

# Criccieth Town Council

Minutes of the meeting held on **Tuesday 9 February 2021 at 7.00 pm**. The meeting took place remotely using video technology.

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## **1-02/21: Present**

Chair : Cllr. Robert Cadwalader

Cllr. Ffion Gwyn; Cllr. Angela Hughes, Cllr. Dr Peter Harlech Jones; Cllr. Phil Jones; Cllr. Wayne Roberts; Cllr. Sian Williams; Cllr. Eirwyn Williams;

Clerk – Dr Catrin Jones.

It was with great sadness that members noted the passing of Mrs Glenda Burke, former Town Clerk of Porthmadog Town Council who had given years of dedicated service to her community; there was a minute's silence to remember her.

## **2-02/21 Apologies:**

Cllr. Nan Davies-Hughes;

## **3-02/21 Declaration of Interests**

## **4-02/21 Ratification of January 2021 Minutes**

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

## **5-02/21 Urgent items and for information (raised by Chair/Clerk)**

*Matters for information only – no decisions allowed*

1. It was noted that the Chair had completed a Wales Audit Office survey on Your Future Town.
2. It was noted that there was a meeting of the Arfon-Dwyfor Committee on 10 February - there would be a report back at the next meeting on any appropriate issues
3. Ombudsman for Wales - Consultation on Draft Code of Conduct Guidance for County and Community / Town Council members - members to send comments by 28 February. Invite comments to the Clerk by 19 February.

## **7-01/21: Correspondence**

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

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

**Decision:**

To receive for information.

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

Awaiting a response from the Police Officer.

**Decision:**

To receive the report.

3. Gwynedd Council – Children’s Playgrounds

Awaiting a decision from Gwynedd Council

**Decision:**

To receive for information.

4. Welsh Government - Preparation and Publication of Statutory Financial Accounts for 2020-21

The letter stated that due to the pandemic and the continuing impact on the staffing resources of local authorities the completion of the accounts this year may require further time for the work to be undertaken. Authorities may therefore wish to produce their accounts in accordance with the extended timetable used for the 2019-20 accounts.

To provide some certainty and a framework for completing the annual accounts, following the 2019-20 timetable, draft accounts would need to be prepared and certified by 31 August 2021 and final audited accounts published by 30 November 2021 for all government bodies. However, it was good practice to approve as soon as possible and useful to engage with the auditors to help manage the overall pressure on Audit Wales.

**Decision:**

To receive for information.

5. One Voice Wales - Connecting with your local community - The Welsh Government's Communication Guide for Community and Town Councillors and their Clerks

The guide had been circulated guide - to note the content for communication.

**Decision:**

To receive for information.

6. One Voice Wales - HM Land Registry - Survey of Community and Town Councils in Wales

The survey needed to be completed by 26 February–

**Decision:**

The Chair and Clerk to complete on behalf of the Town Council

7. One Voice Wales - National NHS Day 5 July 2021 -

Details had been circulated. In the context of Covid-19 it was necessary to assess what would be practically possible to achieve.

**Decision:**

To acknowledge the day in other ways than following the guide with work that would be unique to Criccieth.

8. One Voice Wales – Training Programme February 2021

The details of the training programme had been circulated.

**Decision:**

Members to inform the Clerk if they wished to register.

9. Nefyn Town Council - Housing Market Correspondence

Details had been circulated –Nefyn Town Council was seeking the support of the Town Council in sending a letter to the Welsh Government Minister for Housing and Local Government expressing concern that the holiday home market was developing uncontrollably and demonstrably damaging the structure and the social fabric of our communities.

**Decision:**

To support Nefyn Town Council's correspondence and send the letter. To contact Gwynedd Council regarding Criccieth holiday / second home statistics for discussion at the next meeting.

10. Criccieth Memorial Hall - thank you letter

A letter of thanks for the financial contribution had been circulated.

## **Decision**

To receive for information.

### **7-02/21 Planning Applications**

None had been received.

### **8-02/21: Filling of vacant seat on Council**

One letter of application for the vacant seat had been received from Ms Delyth Lloyd – she was welcomed to the meeting to give a brief presentation to the Town Councils. She was thanked for her application which had been circulated to members of Council.

#### **Decision:**

Unanimously following a vote it was decided to co-opt Ms Delyth Lloyd as a member of the Town Council. She would need to complete the acceptance form by the next Town Council meeting.

### **9-02/21: Report on the Biodiversity Duty and Ecosystem Resilience 2021 Criccieth Town Council**

The report for 2021 had been circulated to update on last year's report.

#### **Decision:**

That the report be endorsed and the progress noted as a result of the Cae Crwn project, namely the allotments and butterfly garden and last year's Keep Wales Tidy package for the Nature Garden. The Clerk was thanked for preparing the report which would be published on the Town Council Website and sent to the Welsh Government Biodiversity Policy Team.

