

Criccieth Town Council

Minutes of the Town Council held at 7.00 p.m., Tuesday, **9 July 2019** Council Chamber High Street, Criccieth.

Opening prayer

1-07/19: Present

Chair: Cllr. Robert Cadwalader

Cllr. Phil Jones; Cllr. Eirwyn Williams; Cllr. Wayne Roberts; Cllr. Robert T Price; Cllr. Dr E Tudor Jones; Cllr. Dr Ian Rees; Cllr Angela Hughes

Victoria Kelly, Cynefin Group present for item 11-07/19
Cynan Jones present for item 14-07/19 a.

Clerk – Dr Catrin Jones.

2-07/19 Apologies:

Cllr Sian Williams; Cllr. Dafydd Lloyd;

3-07/19: Declaration of Interest

4-07/19 Ratification of June 2019 minutes

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

5-07/19 Urgent items and for information (raised by Chair/Clerk)

Matters for information only – no decisions allowed

Dr Tudor, Vice-Chair of Criccieth RNLI was congratulated on receiving an RNLI certificate for long service.

6-07/19: Correspondence

- a. Gwynedd Council – Review of Polling Districts and Polling Places (Parliamentary Elections) 2006 - – letter 17 June 2019 20 December 2018 and Review Notice for Arfon and Dwyfor Meirionnydd polling districts
There were no proposed changes to any arrangements in Criccieth – the Memorial Hall would remain as the polling station.
Decision: To receive the information

7-07/19: Planning Applications

No applications had been received.

8-07/19 Filling of Vacant Seat on Town Council

It was noted that electors had not requested an election to fill the vacant seat on the Council therefore in accordance with the decision of the Council at its last meeting the Clerk had placed the appropriate notice for the Council to co-opt to the vacant seat, inviting applications by 16 August.

Decision: To receive the information

9-07/19: External Audit of Town Council Accounts for 2018-19 – Annual Form

It was noted that the Clerk had placed the notice to appear on the Town Council noticeboard and website for the appropriate period noted by the External Auditors (BDO) in order to give the public a chance to see the accounts. The Annual Form and the audit evidence requested by the BDO had been submitted by 1 July 2019.

Decision: To receive the information.

10-07/19 Financial update Town Council 2019/20

A financial report which had been circulated by the Clerk to all members was received. This showed Income and Expenditure against the budget up until the end of June 2019 and the bank reconciliation for the period. The VAT refund for 2018/19 had been received.

It was noted the £16,942.50 had been spent (including VAT) out of the £80,160 which had been allocated in the general budget. £29,000 had been allocated to projects including the Community Plan. There was a sum of £49,376.31 in the 'Community Account' and £30,463.62 in the 'Money Manager' account, an increase of £16.35 due to interest paid on the account at the end of June.

£318.40 had been spent of the budget allocated to Commemorating Criccieth's Contribution in 2019/20. The final bill for the Lottery project money Commemorating Criccieth's Contribution was being presented for payment at the end of the meeting and the Lottery had closed the project following receipt of the finalised report and the evidence on spend. After paying the final bill the spend on the project was complete and there was no need to return any money to the Lottery. The VAT refund on the project for 2018/19 (a sum of £451.39) had been added to the budget for 2019/20 (see also report below 13-07/19).

Decision: To receive and approve the report and thank the Clerk for the report.

11-07/19 Assessment of Housing Needs Criccieth

A presentation by Ms Victoria Kelly from Cynefin Group regarding the preparation of an assessment of the need for affordable housing in Criccieth was received. This included an explanation of the work with partners to undertake a survey with the community through open days and other means of contact. The aim of the scheme was to help local residents to live locally by offering affordable housing. It was explained how the scheme ensured that any housing stock built would remain as affordable as the houses built would not be released into the open market. A register of qualifying names for houses would be managed by Tai Teg. A very valuable discussion on the scheme followed and the Town Council was very supportive of the scheme and the resulting report on possibilities in Criccieth by undertaking an assessment.

Decision: To thank Ms Kelly for the presentation and agree that Cynefin Group proceed with undertaking an assessment of affordable housing needs in Criccieth.

12-07/19 Applications for Financial Contributions

Four applications had been received by the closing date and considered under Section 137 (4) of the Local Authority Act 1972. The details on the applications had been circulated to members of the Town Council.

Decision:

Chwarae Allan Gwynedd - £489

Clwb Pêl Droed Llanystumdwy Football Club – no contribution

Ffrindiau Gardd Natur Criccieth- £485

Llyfrau Llafar Cymru – no contribution

The successful applicants would need to complete a report on spend by the end of December 2019.

13-07/19: Commemorating Criccieth's Contribution - update

It was noted that the Clerk had completed the final report on the project to the Lottery along with the financial information on budget spent and the independent evaluation report on the project. As a result of this evidence confirmation had been received that the project had been officially closed. The Lottery was happy with the resounding success of the project and had posted congratulations regarding the One Voice Wales award and photographs of the project on twitter.

Decision: To receive the information and thank the Clerk for the report.

