

Cyngor Cymuned **LLANBEDROG** *Community Council*

Minutes of Hybrid Meeting held on 24/04/2023 7:00pm

John Brinley Jones (Ch'r)	Thomas Victor Jones	David Andrew Parry	William Roger Jones
Gwenllian Davenport Hughes	Alan Harper-Smith	Greta Hughes	Hywel James Sinclair Evans
Ian Goronwy Williams	Patricia Hope- Whitney	Ann L. Williams (Interpreter)	Pat Humphreys (Clerk)

The Chair asked anyone wishing to contribute to raise their hand and said that voting would take place by a show of hands.

1. **Apologies**

None.

2. **Declaration of Financial or Personal Interest**

None.

3. **Minutes of the Meeting held on 27/03/2023.**

It was agreed that the minutes were a true record.

Proposed: Ian Goronwy Williams Seconded: David Andrew Parry

Minutes of the Urgent Meeting held on 12/04/2023.

It was agreed that the minutes were a true record.

Proposed: William Roger Jones Seconded: David Andrew Parry

Apologies were received from Greta Hughes and Gwenllian Davenport Hughes as they were on Ynys Enlli and were unable to join the meeting due to a lack of signal.

Matters arising from the minutes:

As the Clerk would no longer be in post at the next meeting, an update was given on some of the matters raised at the previous meeting:

1. Flowerpots

An advert had been placed on Facebook requesting volunteers to take care of the pots. After the Clerk's phone call to Roger Fisher asking him to paint the pots that needed to be painted and dispose of the broken pot opposite Spar, he had started the work. The Chair confirmed that he had painted some of the pots and had disposed of the pot opposite Spar. William Roger Jones commented that they were looking well after a coat of paint.

2. Bin near 'Llecyn Mwyniant'

One bin had been placed near 'llecyn mwyniant' instead of the two that were originally there.

3. Craig y Glyn

The Clerk had contacted Cyngor Gwynedd twice since the last committee meeting asking for an update on Craig y Glyn, but they were not responding to the emails.

4. **Urgent Business**

Annual Return, Internal Auditor's Report and 2022-2023 Accounts

Everyone had received a copy of the Annual Return, the Internal Auditor's Report, and the Accounts for their perusal ahead of the meeting. The Clerk explained that the Internal Auditor

Cyngor Cymuned LLANBEDROG Community Council

Cofnodion Cyfarfod 24/04/2023 7:00yh

had approved the Annual Return and that everything was therefore ready to be forwarded to Audit Wales once the Annual Return was approved at the meeting and signed by the Chair. A date for the submission of the papers had not yet been given by Audit Wales, and it was therefore necessary to keep an eye out for an email from them. The Internal Auditor had drawn the Community Council's attention to two mitigation points namely the formation of a Training Plan and an Annual Report. These would need to be done before the papers are sent to Audit Wales. The Clerk was not aware that these two things needed to be completed by the 2022-23 audit and had since done a little research. She would send more information to the Community Council at a later date which may be useful to the new Clerk. The Chair would contact One Voice Wales to seek clarification regarding the way in which Community and Town Councils are notified of new legislation and duties. The Chair asked the Clerk to send a list of Payments and Receipts to members by email.

The Chair thanked the Clerk for arranging the completion of the Annual Return and for sending it so quickly to be approved by the Internal Auditor. He said that the report was most satisfactory.

Resolution: It was decided to approve the 2022-2023 Annual Return.

Proposed: Ian Goronwy Williams Seconded: Hywel James Sinclair Evans

Financial Contribution to 'O Ddrws i Ddrws'

'O Ddrws i Ddrws' had not applied to the Community Council for a financial contribution since 2021 and, therefore, the residents of Llanbedrog were paying full price for the service. If the Community Council were to contribute a sum of money towards the service, it would be offered to residents at a discounted rate. Therefore, Greta Hughes asked the Clerk to contact 'O Ddrws i Ddrws' asking them to submit a formal application, including their balance sheet as required, by the next committee meeting.

5. The Clerk's resignation and the way forward.

The Chair had received the Clerk's notice of resignation a fortnight prior to the meeting and had called an urgent meeting to discuss the matter. The Chair said that it was a great shame she was leaving as her work was excellent and that she would be sorely missed. However, he understood her reasons and Hywel James Sinclair Evans agreed. Thomas Victor Jones thanked her on behalf of other members for the work she had done over the past two years. The job advertisement had been posted on the Community Council's website and the Chair requested the Clerk to place it in the next edition of Llanw Llŷn. Members would share the work between them until the new Clerk was in post, and the Clerk would deliver the files and laptop to the Chair at the end of the week.

