

Criccieth Town Council

Minutes of the Town Council held at 7.00 p.m., Tuesday, **10 March 2020** Council Chamber High Street, Criccieth.

1-03/20: Present

Chair: Cllr. Robert Cadwalader

Cllr. Phil Jones; Cllr. Wayne Roberts; Cllr. Angela Hughes; Cllr. Dr Ian Rees; Cllr. Eirwyn Williams;
Clerk – Dr Catrin Jones.

Mr Barry Davies, Maritime and Country Parks Officer at Gwynedd Council was welcomed to the meeting attending for items 14-03/20 and 16-03/20

2-03/20 Apologies:

Cllr Nan Davies Hughes; Cllr. Dafydd Lloyd; Cllr. Robert T Price; Cllr. Sian Williams;

3-03/20: Declaration of Interest

4-03/20 Ratification of February 2020 minutes

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

5-03/20 Urgent items and for information (raised by Chair/Clerk)

Matters for information only – no decisions allowed

- a. It was noted that thank you letters had been received for contributions by the following:
Criccieth Tennis Club
Criccieth in Bloom
Llanystumdwy Drama Club
Criccieth Appeal Committee – National Eisteddfod of Wales
Criccieth Memorial Hall
- b. It was noted that an application had been submitted for a local places pack for Criccieth Nature Garden.

6-03/20: Correspondence

- a. Gwynedd Council - Premises Licence Application: Awel Môr, 29 Marine Terrace, Criccieth, LL52 0EL – emails 25 a 26 February 2020

A consultation had been circulated for an application for a residents licence only – up to 15 customers at a time. Staff had been made aware of the aims of licencing.

Decision:

To approve

- b. Gwynedd Council – Parking Ground Signage opposite George Hotel, High Street Criccieth – email 28 February 2020

It was noted that Gwynedd Council had investigated the complaint and had confirmed that planning permission was required for the signage and advertisements and that the land owners had been asked to remove them. The owners had also been asked to remove the damaged fencing due to the recent bad weather. The owner had a right to make an application to display advertisements.

Decision:

To receive for information

- c. Gwynedd Council – Changes to Housing Allocation Policy – email 28 February 2020
Details had been circulated for information which noted that the way social housing in Gwynedd was to be allocated was about to change to give greater emphasis on the prioritising local people in need of housing. Gwynedd Council would be writing to everyone on the register to explain how this would affect them.

Decision:

To receive for information.

- d. One Voice Wales – Innovative Practice Annual Awards Ceremony 26 March 2020
The Fourth Innovative Practice and Annual Awards Ceremony will be held this year – details circulated.

Decision:

To grant permission to the Chair to approve names to attend.

- e. One Voice Wales – Membership – email 10 February 2020
Information had been circulated on the benefits of One Voice Wales membership – this showed what One Voice Wales had been undertaking on behalf of the sector during the 2019-20 financial year and what could be expected if the council was to remain a member. The cost £322 for 2020/21 was based on the number of houses in Criccieth..

Decision:

One Voice Wales was a very valuable service to have and it was agreed to continue with membership at a cost of £322 for 2020-21 and for the future. The membership should be paid at the meeting.

- f. Independent Remuneration Panel for Wales – draft Supplementary Report – the principles relating to the reimbursement of cost of care – email 13 February 2020
The draft report noted 7 principles relating to the reimbursement of cost of reimbursing Cost of Care which the aim of enabling all member to undertake their duties effectively.

Decision:

To receive for information

- g. Independent Remuneration Panel for Wales – Final Annual Report 2020-21 – email 19 February 2020

The report had been circulated. It was noted that the Town Council had already considered the draft report and acted on it and that there was note change to the final report.

Decision:

To receive for information

h. Gwynedd Council – Brexit Guidelines – letter 11 February 2020

The letter had been circulated – it was noted that Gwynedd Council had a page which directed residents and local businesses to relevant information on Welsh Government and UK Government websites: www.gwynedd.llyw.cymru/brexit

Decision:

To display the letter on the Council’s website and also on the Council’s noticeboard.

i. Wales Audit Office – Consultation on future audit arrangements for Community Councils in Wales – email 6 February 2020

A link to the consultation had been circulated.

