



Cyngor Tref Castell Newydd Emlyn

Newcastle Emlyn Town Council

## **DRAFT MINUTES**

Draft Minutes of the monthly meeting of Newcastle Emlyn Town Council held on Thursday 19<sup>th</sup> September 2024 at 7.00pm at the Cawdor Hall

Present:- Mayor – Cllr Peter Lewis, Councillors:- Allan Davies, Barry Evans, Hazel Evans. Alan Jones, Jayne Ludgate, Rhodri Phillips, Odette Little, Maureen Webley Clerk: Stella Jones.

### **1. 09/24 Ymddiheiriadau am Absenoldeb / Apologies for Absence** – Cllr Dave Thomas. CC K Howell

A request was made to go into Committee at the end of the meeting to discuss Tenders it was proposed, seconded and all agreed to this.

### **2. 09/24 Datgelu Diddordeb Personol ac Ariannol dan Eitemau Busnes sydd wedi eu Rhestru Isod / To Disclose Personal & Pecuniary Interests in Items of Business listed below**

Finance – Cllr H Evans – 9.2. xix. 3.S/O,

### **3. 09/24 Heddlu / Police** – Apologies . Cllrs raised two matters i. of a needle from a syringe found in the King George V Park following the Music in the Park event, ii. that cars were parking on the pavement in Sycamore Street obstructing the pavement for disabled people. – *Clerk to pass this information on to the PCSO's*

### **4. 09/24. i. I Gymeradwyo Cofnodion Cyfarfod Misol Gorffennaf 27ain 2024 / To approve the Monthly Meeting Minutes held on the 18<sup>th</sup> July 2024 at the Cawdor Hall**

Proposer - Cllr Hazel Evans

Seconded – Cllr Barry Evans

### **5. 09/24 Materion yn Codi / Matters Arising**

Ref 10.i.07/23 Old Courthouse – the Clerk had received another copy of a Draft Lease from CCC – Cllr A Jones raised the matter of signage in the lease – *Cllr H Evans would raise this matter with CCC*

Ref 6.xi01/24 Amphitheatre – Council was informed that planning application submitted by Agent Was not complete and further information was required, tenders had been received for the work and would be discussed in committee at the end of the meeting.

Ref 10.i. 05/24 Hanes Emlyn – Cllr B Evans stated that the work need on the steps had been done and hopefully the vents would be put in on Friday.

Ref 12. ( 6.xxvi.09/24) Mart Toilets – Clerk had spoken to CCC re opening the end toilet – *it was stated that they have no objection to the toilets opening nor for the moving of the baby changing unit to end toilet but it would have to be done at the TC expense – it was stated that CCC needed to sort out the drain going from that toilet as it was continually blocking and that was the reason for it to be kept locked at present, Clerk to request that CCC deal with this problem.*

### **6. 09/24 Gohebiaeth / Correspondence**

- i. email – CCC – Planning Applications 08/07/2024 - 19/07/2024 – *circulated*
- ii. email – The Democracy and Boundary Commission Cymru – Guide to the 2026 – *circulated*
- iii. email – CCC – Carmarthenshire Revised Local Development Plan (2018 – 2033) – *circulated*
- iv. email – CCC – Planning Applications 22/07/2024 - 26/07/2024 – *circulated*
- v. email – Ploneve Porzay – message of thanks
- vi. email – CCC – Bws Bach y Wlad: Enhancing Rural Connectivity in North Carmarthenshire – *circulated*
- vii. email – CCC - Town & Community Councils Update – *circulated*
- viii. email – OVW - News Bulletin - *circulated*
- ix. email – CCC – Planning Applications 29/07/2024 - 02/08/2024 – *circulated*
- x. email – OVW - Free resources to help tackle fly-tipping in your communities – *circulated*
- xi. email – Living Well in Carmarthenshire Event 16/08/24 NCE Leisure Centre 10am-2pm – *circulated* – *Cllr A Davies commented that apparently it was poorly attended by the public and this was generally the case across the county*
- xii. email – CCC - Planning Applications 05/08/2024 - 09/08/2024 – *circulated*
- xiii. email – How can we support you - Tenovus Cancer Care – *circulated*
- xiv. email – Hywel Dda – Launching 'My Health, My Choice' Primary Care and Community Services engagement – *circulated*
- xv. email – CCC – Planning Applications 12/08/2024 - 16/08/2024 – *circulated*
- xvi. email – OVW - News from the Cost of Living Crisis Support Team – *circulated*
- xvii. email – Launching 'My Health, My Choice' Primary Care and Community Services engagement – *circulated*
- xviii. email – Steve Rees - Update on Continuing Statutory Nuisance from Dairy Partners, Aberarad – *circulated*
- xix. email – WCF Funding Agreement -
- xx. email – CCC – Planning Applications 26/08/2024 - 30/08/2024 – *circulated*
- xxi. email – CCC – Planning Applications 02/09/2024 - 06/09/2024 – *circulated*

