

CYNGOR TREF ABERMAW | BARMOUTH TOWN COUNCIL

Swyddfa'r Cyngor | Council Offices

Theatr y Ddraig | Dragon Theatre

Abermaw | Barmouth

Gwynedd

LL42 1EF

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A meeting of the Barmouth Town Council was held at 7pm on Tuesday 27th September 2022 in Parlwr Mawr, Dragon Theatre, Jubilee Road, Barmouth.

Minutes

Present: Cllr Trevor Roberts (Chair), Cllr Wendy Cleaver, Cllr Matt Harris, Cllr Phil Hill, Cllr Adam Hills, Cllr Katie Price, Cllr Owain Pritchard, Cllr Rob Triggs, Cllr Damian Williams, Heather Brown (clerk)

In Attendance: Members of the public: Jocelyn Whysall, Barbara Howard

1. Apologies for absence: Cllr Jamie Brooks, Cllr Dylan Roberts, Cllr Rob A Williams, Cllr Rob C Williams,
2. Declaration of financial, personal or prejudicial interest
7.4, 13.11 Cllr. Phil Hill.
3. To approve the minutes of the meeting held on Tuesday 26th July 2022
Motion to accept: Proposed: Cllr Katie Price, Seconded: Cllr. Owain Pritchard. All agreed
4. Open Actions from previous meetings

Action #	Description	Status	Assignee
2112-01	Letter from Deb & Greg Courtney re donation to plant flowers	Cheque Received	Closed
2202-01	Ensure pedestrian access through car park at Moto Cross weekend	RT & HB met with enforcement officers. Requests for access for permit holders and a clear walkway through the car park have been passed onto the organisers.	Closed
2203-01	Gwynedd Council Depot land & allotments	Meetings delayed due to strike action. New meetings are now being arranged for October 19th & 27th.	TR
2203-02	Gibraltar Lane sign is missing.	The new sign has been received, ask JB to install.	Closed

2203-03	Pontoon, repair or replace?	Safety issues resolved. Received report from Marine Engineers. Quote for a new pontoon has tripled from initial estimate making a new pontoon unviable. Need to involve Gwynedd Council to do further work on the existing pontoon.	RT
2205-03	Narrow pavement outside Riva	Ongoing, not owned by GCC. RT will talk to the owner at Riva. Done	Closed
2205-05	Disability Access concerns have been raised. GCC are supposed to review dropped kerbs when they renew pavements	GC will only put in drop kerbs when they re-tarmac the pavements. Will do a walk around to identify areas that are needed.	RT / TR
2205-06	Improvements needed to "Pitch & Putt" site - new latch on gate, new "no dogs" sign	In progress.	JB
2205-07	Proposal made to employ a caretaker for the tennis courts / Memorial Park etc	Tender drafted, available on shared drive. Add to October Strategy Meeting.	JB / HB
2206-01	Initiate Strategic & Forward Planning meetings from September	Meetings initiated.	Closed
2206-03	Identify list of items needed by Monster Rocks	Ongoing. Suggestion of sponsoring the Halloween Event proposed Cllr Rob Triggs, Seconded Cllr Owain Pritchard. Approved.	RT
2206-04	Get quote for lamp-post poppies in time for Remembrance	Poppies have been ordered but not received. DW will fix them to lampposts. TR will chase with Royal British Legion.	HB / TR
2206-05	State of footpath at the top of 100 steps	Inspected by WC and AH. No specific issues. AH has met with Gwynedd Council to discuss possible new handrail and check path surface.	Closed
2207-01	Continue to monitor the refuse situation at Gibraltar Lane and co-ordinate with residents and owner to add signage if appropriate	RT met with the new bin supervisor, and with a local resident. Bin vans will go around on Friday to clear rubbish left from AirBnB change overs. Continue monitoring	Closed
2207-02	Refurbish Noticeboard by First Impressions	This has been arranged and will be done	DW
2207-03	Update Standing Orders in line with 2021 Changes to the Local Government and Elections	Nothing needed to be done, existing Standing Orders cover	Closed

	(Wales) act regarding public attendance at Council Meetings	the changes in 2021 regulations.	

