

Criccieth Town Council

Minutes of the meeting held on **Tuesday 10 November 2020 at 7.00 pm**. The meeting took place remotely using video technology.

1-11/20: Present

Chair : Cllr. Robert Cadwalader

Cllr. Ffion Gwyn; Cllr. Angela Hughes, Cllr. Nan Davies Hughes; Cllr. Dr Peter Harlech Jones; Cllr.. Phil Jones; Cllr. Robert T Price; Cllr. Wayne Roberts; Cllr. Eirwyn Williams; Cllr. Sian Williams;

Clerk – Dr Catrin Jones.

Dr Peter Harlech Jones was welcomed to his first meeting– he had signed the acceptance of office form.

2-11/20 Apologies:

Cllr. Alice Roberts;

3-11/20 Declaration of Interests

4-11/20 Annual Meeting of the Town Council

1. Election of Chair 2020/21
Cllr. Robert Cadwalader was elected to remain as Chair of the Town Council.
2. Election of Vice-Chair 2020/21
Cllr. Sian Williams was elected to remain as Vice-Chair of the Town Council.
3. Adoption of Standing Orders
The Standing Orders were adopted
4. Adoption of Financial Regulations
The Financial Regulations were adopted
5. Review of Council's Assets Register
The Assets Register was confirmed as a correct record
6. Ratification of Council's Risk Assessment
The Town Council's Risk Assessment for 2020/21 was approved . The Risk Register will be published on the Town Council's Website.
7. Ratification of guarantee of Insurance

The insurance policy which had been renewed from 1 June for 2020/21 until the end of May 2021 was ratified. The policy is guaranteed by BHIB Ltd.

8. Election of members to sub-committees

The following members were elected to the sub-committees of Council for 2020/21

- Finance, Policy and Management Sub-Committee
Chair, Vice-Chair, Robert T Price, Angela Hughes, Peter Harlech Jones, Phil Jones
- Planning, Transport and Amenities Sub-Committee
Chair, Vice-Chair, Wayne Roberts, Phil Jones, Nan Davies Hughes Eirwyn Williams
- Steering Group of Criccieth Community Plan
Chair, Vice-Chair, Ffion Gwyn, Alice Roberts, Nan Davies Hughes, Phil Jones and chairs of Community sub-groups

9. Election of members to outside bodies

- Criccieth In Bloom
Sian Williams with Phil Jones as alternate
- Un Llais Cymru
Chair and Vice-Chair – Clerk as alternate if either of the representatives unable to attend
- Cynrychiolydd ar Fwrdd Llywodraethol Ysgol Trefferthyr
Sian Williams
- Neuadd Goffa
Robert Cadwalader
- Cynrychiolydd Pwyllgor Mynwent Llanystumdwy
Phil Jones

10. Determination of time and place for ordinary meeting of Full Council 2020-21 and the annual meeting for 2021

The following dates were agreed for normal full meetings of the Council for the remainder of the year and annual meeting 2020/21, to be held at 7 pm and due to the situation regarding the pandemic they will be meetings held by video technology.

15 December 2020	12 January 2021	9 February 2021
9 March 2021	13 April 2021	11 May 2021 (Annual Meeting)

5-11/20 Ratification of October 2020 Minutes

The Minutes were ratified and signed in accordance with the law.

6-11/20 Urgent items and for information (raised by Chair/Clerk)

Matters for information only – no decisions allowed

- The required notice regarding the filling of the vacant seat on the Town Council had been placed.

7-11/20: Correspondence

1. Gwynedd Council - COVID-19 Correspondence – response re bins for the town

A response was awaited from the Gwynedd Council Officer regarding the bins for the town.

Decision:

To receive for information

2. Thank you letter from resident – re Town Council’s Covid-19 support scheme

Thank you letter circulated - it was nice to get recognition for the work.

Decision:

Thank you very much for the letter and to Cllr. Nan and the team for their excellent work.

