

ARTHOG COMMUNITY COUNCIL
MINUTES OF THE COMMUNITY COUNCIL MEETING HELD AT THE
FAIRBOURNE VILLAGE HALL ON WEDNESDAY 5th SEPTEMBER 2018

723: The Chairman opened the meeting at 7.00pm and welcomed everybody present. Cllr B Wooley and Cllr (Mrs) J Woolley thanked all present for their sympathy with regard to the very sad passing of their son.

724: Present: Cllr P Thomas, Cllr P Roberts, Cllr (Mrs) H Neville, Cllr Mr B Woolley, Cllr (Mrs) J Woolley, Cllr (Mrs) R Stott and Clerk Angela Thomas

725: Apologies Received: Cllr S Eves, Cllr (Mrs) Hughes

726: Councillors' Declaration of Interest: Nil

727: To Receive Any Special Announcements: Cllr Thomas once again said how sorry the Community Council was to hear of the sad passing of the son of Cllrs B and (Mrs) J Woolley.

728: To Confirm the Minutes of the Meeting held on the 4th July: Proposed by Cllr Roberts and seconded by Cllr B Woolley.

729: Matters Arising from the Meeting of 4th July 2018 – Nil

730: Clerks Report: The Chairman signed the minutes for filing. The Clerk reported that Cllr (Mrs) J Woolley had won an award as a "Friend of Fairbourne", well deserved. Cllr (Mrs)Neville's husband, local postman and mountain rescuer, was also nominated and came joint first with Cllr (Mrs) J Woolley. The Clerk reported that she had received notification by email of the newly composed Fairbourne Community Flood Defence Plan Wardens Listing, for use in the event of a flooding situation. The Clerk will keep the copy on file. Mike Scott, now feeling somewhat better, will remain involved with the Flood Plan, which is good news. The Clerk mentioned that the representative from the NRW, Gareth Evens, would in fact attend the next meeting in October, in light of their being a Public Meeting in the Village on the 14th regarding Friog Corner etc. The Clerk would try to find out more about this Public Meeting as no one seemed to be aware of it. Out of interest, Cllr Roberts confirmed that the Meirionnydd Yacht Club did **not** put the original ramp in. The Clerk confirmed that as requested by the Ombudsman's Office, the Community Council wrote a letter of apology to Ms H Cromarty for not having a Code of Practise for Complaints Procedure in place, therefore not answering her complaints in a timely manner and that the CC would duly adopt that Model. The Clerk wrote and sent a letter, registered and signed for, to the Complainant, and notified the Ombudsman's office. The Clerk reported that the BDO LLP External Audit was now completed. A final signature from the Chairman and RFO and a report to the Councillors at this meeting should in fact complete the Audit for 2017/2018. A report was duly given by the Clerk. The Clerk reported that there would be an increased cost because of additional time needed by BDO to close the Audit, at this moment in time the amount was unknown. One of the points raised by BDO was that the CC had to become an employer. The Clerk wrote to HMRC and requested help with this matter. A letter was

received back with a helpline telephone number. The Clerk rang and spoke to an officer of HMRC. The HMRC Officer said that it was untrue that the Clerk (the only paid person on the CC) could not treat the matter of Tax and NIC on a Self-Assessment basis. This would be totally acceptable to HMRC. It was also confirmed that the Clerk did not earn enough to warrant the CC becoming an Employer, if the CC did become an employer then Nil submissions would have to be made on a 6-monthly basis. The HMRC advised that BDO look at the HMRC advice section. A Letter will be sent to Emma Prince, BDO, reporting these findings. The Clerk had been asked by a member of the public (Mike Scott) to contact Dwr Cymru with regard to caravans on a site between the last house and the static caravans on Penrhyn Drive South. The Clerk received approval from Cllr Eves with regard to the content of the letter. Cllr Eves who sits on the Fairbourne Amenities Committee had been made aware of the problem by Mike Scott. The owner of the site had been seen carrying water and waste back and forth to the Public Toilets. The Clerk received a reply from Dwr Cymru stating that they had visited the site but had not been able to make contact with the owner, but that they would return. In the meantime, they said they would contact Gwynedd Council Environment Office with regard to the sewage situation on behalf of the CC.

