



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 21st September 2023 at 7.00pm at the Cawdor Hall Present:- Mayor – Cllr Hazel Evans. Councillors:- Allan Davies, Barry Evans, Peter Lewis, Odette Little, Jayne Ludgate, Rhodri Phillips, Dave Thomas, Maureen Webley, CC Ken Howell Clerk: Stella Jones.

The Mayor welcomed new Councillor Rhodri Phillips to his first meeting whereby he read and signed his declaration of Acceptance of Office

1. 09/23 Ymddiheiriadau am Absenoldeb / Apologies for Absence – Cllrs A Jones,

2. 09/23 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.ix , 9.2.S/O,

3. 09/23 Heddlu / Police – apologies from PCSO's J Kedward and S Sinnott – *Clerk to inform them of the problem of empty bottles being left on the footpath behind Parc Hafan and of the issues in the Cawdor Hall toilets.*

4. 09/23. i.I Gymeradwyo Cofnodion Cyfarfod Misol Gorffennaf 20ed 2023 / To approve the Monthly Meeting Minutes held on the 20th July at the Cawdor Hall

The matter was raised by Cllr D Thomas as to why the Clerk had not included the outcome of the voting for the Polling Cards. The Mayor explained that this was not dealt with at the July Monthly meeting but at a special meeting on the 13th July 2023 to discuss the arrangements for the Consultation Open Day at the Old Court House in September, which the Clerk was not present at. The Mayor had to raise an urgent matter as CCC required a response by the next day as to whether Polling Cards were required for the forthcoming by-election. It was explained that the cost of this was £1400, discussion ensued and a vote was undertaken with 2 for and 6 against therefore following a majority vote the decision taken was to not have voting cards. The correctness of the monthly meeting held on the 20th July was agreed by :-

Proposer - Cllr Jayne Ludgate

Seconded – Cllr Odette Little

5. 09/23 Materion yn Codi / Matters Arising

Ref 6.v.07/21 Local Places for Nature – *it is planned to plant more meadow flowers and an application for funding for fruit trees to be planted in the Autumn*

Ref 10.i.11/22 Honeycomb Project – *Cllr Ludgate stated that she was still waiting for the slabs for the woodwork to be made..*

Ref 11.11.3i.11/22 War Memorial – *Cllr H Evans stated that the site had been prepared ready for the work to be carried out.*

Ref 10.ii.04/23 Bins for Castle Grounds – *3 bins are ready to be put in place in the castle and one at Dôl Llewellyn.*

Ref 12.4.i.04/23 Dôl Llewellyn – *Cllr H Evans stated that she has had no response from CCC as to when they are going to do the work*

6. 09/23 Gohebiaeth / Correspondence

- i. email – Susan Hayward – Footpath behind Parc Hafan - *circulated*
- ii. email – Versus Arthritis – Gadgets & Adaptations – Information Session – *circulated*
- iii. email – OVW – news bulletin – *circulated*
- iv. email – CCC – Planning Applications 17/07/23 - 21/07/2023 – *circulated*
- v. email – CCC – Town & Community Councils Update / Diweddariad i Gynghorau Tref a Chymuned – *circulated*
- vi. email – CCC – Planning Applications 24/07/23 - 28/07/2023 – *circulated*
- vii. email – Jane Mansfield – Trees by Castle – *circulated* – *Clerk to inform that they are the responsibility of CCC.*
- viii. email – CCC – Polling District and Polling Place Review- Proposed consultation – *circulated*
- ix. email – Prifysgol Aberystwyth – Welsh Classes – *Clerk informed that they had cancelled due to lack of numbers and had written to express disappointment that they had left it until the first day of the course and after commencement time to cancel.*
- x. email – CCC – Latest news from Carmarthenshire County Council – *circulated*
- xi. email – Dept Levelling Up H & C – The Community Ownership Fund- Round 3 Window 1 – *circulated*
- xii. email – CCC – New Castle Emlyn Wifi July 23 – *circulated* – *it was stated that the figures were inaccurate as two of the monitors were no longer available from certain premises and that Antur Cymru were looking at rectifying the situation*
- xiii. email – CCC – Planning Applications 31/07/23 - 04/08/2023 – *circulated*
- xiv. email – HUTS Open Day 23/ 08/2023 – *circulated*
- xv. email – 01 Jul 2023 to 31 Jul 2023: NCE: Castle: F155 Footfall Report – *circulated*
- xvi. email – CCC – Community & Town Council Liaison Forum – *circulated*
- xvii. email – CCC – Council Customer Services – Booking of Committee Room – *circulated*

