2	Cllr. Wendy Wright has resigned from the Council. Clerk advised Councillors of the procedure, advertising the casual vacancy whereby an election can be called. If no election is called, then the Council can co-opt a new Councillor. Clerk to let PCC know, advertise the vacancy on Facebook and send document to Cllr. Williams for the website.	Clerk
1.3	The Clerk drew Councillors attention to the absence of Cllr. Lloyd due to ill health and the statement in the Good Councillor guide that states 'If you fail to attend any meetings for six months, before the end of this period you must ask the Council to approve your reason for continued non-attendance'. Cllr. Harries formally proposed that Cllr. Lloyd's absence is approved, Cllr. Phillips seconded, all agreed. The Town Council wishes her a speedy recovery.	
2.	Cofnodion o'r cyfarfod a gynhaliwyd ar 27^{ain} Tachwedd 2017 Minutes of the meeting held on 27th November 2017	
2.1	Item 5.5 re Cllr. Harries re-entering the room. Cllr. Harries re-entered the room after all planning applications were discussed. Clerk to rectify.	Clerk
2.2	The minutes were agreed as correct subject to the above amendment, proposed by Cllr. Phillips, seconded by Cllr. Harries. All agreed.	
3.	Materion yn Codi / Matters arising	
3.1	Item 3.3 re foliage at front of building which is still there. Put on	Clerk

RAG sheet.

3.2 Item 4.2 re Link officer's programme. Cllr. Harries proposed that the 2 Link Officers, Sarah Oliver and Hubert Mathias are invited to the next meeting and asked to explain how the 2nd homes tax is going to be distributed, Cllr. Phillips seconded, all agreed. **Clerk**

3.3 Cllr. Harries suggested a Task and Finish group to look into old Welsh names in Newport. Cllr. Griffiths volunteered to help. **PH
JG**

4. **Adroddiad y Cadeirydd / Chairman's Report**

4.1 Pavement obstruction

A member of the public complained about a sign obstructing the pavement. Cllr. Harries has spoken to the business involved and they have now moved the sign.

4.2 Proposed parking charges questionnaire

12th January deadline for the questionnaire. Chair and Vice Chair have carte blanche to fill it in. Cllr. Harries asked the question whether NTC want to take over the car park from PCC? Chair and Vice Chair to look at this. **MP
JG**

4.3 Parc y Plant

No update; put on agenda for next meeting. **Clerk**

4.4 Handyman

The need for a handyman can be directed to the Link Officers who will hopefully attend the next meeting.

Adroddiad y Pwyllgor / Committee Reports

5. **Pwyllgor Cynllunio / Planning Committee**

5.1 Nothing to report. The last planning applications were dealt with at the NTC meeting.

6. **Marchnad Stryd / Street Market**

6.1 Nothing to report.

7. **Iard y Parrog / Parrog Yard**

7.1 Work party

Cllrs. Phillips and Harries will take a look to see what needs removing from the yard. Cllr. Harries proposed that the 4 remaining sheds be sold at £70 each, Cllr. Paish seconded, all agreed.

7.2 Parrog yard update

An Extraordinary meeting was held on 28th December to discuss Parrog Yard. The notes of this meeting have been circulated to all.

The Chair and Vice Chair were authorised to sign the contracts subject to the 3 conditions stated in the minutes of 28th December.

The Clerk has emailed the external auditor 3 times but received no response. Red Kite Law has confirmed that everyone is ready to exchange contracts.