14-07/19 Criccieth Community Plan – update

a. Unique Streets –

A report from Mr Cynan Jones which had been circulated was received and a presentation on the arrangements for the Creative Incident day on 3/8 in the gardens of the Lion Hotel. The risk assessment for the event was presented which had also been circulated – it will be sent to the Police and Fire Service for their comments. It was noted that a lot of good work was going on as part of the project.

It was necessary to sign the contract to commission the sculpture to undertake and complete the work – discussions were ongoing with Gwynedd Council to clarify whether planning permission was need for the sculpture – ideally, the intention was to locate it on the Maes.

Decision to receive the report with thanks and to approve the risk assessment and sign the contract to commission the artist.

b. Feasibility Study Old Library –

The condition survey report for the building prepared by Donald Insall Associates and also an interim report by Cwmni Celyn had been circulated – in following weeks the team would form options for the possible future use of the building and would develop outline plans. It was recommended to hold a drop in session for partners and residents early in May in order to consult on possible options for the building, identify new ideas and gather evidence of need. They would also write to main partners, local groups etc. with outline options and invited them to submit comments. They would also invite comments by other means such as Facebook, local papers etc.

Decision:

It was agreed:

- that there was a need to correct elements of the report which referred to historical details on the funding received to construct the Old Library;
- that it was important to order the matters which interweaved and that there were complications relating to the ownership status of the building. This was known to Cwmni Celyn and Donald Insall Associates;
- that the Council needed a clear timetable for the decision. A finalised report was expected from Donald Insall and Cwmni Celyn by the end of September;
- that a report by a quantity surveyor was essential and that this should be arranged through Donald Insall to ensure that a report on likely costs would be available in time for the Council's meeting in August;
- to hold a consultation session with partners and residents on options and plans – by holding an open session in the Memorial Hall on the afternoon and evening of 4 September 2019. This was on the understanding that there was no commitment on the part of the Town Council at present.

Noted:

The importance of having options for consideration by the Council and that this was part of the feasibility study.

- c. The Community Plan – a date was needed for a meeting of the Steering Group.

Decision:

To hold a meeting on Tuesday evening 30 July at 7 pm

15-07/19 Future of Criccieth Town Council Building and Library

A response was awaited from Gwynedd Council.

Decision To receive the report.

16-07/19 Transport in Criccieth – complaints and serious incidents

- a. It was noted that the report by Gwynedd Council was awaited regarding the traffic from the direction of Pwllheli.
- b. It was noted that a site meeting with Gwynedd Council had taken place following correspondence by the Clerk since the last meeting of Council. It was noted that residents of Ty'n Rhos do not accept that the new crossing is sufficient and a signed petition letter from them had been received and circulated. Following this site meeting an explanation had been received from Gwynedd Council regarding their decision on the changes noted that it was not considered fair to prohibit residents of Antipodes Terrace to park near their houses. The new crossing was in a much more prominent place – but the Officer from Gwynedd Council had copied the correspondence from the Town

Council to the Traffic Manager for his comments – and noted that the steps taken were a starting point and that the situation would be monitored.

Decision: The Town Council agreed with the residents of Ty'n Rhos and supported the petition to forward to Gwynedd Council requesting a response.

17-07/19 Grass and hedge cutting in the town

It was noted that a complaint had been received regarding hedge cutting in the town – however Gwynedd Council had no right to cut the hedges until after the bird nesting season.

Decision To receive the report.

18-07/19 Parking in Criccieth

Awaiting a response from the officer at Gwynedd Council.

Decision: To receive the report.

19-07/19 Tree felling Criccieth

Nothing to report.

20-07/19 Benches in Criccieth

Nothing to report.

21-07/19 Public Footpaths – including Path 11

A report was awaited from the officer at Gwynedd Council. It was noted that Cllr Wayne Roberts had drawn the attention of the Assembly Member to this matter.

Decision: Cllr Wayne Roberts, Cllr. Eirwyn Williams and the Clerk to draft and send a letter to the Assembly Member.

22-07/19 Town Council Noticeboard

A date was awaited for its installation in the next few weeks.

Decision: To receive the information.

23-07/19 Receipts

None

22-07/19: Payments

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| • HMRC (PAYE) | £19.89 (cheque 101336) |
| • Clerk's Wages (June) | £769.86 (cheque 101337) |
| • Criccieth Memorial Hall | £450.00 (cheque 101338) |
| • One Voice Wales | £100.00 (cheque 101339) |
| • Clerk's Travel Costs | £41.40 (cheque 101340) |
| • HMRC (PAYE) July | £19.69 (cheque 101342) |
| • Clerk's Wages (July) | £770.06 (cheque 101343) |
| • C&MJ Jones | £1200.00(cheque 101344) * |

- Chwarae Allan Gwynedd £489.00 (cheques 101345)**
- Ffrindiau Gardd Natur Criccieth £485.00 (cheque 101346)**

*invoice received after the publication of the agenda

**contributions agreed during the meeting – see minute 12-07/19

Decision: Permission was granted to the Clerk to pay the bills.

The meeting ended at 8.55 p.m.

The next meeting of the Town Council will be held on **Tuesday evening 27 August 2019**.

****The agenda will close 19 August 2019****