### **10-02/21 Community Plan**

An information paper on the projects below had been circulated to members.

#### **1. Cae Crwn Community Project**

The planning application for the shed had been submitted to Gwynedd Council at a cost of £ 190 as agreed at the last meeting. Other works were being funded by the Lottery (total £20,800). Work was in progress to gather project material (a number of costs to be paid at the end of the meeting).

It was noted that the Chair and Ffion Gwyn had done some research into the history and a draft of the information board and Welcome sign by Ffion which formed the basis of the Allotment signs had been circulated. There would also be a board for the Butterfly Garden.

Meetings were being held online with the Project Manager.

The Clerk had also received a form to open an account with Huws Gray.

#### **Decision**

To receive the report and thank everyone who was working so hard on the project under the difficulties posed by Covid-19 and the weather at this time of year. Cllr. Phil Jones was also thanked for his help in sorting payments by cheque to Huws Gray.

## **2. Town Map**

Nothing to report.

### **Decision:**

Receive for information and wait to see the response of Gwynedd Council regarding the use of the town improvement grant. It was agreed to give delegated authority to the Renewal Group to proceed with arranging the plans subject to confirmation by Gwynedd Council prior to the next meeting of the Town Council.

## **3. Old Library Building**

Awaiting a response from Llanidan Council regarding the sharing of barrister costs.

### **Decision**

To receive for information.

## **4. Community Project – Songs, Places and Legends**

A request had been submitted to add to the cost of the project for the installation of the fantastic clay sculptures created by Cllr. Ffion Gwyn to coincide with the school's 150th celebration this year. The estimated cost for this was around £ 250.

Ffion Gwyn and the Chairman had been researching the history of the school and were preparing an e-book to record the school's history.

It was also good to confirm that Twm Morys and Gwyneth Glyn were meeting with Merched y Wawr over Zoom to commence the sharing the project in the community. The next meeting of the project group would be held on 17 February.

### **Decision:**

The report was accepted. It was agreed to support the request to add to the project costs. Costs would be prepared following consultation with the School.

## **5. Gwynedd Council - Grant to improve the physical environment of our towns**

The Town Council had approved the paper and plans submitted to Gwynedd Council for this grant. There was a delay in the process as Gwynedd Council had not yet received the official letter from the Welsh Government to proceed with the plans.

There appeared to be support in principle for the plans for the Maes as well as the area on the High Street near the Post Office.

In the meantime, the Renewal Project Group (Robert Cadwalader, Phil Jones, Ffion Gwyn, Clerk) had been working on the plans for the High Street near the Post Office and former Ticket Office, and Cllr. Peter Harlech Jones had consulted with the parties about the plans near the Post Office.

The recommendation for the area near the Ticket Office was to have 2 four-seater benches - the Renewal Project Group had looked at a number of companies and costs - and information was shared about a company offering 25 years warranty on their products at a similar cost to other companies for benches of the same size - The Ticket Office also needed repairs and discussions has started with the owners. It would enhance the appearance of the High Street to undertake work on this historic building in the town.

For the Post Office - 1.5 metre (two seater) benches were recommended and information was also shared on a company that offers special large clay pots with 50 years warranty against frost and which could be painted in any RAL colour of preference. The benches and pots could be in the same blue colour as the Town Council's notice board.

**Decision:**

To await Gwynedd Council's decision to see if it is possible to fund these projects under the Town Improvement scheme and to discuss further with the parties the layout of the benches near the Post Office. The Town Council was content to trade with the companies recommended by the Renewal Group and to give the Group delegated powers to proceed with the projects if confirmed by Gwynedd Council before the next meeting. Members of the Renewal Project Group and Cllr. Peter Harlech Jones were thanked for their work.

**6. Gwynedd Council – Friendship Benches**

On 18 January an email was received from Gwynedd Council's Bridging the Generations Co-ordinator stating that she had received funding to refurbish benches in some areas across Gwynedd and that she had chosen Criccieth as one of four towns to receive the first offer. This was as a result of our request to Gwynedd Council for benches under the town environmental improvement budget (5 above). Gwynedd Council will cover the cost of replacing one bench. In consultation with the Renewal Project Group (Robert Cadwalader, Phil Jones, Ffion Gwyn, Clerk) for the installation of benches etc. by the Town Council, this proposal was accepted as there was urgency in spending the money in the current financial year.

It is intended that these benches (following the restrictions) are friendship benches that welcome people of all ages to sit together and to share a conversation in the hope that this will reduce loneliness. It is hoped that the benches will be jointly

designed by several community groups and an artist commissioned to do the work. The project was in keeping with the Town Council's "Myths and Legends" project. Ffion Gwyn had been independently appointed by Gwynedd Council as the artist to undertake the work and there would be input from Coleg Meirion-Dwyfor students to the project. In the meantime, Gwynedd Council had been asked if two benches could be included - the second at a cost to the Town Council. The cost would be to repair the bench (at a workshop in Glynllifon by individuals with disabilities). The other costs of paint and transportation would be met by Gwynedd Council.

