

MINUTES OF AN ORDINARY MEETING OF TYWYN TOWN COUNCIL
HELD ON WEDNESDAY 8th DECEMBER 2021
ONLINE VIA ZOOM AT 7.00PM

PRESENT: Councillor: Eileen Jones (Chair)

Councillors: Matthew Cooling, Cathy Evans, Alun Wyn Evans, Aled Lewis, Anne Lloyd-Jones, Gareth Mason, Ron W McCoo, Marisa O'Hara, John Pughe and Rowan Smith.

OFFICERS PRESENT: Chris Wood, Town Clerk,
Jackie Griffin (Locum Clerk),
Two Members of the Public.

Cl. 136 **APOLOGIES.**
08.12.21 Councillor Nancy Clarke, Councillor Alun Wyn Evans

Cl. 137 **DECLARATIONS OF INTEREST AND PERSONAL CONNECTION.**
08.12.21 Councillor Eileen Jones – Item Cl. 144 – Committee member of Dail Dysynni.
Councillor Anne Lloyd-Jones – Item Cl. 152 – Owner of a 5 member only Caravan Club site.

Cl. 138 **CHAIRPERSON'S REPORT.**
08.12.21 Councillor Jones reported the following items:
Gave thanks to Jackie for her work as Locum Clerk and welcomed Chris.
Hand rails at Bryn y Paderau have been completed.
Represented the Council at Remembrance Sunday.
Gave thanks to Tywyn Events for the Christmas Market and tree lighting and to all Councillors and helpers who made the evening a success.
Met with the local PCSO's.
Will be making enquiries to get the Market Hall clock fixed.
Collected a cheque for £1670 from the Cambrian Coast Riders fundraising event towards the Rec redevelopment.
Aware of issues with the Cambrian Road pay & display machine.
Due to the resignation of Councillor Mike Stevens, there is a casual vacancy on the Town Council; however as it is less than six months until the Local Elections take place in May 2022, the casual vacancy will not be filled at this stage.
Gave thanks to all Councillors for their support and hard work this year and to wish everyone a Happy Christmas & New Year.

Cl. 139 **MINUTES.**
08.12.21 To receive and approve:
Minutes of Ordinary Meeting of the Council held on Wednesday, 10th November 2021.
Proposed by Councillor Ron McCoo, seconded by Councillor Cathy Evans and **resolved** to receive and approve the Minutes of the meeting of 10th November 2021.

- Cl. 140 **STANDING COMMITTEES.**
08.12.21 None.
- Cl. 141 **AN OPPORTUNITY FOR COUNCILLORS TO REPORT BACK TO THE COUNCIL**
08.12.21 **FOLLOWING THEIR ATTENDANCE AT EXTERNAL COMMITTEES.**
Councillor Matthew Cooling reported attending a Planning Aid Wales presentation on community groups encouraging the use of Welsh on a daily basis.
- Cl. 142 **TO CONSIDER THE BUDGET AND PRECEPT REQUIREMENT FOR 2022/2023.**
08.12.21. Item deferred to the next Finance Committee meeting for consideration prior to presentation to Members at the January Full Council meeting.
- Cl. 143 **TO APPROVE TREASURER’S REPORTS FOR NOVEMBER 2021.**
08.12.21 The Clerk had circulated the Bank Reconciliation and receipts and payments accounts for November 2021.
Proposed by Councillor Aled Meredydd Lewis, seconded by Councillor Eileen Jones and **resolved** that the Treasurer’s report be accepted for November 2021.
- Cl. 144 **TO DISCUSS MAKING A DONATION TO DAIL DYSYNNI – SUGGESTED £150.**
08.12.21 Item deferred to the next Finance Committee meeting.
- Cl. 145 **TO DISCUSS THE CLOSURE OF THE DENTAL SURGERY AND ANY APPROPRIATE ACTION THE TOWN COUNCIL MAY BE ABLE TO TAKE.**
08.12.21 Councillor Anne Lloyd-Jones reported that she had attended a meeting with BCUHB who are looking into the possibility of appointing a community dentist
- Cl. 146 **TO DISCUSS ADDING ONE OR TWO MORE SIGNATURES TO THE PAYMENT SECTION OF THE UNITY TRUST ACCOUNT.**
08.12.21 Councillor Gareth Mason requested that this item be discussed at the next meeting of the Finance Committee.
- Cl. 147 **TO RECEIVE AN UPDATE REGARDING THE SKATEPARK REDEVELOPMENT.**
08.12.21 Councillor Matthew Cooling updated the Council with progress to date. The next stage is to obtain detailed technical drawings of the agreed upon design and apply for planning permission. Councillor Marisa O'Hara asked that further community engagement be considered. The Council discussed progress to date and noted what had been agreed at previous meetings. The need to balance community engagement with what has already been decided was debated and it was agreed to press forward from the concept design to a technical design which will then be opened to the community for comments.
- Cl. 148 **OPPORTUNITY FOR TYWYN TOWN COUNCILLORS TO ASK QUESTIONS AND REQUEST ASSISTANCE FROM GWYNEDD COUNCILLORS REGARDING MATTERS WITHIN THE REMIT OF GWYNEDD COUNCIL.**
08.12.21 There were no questions from Councillors. Councillor Anne Lloyd-Jones reminded all Councillors that she is happy to answer any questions that she can about Gwynedd Council.

