

# 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 25th April 2023 in Parlwr Mawr, Dragon Theatre, Jubilee Road, Barmouth.

## **Minutes - 25th April 2023**

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

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

1. Apologies for absence: Cllr Jamie Brooks, Cllr Matt Harris, Cllr. Rob A Williams
2. Declaration of financial, personal or prejudicial interest
  - 4.4 Cllr. Phil Hill.
3. To approve the minutes of the meeting held on Tuesday 28th March 2023  
Proposed Cllr. Damian Williams , Seconded Cllr. Katie Price. All agreed.
4. Finance
  - 4.1. To receive monthly finance management reports
    - 4.1.1. Audits:
      - 2021-22 Notification period ends 25th April 2023.  
No queries received. Audit is now completed.
      - 2022-23 Audit  
Delay to notification due to Audit Wales backlog. Annual Report prepared for approval at May meeting (just needs valuation of regalia).  
Regalia should be stored securely for insurance purposes
      - Internal Auditor  
Agreed the clerk could contact Gwynedd Council Audit department before official appointment at AGM to start the process off.
    - 4.1.2. VAT  
Spoke to HMRC, the previous application had been rejected as not signed, but notification was sent to the previous clerk's home address. Re-sent application with covering letter asking them to update the address.
    - 4.1.3. Record of Members Interests  
There doesn't seem to be a standard form for this, plan to use the form used by Gwynedd Council to collect the information from members.

4.1.4. Clerk's Contract; hours & rate  
Motion for the Clerk to continue at the current hours & rates, proposed Cllr. Trevor Roberts, Seconded Cllr. Owain Protchard, all agreed.

4.1.5. The chair thanked the clerk for her work on the accounts.

4.1.6. Regular Payments: - Noted

Payment	Payment Method
Clerk's Salary	Standing Order
Clerk's Phone	Direct Debit
Tanio Bermo Rent	Standing Order
WiFi for Tanio Bermo	Direct Debit

4.2. Record of previously agreed payments made since the last meeting - noted

Payee	Item	Invoice #	Amount	Authorisation
Harlech & Ardudwy Leisure	1/12 Precept		£635.10	March Meeting

4.3. To approve payment of accounts

Payee	Item	Invoice #	Amount
Katie Price	Reimburse TEN for Coronation Event		£21
Katie Price	Reimburse TEN for Food Festival		£21
Evergreen	April Gardening	688	£500
Heather Brown	Reimburse Ikea furniture for Tanio Bermo	GBINV23000 001414936	£1084
ASG Audio Visual	Sound stage for Coronation	1788	£6960
Cambrian Clearance	Chairs for Tanio Bermo		£168
Wendy Cleaver	Reimburse Public Liability Insurance for Chris Banks		£166.84
Barmouth Printers	Posters for Coronation	11371	£35
Heather Brown	Reimburse tools for Tanio Bermo		£47.97
Harlech & Ardudwy Leisure	May Precept		£635.10
James Hallam	Coronation Insurance	523277165	£473
Cambrian Clearance	Sofa & desk chair for Tanio Bermo		£150
Chris Banks	Caretaker Services		£195

It was suggested leaving approval of the HAL payment until after the meeting with HAL on Thursday 27th April.

Motion to pay above invoices except HAL: Proposed: Cllr Rob Triggs. Seconded: Cllr Wendy Cleaver, all approved.

4.4. Upcoming Expense (for information) - Noted

Item	Amount	Due
Training for Clerk	£750	Spring 2023
Dragon Theatre - Catrin Finch	£1500 max	Feb 2023
Dragon Theatre underwriting Comedy Festival	unknown	April 2023
"Down with the Arts". Committed to support, paid £1102 so far	£1898	
Hafan Deg Age Concern	£500	
History Project	£1250	Mar 2023?
Tanio Bermo start up	£3500	March 2023 onwards
Harbour Pontoon Repairs		

4.5. To receive any requests for financial support  
None Received

## 5. Local Issues

### 5.1. Use of pavement/public areas for private business use

A discussion was held regarding the use of public land for private businesses, specifically the Cae Glas gardens, the pavements around the Harbour and the Promenade.

The main concerns were

- that the land in question remains accessible for all members of the public whether they are using the business facilities or not.
- accessibility for wheelchairs and pushchairs along the pavement without risk.
- not allowing a precedent to be set which restricts the use of the land in the future.

As a result of the discussion Cllr Rob Triggs will raise a number of questions with the relevant officers in Gwynedd Council:

- Has a risk assessment been done for the use of Cae Glas for tables used by a local business.
- What signage is appropriate to ensure it is clear it is a public space, not owned by any business.

Cllr. Katie Price will follow up with Gwynedd Council regarding pavement licences

### 5.2. Astro-turf fencing

The fence between the School and the Astro turf was damaged over Easter holidays. It is not clear who owns the fence so who is responsible for fixing it. Barmouth Town Council view is that they own the wooden fence around the astro and that the boundary fence is owned by Gwynedd Council as part of the school security. In the discussions regarding the new fence, it is important that ownership and responsibility for maintenance is clear. The quote for requested changes to the new fencing is around £10,000 plus cost for ramped access. Discussions with the school are ongoing.