3. Request for CCTV – Queen’s Road, Criccieth

It was noted that the Chair and Clerk had a meeting with the Police officer and residents on 21 October. A letter of thanks on behalf of the residents for arranging this meeting had been circulated requesting that the Town Council if possible contact the relevant department of Gwynedd Council to arrange a meeting to discuss the installation of official street signs, and - if applicable - to discuss the steps that should be taken if street residents could install a dedicated camera there.

It was noted that the Police Officer was due to meet with the Officer of Gwynedd Council at the end of this week - if a meeting with Gwynedd Council residents and residents was needed later, the Clerk to arrange this.–

Decision:

To receive the report and agree that the Clerk should arrange a meeting as required following a report by the Police Officer.

4. Criccieth’s New School – A497 Lay By- email 29 October 2020

- An email was received from Gwynedd Council asking if the Town Council had any objection to the A497 Layby being closed for safety reasons and the danger of using it as a "drop off" in front of the building and then re-joining the road. -

"In discussing the scheme the use of the layby by the School has risen. If this area were used it is highly likely that it will be too tempting for parents to stop and let their children down, and when leaving, vehicles will cross the road or make a "U turn". This could create a risk of accidents etc.

From a security point of view it is better that everyone enters the site down the road using the drop off in front of the building and then to rejoin the road.

I have discussed with the traffic safety unit and they agree with this but were not sure what the purpose / status of this area was, it was possibly a stretch of the original road.

Does the town council have any objection to closing this area away with a bollard or covering with soil / landscaping etc? "

- *It was also noted that there was a Statutory consultation on a new school in Criccieth*

Following a series of meetings with a Local Review Panel to discuss possible options for a new school in Criccieth, Gwynedd Council's Cabinet at a meeting on 13 October 2020 decided to undertake a statutory consultation process, in accordance with the requirements of section 48 of the School Standards and Organisation Act (2013), on the proposal to increase the capacity of Ysgol Trefferthyr to 150 and relocate the school to a new site, referred to as the A497 site, on 1 September 2023.

The statutory consultation period ran from 6 November 2020 until 1:00 pm. on 18 December 2020 and has been posted on the Criccieth Hub and Website.

Decision:

A discussion ensued regarding the layby and it was agreed that it should be closed for safety reasons. It was the Town Council's view that due to the same safety reasons and great concern regarding the level of traffic and speed in the area, that the scheme should be extended to use the layby to reconfigure the area and to create a roundabout. It was very important to make the place as safe as possible noting that many would be walking to the School as well as travelling by car. In the opinion of the Town Council, closing the layby was not sufficient to ensure public safety. In recent years the Town Council had drawn the attention of Gwynedd Council to the traffic situation coming into the town from the direction of Pwllheli and had requested measures to reduce the speed of traffic. As a result, Gwynedd Council had undertaken an assessment of the traffic situation and speed recordings and a report had been submitted to North Wales Police. The relocation of the school to the A497 site made it even more important to reconfigure the area by creating a roundabout.

It was agreed to discuss the details of the consultation at the December meeting of the Town Council.

5. Gwynedd and Anglesey Joint Planning Policy Service: Consultation: Supplementary Planning Guidance: Tourism Accommodation and Facilities and change of use of community facilities and services, employment sites and retail units – email 15 October 2020

The consultation had been circulated.

Decision:

To receive for information.

6. One Voice Wales – Training Programme November 2020

The details of the training programme had been circulated.

Decision:

Members to inform the Clerk if they wished to register.

7. One Voice Wales – Remote Meeting Survey Results

The report had been circulated. It was noted that it had been submitted as evidence to the Welsh Government to assess whether there would be any future benefit in including provision in legislation to enable some elements of remote meeting arrangements contained in the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations) 2020 to continue.

Decision:

To receive for information.