Cl. 149 **TO RECEIVE THE CLERK'S REPORT.**

08.12.21 The Clerk reported the following items:

- Communication with Metric regarding the Cambrian Road pay & display machine.
- Setting the dates for the Council meetings in 2022.
- Enquiries regarding the gardening contract.
- Communications received regarding the Queen's Platinum Jubilee.
- A report on Tywyn Hospital, received from Gwynedd Councillor Mike Stevens, was read out by the Locum Clerk.

Proposed by Councillor Ron McCoo, seconded by Councillor John Pughe and **resolved** that the Clerk's report be accepted.

Cl. 150 **CORRESPONDENCE WHICH REQUIRES A COUNCIL'S RESPONSE.**

08.12.21 Regarding Item 9, Councillor Matthew Cooling asked whether the Town Council is to erect signs at the Bailey Bridge regarding overnight parking. Councillor Aled Lewis told the meeting that he would make a site visit to investigate whether the installation of bollards or road narrowing in places would be appropriate.

Regarding item 13, it was agreed to raise this item at the next meeting of the Finance Committee.

Cl. 151 **TO NOTE CORRESPONDENCE WHICH COUNCILLORS HAVE RECEIVED BY E-MAIL.**

08.12.21

- 1 WG (Welsh Government) via OVW (One Voice Wales) – Consultation on planning legislation and policy for second homes and short-term holiday lets.
- 2 WG (via OVW) – Important Updated from Minister for Climate Change relating to Technical Advice Note (TAN) 15 regarding flooding.
- 3 Bruno Peek, Pageant Master (via OVW) – Lottery Jubilee Funding.
- 4 Western Power Distribution (via OVW) - £500,000 fuel poverty fund open for grant applications.
- 5 Bruno Peek, Pageant Master (via OVW) – Queen's Platinum Jubilee Beacons 2nd June 2022.
- 6 Network Rail – Update on extended work at Barmouth Viaduct.
- 7 Disability Wales (via OVW) – 3rd Access to Politics Event.
- 8 Ystadau Cymru (via OVW) – 'Transforming Towns Post Covid' 6.12.2021.
- 9 Response from Gwynedd Council regarding the Parking of Camper Vans at Bailey Bridge, Tywyn and over parking at Pier Road & Plas Edwards.
- 10 Response from Gwynedd Council regarding Parking Fees on Tywyn Promenade.
- 11 Carwen Davies, Communities and Partnership Manager of Tempo Time Credits Cymru – tackling poverty, isolation and loneliness in communities.

- 12 Mantell Gwynedd Quarterly Newsletter.
- 13 Request for Financial Assistance from Eisteddfod yr Urdd.
- 14 WG – Discretionary Expenditure Limit for 2022/2023 regarding S137 expenditure increased from £8.41 to £8.82 per Elector.
- 15 Merionnydd Area Committee Meeting (via OVW) – next meeting 8th December 2021.
- 16 WG (via OVW) – Consultation on planning legislation and policy for second homes and short-term holiday lets – Responses by 23 February 2022.
- 17 WG (via OVW) – Local Elections (Principal Areas) (Wales) Rules 2021 and Local Elections (Communities) (Wales) Rules 2021.
- 18 Western Power Distribution (via OVW) – £500,000 Fuel Poverty Fund open for grant applications.
- 19 Gwynedd Council – Age Friendly Grant – Applications to be submitted by 11th February 2022.
- 20 One Voice Wales – ‘Pethau Bychain’ – Green Network for Town and Community Councils invitation to join the group.

Correspondence items noted.

- Cl. 152 **MOTION TO RECEIVE UPDATES CONCERNING YNYSYMAENGWYN TRUST**
 08.12.21 Councillor Aled Lewis reported the loss of two trees in recent storms but no new damage has been reported. The new shelter is being built this week and will be on site during the second week of January. The Green Flag award has been gained and the new Management plan has been distributed. The job description for a new secretary is in hand, to be approved at the February meeting.