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- xviii. email – CCC – Issue with Postal Votes – *circulated*
- xix. email – Jane Mansfield – Climate Matters Day in Cardigan Small World Theatre on Saturday September 9th – *circulated*
- xx. email – Calon Hearts – Heart Screening Dates Heart Screening Dates – *circulated*
- xxi. email – Nacro Connecting Carmarthenshire – *circulated*
- xxii. email – CCC – Ten Towns Enhancement – *circulated*
- xxiii. email – CCC – Planning Applications 07/08/23 - 11/08/2023– *circulated*

- xxiv. email – Wi-Fi Monthly Report – *circulated*
- xxv. email – Diane Newman – notice to vacate Unit 4 – *circulated*
- xxvi. email – CCC – Notice of Election Results – *circulated*
- xxvii. email – CCC – Invitation for Local Food Action Event – 12.09.23 – *circulated*
- xxviii. email – Pharmacy Locum - Breach/illegal closure of Pharmacy - 11/8/23 – *circulated* – Clerk to write to NHS Pharmacy
Manager expressing concern of occasions when the Pharmacy in town was closed.
- xxix. email – CCC – Code of Conduct Training sessions – *circulated*
- xxx. email – CCC - Planning Applications 14/08/23 - 18/08/2023 – *circulated*
- xxxi. email – Dyfed Powys - Project Perthyn Small Grants – *circulated*
- xxxii. email – CCC – Nacro Connecting Carmarthenshire – *circulated*
- xxxiii. email – Versus Arthritis support groups - Carmarthenshire - programme of activities – *circulated*
- xxxiv. email – CCC - Community & Town Council Liaison Forum – 14/09/2023 County Hall 5.30pm – *circulated*
- xxxv. email – Cadernid Castell Newydd Emlyn Resilience – Land for Allotments – *circulated* – Clerk to respond that there is no land available for this.
- xxxvi. email – Cadernid Castell Newydd Emlyn Resilience – Funding support for youth involvement project – *circulated-discussed under Financial Matters*
- xxxvii. email – OVW – Vacancy -- Public Appointments – *circulated*
- xxxviii. email – Dyfed Powys – Cardigan Open Day – *circulated*
- xxxix. email – Calon Hearts – Heart Screening Slots - *circulated*
- xl. email – 10 Towns - 01 Aug 2023 to 31 Aug 2023: NCE: Castle: F155 Footfall Report – *circulated*
- xli. email – Job Vacancies at OVW. – *circulated*
- xl.ii. email – CCC – Planning Applications 21/08/23 - 25/08/2023 – *circulated*
- xl.iii. email – OVW – One Voice Wales Conference and AGM R.W.S. 30/09/2023 – *circulated - has been cancelled due to lack of response*
- xl.iii. email – CCC – Adroddiad Wi-Fi Report 08/23 – *circulated*
- xl.v. email – CCC – Planning Applications 28/08/23 - 01/09/2023 – *circulated*
- xl.vi. email – Old Courthouse Flyer – *circulated* – a consultation day is to be held on Saturday 23rd September from 9.30am – 2pm a rota was arranged to attend on Saturday, the Mayor also asked for help to clean the building on Friday 22nd
- xl.vii. email – OVW – Pethau Bychain Next Event – *circulated*
- xl.viii. email – CCC – Planning Applications 04/09/23 - 08/09/2023 – *circulated*
- xl.ix. email – CCC – The Introduction of Mandatory 20 M.P.H. on Restricted Roads and 30 M.P.H. Exemption – *circulated*
- L. email – CCC – Public Convenience Strategy for Carmarthenshire Consultation – *circulated*
- Li. email – Jill Sutton – *circulated* – Clerk to respond appropriately
- Lii. email – CCC – HWB Presentation – *circulated* – Antur Cymru are organising a pop-up venture in the old Barclays Bank building in October
- Liii. email – Cardigan Walks – *it was decided that they should not give a presentation to the Council*
- Liv. email – OVW – Newsletter No1 – *circulated*