The Caretaker has cleared the broken glass and bin.

The council will discuss the issues at the June meeting with further information.

5.3. Harlech and Ardudwy Leisure are holding a meeting with Community Councils on Thursday 27th April, Cllr. Wendy Cleaver & Cllr. Rob Triggs will attend. They will request for HAL to collect postcodes from customers to give data as to where users are coming from.

5.4. Cllr Rob Triggs will ask Gwynedd Council to make the bollards at the back of the leisure centre removable to allow emergency access to the car park if the promenade is blocked.

5.5. There is an issue with parking on Marine Gardens. It is often impossible to get emergency vehicles through. Cllr Rob Triggs to follow up with Gwynedd Council.

## 6. Projects

### 6.1. CCTV

Several delays due to MPANs, but installation is ongoing.

- It was agreed that the clerk can sign the Heads of Terms agreement to mount cameras on the Harbour Masters Office.
- There was a discussion on potential charges for viewing footage from the cameras. No conclusion was reached but it needs to be agreed.

### 6.2. Tanio Bermo

- Wifi Contract: £20 per month, first 3 months free, 24 month contract
- Opening plans: It is hoped to be able to get the equipment set up in the second half of May and open around the end of the month.

### 6.3. History Project

The content has been written in English for all eight banners and photos added. The content has been sent to the designers to look at layout and ensure there is sufficient space for all the information. Cymdeithas Gymraeg Y Bermo has agreed to do translation.

## 7. Events

### 7.1. Coronation Event Saturday 6th May. 5pm - 11pm.

- Licence approved, road closure granted.
- Wet weather insurance has been taken out. Any claim would be based on anemometer reading.
- Posters have been printed and put up
- The Royal are putting in a temporary bar near the stage.
- The Police have also been notified.
- We have been approached by BBC Wales and S4C for interviews.
- Quote for traffic management plan: £720 + VAT. The Council decided not to go with a traffic management company.

### 7.2. Food/Craft Festival 1st & 2nd July

- Licence in place, awaiting road closure approval.
- Quote for traffic management plan £650 + VAT.
- Craft Fair has 13 stalls so far.

7.3. Generally the cost of events is going up a lot. Need to keep this in mind for future events. Traffic Management plans, road closure costs, hire of extra bins etc. The benefit to the Town of putting on events was acknowledged.

## 8. Reports

### 8.1. Gwynedd Councillor's report

Covered in other agenda items.

### 8.2. Chairman's report

- There will be a Church Service on 7th May for Coronation.

- Community Award - There was a discussion of appropriate people to receive the community award.

### 8.3. Clerk's report

8.3.1. Roses for Tŷ Crwn Gardens: It was agreed these would be ordered towards the end of May and would be planted by the Councillors and to invite Sue's family to be present.

8.3.2. Insurance: awaiting updated quote for insurance based on the changes identified (addition of Tanio Bermo activities).

### 9. Notice of and reports from representatives on external organisations

9.1. Dragon Theatre: have applied for funding for an assistant manager to help out. Role will be advertised shortly.

### 10. Correspondence

10.1. To consider the following planning/licence applications  
None received.

10.2. Other correspondence/letters

10.2.1. Thanks received from Wales Air Ambulance for donation - noted

10.2.2. Down with the Arts update - noted

### 11. Open Actions from previous meetings

Action #	Description	Status	Assignee
2203-01	Gwynedd Council Depot land & allotments	Ongoing. No information received from Asset Transfer meetings.	TR
2203-03	Pontoon, repair or replace?	Risk assessment being undertaken for insurance.	RT
2205-05	Disability Access concerns have been raised. GCC are supposed to review dropped kerbs when they renew pavements	Identified places for drop curbs. Need to add to map from Gwynedd.	TR
2205-06	Improvements needed to "Pitch & Putt" site - new latch on gate, new "no dogs" sign	No update.	JB
2207-02	Refurbish Noticeboard by First Impressions	This work is now planned as the weather has improved.	DW
2209-01	Use of pavements by businesses, potentially causing issues with pedestrians & traffic	Covered in minutes.	RT/HB
2210-03	Resolving issues around Skate Park & School astroturf	JB following up with the contractor to put a ramp in rather than steps. Ongoing.	JB/RCW
2211-01	Follow-up regarding buses to Council Estate	Letter sent, no response received yet.	WC
2301-01	Serpentine Benches - some are broken and need fixing	Ongoing	AH/DW
2303-01	Water crossing on A496	Response received from Gwynedd Council - they are looking at it.	KP

12. Any other business - none

12.1. Clerk on holiday from 1st May - 14th May.

**Meeting closed at 9:00pm.**

**Date of next meetings – Tuesday 2nd May 2023 - Strategy Meeting. 6:30pm  
Tuesday 23rd May 2023 - Full Council Meeting & AGM**

**Signed as a true record:**

**Date:**

DRAFT