

Criccieth Town Council

Minutes of the meeting held on **Tuesday 14 July 2020 at 7.00 pm**. The meeting took place remotely using video technology.

1-07/20: Present

Chair : Cllr. Robert Cadwalader

Cllr. Wayne Roberts; Cllr. Dafydd Lloyd; Cllr. Angela Hughes, Cllr. Nan Davies Hughes; Cllr. Dr Ian Rees; Cllr. Eirwyn Williams; Cllr. Sian Williams; Cllr. Ffion Gwyn; Cllr. Alice Roberts; Cllr Robert Price

Clerk – Dr Catrin Jones.

2-07/20 Apologies:

Cllr. Phil Jones

3-07/20 Declaration of Interests

4-07/20 Ratification of June 2020 Minutes

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

5-07/20 Urgent items and for information (raised by Chair/Clerk)

Matters for information only – no decisions allowed

6 07/20: Correspondence

1. COVID-19 Correspondence circulated : letter from the Welsh Government Minister for Housing and Local Government July 2020; letter from Gwynedd Council's Chief Executive 2 July 2020; email from Gwynedd Council's Communities Support Services Manager regarding COVID-19 measures in Criccieth 2 July 2020; response to Arloesi Gwynedd Wledig questionnaire

It was noted that the Town Council's COVID 19 Scheme was still in operation - Cllr. Nan Davies-Hughes was thanked for co-ordinating the scheme. There were signs that demand for it was decreasing as the lock-up period had eased. Thanks also to Cllr. Ffion Gwyn for her work in preparing signs to alert visitors and residents of the need not to leave their waste behind - and to use the bins around town. There had been very positive feedback to the signs from residents and visitors - but a problem had arisen as the available bins had filled up and as a result people were leaving litter near the bins. The Clerk had contacted Gwynedd Council last week to request additional bins to meet the additional demand likely over the weekend following the relaxation of travel restrictions and more visitors to the town. It was good that many

residents in the town had volunteered to collect rubbish over the weekend to keep things as tidy as possible.

Gwynedd's Tidy Towns Officer had responded to the request: "As far as possible, the best thing to do is to place the bags next to street bins or in a quiet place and to let us know as soon as possible their location and photo details if possible to: gorfodaeth@gwynedd.llyw.cymru. You can also use this email to report overcrowded bins or other street clutter that needs attention. We have a supply of blue and clear bags (if you want to recycle) if you need bags. These help us confirm that it is a litter pick and not a fly-tipping incident." The Clerk will make further inquiries regarding stocks of blue bags.

It was noted that Gwynedd Council had also been installing distance keeping signs in the town.

COVID 19 Correspondence –

- The letter from the Minister for Housing and the Welsh Government (2/7) extended an invitation to people in Wales to send them their thoughts on how they should support the future recovery and rebuilding of post-Covid in Wales.

Decision: To send response along the lines sent to Arloesi Gwynedd Wledig for ideas for the High Street. Also refer to the need to ensure the availability of good broadband across Wales. It was also important in supporting the education system: Schools, Further Education Colleges and Universities. It would be good to have more apprenticeship schemes for young people and training courses to help with business reconfiguration.

- Gwynedd Council's Chief Executive's letter asking for the views of the Town Council in general given that more visitors will be coming to the area - and whether there is anything that Gwynedd Council should consider doing in practice (within its powers) which would help alleviate any local concerns about the reopening of the economy.

Decision: To respond noting the need for Council services to ensure cleanliness and tidiness and to provide more bins to assist with this.

2. **Request for CCTV – Queen's Road, Criccieth – 3 July 2020-** a follow up letter had been received on behalf of residents regarding the damages to cars dating back to 2006. The Clerk had contacted Gwynedd Council for details of the scheme from Gwynedd Council but unfortunately had not received the details in time for the meeting.

Decision: To seek to deal with this matter by correspondence prior to the next meeting following receipt of details of the scheme from Gwynedd Council.

7-07/20 Planning Applications

1. C20/0506/35/DT Application for external alterations including the erection of a single storey extension with balcony above and provision of dormer windows - - Tir Uchaf Lôn Ednyfed, Criccieth Gwynedd, LL52 OLE

Decision: No objection

8-07/20: External Audit of Town Council Accounts for financial year 2019-20

To note that the Annual Return and evidence requested had been submitted to the External Auditor.

Decision: To receive for information and thank the Clerk for her work.

9-07/20: Financial Update 2020/21

A financial report in its current form had been circulated to all members and a draft new financial report prepared by Cllr. Dr Ian Rees.

It showed the budget Income and Expenditure against the budget up to the end of June 2020 and the bank reconciliation for the period. It was noted that £ 4,703.45 had been spent (including VAT) out of the £ 68,760.00 allocated for the general budget. The cheques for the planning application and SLCC paid in June had not yet cleared. There was £ 43,275.45 in the 'Community Account' account and £ 30,523.48 in the 'Money Manager' account.

Decision: To receive the report and to thank Cllr. Dr Ian Rees for his time in preparing the new financial report format which was welcomed. It was agreed to trial it for the next few months along with the current form of reporting.

10-07/20 Community Plan

1. Community Nature Project

Noted:

- that the planning application for community allotments had been submitted and registered by Gwynedd Council. A letter of confirmation had been circulated.
- that an initial sub-group meeting to consider applying to the Lottery fund for a community nature project had taken place. A note of the meeting had been circulated for information. The next meeting will be on 24 July and a further report to the Town Council at the August meeting.
- that signage for the Nature Garden prepared by Cllr. Ffion Gwyn in association with Cllr. Nan Davies Hughes, have now been installed. They were thanked for their work. The signs had been funded by the Town Council's grant to Ffrindiau Gardd Natur.