5. CCTV

Discussed in restricted part of meeting due to commercially sensitive information, decisions recorded below.

- 5.1. To approve the minutes of the meeting held on Monday 15th August 2022 to decide on CCTV supplier.

Proposed: Cllr Owain Pritchard Second Cllr Katie Price. All Approved.

- 5.2. To discuss progress and identify any further actions needed by Council.

A Sub Committee will be put in place to manage the installation and report progress and issues to full council: Cllr Phil Hill, Cllr Trevor Roberts, Cllr Rob Triggs, Heather Brown & Deana Fisher.

6. Chairman's report

Great Dawley visit, 7 coaches, 350 people came. The mayor presented them with a plaque to commemorate the visit and relationship and received hamper from local shops from them. They have a carnival that they have invited us to. We also received an invitation to their Christmas Dinner.

The Kite Festival (early July) was very good. The Kite Festival organisers have raised an issue regarding toilet facilities. Discuss further at the Strategy Meeting.

The mayor was not able to attend the Lorry Rally as it was during the period of mourning. The RNLI Dog show was also cancelled for the same reason.

Many thanks to St John's Church, especially Owain Pritchard for arranging a very good service and the books of Remembrance around Barmouth.

Thanks to the clerk & to Cllrs Katie Price & Matt Harris for resolving issues concerning the accounts and audits.

7. Clerk's report

7.1. Updates from Strategy Meeting

The need for video conferencing was discussed with the Dragon Theatre. They are happy to have the necessary equipment installed in Parlwr Mawr. The council will need a water-proof notice board to display Council notices. In the short term the Dragon Theatre is prepared to let us use their covered notice board.

7.2. Parking Premium

The amount of money received from the Parking Premium was significantly less in the first half of 2022. This has been followed up by the clerk with Gwynedd Council and has identified some mistakes made in the payments. An overpayment was made in April 2022 that was identified by Gwynedd Council in June, but not notified to Barmouth Council until August. Some payments from 2020 were delayed to 2021 falsely increasing 2021 payments. This makes it very hard to predict income to feed into the budget process. The issue is still being investigated.

7.3. Completion of ILCA Certificate

The clerk has completed the Introduction to Local Council Administration qualification. The next step is the full Certificate, but it is recommended that this is not started in the first 12 months in office.

7.4. Ffiws Project

An overview of the project was given. Support is offered from Gwynedd Council towards start up costs and suitable premises have now been identified. The Council were strongly in favour of supporting the project. Next steps will be a meeting with Gwynedd Council at a Ffiws location to finalise the Business Case and funding requirements. Cllr Trevor Roberts, Cllr Rob Triggs and Cllr Adam Hills would like to be part of the meeting with Gwynedd Council officers..

8. To consider the following planning/licence applications

8.1. C22/0817/00/LL: Bendi-gedig Ffordd Y Brenin, Abermaw, Barmouth, Gwynedd, LL42 1AD. Council can not identify any legal objection. Would prefer it to be residential but that is not being offered.

8.2. C22/0760/00/LL: Plot To The South Of Ty Sion, Llanaber, LL42 1AZ. No objection.

9. Finance

9.1. To receive monthly finance management reports

9.1.1. Audit Update

External Audit reports received for 2019/20 and 2020/21. They were delayed due to Audit Wales using the wrong email address. Notice that they have been received needs to be displayed on a noticeboard.

2021/22 Internal Audit has been completed with minor updates to the Annual Statement. Audit Report and Annual Statement re-approved in meeting.

Proposed Cllr Katie Price, Seconded Cllr Owain Pritchard. All agreed.