A new building had also been erected (a stable), and that various plots were being let. Caravans are allowed to park for 28 days but must then move. Cllr Stott reminded the CC about the ruling that the headcount in Fairbourne was not allowed to increase on an overnight basis. Cllr Roberts raised a concern with regard to "Chemi Loo" possibly affecting the septic tank in the Public Toilets. It was felt that this was a situation that needed to be watched to see how it developed. The Clerk had written to Nat West Bank reference a change of address for the statements and the removal of 2 councillors from the authorised signature list. The clerk had been sent a lengthy form on line to complete but had also had to ring the Nat West Premium help line for assistance, (non-given), at a cost of £9.00 for 15 minutes. The paperwork to open the new Cemetery Account is with Cllr Thomas who will duly sign and send to Nat West. The Clerk asked Cllr Thomas to summarise the meeting held with MP Liz Saville Roberts. Cllr Thomas outlined discussions about speeding through Arthog, Wi Fi for Arthog, Play Park Fairbourne, Beach Ramp Fairbourne and most importantly the failure and dismissal by the Welsh Assembly/GC of the Fairbourne Moving Forward Plan. LS-R was most concerned on the effect this would have on Fairbourne Residents. LS-R made extensive notes and will pursue once she and her Assistant have completed their individual holiday commitments. Overnight camper vans were also mentioned and again LS-R will investigate. Cllr Roberts reported that the number of camper vans using the point this year had been more manageable. Cllr (Mrs) Stott reported that Morfa Mawddach had been manic with Camper Vans and it would appear that the SNP had not erected a sign saying, "no overnight camping", despite saying they would. The Clerk had again written to Steffan Jones, GC, with regard to over flowing waste/dog bins. Mr Steffan Jones, GC, gave assurances that the bins over the holiday period were being emptied daily. The Clerk had been asked to contact GC with regard to potholes on the entry to GC Beach Road Pay and Display Car Park. A reply had been received to say that the pot holes would be filled. The Clerk reported that the demolition of Sea Shanty was well under way. The Clerk had been asked by Cllr Thomas to speak to ROSPA regarding the Play Park. ROSPA would be prepared to health check the PP in June 2019 at a much-reduced cost compared to G L Jones costings. ROSPA was also quite concerned with the costings from G L Jones to maintain/repair?? the Play Park, £36,000.00. The Councillors were also concerned that G L

Jones had not made the CC aware that there might be problems on going, when they health checked the Play Park last year. A cheque for £252.00 will be forwarded to G L Jones for their inspection but no further action will be required from them at this point in time. The Clerk confirmed that a wreath had been ordered for Remembrance Sunday in line with previous orders. The Clerk also confirmed that she had been touch with GC reference the road closure on Sunday 11th but at this moment in time was still waiting to receive a form to be completed. Cllr Roberts confirmed that he would remove the existing wreaths in September as per usual. A letter from the office of Dafydd Ellis-Thomas had been received reference Footpath 13 Morfa Saltmarsh which basically confirmed that NRW/GC had both fulfilled all requirements with regard to the breach etc. The Clerk said that she would contact the NRW for news on their proposal for a newly sited footpath, as they had promised to keep the CC informed. The Planning Application with regard to the Black Poplar at the Old Church Hall could not be opened by the Clerk. Cllr (Mrs) Neville said that they intended to put a meshing around the base of the tree so that it would still have access to water etc. The roots of the tree do in fact go under the base of the Old Church Rooms existing flooring so there was a concern with regard to the "floating concrete floor" that had been proposed. It was a wait and see situation. The Clerk reported that the new system from GC with regard to Planning Applications was a bit hit and miss as to whether they would open. The Clerk raised again the correspondence received from Lisa Goodier reference a subcommittee being set up from the CC regarding the FMF situation. In light of the failure of the "Plan" it was felt that this could wait until more was known about the intention of what was to happen to a resubmission/new plan application. Cllr Woolley gave Cllr (Mrs) Neville a potted history of the FFC/FMF formed as a result of the storm in Winter 2013/2014. The new Fairbourne Master Flood Plan received from the office of LS-R has been received during August and was made available for Councillors' to review. Cllr Woolley took the plan away to study and comment on at the next meeting in October. The Clerk reported that there had still been no reply from GC with regard to the question of raising Beach Huts again. The Clerk said that she would now speak to someone more senior in the Environment Department at GC. The sign that had been erected by the National Trust at Cregennan Lakes stating, "no overnight camping" had been removed by an unknown individual. The Ranger had been made aware of this and was not impressed especially as each of the signs cost £11.00. NT will endeavour to make a more substantial sign asap. The Clerk had been asked by Messrs Scott/Kirkham to raise the subject of the gate being permanently left open at Penrhyn Point North. The subject has been discussed exhaustively and basically it was felt that if the railway wanted to leave the gate open and leave their property vulnerable then there was not a lot to be done about it.

731: Special Items Brought to Attention:

- (a) Ombudsman's Report: The Model Concerns and Complaints Policy by Public Providers in Wales/Principles for Remedy and Implementation of the same. The Councillors present were made aware of the document and the importance of understanding and implementing it should a complaint arise again. The adoption was proposed by Cllr Roberts and seconded by Cllr (Mrs) Neville. All Councillors not present will be made aware at the next meeting.
- (b) Governance and Accountability for Local Councils in Wales Practitioners Guide (2011). All Councillors present were made aware of this Guide as requested by BDO

LLP. Adoption was proposed by Cllr (Mrs) Stott and seconded by Cllr (Mrs) J Woolley.