6. Protocol for accidents involving Community Council land or its' equipment.

Following the accident on the bridge, a protocol needed to be established and followed in the event of another accident. It was decided to form a new policy, together with the following protocol:

- Details of the accident/incident to be sent to the Clerk on paper.
- The Clerk to notify the Chair and Council members.
- Arrange an urgent meeting, if necessary, to discuss what action to take.
- The Clerk to notify the Council worker of any work needing to be done.

Cyngor Cymuned **LLANBEDROG** *Community Council*

Minutes of Hybrid Meeting held on 24/04/2023 7:00pm

The Clerk to send this new policy to members by email.

7. **Footpaths**

The Clerk was asked to contact the coastal path officer by email regarding the following two points:

1. The handrail was loose on part of the path leading up to the Sculpture, immediately after the point where the footpath coming up from the beach joins the footpath leading from the Plas.

2. Part of the fence had been washed out to sea on the footpath at Carreg y Defaid.

An update was provided by the Clerk regarding the repair of the Sculpture's base. She had posted an advert on Facebook and had sent an email to four local contractors requesting a quote. The following responded:

1. Pete Windsor said he would go up to see what needed to be done and send a quote,
2. Paul Dickens said that he was not providing further quotes for 2023 as his work schedule was full,
3. Simon Brookes said that he would not provide a quote as it involved too much work,
4. John Griffiths said that he would go up to see what needed to be done and take his quote to the Chair.

8. **The Cemetery**

Dilwyn Williams had finally started the work of repairing the cemetery wall.

The New Cemetery – Gamlins Email

Everyone had had an opportunity to read Gamlins email since the last meeting and there was some confusion regarding the measurements that appeared on the deeds which meant that the land owned by the Community Council was less than originally thought. It was decided that the field had to be measured properly and, to that end, members would liaise with each other. They would then give Gamlins the correct measurements and ask them to contact Ieuan Ellis Owen.

9. **The Playing Field**

An update had not been received.

10. **The Village Hall**

An update from the new Sub-committee.

An update was provided by Ian Goronwy Williams. A meeting had been held on the 29th of March when it was decided to increase the Hall hire charge to £15 for the first hour and £10 for each consecutive hour. They were having difficulties changing the bank account from Lloyds to Nat West but were working on it. Gwenllian Davenport Hughes had started forming a constitution and had sorted the invoice from Snowdonia Fire & Protection. The next meeting would be held on the 26th of April. The Chair suggested that a sum should be allocated in the budget towards the Hall for the following year and Thomas Victor Jones suggested that they apply to the AONB for a grant.

Cyngor Cymuned **LLANBEDROG** Community Council

Cofnodion Cyfarfod 24/04/2023 7:00yh

Approved payments

Cyflog y Clerc (5 weeks to end date) – Pat Humphreys	£512.00
HMRC – PAYE Month 1	£128.00
Ann Llwyd – Translator	£170.00
Ashley Hughes – office equipment	£19.99
Roger Fisher – Work in and around Llanbedrog	£180.00

Payments Received

Ieuan Ellis Owen – ground rent – new cemetery 1.4.22 – 31.3.23	£214.00
VAT Refund – 2022-2023	£300.61

Planning Applications

C23/0298/38/DT – Awel y Môr, Ffordd y Glyn, Llanbedrog – extensions and modifications.

Resolution: No objection

Any applications received prior to the meeting.

None.

Requests for financial contributions

None.

William Roger Jones suggested that the committee meeting be held on a different evening, as from the following month onwards, due to the disruption caused to the meeting by the noise coming from the Hall.

Resolution: All were agreed that meetings would be held on the last Tuesday of the month at 7pm as from May.

Proposed: William Roger Jones Seconded: Thomas Victor Jones

The Interpreter was not able to hear everyone clearly and, as a result, was finding it difficult to translate the meeting. She suggested placing a 'multidirectional microphone' on the table to pick up voices from all directions. The Chair would investigate.

The Clerk stated that she had invoiced the National Trust for the contribution towards the toilets but had not yet received payment.

Cyngor Cymuned **LLANBEDROG** *Community Council*

Minutes of Hybrid Meeting held on 24/04/2023 7:00pm

Thomas Victor Jones enquired whether it might be possible to tidy up around Gwynogfryn Evans' grave before the Eisteddfod. He would visit the grave to see what needed to be done and then report back to the committee. Ian Goronwy Williams suggested that the village be adorned for the National Eisteddfod and said that the Eisteddfod would be bringing out a package the following week. He asked that it be placed on the following month's agenda.

William Roger Jones said that he had started going around the village to pick up litter after receiving bags and litter picks from Cyngor Gwynedd. He had been shocked by the volume of litter left lying around. Hywel James Sinclair Evans endorsed this by saying that he had noticed numerous empty plastic bottles left in the vicinity of the school. It was agreed to raise the matter at the next School Governors meeting.

The Clerk was thanked again for her work and members wished her well. She thanked them for their kind words.

The Chair ended the meeting at 8.50pm.