- Cl. 153 **Motion to exclude Press and Public in Accordance with Section 2A of the Public Bodies(Admission to Meetings Act, 1960.**
 08.12.21 **Proposed** by Councillor Gareth Mason, seconded by Councillor Matthew Cooling and **resolved** that the motion be passed to exclude the Press and Public from the meeting for the duration of the next item.

Cl. 154 **To discuss staff payroll.**

- 08.12.21 **Resolved** that the Clerk obtain three quotations for the provision of payroll service to the Town Council.

The next Ordinary meeting is scheduled for Wednesday 12th January 2022 at 7pm.

The meeting was closed at 9.40 pm.

CADEIRYDD / CHAIRMAN

Item 8.

2 December 2021 (2021-2022)

Cyngor Tref Tywyn

Prepared by: Jackie Griffin
Name and Role (Clerk/RFO etc)

Date: 2.12.21

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 30/11/2021			
	Cash in Hand 01/04/2021		119,748.39
	ADD		
	Receipts 01/04/2021 - 30/11/2021		313,654.51
			433,402.90
	SUBTRACT		
	Payments 01/04/2021 - 30/11/2021		58,455.70
A	Cash in Hand 30/11/2021 (per Cash Book)		374,947.20
Cash in hand per Bank Statements			
	Cash	30/11/2021	0.00
	Developments & Amenities	30/11/2021	253,894.79
	Business Saver	30/11/2021	63,910.55
	Business Current	30/11/2021	57,203.66
			375,009.00
	Less unrepresented payments		61.80
			374,947.20
	Plus unrepresented receipts		
B	Adjusted Bank Balance		374,947.20
A = B Checks out OK			

Cyngor Tref Tywyn
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
79 Income	01/11/2021		Business Current		Rent	Evans H L	S	33.33	6.67	40.00
80 Income	01/11/2021		Business Current		Rent	G.L Griffiths	S	33.33	6.67	40.00
81 Car Park	03/11/2021		Business Current		Car Park Fees	Cambrian Road Car Park	X	216.10		216.10
82 Car Park	03/11/2021		Business Current		Car Park Fees	Cambrian Road Car Park	X	191.20		191.20
83 Income	06/11/2021		Business Current		Rent	James W ERP	S	33.33	6.67	40.00
89 Income	09/11/2021		Business Current		FriJ Income	Tywyn FriJ	X	500.00		500.00
84 Income	10/11/2021		Business Current		Rent	M.M Kendall	S	33.33	6.67	40.00
85 Car Park	11/11/2021		Business Current		Car Park Fees	Cambrian Road Car Park	X	94.00		94.00
86 Car Park	24/11/2021		Business Current		Car Park Fees	Cambrian Road Car Park	X	148.00		148.00
87 Pay and Display Machine	24/11/2021		Business Current		Car Park Fees	Car Park Car Park	S	127.29	23.46	150.75
88 TWW / VAT	26/11/2021		Business Current		VAT	HMRC	R		1,370.66	1,370.66
Total								1,409.84	1,422.80	2,832.71

Cyngor Tref Tywyn PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
108	Cyflwg y Clerc / Clerks Salary	15/11/2021	Business Current		Locum Fees	S.L.C.C.	S	1,412.50	282.50	1,695.00
107	Aelodwethi Un Unais Cymru m	15/11/2021	Business Current		Aelodweth / Membership	Un Unais Cymru	X	672.00		672.00
111	Legal Fees	27/11/2021	Business Current		Costau cyfreithol / Legal costs	Morris & Bates	S	300.00	20.00	320.00
109	Dwr Cymru/Water Rates	17/11/2021	Business Current		Water Rates	Tywyn Tŷ	X	162.02		162.02
110	Hŷfforddiant / Training	17/11/2021	Business Current		Hŷfforddiant / Training	Planning Aid Wales	X	40.00		40.00
112	Goleuadau Nodolig / Christmas	18/11/2021	Business Current		Christmas Lights	MK Illumination	S	138.40	27.68	166.08
113	Health and Safety	18/11/2021	Business Current		Replace Power Socket	My Place Properties	X	30.00		30.00
113	Goleuadau Nodolig / Christmas	24/11/2021	Business Current		Christmas Lights	Phil Pugh Electrical	S	305.00	61.00	366.00
114	Caldrydd / Car	24/11/2021	Business Current		Christmas Expenses	Eileen Jones	X	151.10		151.10
116	Urchedd Iws / Bus shakers	27/11/2021	Business Current		Bus Shelter	Scrubdub	S	83.33	16.67	100.00
117	British Gas	29/11/2021	Business Current		Trydan / Electricity	British Gas	L	98.86	2.94	101.80
118	Ffin a bandwng / Phone an	29/11/2021	Business Current		Sand Ilydan / Broadband and I	BT	S	217.15	63.43	280.58
Total								3,370.36	454.22	3,824.58