

# Criccieth Town Council

Minutes of the meeting held on **Tuesday 12 January 2021 at 7.00 pm**. The meeting took place remotely using video technology.

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## **1-01/21: Present**

Chair : Cllr. Robert Cadwalader

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

Clerk – Dr Catrin Jones.

It was with great sadness that members noted the passing of Cllr. Robert T Price who had been a loyal member of the Town Council for over 50 years and also Chair of Dwyfor Council prior to the reorganization; there was a minute's of silence to remember him.

## **2-01/21 Apologies:**

Cllr. Eirwyn Williams;

## **3-01/21 Declaration of Interests**

- Cllr. Phil Jones **7-01/21 Planning Applicatiosn - C20/1074/35/AC; 9-01/21: Applications for Financial Assistance – Menter y Plu**
- Cllr. Nan Davies-Hughes **9-01/21: Applications for Financial Assistance – Menter y Plu**
- Cllr. Peter Harlech Jones **10-01/21 Community Plan** Cae Crwn Project – Planning Application

## **4-01/21 Ratification of December 2020 Minutes**

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

## **5-01/21 Urgent items and for information (raised by Chair/Clerk)**

*Matters for information only – no decisions allowed*

1. It was noted that a notice had been placed that the Town Council intended to fill the seat by co-option inviting applications by letter / email to the Clerk by 31 January 2021.

## 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.

Re the Town Council's Covid-19 Scheme an email had come from the Community Support Officer from Gwynedd Council asking if help was needed to support activities and volunteers during the current lock-up period. Cllr. Nan Davies-Hughes confirmed that no resources were needed and the support system was well settled and working.

**Decision:**

To receive for information and to thank Cllr. Nan Davies-Hughes and assistants for their work. The Clerk to write to thank them.

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

Awaiting a response from the Police Officer.

**Decision:**

To receive the report.

3. Gwynedd Council– Grant to improve the physical environment of our towns

Waiting to hear back from Gwynedd Council. A report was given by the working group working on costs for improvements to the areas near the Post Office – approx. £ 6k

It was noted that a Gwynedd Council Officer had contacted the Clerk to inquire about a date for the removal of Christmas lights near the Maes in order to prune the trees. The Clerk was awaiting a date from the electrician. The Clerk had taken the opportunity to mention again a 'piazza' scheme for improving the area around the Maes which was a public safety issue and had sent him a copy of the plan.

**Decision:**

Thanks to the working group for its work. The Clerk to send estimated costs to Gwynedd Council for works near the Post Office and the surrounding area.

4. Gwynedd Council – Children’s Playgrounds

Awaiting a decision from Gwynedd Council

**Decision:**

To receive for information.

5. One Voice Wales – Training Programme January 2021

The details of the training programme had been circulated.

**Decision:**

Members to inform the Clerk if they wished to register.

6. Wales Audit Office - 3 year Audit Cycle

The Clerk had circulated the details of the 3 year audit cycle to members. The Town Council would be subject to a full audit of the 2020/21 accounts.

**Decision:**

To receive for information.

7. Cylch yr Iaith – Tourism and Employment

The report had been circulated.

**Decision:**

To receive for information.

**7-12/20 Planning Applications**

1. C20/0182/35/LL Application for the provision of a public footpath to create access from Y Maes to the public car park and a short-term drop off parking area on built-up land to the rear of Criccieth Craft Centre – Roy Williams Slate Works, Criccieth Gwynedd, LL52 0HS

**Decision**

No comment.

2. C20/1074/35/AC Application to amend condition no. 2 of planning permission C16 / 0789/35 / LL to change the design of both proposed properties and the site 1, Antipodes Terrace Ffordd Caernarfon, Criccieth, Gwynedd, LL52 0BE

**Decision**

To request the Planning Department for further details on amending condition 2.

### 8-01/21: Financial Update 2021/21

The Clerk's financial report had been circulated to all members and showed the Income and Expenditure against budget up to the end of December 2020 and the bank reconciliation for the period. It was noted that £21,100.24 had been spent (including VAT) out of the £ 68,760 allocated for the general budget. In addition, half of Lottery funding had been received for the Cae Crwn Project in December.(at £10,400). As a result there was £58,278.66 in the 'Community Account' account and £30,525.00 in the 'Money Manager' account. There were several other significant payments to be made in the current financial year again.

#### **Decision:**

To receive and thank the Clerk for the report.

### 9-01/21: Applications for Financial Contributions

1. It was noted that a number of applications had been received either too late, had not completed the form or sent the required documents as evidence.

Applications were considered under the powers of the Town Council.