- xxii. email – D.P.P – Urgent: Register Now for Dyfed-Powys Police and Crime Commissioner Engagement Events – Limited Spaces Available – *circulated*
- xxiii. email – Reminder – Councils Connect: Youth Engagement & Cost of Living Initiatives – *circulated*
- xxiv. email – Karen Waters – Enforcement Officer Business Fire Safety – *discussed in Finance*
- xxv. email – Lleucu Meinir – Ynni Sir Gâr - Llogi Neuadd Cawdor ar gyfer prosiect 'Dyfodol Arfer'
- xxvi. email – CCC Shannen Rees – Mart Toilets – *see matters arising*
- xxvii. email – Dyfed Powys Police – Police & Crime Commissioner Bulletin - *circulated*
- xxviii. email – OVW -Apply now for a Free Community Orchard Package – Deadline 20<sup>th</sup> September – *circulated*
- xxix. email – DPP – National Advisory and Liaison Service aimed at supporting all those affected by suicide – *circulated*
- xxx. email – PLANED Information network Carmarthenshire – *circulated*
- xxxi. email – C CNE R – Community Fridge opening – *circulated*
- xxxii. email – Health Board Event Primary Care – *circulated*
- xxxiii. email – Former NCE Court House Draft Lease - *dealt with under matters arising* -
- xxxiv. email – CCC - Planning Applications 09/09/2024 - 13/09/2024 – *circulated*
- xxxv. email – Dyfed Alarm Quotations – *circulated – discussed in Finance*
- xxxvi. email - OVW – Practice Development Note 8 Code of Conduct: Members and Officers – *circulated*
- xxxvii. email OVW - Webinar Older People's Engagement & Services – *circulated*
- xxxviii. email - Launch of consultation - role, governance and accountability of the community and town council sector – *circulated*

### **7. 09/24 Adroddiadau Pwyllgorau / Committee Report**

- i. Finance – it was stated that the toilet door needed painting as this was not in the quote by the painter who did the work on the Cawdor Hall – *it was stated that the work would be carried out by Councillors themselves as it would be expensive for the Work to be carried out professionally*
- ii. King George V Playing Field – Cllr R Phillips *stated that there was a hole in the bin and that vermin was getting in and out – Cllr H Evans asked him to specify which bin it was so that the relevant owners could be informed*
- iii. Victorian Night – Cllr O Little asked for a date for a meeting – *it was agreed on the 25/09/24 at 6pm*
- iv. NEDC – Cllr Ludgate stated that there had been some negative comments these would be taken on board and it was hoped that the event would be held again next year with possibly a change of venue

### **8. 09/24 Cais Cynllunio–Ymgynghori / Planning Application Consultation –**

None

### **9. 09/24 Materion Arianol / Financial Matters**

#### **1. a.Cyllid / Budget – this was discussed fully.**

- b. Quote for Fire Safety Precaution measures** – *these were discussed fully and it was proposed that the following work be carried out as recommended by Mid & W Wales Fire Service – Installation of an Emergency Lighting System and Additional/Alterations to existing fire alarm system.* Following this discussion it was agreed that on the licence for future Unit holders that they should arrange themselves that any electrical equipment used in the Unit should be PAT Tested

