

Criccieth Town Council

Minutes of the Town Council held at 7.00 p.m., Tuesday, **11 June 2019** Council Chamber High Street, Criccieth.

Opening prayer

1-06/19: Present

Chair: Cllr. Robert Cadwalader

Cllr. Phil Jones; Cllr. Wayne Roberts; Cllr. William A Evans; Cllr. Robert T Price; Cllr. Dr E Tudor Jones; Cllr. Dr Ian Rees; Cllr Angela Hughes

Clerk – Dr Catrin Jones.

2-06/19 Apologies:

Cllr Sian Williams Cllr. Dafydd Lloyd; Cllr. Eirwyn Williams;

3-06/19: Declaration of Interest

4-06/19 Ratification of May 2019 minutes

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

5-06/19 Urgent items and for information (raised by Chair/Clerk)

Matters for information only – no decisions allowed

- a. Cllr Robert Cadwalader and members of Porthmadog Maritime Museum were congratulated on winning a Queen's Award for their voluntary work.

6-06/19: Correspondence

- a. Gwynedd Council – Pupil Admissions Appeal Panel and Exclusions Appeal Panel – letter 2 May 2019
An invitation had been received to nominate members to appeal panels
Decision: Members to respond individually if they have an interest.
- b. Gwynedd Council – “Town and Police Clauses Act 1847 – Section 21 “Road Closure – Closure of Lôn Felin Criccieth – The Criccieth Lifeboat Open Day – 24th August 2019 – email 17 May 2019
An order had been made to close the road.
Decision: Information noted and received.
- c. Gwynedd Council -: Public Toilets – letter 17 May 2019
A letter had been received from Gwynedd Council thanking the Council for agreeing to a partnership with Gwynedd Council to keep the public toilets open to the public during 2019-21 – it was necessary to sign the contract.
Decision: To receive the information and the contract was signed.

- d. Gwynedd Council – Proposed Parking Restrictions - Dwyfor Area 2019 – Criccieth, Llanbedrog and Porthmadog – letter 22 May 2019
Following investigation, the Transport and Countryside Service intended to introduce a number of parking restrictions – no waiting at any time by Antipodes Terrace, Criccieth.
Decision: The Council did not have any objection to the intention but concern was expressed that this was not an adequate step bearing in mind the tragic loss of life of a child many years ago when there were far fewer children and also traffic in the vicinity. The Town Council was anxious about the situation and Gwynedd Council would be reminded of this.
- e. Wales and VE Day 75 – 8th May 2020 – letter 23 May 2019
A letter inviting the Town Council to be involved in VE Day had been circulated.
Decision: Agree to work in partnership with the Memorial Hall for the occasion
- f. One Voice Wales Innovative Practice Conference – 10 July 2019 – email 7 June
Details on the conference had been circulated
Decision: Cllr. Robert Cadwalader and the Clerk to attend.
- g. One Voice Wales- Model Informal Resolution Protocol for Town and Community Councils–email 20 May 2019
The protocol for resolving complaints locally had been circulated.
Decision: To receive and adopt the protocol as it would help to be able to resolve appropriate complaints locally without having to involve the Ombudsman.

7-06/19: Planning Applications

- a. C19/0500/35/LL Construction of agricultural building with slurry store underneath – Fferm Penystumllyn, Ffordd Porthmadog, Criccieth, LL52 OPS

Decision: No objection

- b. C19/0507/35/CT – Felling of trees within conservation area– 46, Gorseddfa, Criccieth, LL52 ODW

Decision: No objection

One further application had been received since publishing the agenda:

- c. C19/0495/35/LL – Demolition of existing flat roof extension and erection of two storey pitched roof extension in its place – 12, Arfonia, Criccieth, LL52 OBL.

Decision: No objection

8-06/19 Filling of Vacant Seat on Town Council

It was noted that the notice of vacant seat had been displayed on the Town Council noticeboard and website for the specified period in order to give electors the chance to request an election. If a request has not been received by the due date, namely 28 June the Council will have the right to co-opt to the vacant seat.

Decision: To receive the information and to operate as follows: if a request for an election is not received then the Clerk should place the appropriate note for the Council to co-opt to the vacant seat, requesting applications by 16 August 2019.

9-06/19: External Audit of Town Council Accounts for 2018-19 – Annual Form

The internal auditor had completed and signed the appropriate sections of the external audit form for 2018/19 – and this had been circulated to Councillors. It was noted that the Clerk was arranging for 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. It was necessary to present the audit information and the evidence requested by 1 July 2019. The Council had also received a table of the main differences between 2017/18 and 2018/19 and the annual statement of accounts for 2018/19.

Decision: The information was received and considered and the annual form approved before presenting the finalised form to the Council to be signed by the Clerk and Chair. The Clerk was thanked for her work.

