

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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An AGM of the Barmouth Town Council was held at 7pm on Tuesday 17th 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 25th 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 28th June 2022
 - b. Tuesday 26th July 2022
 - c. Tuesday 27th September 2022
 - d. Tuesday 25th October 2022
 - e. Tuesday 22nd November 2022
 - f. Tuesday 13th December 2022
 - g. Tuesday 24th January 2023
 - h. Tuesday 28th February 2023
 - i. Tuesday 28th March 2023
 - j. Tuesday 25th April 2023
 - k. Tuesday 23rd 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 23rd May 2023

A handwritten signature in blue ink, appearing to be 'J. Harris', written in a cursive style.