



## Newcastle Emlyn Town Council

# MINUTES

Minutes of the monthly meeting of Newcastle Emlyn Town Council held on Thursday 16<sup>th</sup> September 2021 at 7.00pm on Zoom Present:- Mayor – Cllr Jayne Ludgate, Councillors:- Kelvin Baker, Allan Davies, Barry Evans, Cefin Evans, Hazel Evans, Peter Lewis, Odette Little, Maureen Webley. Clerk: Stella Jones.  
Also present PCSO J Kedward.

The Mayor extended sincere condolences to the family of the late Ken Jones of NCE a past Councillor and Mayor of the town as well as being a founding member of Hanes Emlyn. in respect Council took a minute's silence.  
The Mayor also extended condolences to Cllr Alan Jones on the recent death of his sister

### **1. 09/21 Ymddiheiriadau am Absenoldeb / Apologies for Absence** – Cllr A Jones

### **2. 09/21 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 - 9.1.xii. xiii, 9.2.S/O

**3. 09/21 Heddlu / Police** – PCSO J Kedward – stated that he was not aware of any problems in town. The Police are aware of the Road Race in town at the weekend. One matter was raised this was the number of cars speeding out of town, way exceeding the statutory speed limit, on Cardigan Road – *J Kedward stated he would inform the Road Policing Unit.*

### **4. 09/21 I Gymeradwyo Cofnodion Cyfarfod Misol ar 15.07.2021 / To approve the Minutes of the Monthly Meeting on 15.07.2021**

Proposer – Cllr B Evans

Seconder – Cllr O Little

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

Ref 10.iii.03/18 Diffibrylidd / Defibrillators & Ref 11.1.i.Aberarad Kiosk – Cllr C Evans stated that some of the residents in Aberarad had volunteered to paint the kiosk. The mounting board for the defib is in place(a photograph of this has been circulated to Councillors) The Perspex for the missing glass panes will be fitted next week and then it will be ready for the defib.

Ref Attic Theatre Damp – the scaffolding quote was discussed and it was agreed that it be accepted and that the work should commence as soon as possible before the winter weather sets in. Cllr B Evans stated that work should commence before the end of this month.

Ref 10.iv.06/21 Disabled Toilet – Cllr P Lewis has replaced and fitted the new handles as well as the Baby Changing unit. He noticed that the soap dispenser is leaking from its back and suggested it should be replaced-*this was agreed and Cllr Lewis would get a replacement from CBT.*

Ref 6.v.07/21 Local Places for Nature – Cllr Ludgate reported on behalf of Cllr A Jones, who is dealing with this matter, he has completed the required forms for this but required permission from CCC to go ahead – Clerk stated that she had received an email and would forward this to Cllr Jones.

Ref 11.4.ii. Sign for Cawdor Hall Toilet - Cllr H Evans had spoken to CCC regarding this but had misunderstood the siting of said sign, it was clarified that it was required so that visitors/public could see the sign on the approach side from the castle. Cllr Evans stated that she would go back to CCC again with this information and report back at the next meeting.

### **6. 09/21 Gohebiaeth / Correspondence**

i. email – CCC – Latest news from Carmarthenshire County Councils – *circulated*

ii. email – CCC – Welsh Government Consultation on a default 20mph speed limit – *circulated*

iii. email – CCC – Planning Applications 12.07.2021 - 16.07.2021 – *circulated*

iv. email – Welsh Blood Service – *circulated*

v. email – CCC – temporary road closure – Heol Arad, Newcastle Emlyn – *circulated*

vi. email – Gov Events - [Social Media Content and Marketing Communications for Public Sector Organisations](#) – *circulated*

vii. email – CCC – Planning Applications 19.07.2021 - 23.07.2021 – *circulated*

viii. email – OVW & Audit Wales – Live Webinar: PART 2 - Your Town, Your Future - Regenerating Town Centres – *circulated*

ix. email – CCC – Monthly update / ASB Awareness Week – *circulated*

x. email – OVW – The Queen's Platinum Jubilee Beacons – 2nd June 2022 – *circulated*

xi. email – CCC – Planning Applications 26.07.2021 - 30.07.2021 – *circulated*

xii. email – IRP Gov Wales - Review of the Remuneration Framework for Community and Town Councils – *circulated*