10-06/19 Assessment of Housing Needs Criccieth

It was noted that a presentation by an officer from Cynefin Group regarding the preparation of an assessment of housing needs would be given at the July meeting.

Decision: To receive for information.

11-06/19: Commemorating Criccieth's Contribution - update

It was noted that the "WWI Community Platform and Archive" website by the Centre for Data Digitisation and Analysis and Living Legacies 1914-18 Queen's University Belfast had been launched and that Commemorating Criccieth's Contribution information was included. The Centre had been very pleased to learn of the success of the project and One Voice Wales's Best Heritage Award and that attention would be drawn to this. It was noted that a report on the budget spend needed to be submitted to the Lottery by the end of June.

Decision: To receive the report and note with pride that Commemorating Criccieth's Contribution was part of the archive.

12-06/19 Criccieth Community Plan – update

a. Unique Streets –

In accordance with the decision at the last meeting, it was noted that the Selection Panel for the Sculpture had met on 4 June and that Howard Bowcott's exciting submission had been selected. It was necessary to receive planning approval for its location on the Maes. It was noted that arrangements were going well for the Creative Incident on 3/8 – a lot of exciting work was ongoing as part of the project.

It was necessary to sign the contract which had been prepared by Arloesi Gwynedd Wledig for the project.

Decision to receive the report and thank everyone for the good work which was being achieved on the project. It was agreed to receive a finalised report on the event including a

risk assessment at the next meeting of the Town Council. The contract prepared by Arloesi Gwynedd Wledig was signed.

b. Feasibility Study Old Library –

The condition survey for the building was awaited.

Decision: To receive for information and to discuss at the next meeting of the Town Council

c. The Community Plan had been approved by the Town Council.

Decision: To arrange a meeting of the Community Plan Steering Group on a Tuesday evening in July – date to be agreed.

13-06/19 Future of Criccieth Town Council Building and Library

It was noted that correspondence was taking place between the solicitor and Gwynedd Council regarding the building. A response was awaited from Gwynedd Council.

Decision To receive the report.

14-06/19 Transport in Criccieth – complaints and serious incidents

It was noted that the report by Gwynedd Council was awaited.

Decision: To receive the information.

15-06/19 Grass cutting in the town

Nothing to report.

16-06/19 Parking in Criccieth

Following the last meeting, the Clerk had written to the officer at Gwynedd Council regarding the signage to the parking ground adjacent to the High Street. The Council had confirmed that parking on the main road in Criccieth did create traffic problems in the town and that it was necessary to consider opportunities to resolve these. The Council was looking at locations and appropriate designs for signage and would be in touch soon with recommendations.

Decision: To receive the report.

17-06/19 Tree felling Criccieth

- a. Concern was raised at the potential safety risk to the public due to the poor condition of a large tree growing in the land opposite to the George Hotel.

Decision: to write to Gwynedd Council to draw attention to the problem requesting them to contact the owner of the land.

- b. The possibility of investing in a tree planting programme in Criccieth was raised in light of the felling which had occurred in the town over recent years. This would be of benefit to the community, good for the environment and would concur with the Town Council's commitment to the Tree Charter.

Decision: To refer the matter to the Steering Committee of the Community Plan.

18-06/19 Benches in Criccieth

- a. Cllr. Eirwyn Williams had been in touch with the Officer at Gwynedd Council regarding the benches on the Prom and had received a response which included an apology that the work had not been undertaken – despite the Council discussing requirements with a local contractor it had not been possible to undertake this work. If resources permitted the possibility of undertaking the work in 2019 would be revisited.

Decision: To write to the Officer at Gwynedd Council to request clarification on what was meant precisely by resources.

- b. It was noted that members from Criccieth in Bloom and the Environmental Group were happy to paint and tidy a number of benches around town.

Decision: To grant permission to the Chair and Clerk to approve spending a reasonable amount of money to undertake this work as part of the Community Plan and to report back to Council.

19-06/19 Public Footpaths – including Path 11

A report was awaited from the officer at Gwynedd Council.

Decision: To receive the information.

20-06/19 Town Council Noticeboard

A date was awaited for its installation.

Decision: To note the information.

21-06/19 Receipts

VAT repayment - £3591.15

22-06/19: Payments

- | | |
|------------------------|--------------------------|
| • HMRC (PAYE) | £19.69 (cheque 101332) |
| • Clerk's Wages (May) | £770.06 (cheque 101333) |
| • Travel Costs (Clerk) | £15.30 (cheque 101334) |
| • C & MJ Jones | £277.00 (cheque 101335)* |

*invoice received after the publication of the agenda

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

The meeting ended at 7.55 p.m.

The next meeting of the Town Council will be held on **Tuesday evening 9 July 2019**.

****The agenda will close 1 July 2019****