2021/22 External Audit. Dates were missed as the Audit Schedule was sent to the wrong email address. Audit Wales has been contacted, they will be releasing a new schedule soon which we will follow.

9.1.2. Inspection of Assets

The regular inspection of assets will become part of the role for the caretaker for the Memorial Park area (action 2205-07).

9.1.3. Update on Council Budget and spending

No comments received from Councillors

9.1.4. Regular Payments

Payment	Payment Method
Clerk's Salary	Standing Order
Clerk's Phone	Direct Debit

Noted.

Mayor's allowance: It was previously agreed to pay in three instalments. A discussion was held to increase the allowance, this will be discussed for the 2023/24 precept.

Proposal to pay the Mayor's allowance in May, September and February: Cllr Rob Triggs, seconded Cllr Damian Williams. All Agreed

9.2. Record of previously agreed payments made since the last meeting

Payee	Item	Invoice #	Amount	Authorisation
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Dragon Theatre	Initial payment towards new PA system		£5000	July 2022 Meeting
Dragon Theatre	Second payment towards PA system		£5000	July 2022 Meeting
RBL Poppy Appeal	100 Lamp-post Poppies		£300	July 2022 Meeting
Dyfed CCTV	Deposit for CCTV System	SI-194	£30000	August 2022 CCTV Meeting

Noted.

9.3. To approve payment of accounts

Payee	Item	Invoice #	Amount
Four Corners Media Ltd	Flyers for "Come and show your Creative Side"	8540	£102
One Voice Wales	Councillor Training	6269	£70
Dragon Theatre	Room Hire	994	£67
Evergreen	August Gardening	459	£500
Ash Woodwork	Awards for BTC Community Award and Great Dawley visit		£150
Croft Castings Ltd	Gibraltar Lane Sign		£354 (incl VAT)
Gwynedd Council	Election Costs	008008L002 0048	£1562.92
Gwynedd Council	Internal Audit Costs	008008C001 5325J	£420 (incl VAT)
Evergreen	September Gardening	504	£500
Dragon Theatre	Room Hire	1010	£42

All accepted: Proposed: Cllr Trevor Roberts, Seconded: Cllr Wendy Cleaver. All agreed.

9.4. Upcoming Expense (for information)

- 9.4.1. Training for new councillors: £35 per class, 2 classes per councillor
- 9.4.2. Training for Clerk: Full CiCLA: approx £750.
- 9.4.3. Catrin Finch The Story So Far. Performance at Dragon Theatre 12th November £1500 + VAT
- 9.4.4. Dragon Theatre: Underwriting of Autumn Comedy Festival. Postponed due to Period of Mourning. Rebooked for 24th/25th March.
- 9.4.5. BDUFUC Fence repair: half of £6500 + VAT
- 9.4.6. Youth Activities Club: £908.70
- 9.4.7. "Down with the Arts": £3025.92 (£102 spent)
- 9.4.8. Green Goat Cafe refund: £30 (waiting for bank details) Carry forward to fund 2023 stall.
- 9.4.9. Remaining Jubilee expenses (leisure centre & translation)

9.5. To receive any requests for financial support

- 9.5.1. Hafan Deg - restart Age Concern club, £500.
There have been some delays in starting the project, Proposal to ring fence the money and make a donation when the club starts. Proposed Cllr Katie Price, Seconded Cllr Trevor Roberts, all agreed.
- 9.5.2. Bonfire & Fireworks - November 5th.

The Council has already paid insurance (was covered with Jubilee Fireworks). Reply to organisers asking for a specific sum for the donation understanding their other fundraising activities. Agreement in principle to make a donation.