xiii. email – CCC – Community Cohesion Small Grants Fund 2021 – *circulated*

Signed \_\_\_\_\_

Date \_\_\_\_\_

- xiv. email – OVW & Gov Wales –The Welsh public Sector Net Zero Route-map and Reporting Guide timetable – *circulated*
- xv. email – CCC – Temporary Road Closure – Heol Arad, Newcastle Emlyn – *circulated*
- xvi. email – CCC – Code of Conduct Training for Town and Community Councils – *circulated*
- xvii. email – CCC – Planning Applications 02.08.2021 - 06.08.2021 – *circulated*
- xviii. email – OVW – Remote training sessions that are taking place in August – *circulated*
- xix. email – Y G Emlyn – invite to activity days – *circulated*
- xx. email – Gov Wales - Draft Local Elections (Principal Areas) (Wales) Rules 2021 and draft Local Election (Communities)(Wales) Rules 2021 – *circulated*
- xxi. email – OVW – Our Living Trails – Newsletter 1 – *circulated*
- xxii. email – OVW – Cymru'n Cofio Wales Remembers final publication – *circulated*
- xxiii. email – CCC – Planning Applications 09.08.2021 - 13.08.2021 – *circulated*
- xxiv. email – CCC – Bumblebee Square Challenge – *circulated*
- xxv. email – CCC – Carmarthenshire Assessment of Local Well-being – *circulated*
- xxvi. email – OVW – Updated guidance in support of the 2016 Model Code of Conduct – *circulated*
- xxvii. email – OVW & Gov Wales – Consultation on local taxes for second homes and self-catering accommodation – *circulated*
- xxviii. email – CCC – Active Travel Consultation Map – *circulated*
- xxix. email – CCC – Latest news from Carmarthenshire County Councils – *circulated*
- xxx. email – Stephen Lawrence – application for Unit 2 - *clerk stated that she had asked if he would like to see the unit but had had no response and also whether he was still interested, it was agreed that if he was still interested he should have the opportunity to rent the unit*
- xxxi. email – CCC – Planning Applications 23.08.2021 - 27.08.2021 – *circulated*
- xxxii. email – OVW & Gov Wales - Improving health services in your area – *circulated*
- xxxiii. email – OVW & Gov Wales – Electoral Reform Newsletter August 2021 – *circulated*
- xxxiv. email – OVW - Remote training sessions that are taking place in September – *circulated*
- xxxv. email – OVW & Gov Wales – Shaping Wales' Future : Using national milestones and indicators to measure our Nation's progress - Early notification – *circulated*
- xxxvi. email – Stephen Morgan – wild flower meadow – *agreement from CCC that the work could go ahead, email to be forwarded to Cllr A Jones*
- xxxvii. email – OVW & Wales Gov.– Consultation on local taxes for second homes and self-catering accommodation – *circulated*
- xxxviii. Jim Bowen – Clynfyw Harvest Festival 22nd September – *circulated*
- xxxix. email – CCC – Back on your bike - Town and Community Cycling Project – *circulated*
- xxxx. email – CCC – Carmarthenshire County Council Green Infrastructure Consultation – *circulated*
- xxxxi. email – L & C Haycock – Card – *complementing the town on the welcome they had received by shop keepers and locals whilst on holiday in the Emlyn Arms and stating that they would be visiting again in the future.*

## **7. 09/21 Adroddiadau Pwyllgorau / Committee Report**

- i. Victorian Night – If the event was to go ahead a written assessment would be required. Several businesses had have stated that they would prefer not to open at this particular time therefore unfortunately it will have to be cancelled again this year – *councillors suggested that possibly something could be held in the summer months next year.*
- ii. A successful meeting was held between CCC and the Council regarding having the library facility in the Gallery. Everyone was in agreement that it would be beneficial to the town and the Council to site this facility in the Cawdor Hall. CCC will be informed that the Council is in favour so that all the legalities can be put in motion.