Decision: To receive the report.

2. Town Map

Criccieth Town Council had identified as part of its Community Plan the production of a Town Map as one of the key priorities. This was agreed by Council in August 2020.

A Working Group comprising of Cllr. Robert Cadwalader, Cllr. Ffion Gwyn, the Clerk and Mr Rich Wilcock and Ms Pam Mayo representing the Criccieth Business Forum have worked over the past few months to prepare a community map. The excellent artwork is by Cllr. Ffion Gwyn. Thanks must go to the members of the group for the huge amount of work and effort they have put into producing the map free of charge to the Town Council. The artwork for the map took about 150 hours to prepare and a lot of work has gone into the history information points, camera work and getting it ready in pdf format for print.

The bilingual map has three 'walks' to encourage tourists and locals alike to explore the town. This will benefit shops, cafes and restaurants. It is a detailed map with locations of all historic buildings, art installations, floral displays, parking and toilets. Each historic building has a brief explanation of its history on the back of the map and more information can be found on the Criccieth website.

Two proposals were considered:

1. As a priority, to produce A3 folded maps to make them readily available to businesses in the town. As there is no advertising on the map and the locations will not change, a large number of the maps can be produced to cut costs. It was some time since a town map was produced and now is a great time to invest in Criccieth's future given the pandemic, and to encourage people to visit the town which will boost the economy. The map and walks will also be of interest and of use to local residents. In addition to the A3 folded maps, it is proposed that laminated A4 copies be placed prominently in select stores to inform visitors that a copy of the map is available on request - this is due to the restrictions of COVID-19 regarding providing printed materials in public.

Decision: Gwasg Cymru to print 5,000 copies initially and to print 40 copies of A4 laminated copies. The map will be printed using vegetable-based inks and chemical-free printing plates, on sustainable carbon neutral paper.

2. In due course to place laminated A1 maps on boards in various locations around the town. Possible locations had been circulated. This would require the consent of Gwynedd Council. Estimated prices were being collated and a costed proposal would be presented to Council in due course.

Decision: to agree in principle subject to a costed plan being agreed by the Town Council at a future meeting and also Gwynedd Council approval.

The working group was thanked for its work. The map will be a great asset to the town.

3. Information Board for High Street Shops Mural

It was noted that the mural of Criccieth Shops which was part of the 2019 Unique Streets project has now been installed on the Blue China. The response to it has been very positive. Cllr Nan Davies Hughes and Cllr Ffion Gwyn had worked with Mr Paul Montague to complete and install the mural.

An item on the mural had been broadcast on S4C's Heno program and an article featured in the Cambrian News. There will also be a piece about it in the July "Ffynnon". It was also noted that the Clerk had prepared an article for the SLCC national "The Clerk Magazine" in September which will focus on urban / village green spaces. The article will refer to the 'Unique Streets project on Robert Graves' theme and the new sculpture on the Maes, Criccieth.

Costs had been incurred to install the mural and that an invoice would be submitted to the Town Council. It was also necessary to cost an information board for the mural.

Decision: To receive the report and to thank Cllr Nan Davies-Hughes, Cllr Ffion Gwyn and Mr Paul Montague for their work.

11-07/20: New Town Council Website

It was noted that the Finance, Policy and Management Sub-Committee had agreed to appoint Delwedd to design and maintain a new Web site for the Town Council which needs to be viable by 23 September 2020. It was also noted that the Clerk had attended a training course the SLCC on the preparation of accessible material and that the Town Council's agenda and minutes are now being prepared in a format to reflect legislative requirements.

Decision: To receive the report. Many thanks to the working group, Cllr. Robert Cadwalader, Cllr. Dr. Ian Rees, Rich Wilcock (Criccieth Business Forum) and the Clerk for the detailed work which has been part of the process of considering the proposals from three companies that has led to the choice company.

12-07/20: Public Footpaths including Path 11

1. A report was received from the Coastal Path Warden via Cllr. Eirwyn Williams on coastal path works:

- Barbing completed near Ynysgain.
- The gate by the Dryll has now been repaired, which now appears to be opening and closing properly.
- The Boardwalk between Ynysgain and Aberkin will be repaired / addressed this week.
- The second cut near Dylan's, Dryll and Cefn Castell will take place as soon as possible - and the path on to the Black Cave later next week.

2. Path 11 - Clerk to write again to Gwynedd Council Officer.

13-07/20: Groynes and Sea Defences Criccieth

The need to repair the concrete that leads down to the sea in front of Marine Terrace and Aberistedd was noted.

Decision: To write to the Officer of Gwynedd Council noting the concern and to ask about the timetable for completing the work.

14-07/20: Transport in Criccieth

Nothing to report

15-07/20: Grass and hedge cutting in the town

Chair to check work on hedge cutting Route 1.

16-07/20: Parking in Criccieth

It was noted that a complaint had been received about the camper vans who were parking on the Prom overnight. The matter had been reported to the police. A number of points were raised regarding parking: the situation should be monitored and any concerns emailed to the police.

17-07/20: Tree felling Criccieth

Nothing to report.

18-07/20: Benches in Criccieth

The Chair to prepare a list of benches which needed repairing.

19-07/20 Receipts

VAT repayment for 2019/10 received £4,631.94

20-07/20: Payments

- | | |
|---|-----------------|
| • Inland Revenue National Insurance (PAYE 101411) | £9.80 (cheque |
| • Clerk's Salary (June 101412) | £779.95 (cheque |
| • Clerk's Costs (Office 101413) | £325.36 (cheque |

The meeting ended at 20.07 p.m.

The next meeting of the Town Council will be held on **Tuesday 10 August 2020.**

****The programme will close on 2 August 2020****

Dr Catrin Jones
Clerk