8. Wales Audit Office – Future Audit Arrangements for Community and Town Councils in Wales – 22 October 2020

The document which had been circulated detailed new audit arrangements starting in 2020-21 which includes details of a new three year audit program to meet the statutory requirements of the Auditor General for Wales while providing an adequate level of audit assurance at a reasonable cost to councils. The new arrangements would still mean maintaining internal audit arrangements. The main change is that the Wales Audit Office will include a transaction-based approach to the audit arrangement, using more limited audit procedures through a three-year, cyclical arrangement with transaction testing arrangements.

Decision:

To receive for information.

8-11/20 Planning Applications

1. C20/0639/35/DT Demolition of building and erection of garden shed on the same site –London House, High Street, Criccieth Gwynedd, LL52 ORN

Decision:

Send comments. It was very unfortunate and of concern that this remarkable old building needed to be demolished especially bearing in mind that some years ago the Town Council had supported a planning application for conversion / change of use to it. This would have saved a remarkable and historic building in the town. The Town Council is seeking an explanation as to the reasons for refusing the previous planning application to convert the building given that a planning application to build a number of new houses on land adjacent to it has been successful.

2. C20/0856/35/TC Shrimala Trust, Ynys Graianog, Ynys, Criccieth, LL52 ONT

Decision:

No comment

3. C20/0840/35/ LL Application for the installation of 5 holiday units, installation of sewage treatment system and associated works at Llwyn Mafon Isaf, Criccieth Golan, LL52 ORE

Decision:

No comment

9-11/20: Town Council's New Website

Delwedd was in the process of preparing a new Web site - it was asked if members wanted to be part of a group to consider the options for the new site

Decision:

Members to contact the Clerk.

10-11/20 Community Plan

1. Cae Crwn Community Project

It was noted that the application had been submitted to the Lottery and the outcome was awaited.

Decision:

To receive for information

2. Town Map

Awaiting a response from Gwynedd Council Officer for permission to place laminated A1 maps on tables at the various agreed locations around town.

Decision:

To receive for information.

3. Old Library Building

The Clerk had written to the solicitor conveying the Council's decision – confirmation that he had contacted Llanidan Council and was awaiting a response.

Decision

To receive for information.

4. High Street Exhibition and Remembrance 2020

It was noted that a video for Remembrance had been released and the High Street exhibition been unveiled for Remembrance Sunday. The exhibition would be available until Christmas. Straw wreaths with crochet and knitted red poppies had been placed in High Street shops. There had been no service at the Memorial Hall this year but a bugler had played the Last Post from the balcony and this had been very effective. There had already been good feedback on the arrangements – the Gown of Red Poppies had been very well received – including 3,000 likes on WalesOnline facebook and a Cambrian News article -. There was a broadcast on Heno that evening, and an article had been submitted to the Ffynnon and Clerk Magazine.

Decision:

The group that had undertaken the preparations were thanked: the Chair, Cllr. Ffion Gwyn, the Clerk, Pam Mayo and Rich Wilcock and the work of Ffion Gwyn and Rich Wilcock noted in making the video. Thanks were also extended to Andrew Bradley for the loan of the shop window, to Lloyd Edwards for the window of the old craft shop and to Andrew Kime for the use of the shop window and for taking the fantastic photos of the gown.

5. Christmas Lights 2020

The electrician was preparing to switch on the lights earlier this year to extend the Christmas Welcome period in town which would be quite different this year. A video would be taken and posted on facebook.

Contractors on behalf of Gwynedd Council had been on site unannounced to prune the trees on the Maes and realised that the Christmas lights prevented them from completing the work. They had trimmed one tree but the lights would have to be removed to prune the eucalyptus in the New Year. The Clerk had asked the electrician to quote the costs of removing and storing the lights.

Decision

The Clerk was thanked for her preparations and co-ordination.

6. Proposed new Community Project – Songs, Places and Legends

Decision

Details of a potential project had been circulated. Due to the pandemic and the resulting loneliness there was an opportunity to do something imaginative, constructive in our community with the help of our local talent in order to maintain our community spirit at a very difficult time and one that is likely to last for a long time in the future.