- 9.5.3. BPA - Request to support publication of Town Guide for 2023, £3000
Proposed to support: Cllr Rob Triggs, seconded Cllr Phil Hill all agreed.
- 9.5.4. BPA - Proposal of joint project to provide new signage around Barmouth.
The Council is in favour of progressing this project and developing a costed plan for future approval. Cllrs Wendy Cleaver, Rob Triggs and Rob C Williams to work with the BPA.
- 9.5.5. Request from Friends of Wern Mynach to pay the remaining £1084 (from £10,000 grant) into their bank account.
An extra £1000 for wood from the bridge work was granted on top of original £10,000 grant. Motion to transfer the remaining funds proposed Cllr Rob Triggs, seconded Cllr Adam Hills. All agreed.

10. Gwynedd councillors report
Covered in other agenda items.

11. Notice of and reports from representatives on external organisations

- 11.1. Bro Ardudwy: There is activity in St David's church, the trustees have agreed a 10 year property plan. Historic Church Conservation Report due Wednesday. The Church will be converted from church to church hall to facilitate other uses.
- 11.2. Dragon Theatre: Ticking along well, lots of events planned. Please support!
- 11.3. Harbour: There is a meeting coming up, any issues should be emailed to Rob Triggs or Rob C Williams.
- 11.4. Youth Club: Currently processing applicants for the staff roles. The aim is to have the Youth Club up and running again by the October half term.

12. Local Issues

- 12.1. Christmas Light Replacement.
Motion to Replace lighting strands needed as per quote circulated, proposed Cllr Phil Hill, Seconded Cllr Damian Williams. All Approved.
- 12.2. Reclamation of public land used for profit by businesses in town.
Concern was expressed that business use has crept onto Gwynedd Council land resulting in obstruction of the pavement and risk on the highway. Cllr Rob Triggs will look into the issue and report back.
- 12.3. Greenery from Network Rail land is encroaching on footpaths. Sump on Heol y Llan needs clearing. Cllr Trevor Robers will raise this with Network Rail.
- 12.4. Christmas Festivities:
A subcommittee was formed to plan the Christmas activities and a budget of £1500 allocated for the subcommittee to spend and report back to Council on costs.
Committee is Cllrs Katie Price, Matt Harris and Adam Hills. Motion proposed by Cllr Damian Williams, seconded by Cllr Trevor Roberts. All agreed.

13. Other correspondence/letters

- 13.1. Public Toilet opening hours (pm in winter).
Cllr Rob Triggs will confirm times the toilets are scheduled to be open.
- 13.2. Co-op Car Parking.

Clerk to write to Co-op and Horizon to express concern that discriminates against older people. Clarify Blue Badge parking. Request that the free period is extended to one hour.

13.3. St David's Awards. Noted.

13.4. Wild camping on beach.

Clerk to follow up with Barry Davies.

13.5. Letter from Bowling Club regarding nets.

Refer to Strategy Meeting in association with Memorial Park action.

13.6. Letter from Caernarfon re. Community Shop.

Clerk to forward the information to the Food Bank / Community Hub organisation.

13.7. Parking & no Waiting update from Gwynedd Council. No comment. Parking order / Loading Bays on High Street.

Cllr Rob Triggs to follow up. There are issues with lorries during the high season. Ask Spar to schedule deliveries early in the high season.

13.8. Letter from Jordan Jones re Memorial Park.

Refer to Strategy Meeting in association with Memorial Park action.

13.9. Invitation to attend Great Dawley Christmas dinners (2nd, 3rd, 4th December)

Forward to Councillors

13.10. Bench in Llanaber Cemetery.

Clerk to contact the family.

13.11. Letter from Gareth Evans-Williams regarding treasure. Treasure found in Llanbedr.

Reply to Gareth Evans-Williams suggesting he gets in touch with Bangor Museum as they may be willing to lend the treasure to Barmouth. As the Ty Gwyn museum is owned by Gwynedd Council they would need to be involved.

14. Any other business

The Council boards listing Mayors and Clerks needs to be updated. Cllr Phil Hill to ask Mervyn.

Next Meeting: Tuesday 25th October 2022 - Full Council Meeting.

Meeting ended : 9:30pm.

Signed as a true record:



Date:

25/10/22.