

Minutes - Tuesday 24th September 2024

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

In attendance: Jocelyn, Tess/Phil (Kite Festival representatives)

1. Apologies for absence: Cllr. Jamie Brooks, Cllr Matthew Harris, Cllr Owain Pritchard, Cllr Rob A Williams, Heather Brown (Clerk).

In the absence of the clerk, the minutes were taken by Cllr. Katie Price

2. Declaration of financial, personal or prejudicial interest
None.
3. To approve the minutes of the meetings held on Tuesday 23rd July 2024. Motion proposed Cllr Phil Hill, seconded Cllr. Dylan Roberts. All approved.
4. Finance
 - 4.1. To receive monthly finance management reports
 - Audit - No report or opinion received yet. The Council needs to publish the audited accounts (in the form of the Governance Statement), audit opinion and report by 30th September. If we haven't received the report by then, the accounts still have to be published with a comment that we haven't received the report.
 - Grant Applications.
 - Received Bermo Fest grant of £1,800
 - Submitted invoices for Food Festival Grant
 - Circular Economy grant - see Tanio Bermo report
 - Debit Card - upcoming payments
 - 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

HP Instant Ink for printer	Debit Card
ICO Membership (annual)	Direct Debit

- 4.2. Money received since last meeting - noted.
 Bermo Fest (grant from SPF): £1,800
 Community Fund: £6,326.02
 Tanio Bermo: £222
 History Books: £910
 Precept: £33,075

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

Payee	Item	Invoice #	Amount	Authorisation
St John Ambulance	Cover for Food Festival	74791	£218.40	July Meeting
Evergreen	July Invoice	00003	£860	July Meeting
Gwynedd Council	Internal Audit Fee	C00168370	£420	Chair / Vice-chair
Byw'n Iach	Youth Club	W0006289P	£899.10	Chair / Vice-chair
Byw'n Iach	Craft Fair Hall Hire	W0006290S	£584.60	Chair / Vice-chair
Sign Creation	Part share of BPA signs		£4100	Approved in Dec 2023 Meeting
Menai Powder Coating	Memorial Park Gates	SI-944	£1056	Chair / Vice-chair
Evergreen	August Invoice	00040	£560	July Meeting
Various	Tanio Bermo items as per grant		£4824.15	July Meeting
Solopress	English Language History Booklets		£453.03	July Meeting
Gwynedd Council	Temporary Event Notice (Lights Switch On)		£21	July Meeting

- 4.4. To approve payment of accounts

Payee	Item	Invoice #	Amount
Evergreen	Gardening Sep	00063	£500
Dragon Theatre	Room Hire		
Darren Smith	Caretaking		
Barmouth & Dyffryn United FC	Diesel for cutting grass around tennis courts		£90
Kevin Williams	Hire of tractor for beach scalping	2689	£180
Karen Cropper	Marketing & Social Media support Tanio Bermo	20242	£400
T G Gardening	Gardening Jubilee Road & Tŷ Crwn	1046	£390
Adam Hills	Mayor Allowance (1 of 3)		£250

Motion to pay above invoices : Proposed: Cllr Damian Williams, seconded: Cllr Wendy Cleaver, all agreed.

4.5. Upcoming Expense (for information) - Noted.

Item	Amount	Due
Harbour Pontoon Repairs	£10,000	

4.6. Clerk's Hours

The employment sub-committee met with the clerk to discuss the hours she was working and if the current contract is appropriate. From that discussion the following points were noted:

- The current contract is for 12 hours per week, the clerk regularly works more hours than this to cover the roles described in her contract.
- The clerk has been involved with setting up and co-ordinating Tanio Bermo which has been all in addition to her contracted work as clerk & RFO of the Council.
- The clerk has the opportunity to provide paid technician services to Tanio Bermo under the terms of the Circular Economy grant. This was discussed to ensure there was no conflict of interest in taking on that role.

The sub-committee wish to separate the clerk/RFO role from the support & co-ordination of Tanio Bermo. This will make it easier to manage these separate roles going forward allowing for changes in either role not impacting the other.

Motion to increase the clerk's hours to 16 per week at the current pay grade to reflect the additional work needed to fulfil the clerk/RFO role proposed by Cllr Trevor Roberts, seconded by Cllr Phil Hill, all agreed.

Motion to pay for 4 hours per week on a self-employed basis to Heather Brown to administer and co-ordinate Tanio Bermo proposed by Cllr Trevor Roberts, seconded Cllr Phil Hill, all agreed.

The Council discussed whether there was any potential or perceived conflict of interest with the same person being paid as a technician to Tanio Bermo and being Town Clerk and decided that there was no issue with this situation.

4.7. To receive any requests for financial support

- Barmouth Bonfire & Fireworks Association: £380 + VAT for a generator
APPROVED - all in favour.

5. Local Issues

5.1. Asset Transfer

- Memorial Park
 - Lease: A draft lease has been received along with copies of the leases for the Bowling Club. Andre Bright has reviewed the draft and has no proposed changes. A meeting has been held with the Bowling Club to discuss the proposal with no issues raised. Motion to go sign the lease from Gwynedd Council for Memorial Park proposed by Cllr Damian Williams, seconded by Cllr Phil Hill, all agreed.

