

CYNGOR TREF ABERMAW | BARMOUTH TOWN COUNCIL  
Swyddfa'r Cyngor | Council Offices  
Theatr y Ddraig | Dragon Theatre  
Abermaw | Barmouth  
Gwynedd  
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An AGM of the Barmouth Town Council was held at 7pm on Tuesday 17<sup>th</sup> May 2022 in Parlwr Mawr, Dragon Theatre, Jubilee Road, Barmouth.

Heather Brown  
Town Clerk

## Minutes

Present: Cllr Rob Triggs (GC, opening chair), Cllr Trevor Roberts (Chair from item 5 onwards), Cllr Jamie Brooks, Cllr Wendy Cleaver, Cllr Matt Harris, Cllr Phil Hill, Cllr Katie Price, Cllr Damian Williams, Cllr Rob A Williams, Cllr Rob C Williams, Heather Brown (clerk)

In Attendance:

At the start of the meeting the chair welcomed the new councillors to their first meeting, he thanked the councillors who stepped down, Mark James and Faith Atkins and asked that letters of thanks be written to them. He also thanked Zarina Lamb and Ethan Morris for standing as candidates and asked that letters be written to them thanking them for their interest in acting as councillors.

1. Apologies for absence - Cllr Adam Hills, Cllr Owain Pritchard, Cllr Dylan Roberts
2. Declaration of financial, personal or prejudicial interest  
None
3. To approve the minutes of the AGM held on Tuesday 25<sup>th</sup> May 2021  
Correction point 4 should be deputy mayor. Proposed Cllr Trevor Roberts, seconded Cllr Jamie Brooks. All agreed.
4. Delivery of acceptance of office forms  
Forms received for all councillors present
5. Elect a Town Mayor for the year 2022/2023  
Cllr Trevor Roberts was elected Mayor for 2022/2023  
The new mayor thanked Cllr Rob Triggs for all his work as mayor for 2021/22 and wished him well in his new role as Gwynedd Councillor. He also thanked all the councillors for working together over the last year and looked forward to the next one.
6. Elect a Deputy Mayor for the year 2022/2023  
Cllr Owain Pritchard was elected Deputy Mayor for 2022/2023

7. To appoint representatives to the following external groups/committees

Group / Organisation	Number of representatives	Name(s)
Ysgol y Traeth, Barmouth	1 Councillor	Cllr Matthew Harris
Barmouth Publicity Association	1 Councillor	Cllr Rob Triggs
Dragon Theatre/Community Centre Management Committee	1 Councillor	Cllr Katie Price
Barmouth Harbour Consultative Committee	1 Councillor	Cllr Rob C Williams
One Voice Wales	2 Councillors	Cllr Trevor Roberts Cllr Owain Pritchard (TBC) back up Cllr Wendy Cleaver
Barmouth Youth Club	1 Councillor	Cllr Wendy Cleaver
Friends of Barmouth Memorial Park	1 Councillor	Cllr Jamie Brooks / Cllr Phil Hill
Friends of Wern Mynach	1 Councillor	Cllr Phil Hill

8. To appoint sub-committees within the Council

Sub-committee	Representatives	Name(s)
Barmouth Town Council Finance Committee	Clerk, Chair, Deputy Chair, all Councillors.	All
Traffic Management	3 Councillors	Ad hoc
Street Furniture and Footpaths	2 Councillors	Cllr Adam Hills, Cllr Damian Williams
Town Council Website	Clerk, 2 Councillors	Cllr Owain Pritchard, Cllr Katie Price, Heather Brown

9. Schedule the review and adoption of standing orders and financial regulations  
Agreed to use schedule previously defined to review all standing orders and financial regulations over 12 months.

10. Schedule the review of policies and procedures

- a. Complaints Procedure
- b. Freedom of Information and Data Protection Policy
- c. Dealing with the Press/Media
- d. Online Banking Procedure
- e. Equal Opportunities and Employment Policies & Procedures
- f. Harassment & Bullying Policy
- g. Internet & Email Policy
- h. Bi-lingual Policy
- i. Expenditure Incurred under s.137 of the Local Government Act 1972 or the Power of Well-being
- j. Code of Conduct

Agreed to use schedule previously defined to review all policies and procedures over 12 months.

11. Appoint internal auditor

Gwynedd Council Audit team (David Lloyd-Williams) was confirmed to be appointed as the Internal Auditor for the coming year.

12. Confirmation of insurance cover and inventory of land/assets  
A quote has been received from the insurance broker. The cost has gone up significantly, the reasons are explained in the covering letter from the broker. Proposal to accept new quote, proposed by Cllr Matthew Harris, seconded by Cllr Trevor Roberts.
13. Confirmation of location, date & times of ordinary meetings of the council up to and including the next agm
- a. Tuesday 28<sup>th</sup> June 2022
  - b. Tuesday 26<sup>th</sup> July 2022
  - c. Tuesday 27<sup>th</sup> September 2022
  - d. Tuesday 25<sup>th</sup> October 2022
  - e. Tuesday 22<sup>nd</sup> November 2022
  - f. Tuesday 13<sup>th</sup> December 2022
  - g. Tuesday 24<sup>th</sup> January 2023
  - h. Tuesday 28<sup>th</sup> February 2023
  - i. Tuesday 28<sup>th</sup> March 2023
  - j. Tuesday 25<sup>th</sup> April 2023
  - k. Tuesday 23<sup>rd</sup> May 2023 (AGM & Full Council Meeting)

All meetings to be held in Parlwr Mawr, Dragon Theatre, Jubilee Road and are scheduled to start at 7pm.

14. Any other business: None.

**Date of next meeting – Tuesday 23<sup>rd</sup> May 2023**