7. 09/23 Adroddiadau Pwyllgorau / Committee Report

- i. King George V Playing Field – Cllr Webley stated that the committee were changing bank and were asking for the names of three trustees from the Council – Clerk to make enquiries as to the kind of account that is being opened and why trustees are needed. Fireworks event will be held as usual and permission was granted to use the castle and clean up after the event.
- ii. Traders – Aled Nicholls was present at their last meeting and it was felt that he gave comprehensive details of the Grants available. The Enhancement Scheme – traders felt that the pavements were a priority. It was also reported that Antur Cymru would be opening a HWB in the old Barclays Bank. New leaflets & information panel for the town – Mayor to follow up CCC
- iii. Victorian Night – It was decided to hold a meeting to begin making arrangements for the event which as usual will be held on the first Wednesday in December. First meeting to be held on Wednesday 4th October at 7pm.

8. 09/23 Ceisiadau Cynllunio / Planning Applications

- PL/06294** - Conversion of former chapel vestry to two residential (one bedroom) flats - Bethel Chapel, Church Lane, Newcastle Emlyn, SA38 9AB - *circulated* – no objection
- PL/06315** - Conversion of former chapel vestry to two residential (one bedroom) flats - Bethel Chapel, Church Lane, Newcastle Emlyn, SA38 9AB – *circulated* – no objection
- PL/06436** - Proposed change of use from disused hotel accommodation into studio dwelling and workshop / storeroom and all associated works - Rear of Cawdor Hotel, Emlyn Square, Newcastle Emlyn, SA38 9BQ – *circulated* - support

9. 09/23 Materion Ariannol / Financial Matters

- i. Monthly Budget – was presented, discussed and accepted.

1. Invoice

- i. Wyn Davies, Handyman(14/07/23 – 24/08/2023).....£922.00

Signed _____ Date _____

ii.	Wyn Davies, Handyman(27/08/23 - 10/09/23)	£250.00
iii.	Jenny Nichols-Long (20/07/2023 –16/07/2023)	£294.00
iv.	Jenny Nichols-Long (17/08/23-20/09/23)	£367.50
v.	Jill Lowry [16/07/2023 –12/07/2023]	£378.00
vi.	Jill Lowry [13/08/23-16/09/23]	£472.50
vii.	Cardigan Bay Trading [Clock toilets]	£75.91
viii.	Cardigan Bay [Mart Toilets £21.99 +£31.98+£41.98]	£95.95
ix.	H Evans [Mayor Expenses £50.donations x 3,]	£150.00
x.	Squeaky Clean Windows	£60.00
xi.	Geraint Jones, Carpentry	£786.00
xii.	Ceri Jones [work on Unit 2 window]	£228.00
xiii.	CCC [lease of Castle & grounds]	£25.00
xiv.	Barry Evans Metalwork[4bins]	£1,612.80
xv.	Live & Direct [lighting repairs]	£60.55
xvi.	OVW. – Membership	£224.00
xvii.	Clerk [Printing paper & double sided tape]	£10.74.
xviii.	Return of Deposit to Diane Newman Unit 4.	£200.00
xix.	Credit to Unit 2 for Wifi	£20.00
xx.	Jenny Wheeler [plants for troughs & maintenance	£854.19
xxi.	Live & Direct [work on the computer room]	£74.88

2. S/O or D/D

LAS [per 4weeks]	(£103.80+£128.82)	£232.62
Clerk's Salary		£394.80x2
HMRC [PAYE]		£296.00
CCC [Rates]		£353.00x2
OCTOPUS		£25.84
OCTOPUS		£152.70
OCTOPUS		£175.59
SWALEC(final payment)		£54.43
DWR CYMRU		£44.50x2
DWR CYMRU		£3.62
PWLB		£861.33
GRAIG		£75.00