- (c) The Adoption of a System of Internal Controls with particular reference to an Annual Risk Assessment of both Internal and External matters was deemed to be of paramount importance. This to be carried out in the March meeting. Proposed by Cllr B Woolley and seconded by Cllr (Mrs) Neville
- (d) A Policy to be put in Place to ensure that the end of year Arthog Community Council Accounts are presented to the Councillors for approval and minuted, prior to being sent to the Internal Auditor in May and the External Auditor in July. This to be carried out at the April meeting after the end of the financial year and the June meeting. Proposed by Cllr (Mrs) Stott and seconded by Cllr B Woolley.
- (e) Fairbourne Amenities Trust – Cllr Eves – not present. Cllr Roberts said he had been asked to join the Trust. Cllr (Mrs) Neville said that she had seen an item in the newspaper where GC had increased the cost of pay and display parking slightly in one of their car parks and the money received over and above the standard cost had gone towards keeping public toilets open in that Community. Cllr Roberts made a note and would make sure that it was mentioned at the next FAT meeting.
- (f) Mawddach Crescent – Cllr Roberts – Cllr Roberts gave an update of the situation so far. GC had as yet not progressed the Order, ergo, the countdown of the time allowed (42 days) for representations to be made had not yet started. Very disappointing and supposedly not actioned because GC are too busy on another footpath complaint.
- (g) Rock Armour and Slipway Penrhyn Drive South – Cllr Eves. Postponed until next meeting
- (h) Play Park Area – Cllr Thomas – Already covered in the Clerks Report.
- (i) Meeting held with Saville Roberts 21st August Cllr Thomas – already covered in Clerks report.
- (j) Fairbourne Festival – Cllr (Mrs) Woolley – Cllr (Mrs) Woolley said that she had been asked to pass on thanks to the CC for their financial support towards the Festival. Although not a profit-making festival, the committee had made about £10.00 which is better than a loss. Because of the timings, visitors were able to enjoy both Arthog Carnival and Fairbourne Festival. Cllr Roberts asked for consideration next year to make a donation to Arthog Carnival, again towards the cost of the Insurance for the procession.

731: To Deal with any Correspondence: Nil

732: To Deal with Planning Matters: Nil

733: Financial Statement and Report: All the Councillors received a statement to date, no matters arose from this. Cllr Thomas reminded the Councillors that at the next meeting arrangements will have to be made for an extraordinary meeting to discuss the Precept requirements for the next financial year. Cllr Thomas said he would bring the Cemetery Account application form to the next meeting. The Clerk said that notification had been received for the second half (£6000) of the Precept.

Current Account: £8402.17

Reserve Account: £4740.51 with 21p interest

Youth Account: £7711.07 with 34p interest

Cheques issued. £252.00 G L Jones - Play Park inspection, £300.00 L C Jones - Grass Cutting, £1500.00 - Clerks Wages, £89.84 ink cartridges and postage. Cllr Thomas explained to Cllr (Mrs) Neville what the Cemetery Account was for and the why's and wherefores of how the Cemetery operated. The foliage down the road to the Cemetery had been cleared actually by Cllr Thomas, the road track is a different matter. Particular attention needs to be made to the pot holes at the top of the road. There were not enough Councillors to sign the cheques, three needed. 3 new signatories were needed for signing cheques. Cllr (Mrs) Stott and Cllr (Mr) B Woolley and the Clerk, Angela Thomas were added to the list as signees and Mike Scott and Julian Kirkham were removed as previous signatories. The Clerk said that she would try and see the Nat West mobile bank van in Dolgellau on Friday for advice. Cllr Thomas signed the letter to Emma Prince BDO regarding the HMRC question of Employment. Cllr Thomas as Chairman re-signed the BDO Annual Return and RFO, Clerk Angela Thomas also signed. This will now be sent back for finalisation before the 10th September. It was re-approved/re-certified, proposed by Cllr (Mrs) Neville and seconded by Cllr (Mrs) Stott, and will be minuted.

734: To Receive Councillors' Questions: Cllr Stott asked if the Council would approve the "idea" of locating a defibrillator in the out of use phone box at the Terrace at Morfa Mawddach. The Council will have to adopt the idea, which it agreed to in principal. Cllr Roberts stated that the Gate at the "hump" right hand side, leading onto the trail was off its hinge, the bottom hinge is in fact broken. The Clerk would report this to the appropriate authority, SNP/NRW?. Cllr (Mrs) Stott raised the fact that the signs put up on the Play Park asking that people do not take glass onto the park had been removed. The CC will have to consider getting proper signs made and erected. Cllr Roberts told the Councillors that an abandoned yacht and trailer had been left at the point beyond the gate. It was felt that it belonged to the late Lionel who worked on the Railway. Cllr (Mrs) Neville said that she would ask Kevin Wyatt, if he knew who it belonged to. If not perhaps the CC will speak to the Maritime Officer, as it could become a danger on a high tide.

735: Representatives Report:

736: Date of Next Meeting – October 3rd – Arthog Village Hall