#### **Decision:**

- Promotion of Well-Being Power – Local Government Act 2000 S2:

Menter y Plu - no contribution

- Under Power S145:

Criccieth Memorial Hall - £10,000.00 – the Council requested the expected planned spend on works needed at the Hall for the foreseeable future.

2. The procedure for considering applications twice a year was reviewed. Following discussion it was agreed that the Town Council should return to considering applications once a year.

#### **Decision:**

From 2021/22 onwards to consider financial applications once a year – applications on the approved form with required evidence submitted by the end of December and applications considered at February meeting.

### 10-01/21 Community Plan

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

- Work was progressing and materials are being collected during the lock-out period in readiness. The builder intended start work on the path as soon as possible when the land was able to be worked on. Two late invoices had been received since the agenda was published (Nestbox and Huws Gray). It was agreed to pay them at the end of the meeting.

- A press release had been issued and an article in the Cambrian News was expected that week. A piece had also been submitted to Y Fynnon.
- A Planning application for a shed had been circulated –this needed approval from the Town Council and a cheque issued to pay Gwynedd Council. Approval of the application would enable further applications for funding to pay for a shed for the project.

**Decision:**

To receive the report. It was agreed to pay the two late invoices at the end of the meeting and also to submit the planning application to Gwynedd Council with a cheque for the sum of £ 190

**2. Town Map**

Awaiting to hear about Gwynedd Council's response to the use of the town improvement grant for setting the map around the town

**Decision:**

To receive for information.

**3. Old Library Building**

The Clerk had emailed Llanidan Council following the decision of the last meeting. A response was awaited.

**Decision**

To receive for information.

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

Details had been published in Y Ffynnon to ask anyone interested to email the Clerk. Seeing what can be arranged to start contacting members of the community –a zoom meeting to discuss further would be held on 20 January

**Decision:**

To receive for information.

**11-01/21: External Audit 2019/20**

The correspondence from the BDO had been circulated indicating that the above audit had been completed on 15 December 2020 and also the annual form and BDO report. Based on

its review, they considered that no issues had come to their attention that would require the publication of a separate additional report detailing matters arising. Issues raised:

- The comparative figures disclosed in Section 1 of the Annual Return did not agree with the audited Annual Return for the year ended 31 March 2019. The comparative figures for the year ended 31 March 2019 have been restated . We have reviewed the changes made and are satisfied that they are correct.
- The annual return did not add up to £ 1. This was being raised to bring the issue to the readers of the annual return. No further action was required.

As required, the Clerk would post the resulting notice on the Council website with the relevant information.

**Decision:**

Received and approved the Annual Return and noted the report. The Clerk to post the notice and information on the Web site and write to the BDO to confirm this and thank them for their audit work. The Wales Audit Office will now conduct the external audit. The Clerk was thanked for her work. A late invoice to pay for the work had been received since the agenda had been announced and it was agreed to pay this at the end of the meeting.

**12-01/21: Public Footpaths including Path 11**

Nothing to report

**Decision:**

The Clerk to write again to the Officer at Gwynedd Council to request an update.

**13-01/21: Groynes and Sea Defences Criccieth**

An email had been received to confirm that the work had started. The Clerk had thanked Gwynedd Council.

**Decision:**

To receive the report.

**14-01/21: Transport in Criccieth**

Nothing to report – awaiting a report from the Gwynedd Council Officer.

**Decision:**

The Clerk to write to the Officer to thank him for the meeting and to note that the Town Council expects a report in due course.

**15-01/21: Grass and hedge cutting in the town**

Nothing to report.

### 16-01/21: Parking in Criccieth

Nothing to report.

### 17-01/21: 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 receive for information.

### 18-01/21: Benches in Criccieth

Nothing to report

### 19-01/21 Receipts

### 20-01/21: Payments

• Inland Revenue National Insurance (PAYE)	£17.70 (cheque101436)
• Clerk's Salary (December)	£793.50 (cheque 101437)
• Cwmni Celyn Caernarfon Cyf	£800.00 (cheque 101438)
• Audit Wales	£255.10 (cheque 101439)*
• R J Electrics	£360.00 (cheque 101440)*
• The Nestbox Company Limited	£492.00 (cheque 101441)*
• Huws Gray Limited	£4165.48 (cheque 101442)*
• Criccieth Memorial Hall	£10,000.00 (cheque 101443)**
• Gwynedd Council	£190.00 (cheque 101444)**

\*Extra bills since publishing the agenda

\*\* As a result of decisions taken during the Town Council meeting

#### Decision:

The Clerk was granted permission to pay the bills.

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The meeting ended at 8.10 p.m.

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

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

Dr Catrin Jones  
Clerk