3. Credit

i. Rental of Courtyard, Cawdor Hall

UNIT 1 [Karen Wilkinson]	£160.00X2
UNIT 2 [G&I Girardey]	£160.00X2
UNIT 3 [T Cannon]	£144.00 X2
UNIT 4 [Diane Newman]	£177.33
ii. Precept	£10,637.22
iii. SLA	£381.50

4. Requests for Financial Assistance

Jill Sutton – Cadernid Emlyn Resilience – *Mayor to speak with Jill Sutton*

Leia Vobe – *it was agreed to donate £100 towards her expenses*

URDD Sir Gaerfyrddin – *tabled*

10. 09/23 Materion Angen Trafodaeth / Matters for Discussion

- i. Social Media – *Following discussion it was agreed to go for a lock down Face Book page. The following Councillors agreed to be Admin – Cllrs. Dave Thomas, Maureen Webley, Jayne Ludgate and Rhodri Phillips with D T to set up the page. It was also agreed to have photographs of each Councillor on the website and on a board in the Cawdor Hall – Councillors to forward these to Cllr Ludgate to upload.*
- ii. NCE Main Street – *Cllr Webley requested the discussion on behalf of herself, Cllrs Thomas & Ludgate and following discussion it was asked whether the Council could apply for the 2K grant to paint the Cawdor Hall.*
- iii. Unit 4 Applications – *four applications had come to hand and it was unanimously agreed to offer the unit to Sascha & Alexander Docwra to open as ' The Welsh Wool Shop'*
- iv. Old Court House – *there is to be an open Consultation with Lanskar on Saturday 23rd September from 9.30am – 2pm a rota was arranged for Councillos to be present to finish cleaning the building on Friday 22nd*
- v. Amphitheatre – *Council went to Committee to deal with tender offers.*

11. 09/23 Date of next meeting

Nos Iau Hydref 19ain 2023 am 7.00yh Neuadd Cawdor / *Date of Monthly Meeting October 19th 2023 at 7.00pm, Cawdor*

12. 09/23 Sylwadau'r Cynghorwyr / Councillors' Comments

1. Cllr.A Jones i. via the Clerk stated that he was concerned about the large tree that is practically in the weir – *Clerk to inform NRW*

Signed _____ Date _____

2. Cllr P Lewis
 - i. the broken toilet seat in the Cawdor Hall has been replaced.
 - ii. a soap dispenser had been stolen from one of the toilets and when he went to fit the new one he found that the other dispenser had been stolen so had ordered a new one – the Clerk to report the incident to the police, it was also reported that the handle had come off in the disabled toilet door and would need to be refitted.
 - iii. reported that the ‘Twinning Seat’ outside the police station is in a sorry state – *it was stated that this was the responsibility of the twinning committee.*
 - iv. weeds in the pavement through the town require seeing to
3. Cllr O Little
 - i. stated that people were still coming to the shop requesting blue bags which CCC used to leave at her shop which they no longer do – it was suggested that possibly they could be left at the HWB which will open in the Cawdor Hall every other week starting on Wednesday
4. Cllr M Webley
 - i. stated that Sally Thomas who was the Council Development Officer had the council laptop and I pad and wanted to return them – *it was agreed that they be given back to the Clerk or Mayor to arrange for them to be erased and disposed of.*
5. Cllr D Thomas
 - i. thanked the council for the use of the Atrium for Defib Training which was well supported and would probably organise another one again in the future.
6. Cllr H Evans
 - i. stated that the Flecsi Bwc a Bus Service was coming to an end on 31st October 2023 – *Clerk to write an objection to this to Mr Lee Waters & Mark Drakeford*
 - ii. she has chased Joe Thomas for a quote for a new CCTV cable from Castle Street to Cawdor Hall.
 - iii. Julie Nelson had written on behalf of the Attic Theatre regarding various issues, it was suggested that possible grant funding could be sought for the improvements they required.
 - iv. informed Councillors that a Cheese & Wine Evening for the Aged is to be held at the Church Community Hall on the 17th November at 7pm

There being no further business the meeting terminated at 9.25pm

Signed _____ Date _____