The Renewal Project Group had identified two benches that needed particular attention, on Marine Terrace and Caernarfon Road and Ffion Gwyn had drawn up a draft plan for both to complement the Town Council's projects. The bench on Marine Terrace had a plaque on it but it had not been possible to find a family to contact. The plaque would be retained on the bench and without repair work further deterioration of both benches would mean that they would eventually have to be removed.

**Decision:**

That the Town Council proceed with the repairs of the two benches and pay the Glynllifon workforce costs for the repairs to one of them. The other costs would be paid either directly by Gwynedd Council or reimbursed to the Town Council. The project complemented the Town Council's Community Plan. Members of the Renewal Project Group were thanked for their work.

**7. Rainbow Bridge Ty'n Rhos**

Adra's community officer had been in contact to inquire if the Town Council would be interested in working in partnership to resurrect the colourful stone project at Ty'n Rhos, to offer ideas for its development and also to obtain financial support from the Town Council. The Community Officer thanked the Town Council for the 2019/20 Annual Report which included an acknowledgment to Adra for its assistance in funding the Evacuees project. Adra was very keen to be able to recapture the original idea of the project due to the children's success in getting a larger number of stones decorated by the town's residents last year. The stones are currently on a concrete frame which is not large enough. The Renewal Group has considered the request and Cllr Ffion Gwyn has created an ideas board for the Rainbow Bridge at Ty'n Rhos which Adra and is very keen to support. There would also be a consultation with the community in Ty'n Rhos and health and safety measures secured. Cllr. Alice Roberts was happy to co-ordinate the consultation and was also keen to co-ordinate having more of the stones painted by the children and residents of Criccieth and anyone who wants to be involved. Getting the project ready for the national NHS recognition day on 5th July this year would be very timely as the original project of painting the stones with messages and patterns of hope had been undertaken to support the NHS at the time of the first major pandemic lock down in 2020. The location of the rainbow was already on the new Criccieth Town map.

**Decision:**

That the Town Council work in partnership with Adra and set aside a sum of money from the Community Plan (approximately £1500) to pay for the material and negotiate with Adra for them to coordinate the labour and associated costs. In the meantime, to consult with Ty'n Rhos and set a timetable for the project and to order the necessary materials. The Clerk had received quotations for materials. Cllr. Ffion Gwyn was thanked for her work in designing the project.

**11-02/21: Chair's Allowance 2020-21**

The Chair had decided that his £200 allowance should be paid to the Memorial Hall this year.

**Decision:**

Pay the cheque to the Memorial Hall at the end of the meeting.

**12-02/21: Public Footpaths including Path 11**

The Clerk had emailed the Officer again asking for an update – a response was awaited.

**Decision:**

Cllr. Phil Jones and Cllr. Eirwyn Williams to contact the Officer.

**13-02/21: Groynes and Sea Defences Criccieth**

It was noted that there had been a landslide on the coastal Dryll Path and that Cllr Eirwyn Williams had reported the matter to Gwynedd Council. An officer has assessed the situation and barriers installed to keep people away from the cliff.

**Decision:**

To receive the report.

**14-02/21: Transport in Criccieth**

It was noted that the Clerk had written to thank the Officer for the field meeting - awaiting Gwynedd Council's Officer's report

**Decision:**

To receive for information.

**15-02/21: Grass and hedge cutting in the town**

Cllr. Peter Harlech Jones confirmed that the bamboo had been cut.

**Decision:**

To receive for information.

### 16-02/21: Parking in Criccieth

Nothing to report.

### 17-02/21: Tree felling Criccieth

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.

#### Decision:

To await a report from Gwynedd Council.

### 18-02/21: Benches in Criccieth

Nothing to report

### 19-02/21 Receipts

### 20-02/21: Payments

• Inland Revenue National Insurance (PAYE)	£17.50 (cheque 101445)
• Clerk's Salary (January)	£793.70 (cheque 1014446)
• Criccieth Memorial Hall	£200.00 (cheque 101447)
• Huws Gray	£170.59 (cheque 101448)
• Huws Gray	£183.31 (cheque 101449)
• Alwyn Hughes (Gweithdy AI)	£1,150.00 (cheque 101450)
• Boston Seeds Ltd	£988.20 (cheque 101451)
• Peirianwaith Eifionydd Engineering	£1050.00 (cheque 101452)*
• Huws Gray	£358.47 (cheque 101453)*

\* Extra bills since publishing the agenda

#### Decision:

The Clerk was granted permission to pay the bills.

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The meeting ended at 8.30 p.m.

The next meeting of the Town Council will be held on **Tuesday 9 March 2021.**

**\*\*The programme will close on 1 March 2021\*\***

Dr Catrin Jones  
Clerk