- Gates: Cllr Phil Hill to put them in place asap, before Remembrance Sunday.
 - Change to fencing: the quote received by Cllr Phil Hill was discussed. Quote noted and deferred to the October meeting. No action can be taken until the lease is signed.
 - Astro-turf:
 - No update.
- 5.2. Sand.
- GC will reinstate the 'sump' along the wave return wall after the Motocross Event. BTC not happy with the timescale as the sand is building up at a ridiculous rate. Request a meeting with the Chief Exec due to the lack of progress with even beginning to discuss the issue with YGC/GC. Ensure that the YGC contact that we have been dealing with is copied in on the email. Revisit the request for YGC/GC to clear the causeway. (The sand they remove from the 'sump' is being placed on higher ground, which is then blowing back onto the causeway.)
- 5.3. Beach Wheelchairs
- Proposal for Barmouth Town Council to purchase a beach wheelchair and Gwynedd Council to purchase an additional beach wheelchair. A total of two will be available. A verbal agreement has been made that the Harbour staff will be responsible for the issuing/control etc. This will be a joint project between GC and BTC. Our responsibility will be just to provide the initial funding for one beach wheelchair; the ongoing responsibility will lie with GC (storage, etc). Cllr Rob C Williams requested a maximum budget of £3,000 for our contribution. A written agreement will need to be in place with Gwynedd Council.
 - More information requested: we need an agreement in writing from GC and to clarify insurance. Will GC just insure theirs? Do we insure ours? 'Wheely Pete' is leading the project in Morfa Bychan. Cllr Rob C Williams to request agreement and RA's from GC, and to speak to the Morfa Bychan project about insurance, etc.
- 5.4. Marine Parade Wall & Flags
- Agree to purchase flags for Marine Parade, if there are not already some flags in stock at the Harbourmaster's Office. Evergreen will start to work on Marine Parade gardens shortly. It was agreed to re-use the fencing currently surrounding Cae Glas gardens to replace at least part of the breeze block wall currently in place. Griffiths (Cae Glas/sea defence contractors) are happy to support the project, providing it is not excessively costly. Meet with the team once the site office is in place. The wall on Marine Parade needs to be measured.

Cllr Adam Hills left the meeting. Cllr Rob C Williams chaired the meeting from this point onwards.

6. Projects

6.1. CCTV

- Met with police & Deana & Joe
- Plan to use Town WiFi for remote access won't work. Need to agree to another solution. Joe looking into mobile broadband solution, would cost approx £30 per month.
- Coastguard Station still an issue - possible utilise a pole rather than the Coastguard building.

- Leave on Agenda for October meeting.

6.2. Tanio Bermo

- Report circulated before the meeting
- Councillors requested an update on the social media reach, footfalls and attendance numbers at workshops. This will be reported back at the October Strategy Meeting and/or the October full Council Meeting.
- Approval was given to continue with the schedule for workshops, drop-in sessions, etc.

7. Events

7.1. Remembrance Sunday - poppies need to go up on lampposts. Soldier silhouettes have arrived. Will be in place in good time before November.

7.2. Christmas

- Late Night Shopping/Lights Switch On - Thursday 5th December
 - TEN submitted to Gwynedd Council. RA/road closure ready to submit. Parlwr Mawr (Grotto) is booked. Santa is booked and the gifts are ordered. Cllr Katie Price will liaise with RJ Electrics regarding large Christmas trees (Talbot Square and St. David's Church). Request Cllr Matthew Harris to liaise with RJ Electrics regarding the festive lights, replacement strings, etc. Cllr Katie Price to work with Cllr Damian Williams regarding the provision of music in Talbot Square. Support will be needed on the day/evening of the event.
- Santa Dash Sat - 14th Dec (for info)
- Tractor Run Sun - 15th Dec (for info)
- The Dragon Theatre - full schedule of December events, films, shows etc will be published soon.

7.3. Bermo Fest 2025

- A meeting is being booked with North Wales Police and Gwynedd Council to discuss the points raised after the 2024 event.
- There's a proposal for a slight change to dates for 2025. We propose to work with Barmouth 10K to link up the Carnival and Bermo Water Fest on the same weekend with Bermo Music Fest on either the weekend before, or after.

7.4. Food/Craft/Kite Festivals 2025

- Proposed dates are Saturday 5th & Sunday 6th July for the Kite Festival and Craft Fair. Date for the Food Festival is Sunday 6th July.
- The organiser for the Kite Festival 2025 has approached Barmouth Town Council for support (financial and marketing) with the event. Insurance cover is needed along with better advertising in order to bring in more spectators to the event. We need to determine whether our current insurance covers an event such as the Kite Festival and, if we were to cover the event, would a Councillor or paid member of Council staff need to be present at the event at all times. Other support requested include provision of toilets, fencing and printing. A draft proposal was made for Barmouth Town Council to contribute £2,000 to Barmouth Kite Festival. Discussions with a local kite club may need to be had to finalise any support. This will be discussed further at the October Strategy Meeting with a decision made at the October full Council Meeting.