Cllr. Griffiths proposed that NTC do not exchange contracts until a

	<p>response from the auditors has been received, Cllr. Phillips seconded, all agreed. Clerk to phone the auditors tomorrow.</p> <p>Cllr. Harries proposed a thank you to Cllr. Griffiths for all his hard work, all agreed.</p>	Clerk
8.	Mynwent Brynhyfryd / Brynhyfryd Cemetery	
8.1	The draft procedure for purchasing a grave is ongoing. Chair and Vice Chair to look at it and report back	MP JG
8.2	Bee Friendly Scheme is ongoing	
9.	Gwefan / Web Site	
9.1	The new website is ongoing. Clerk to call a Website Task and Finish meeting.	Clerk
9.2	Facebook updates are ongoing.	
9.3	Take the photocopier lease off the agenda.	Clerk
9.4	Chess Broadband. Cllr. Williams has spoken to them. Wait until the 1 year contract ends which is the end of this month.	
9.5	Going paperless. Cllr. Letten proposed that the next meeting on 29 th January be a trial paperless meeting, Cllr. Williams seconded, all agreed.	
10.	Uned 3 / Unit 3	
10.1	Hoover rota is ongoing.	Clerk
11.	Tafllen RAG / RAG sheet.	
11.1	The RAG sheet was discussed and updated.	
12.	Canolfan Ymweld Trefdraeth / Newport Visitors Centre	
12.1	<p>NTC are waiting for PCNPA to put up a sign for expressions of interest. Once this notice is up the Council will then write a business plan.</p> <p>Invitations and a notice to tender were put up on the notice board/website. 2 tenders have been received. Cllr. Phillips proposed that due to reason of commercial sensitivity, members of the public be asked to leave the room while tenders are opened, Cllr. Griffiths seconded, all agreed. One Voice Wales have advised that the matter of confidentiality in respect of potential contracts is important and that the Council should deal with these in strictly closed sessions of their meetings. Members of the public left the room.</p> <p>The Clerk in the presence of the Chair opened the 2 tenders. Cllr. Harries proposed that Cllr. Williams keep the tenders, look at them and report back at the next meeting, Cllr. Griffiths seconded, all agreed. Clerk to send the 2 tenders acknowledgement of receipt.</p> <p>Members of the public re-entered the room. A MOP asked for an update on the TIC. Cllr. Williams to send him the prepared statement that is being used to all concerned residents.</p>	JW
13.	Cyllid / Finance	
	Arian a dderbyniwyd / Monies received:	

Street market deposits	£355.00
Cyfrifon i'w talu / Accounts to be paid:	
Town Clerk Pay (SO) p.m	£
Dwr Cymru (DD) p.m	£20.50
Unit 3 rental (DD) p.m	£150 (vat £25)
Council Tax (DD) p.m	£145.00
Chess telephone (DD) p.m	£63.94 (vat £10.66)
Good energy (DD) p.m	£63.10 (vat £10.52)
Street Market Manager	£360.00

13.1 Clerk confirmed that there is £6,713.96 in the Treasurers account, and £48,670.71 in the 30 day account. The precept payment of £8k has been paid but not showing up in the bank statement yet.

13.2 Cllr. Harries proposed that all finances are paid, Cllr. Phillips seconded, all agreed.

13.3 Precept

The precept figures were discussed and Cllr. Harries proposed that Councillors have examined the accounts and analysed the risks and have come to a suggested precept figure of £24, 578. The precept to be discussed and finalised at the next meeting on January 29th.

Councillors to start thinking about what the second home tax money could be spent on e.g Parc y Plant, Skate Park, TIC, car parking, Youth Club, Library, Memorial Hall.

Cllr. Griffiths thanked Cllr. Harries for his hard work.

13.4 Section 137 of the Local Government Act states that for each elector in Newport, £7.86 can be spent on purposes for which they have no other specific statutory expenditure. There are 846 electors in Newport; this comes to an expenditure of £6,649.56.

13.5 Internet banking is ongoing.

13.6 Cllr. Harries proposed that PCC Link Officers are asked about employing someone to raise funds/bid for grants, Cllr. Letten seconded, all agreed.

13.7 Councillor allowance

To be discussed at the next meeting.

13.8 It was decided to go straight to discussing the Correspondence list as it was nearing 10pm. All remaining agenda items to be discussed first at the next meeting on the 29th January.

14. **Cyfatebiad / Correspondence**

Other than below, all correspondence was noted:

14.1 Unit 3, no 2 re email from Chess telephone re price changes. Clerk to forward to all Councillors.

Clerk

14.2 General TC issues, no 3 re resignation letter from Wendy Wright. Clerk to send letter thanking her for her time as a Councillor.

Clerk

14.3 Late Correspondence

5 emails received regarding concerns over the TIC closure. Cllr. Griffiths proposed that the Clerk send them the standard response, Cllr. Phillips seconded, all agreed. Cllr. Williams to check with Chair/Vice Chair and amend if needed.

14.4 There being no further business the meeting closed at 10pm.

The date of the next meeting is