## **8. 09/21 Ceisiadau Cynllunio / Planning Applications**

None

## **9. 09/21 Materion Ariannol / Financial Matters**

### **1. Invoice**

i.	Wyn Davies, Handyman(15/07/2021 – 08/08/2021).....	£505.00
ii.	Wyn Davies, Handyman(10/08/2021 - 12/09/2021).....	£505.00
iii.	Jenny Nichols-Long (15/07/2021 – 18/08/2021) .....	£315.00
iv.	Jenny Nichols-Long (19/08/2021 – 16/09/2021) .....	£261.00
v.	Jill Nichols-(Lowry) (10/07/2021 – 13/08/2021) .....	£405.00
vi.	Jill Nichols(Lowry) (14/08/2021 – 13/09/2021).....	£324.00
vii.	Jenny Wheeler .....	£387.37
viii.	Cardigan Bay Trading [clock toilets].....	£18.99
ix.	Cardigan Bay Trading [Mart toilets].....	£18.99
x.	Holy Trinity Church Hall-(hire of).....	£12.00
xi.	CCC – Lease of Castle Grounds .....	£25.00
xii.	Stella Jones (Panda Internet Security).....	£35.49
xiii.	Hazel Evans[Postage of Documents to Audit Wales].....	£7.65
xiv.	Cardigan Bay Trading[£50.97+£18.99] .....	£69.96

Signed \_\_\_\_\_

Date \_\_\_\_\_

**2. S/O**

LAS [per 4weeks] .....	£90.12 + £111.72
Clerk's Salary .....	£340.00 x2
HMRC [Clerk's PAYE].....	£85.00 x2
PLUS NET .....	£25.20x2
DWR CYMRU(PC).....	£22.50
DWR CYMRU(WF).....	£14.84
PWLB .....	£889.33
SWALEC .....	£229.66
SWALEC .....	£34.34
SWALEC .....	£22.32
GRAIG CHAPEL [garage rent] .....	£75.00

**3. Credit**

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

UNIT 1 [Karen Wilkinson].....	£165.00 x 2
UNIT 2 Vacant .....	
UNIT 3 [ Paula McCreary].....	£143.07
UNIT 4 [Diane Newman].....	£174.33 x 2
ii. Rental for Gallery.....	Nil
iii. CCC Precept .....	£10,075.52
iv. Stella Jones [HMRC PAYE] .....	£85.00
v. D Newman[electricity].....	£194.68
vi. K Wilkinson [electricity].....	£165.38
vii. Odette Little [collection box for Town Toilets].....	£47.00

**4. Requests for Financial Assistance**

None

**10. 09/21 Materion Angen Trafodaeth / Matters for Discussion**

- i. Scaffolding for Cawdor Hall – *discussed under matters arising*
- ii. Welsh RR & TT Championships 2021 at NCE on 18<sup>th</sup> & 19<sup>th</sup> September - *bunting had been hung around the Cawdor Hall as well as flags etc kindly donated by the Mayor as well as routes and time tables.*

**11. 09/21 Sylwadau'r Cynghorwyr / Councillors' Comments**

- 1. Cllr P Lewis – i. stated that the pump that waters the hanging basket isn't working, he intends having a look at it to see whether it is repairable
- 2. Cllr H Evans– i. stated it would be a good idea to ask Jill to open the mart toilets for Sunday as there would probably be a crowd about – *Clerk to see to this*
- 3. Cllr K Baker – i. the Sycamore tree is encroaching on to the pavement in Sycamore Street – *Cllr H Evans stated that she would ask someone from CCC to come out and inspect and advise as to the next steps to take*
- 4. Cllr A Jones - [via email to Mayor in his absence] – i. stated that he was prepared to check the fire alarm system on a weekly basis as long as someone was prepared to assist occasionally if he was unable to carry out the duties. He also asked for permission to purchase a step ladder in order to comply with H&S regulations – *this was agreed*  
 ii. stated that another fire extinguisher was required in the gallery and for unit 4 – *it was stated that there were 3 extinguishers in the committee room they could possibly be used if suitable.*  
 iii. re the scaffolding Cllr Jones suggested getting a quote from Carningli Scaffolding – *Council felt that time was of the essence in this case before the winter weather comes in and as the present quote received and builder are ready to go at the end of this month we should proceed with Teifi Scaffolding.*  
 iv. *requested that a Council Face Book Page be placed for discussion on the Agenda of next month's meeting.*
- 5. Cllr J Ludgate i. asked CC H Evans to pass on the Council's thanks for bring this prestigious event to Newcastle Emlyn  
 ii. stated that she had attended one of the events in Ysgol Emlyn which was very good

**12.09/21 Date of next meeting**

Nos Iau Hydref 21ain 2021 trwy Zoom am 7.00yh [heblaw bod amgylchiadau cyfyngiadau yn newid] / *Date of Monthly Meeting October 21<sup>st</sup> 2021 at 7.00pm by Zoom [ unless circumstances change with distance restrictions]*

There being no further business the meeting terminated at 8.00pm

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

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