The "Songs, Places and Legends" community project led by professional artists to work and bridge across the generations, thus reaching the lonely members of the community in a number of ways which would embrace modern technology (eg homes for the elderly, social groups) but also through individuals/carers who would have face-to-face contact with eg family members. The project would run over several months to start as soon as possible.

Ways to Fund the Project:

Town Council to fund video, print work

An application to the Town Council fund run by Age Cymru Gwynedd a Môn for professional artist costs.

Decision:

To approve the project and the funding streams identified above. The Clerk to apply to Age Cymru Gwynedd a Môn.

11-11/20: External Audit 2019/20

No response to date from the external auditor.

Decision:

To receive for information.

12-11/20: Public Footpaths including Path 11

It was noted that the Clerk had written to the Gwynedd Council Officer following the last meeting to thank him for the recent work to repair gates and to offer an on-site meeting - no response has been received to date.

Decision:

The Clerk to contact again to offer an on-site meeting.

13-11/20: Groynes and Sea Defences Criccieth

An email had been received from a Gwynedd Council Officer in response to Cllr. Eirwyn Williams who had notified the officer that further damage to the groins had occurred following strong winds. As a result an Officer had been out to assess the situation. He apologised for the delay in arranging the groyne repairs, as the unit's priorities had been changing week weekly and as a result it had been difficult to keep up with the work. However, he confirmed that the tender documents had now been completed and was confident that they would be issued to local contractors in the coming week and that work would commence shortly thereafter. The Officer would inform us of the successful contractor and the start date.

Also received for information was the coastal erosion National Risk Assessment Management Strategy which had been circulated

Decision:

To receive the report for information with thanks.

14-11/20: Transport in Criccieth

Following the decision at the last meeting to request an on-site meeting with representatives from the Town Council to discuss transport in Criccieth, the Clerk had written to a Gwynedd Council Officer - the officer had noted that he was unable to attend a group meeting due to the pandemic.

It was noted with concern that the Arriva bus service from Pwllheli to Porthmadog and Blaenau Ffestiniog would be ending at the end of the month and that Gwynedd Council is discussing options for the future.

Decision:

The Clerk to write to the Officer to propose that he meets with Cllr. Phil Jones.

15-11/20: Grass and hedge cutting in the town

The hedge of Route no.1 had been trimmed. Litter problems had been identified in the vicinity of the golf course near Dylans. Cllr. Phil Jones offered to go and clean the area.

Decision:

Cllr. Phil Jones was thanked for agreeing to clean the area.

16-11/20: Parking in Criccieth

Nothing to report.

17-11/20: Tree felling Criccieth

The Town Council's recommendations for the Maes had been submitted to the Gwynedd Officer - a response was awaited.

Re difficulty for cars at the intersection of the Esplanade with Porthmadog Road due to tree growth - awaiting Gwynedd Council's Officer assessment and report.

The need to cut down the bamboo at the further end of the pitch and putt beyond Dylan's was discussed and Cllr Peter Harlech offered to contact an individual undertake the work.

Decision:

To receive for information. Cllr. Peter Harlech Jones was thanked for his action on the bamboo - there will be a report to Council at the next meeting.

18-11/20: Benches in Criccieth

Nothing to report

19-11/20 Receipts

None

20-11/20: Payments

• Inland Revenue National Insurance (PAYE)	£16.30(chèque 101425)
• Clerk's Salary (October)	£794.90(chèque 101426)
• Wales Print	£83.99(chèque 101427)
• Clerk's Costs	£228.60(chèque 101428)
• Gwynedd Council	£216.00 (chèque101429)**

** extra bill received since publication of the agenda.

Decision:

The Clerk was granted permission to pay the bills.

The meeting ended at 20.50 p.m.

The next meeting of the Town Council will be held on **Tuesday 15 December 2020.**

****The programme will close on 7 December 2020****

Dr Catrin Jones
Clerk