8. Reports

8.1. Gwynedd Councillor's report

- Pavement outside The Bank Restaurant is due to be repaired. Waiting for confirmation of a date.
- Manhole cover outside Richmond House needs attention. Gwynedd Council and Welsh Water are aware.
- Viaduct Gardens work scheduled to start in November. Drop in session held today was successful.
- North Prom sea defence works gone out to tender.
- Tidy Towns working at Y Wern soon. Email contact address to be circulated so that Councillors/members of the public can request areas to be tidied.
- There has been a request for ideas to possibly improve road safety in the area outside of Barmouth towards Dolgellau. Please email Cllr Rob Triggs with any suggestions.

8.2. Chairman's report

- No update.

8.3. Clerk's report

- No update.

9. Notice of and reports from representatives on external organisations

9.1. BPA: "Open all year" scheme and Sunflower scheme - supporting people with hidden disabilities..

BPA are conducting some research - involving local businesses to understand why they close through the winter, etc. Sunflower Scheme - there is a possibility of a town-wide registration if the support is there amongst the local businesses.

New information signs are now in place, there was a query regarding the locations of some signs. To be discussed at the next meeting.

9.2. Dragon Theatre: damaged mosaic - they were not successful with the grant. Request for match funding not needed at the moment.

9.3. Wern Mynach awarded the Green Flag Award. There's a celebration on Sunday 29th September at 3pm. Barmouth Town Council express their thanks to the volunteers and congratulate them on their efforts at Wern Mynach..

9.4. Harbour Consultative Committee meeting is soon - any issues/points to raise, please send to Cllr Rob C Williams.

9.5. British Legion - wreaths ordered. Cllrs Damian Williams and Rob C Williams to put the poppies/soldiers in place at the end of October/beginning of November.

10. Correspondence

10.1. To consider the following planning/licence applications

- C24/0685/00/DT - Sundown, 2 Heol Y Plas, Abermaw, Barmouth, Gwynedd, LL42 1LE. APPROVED, no comments.

10.2. Other correspondence/letters

- Review of polling stations - noted, no comments
- Vandalism of North Prom toilets - noted. It was discussed that the toilet facilities there are situated in a 'temporary' building. This is no longer fit for use. Can the area be upgraded? Request an update from Gwynedd Council is the area can be redeveloped.
- CAT Meeting - Students from CAT wish to use Barmouth as their case-study & project. They will be in Barmouth for an initial visit on Thursday 26th September, arriving on the 10am train. There will be a

meeting with them at Tanio Bermo for a brief introduction to the town & environment. Any councillors available are welcome.

- Ken Skates letter - TR not happy with the response. Can we put on Agenda for October to discuss our response.

11. Open Actions from previous meetings

Action #	Description	Status	Assignee
2203-01	Allotments	No update	TR
2205-05	Disability Access concerns have been raised. GCC are supposed to review dropped kerbs when they renew pavements	No update - requested map of good and bad points. Cllr Katie Price to send map to Cllr Trevor Roberts.	TR
2304-01	Follow up with Gwynedd Council about use of Cae Glas & Pavement Licences	No change at Cae Glas until flood defence work completed. Need clarity on Bath House tables & additional signage.	RT
2309-03	Need to agree plans for the "Barmouth Bridge monument"	Progressing sign & lights	JB
2312-01	Write to bus companies about non-connecting buses and other concerns	Written to Gwynedd Council, received acknowledgement, awaiting response. Cllr Trevor Roberts has a Community Travel meeting (25th September at 11am).	HB
2405-01	Follow up with the police re anti-social behaviour at Memorial Park	Remove - report to 101 if any issues. Should ease as the year goes on, dark nights.	PH
2405-02	Investigate costings for alternative gate into Astro turf at Memorial Park	Covered in minutes	PH
2405-03	Follow up with Network rail re litter on the tracks at the station	No updates. RT to follow up on bins.	RT
2405-04	Investigate opportunities for safety improvements on Barmouth bridge	No update	JB
2406-01	Follow up with Gwynedd Council refuse regarding bins on Gibraltar Lane	Was an issue with the smaller refuse collection vehicle being broken. Encourage residents to use the GC contact number 01766771000 when waste builds up.	RT
2406-02	Investigate options for drinking water facilities in Barmouth	Waiting for an answer from Lyndsey (GC)	RT / HB
2406-03	Progress making Serpent Benches up	DW to deliver the bench ends to JB.	DW / JB
2406-04	Purchase Tommy Statues for cenotaph & entrances to town	Statues Received - closed	HB
2407-01	Shelter at North End of Prom: Jamie Brooks to provide quote		JB

12. Any other business:

- Keys available for the container for each Councillor. Can be collected from Cllr Katie Price or they will be brought to the next meeting.
- 'History Fest' - February 2025. Utilise the Theatre as a community space to share history stories, network, family history, valuations of artefacts, etc.

Meeting closed at 21:20pm.

**Date of next meetings – Tuesday 8th October 2024 - Strategy Meeting.
Tuesday 22nd October 2024 - Full Council Meeting.**

Signed as a true record:

Date:

DRAFT