Decision:

Members and the Clerk to consider responding.

7-03/20: Planning Applications

It was noted that one application had been received since publishing the agenda.

- a. C20/0121/35 Request to erect a shed to provide storage and space for maintenance equipment required in association with the established use of the land around the hotel as a smallholding: Mynydd Ednyfed Hotel. Caernarfon Road, Criccieth Gwynedd LL52 0PH

Decision:

No objection

8-03/20: Filling of Vacant Seats on Town Council

Three letter of application for the role of Town Councillor had been received by the closing dated of 29 February and had been circulated to members. A ballot paper was distributed to each member present to vote for up to two candidates of their choice.

Decision:

Ms Ffion Gwyn and Ms Alice Roberts were coopted and welcomed as Councillors on the Town Council. They would be required to complete a form accepting the role by the next meeting of Council in April. The unsuccessful applicant was thanked for the application.

9-03 /20 Public Footpaths including Path 11

The Clerk had written to ask for a meeting between an officer and Cllr. Wayne Roberts who had also tried to contact the officer by telephone.

Decision:

The Clerk to write again to the Officer at Gwynedd Council

10-03/20 Christmas Lights 20220

- a. Column Lights

The invoice for the new column lights had been presented for paying at this meeting. The lights would not be in the ownership and responsibility of the Town Council until they are put in place – until then they would be under the insurance policy of the electrician.

b. Use of existing column lights

It was noted that additional cost would be incurred for placing existing column lights on Caernarfon Road - £42.00 each for brackets and £155 fitting costs each. On top of this it would be necessary to pay Gwynedd Council the cost of electricity supplies for each one. It was necessary to confirm these costs.

Decision

To receive for information – the Clerk to contact Gwynedd Council.

11-03/20 Financial Update 2019/20

The Clerk had circulated the financial report to all members. This showed Income and Expenditure finances against the budget up until the end February 2020 and bank reconciliation for the period.

It was noted that £53,541.78 had been spent (including VAT) from the £80,160 which had been allocated for the general budget. A sum of £33,627 was available in the 'Community Account' and £30,494.01 in the 'Money Manager'. It was necessary to add payment for March to this spent for 2019/20 which included significant spend on Christmas lights for 2020.

It was noted that a meeting for the Finance, Policy and Management Committee was need in order to consider bids for a new website for the Town Council.

Decision:

To receive for information and agreed to hold a meeting of the Finance, Policy and Management sub-committee on Wednesday evening 8 April 2020.

12-03/20 Budget 2020-21

The draft budget had been amended to take account of the fact that it was necessary to spend on a new website for the Town Council and £2k had been allocated for this. The sum of £25k for the Community Plan had been reduced to £20k as this was the sum of unspent monies in the budget which had not been spent. The Clerk's costs had increased – therefore £50 added to this. The total budget for 2020/21 was £68,760 instead of £71,660 in the draft budget.

Decision:

To adopt the revised budget for 2020/21 (Appendix 1)

13-03/20 Town Council's Asset Register 2019/20

The asset register had been updated to add the Town Council's assets as a result of the Unique Streets project. It was necessary to remove the old Town Council lights £6954.00 –therefore the estimated assets were £89,567.64 for the annual return. Some assets have been deleted for 2019/20 but it was not possible to remove them from the value of the assets until 2020/21

Decision:

To approve the asset register.

14-03/20 Criccieth Community Plan – update

a. Jet skis

Mr Barry Davies was invited to present to the Town Council and to have a discussion due to concerns regarding the safety of the public following dangerous behaviour by a jet ski user in Criccieth in August 2019. Regular correspondence had been ongoing between the Town Council and the Officer since the incident expressing the concerns of the Town Council and public petition had been presented in support of banning jet skis. The Officer explained that it was not possible to ban the jet skis. He noted the steps which had already been taken including a review of the by-law and a request for the standardisation of regulations across Britain. During the following discussion it was asked whether Gwynedd Council could have an emergency line in order to be able to report incidents of concern by the public, and also whether it was possible to add additional buoys in the sea. It was helpful to have appropriate signage for the public.