#### **2. Invoice**

i.	Wyn Davies, Handyman (06/07/24 – 28/07/24)	£575.00
ii.	Wyn Davies, Handyman (04/08/24 – 28/08/24)	£325.00
iii.	Jenny Nichols-Long (18/07/24 - 14/08/24)	£322.00
iv.	Jenny Nichols-Long (15/08/24 - 18/09/24)	£402.50
v.	Jill Lowry (15/07/24-10/08/24)	£414.00
vi.	Jill Lowry (12/08/24 -14/09/4)	£517.50
vii.	Cardigan Bay Trading [Mart toilets]	£43.98 + £41.98 = £75.96
viii.	Cardigan Bay Trading [Clock Toilets]	£29.98 + £51.97 = £81.95
ix.	Zurich Insurance	£2,503.46
x.	Insurance for Music in the Park(NEDC)	£406.16
xi.	HCE	£1,056.00
xii.	Invoice for Costs Incurred Promoting the UK Junior Road Race Championships:	£4,996.52
xiii.	DLG Ltd [Topographic survey]	£500.00
xiv.	Clerk [Postage of Sympathy Card to Plonevez Porzay]	£2.50
xv.	FMJ [painter]	£4,650.00
xvi.	CCC Lease of Castle Grounds	£25.00
xvii.	Squeaky Clean Windows	£15.00
xviii.	TVBS	£121.17
xix.	Hazel Evans [purchase of gazebos]	£849.95
xx.	CCC [planning application]	£210.00

#### **3. S/O or D/D**

LAS [per 4weeks]	£113.16+£140.52
Clerk's Salary	£394.80x2

OCTOPUS.....	£94.95 + £120.99
OCTOPUS .....	£21.94
OCTOPUS.....	£25.23 + £24.09
DWR CYMRU .....	£86.00x2
DWR CYMRU .....	£13.58
CCC [Rates] .....	£371.00x2
PWLB .....	£847.33

**3. Credit**

**i. Rental of Courtyard, Cawdor Hall**

UNIT 1 .....	£160.00 X 2
UNIT 2 .....	£160.00 X 2
UNIT 3 .....	£144.00 + £151.20
UNIT 4 .....	£195.06 X 2
CCC [hire of Chamber] .....	£25.00
Electricity Unit 2 final payment .....	£20.18
SLA TOILETS .....	£527.97
GRANT .....	£2,000.00
CCC [Precept].....	£11,087.27
HMRC [SDDS] .....	£296.00

*The Clerk stated that two of the unit holders had not increased their rental amounts and would be informed*

**4. Requests for Financial Assistance**

- i. Cadernid CNE Resilience – £50.00 proposed & seconded

**10. 09/24 Materion Angen Trafodaeth / Matters for Discussion**

**11. 09/24 Dyddiad Cyfarfod Nesaf / Date of next meeting**

Nos Iau Hydref 17eg 2024 am 7.00yh yn Neuadd Cawdor / *Date of Monthly Meeting October 17<sup>th</sup> 2024 at 7.00pm, Cawdor Hall.*

**12. 09/24 Sylwadau'r Cynghorwyr / Councillors' Comments**

1. Cllr. O Little – i. stated that the path from Plonevez Gardens to the back of Maesllewellyn was overgrown – *CCllr H Evans stated that she had spoken to CCC and they said the work would be carried out this month*
2. Cllr H Evans – i. stated that the training for the use of the Totempole was yet to be carried out and that needed to be up and running especially in preparation for Victorian Night. It was agreed that this item be placed on the Agenda of the next meeting.
  - ii. stated that Jean Williams [who looks after the toilets in the winter months] had just celebrated her 90<sup>th</sup> Birthday – *it was agreed that a card & flowers be sent to her from the Council*
  - iii. Pavements – work progress was slow and she had spoken to CCC regarding this and they had stated that they would put more workers on the job
  - iv. stated that the Gazebos purchased by the Council for Community use were of good quality and had been used by Glyn Nest for their Fete – *it was agreed that it be advertised on our website*
3. Cllr A Jones – i. stated that he had witnessed several near misses at the junction of Church Lane with the main street and that something needed to be done about it – Cllr H Evans stated that she would contact CCC and request a site visit.
  - ii. stated that he had sent in a 'Show of Interest' to KWT for extending the Wild Flower Meadow
4. Cllr P Lewis – i. stated that he was disappointed with the turnout of helpers from the town for the 'Clear Up' at the Castle Grounds on 10<sup>th</sup> August

The meeting terminated at 9.15pm .

Signed \_\_\_\_\_ Date \_\_\_\_\_

DRAFT MINUTES