Decision

That Gwynedd Council should take the following steps:

- To improve the ways of reporting
- To increase the number of buoys
- To agree with the Town Council the wording for signage to warn the public using the beaches.

Mr Davies was thanked for attending the meeting and agreeing to an implementation plan.

b. Needs assessment affordable housing –

Nothing to report.

c. VE Project

It was noted that the work in producing poppies was going very well and had received the attention of the local Press. The S4C programme 'Heno' had also expressed interest in covering the project. The workshops with Ysgol Trefarthyr had commenced. A meeting had been held with shop owners on 25 February to discuss the idea of moving the exhibition to the high street and there was enthusiasm and support to hold the exhibition on High Street. The next meeting would be held at the end of March.

Decision

To receive for information.

d. Unique Streets Project

A late invoice had been received for placing the plaque for the sculpture and as the project had now been closed a request was made for the Town Council to pay this. A bill for £138, including VAT to Eryri Eco Construction.

Decision

To pay the invoice presented by Eryri Eco Construction.

e. Wifi for the Town

It was noted that it would be beneficial to consider possibilities for Wi-Fi for Criccieth town.

Decision

To research the possibilities and look at costs.

15-03/20 Future of Criccieth Town Council Building and Library

Awaiting a response.

16-03/20 Groynes and Sea Defences Criccieth

- a. A report on sea defences was awaited from Gwynedd Council.
- b. The Officer from Gwynedd Council reported that the Council had contacted contractors regarding the restorative work following the recent storms. It was hoped that this work would included placing benches back on the Prom in Criccieth.

Decision

To receive for information.

17-03/20 Transport in Criccieth

Nothing to report - the new signage was not yet in place.

Decision:

To receive for information.

18-03/20 Grass and hedge cutting in the town

The Clerk had confirmed with the contractor JH Williams that hedge cutting on Pathway Number 1 needed to be undertaken before the end of March, before the bird nesting season and also had confirmed this with Gwynedd Council. It had also been confirmed that the contractor would be responsible for maintain grass cutting at Pen y Maes cemetery for a period of three years.

Decision:

To receive for information.

19-03/20 Parking in Criccieth

Nothing to report.

20-03/20 Tree felling Criccieth

Cllr. Phil Jones reported that he had been in contact with a number of bodies to try to arrange an as assessment of trees in the town. The Woodland trust was unable to assist.

Decision:

To receive for information

21-03/20 Benches in Criccieth

Nothing to report

22-03/20 Town Council snooker tables

Interest had been expressed in the purchase of one of the two old snooker tables.

Decision

The Clerk to arrange a notice to invite sealed bids.

23-03/20 Receipts

Nothing

24-03/20: Payments

• HMRC (PAYE)	£34.09 (cheque 101389)
• Clerk's Wages (February)	£755.66 (cheque 101390)
• Dream Internet Solutions	£35.00 (cheque 101391)
• Clerk's Costs (Office)	£289.28(cheque 1013892)
• R.J. Electrics	£9,273.60 (cheque 101393)
• Mrs W Blackwell (VE Project)	£74.84 (cheque 101394)
• Un Llais Cymru	£322.00 (cheque 101395)*
• Eryri	£138.00 (cheque 101396)*

It was agreed to pay the additional bills during the meeting.

Decision:

Permission was granted to the Clerk to pay the bills.

The meeting ended at 8.40 p.m.

The next meeting of the Town Council will be held on **Tuesday evening 14 April 2020****

**** Due to Government instructions in response to the COVID-19 crisis the meeting has been cancelled.**

Annex 1 Budget 2020/21

Income

Precept	£42,000
Other (transfer from reserves)	£26,760
Total	£68,760

Spend

Wages	£9,800
Translation	£1,000
Insurance	£1,800
Path maintenance	£600
Grass cutting	£5,000
Room Rent	£1,000
Stamps	£150
Office costs	£150
Membership	£400
Accounts (audit) £700
Courses £700
Christmas	£5,000
Remembrance Sunday£25
Data Protection£35
Office Costs Clerk £900
Travel Costs Clerk £500
Toilets	£6,000
Miscellaneous/other	£5,000
Contribution Memorial Hall	£5,000
Other Contributions	£5,000
Projects	£20,000
TOTAL BUDGET	£68,760