

**MINUTES** of the Ordinary Meeting of the Tywyn Town Council held at the Resources Centre, Ysgol Uwchradd Tywyn, on Wednesday, 11 November, 2015, at 7.00 p.m.

**PRESENT:** Cllr. (Chairman John H.Boulter)  
Cllrs. Nancy E.Clarke; Islwyn H.Davies; Eileen M.Ellis;  
Alun W.Evans; Mark D.Kendall; Anne Lloyd-Jones;  
Richie E.Owens; John Pughe; G.Michael Stevens;  
R.M.Vaughan; Daniel A.Wyre.

**IN ATTENDANCE:** Mr Bedwyr Gwilym, Newly Appointed Clerk.

**PRESENTATION: MR ED JESSAMINE, NOVUS ENERGY**

The Chairman extended a welcome to Mr Ed Jessamine, who proceeded to address the meeting and made the following comments regarding the Solar Powered Farm.

1. Confirmed that Novus had received planning permission to construct the proposed solar farm at Morfa Camp and thanked the Town for their consideration and general support of the application.
2. Highlighted that Novus expected to fund and build the project and the plan is to start work December/ January depending on execution of any conditions of planning and final site design which is being delayed by works that Welsh Water are carrying out identifying the route of existing sewage pipes at Morfa. The build is to be completed by March 2016 (excluding remediation).
3. Novus highlighted that they will notify the Town Council in advance of any construction work commencing and provide a statement of works to include time lines for completion. Pointed out that this would be quite fluid now and therefore asked that if messages are left the information is shared locally by the Council as quickly as possible to ensure people know what is happening.
4. Highlighted that throughout the construction and post construction/ remediation phase **Ed Jessamine Novus Director** (Tel: 0203 667 3544) would be available to anyone wishing to raise any concerns and asked that people felt free to call rather than dwell on concerns/ queries
5. Highlighted that ground condition was likely to be wet and that the site would undoubtedly get messy – pointed out that levelling and re seeding would take place when the ground had dried out so there may be a 2/ 3 month gap post construction where the site would look unfinished and Novus hoped that the local community would be made aware of this and understood that Novus would be back to complete and ensure all screening work was done at the appropriate time to ensure best chance of the plants surviving.
6. Highlighted that Novus had issued a Community Fund Agreement (CFA) to the Council highlighting the commitment

to pay the community £4000 per annum for the life of the array – asked that this document be reviewed, marked up and sent back to Novus asap so that the local community knew that an agreement was in place ideally before construction commenced for peace of mind.

He also answered questions from councillors on screening/ size of scheme/ construction duration/ potential start date/ sewage pipes.

Ed Jessamine completed his address stating that the payment is to be bi – annual with a half payment at 6 months.

**Cl. 117**                    **APOLOGIES:** Cllr. Ron W.McCoo  
**11:11:15**

**Cl. 118**                    **DECLARATION OF FINANCIAL INTEREST OR**  
**11:11:15**                    **PERSONAL CONNECTION**

The following declared interest in the said items:

Cllr. J.Boulter – Cl. 124 (a)

Cllr. A.W.Evans – Cl. 130

Cllr. J.Pughe – Cl.124 (a)

The Clerk responded to the issues noted under Code of Conduct as reported by Cllr. G.M. Stevens in his Gwynedd Councillor's Report (Cl.97 / 14:10:15). Following this the Clerk had requested clarification on those matters noted by Cllr. Stevens and had written to Mr Siôn Hughes, Senior Solicitor, Gwynedd Council. He had received a reply from Mr Iwan G.Evans, Head of Legal Services, Gwynedd Council, who had conducted the Training Session at Dolgellau. He had made the following comments in his reply.

Public Notices and Agenda. 'During the course at Dolgellau discussion was held regarding statutory requirements on Community and Town Councils appertaining to notice of meetings. I can confirm that the requirement is to bring to public notice the date and time of meetings. There is no specific requirement regarding giving the public note of the agenda for a specific timetable'.

In addition to this the Clerk quoted from '*Local Council Administration*' (Charles Arnold- Baker):

'At least three clear days (not including the days of issue and meeting) before a meeting of the council a notice of the time and place of the meeting must be affixed in some conspicuous place in the locality'.

Declaration of Interest. 'As a pragmatic introduction I suggested that should a member declare interest more often

than not it would be necessary to seek specific justification as to why it was not prejudicial. This could be because of statutory exemption or that the context of the report would mean that the subject of the interest would be bordering on what was being discussed’.

In addition to this the Clerk quoted from ‘*The Code of Conduct for members of local Authorities in Wales*’ (September 2012) (The Public Services Ombudsman for Wales):

‘If you declare a personal interest you can remain in the meeting, speak and vote on the matter, unless your personal interest is also a prejudicial interest’.

**Cl. 119**  
**11:11:15**

### **CHAIRMAN’S ACTIVITY REPORT**

The Chairman presented his report, noting that he had attended the following events:

21:10:15 Extraordinary Meeting of Tywyn Town Council – Resources Centre, Ysgol Uwchradd Tywyn – Appointment of New Clerk.

23:10:15 Site Meeting at Tal-y-Llyn Railway – discussion on proposals by Tal-y-Llyn Holdings Ltd. to redevelop the Car Park following the completion of the lease. Present were Lorraine Simkiss, Tal-y-Llyn Railway, Cllrs. J.H.Boulter, Chairman; A.W.Evans, Vice-chairman and the Clerk.

30:10:15 Royal British Legion Ceremony of placing of War Memorial Crosses outside the Council Office. (High Street).

04:11:15 Meeting of Tywyn Town Council to interview Mr Bedwyr Gwilym, the candidate for the position of Tywyn Town Council Clerk.

08:11:15 – Parade & Annual Service of Remembrance – St.Cadfan’s Church, Tywyn, followed by refreshments provided at Neuadd Pendre.

11:11: 15 – Acts of Remembrance held nearby Council Office and at Tywyn & District War Memorial Hospital.

**Cl. 120**  
**11:11:15**

### **TO APPROVE MINUTES OF OCTOBER 2015 MEETING**

It was **RESOLVED** to approve the Minutes the Ordinary Meeting of the Council held on Wednesday, 14 October, 2015.

**Cl. 121**                    **TO APPROVE THE TREASURER'S**  
**11:11:15**                    **REPORT FOR OCTOBER 2015**

**RESOLVED** – to approve the Treasurer's Report for the month of October, 2015.

**Cl. 122**                    **GWYNEDD COUNCILLOR'S REPORT**  
**11:11:15**

To receive verbal reports from Gwynedd Councillors on matters in the Council's interest.

Cllr. G.M.Stevens reported on the following matters.

Pont Afon Dyfi / Dyfi Bridge. Cllr. Stevens expressed his dissatisfaction that he had not been informed of the New Dyfi Bridge Public Information Exhibition held in Y Plas, Machynlleth, on Wednesday, 7 October, 2015. It was perceived that the opinion of people from Tywyn and South Meirionnydd were being ignored and that they were being 'kept at arm's length'. He had been in contact with Gail Jones and Alun Griffiths (Contractors) Ltd. but they could not provide an explanation as to why Tywyn Councillors had not been informed of the Exhibition.

He was incensed that the building of the new bridge would cost in the region of £24m and yet would terminate near the railway bridge, which is one of the main locations where the worst flooding regularly occurs and causes the most problems. It was his opinion that the scheme should be reassessed. He had been in contact with officers from the Welsh Government, and had written to Edwina Hart AM, MBE, Minister for Economy, Science and Transport.

**RESOLVED** – Pont Afon Dyfi/ New Dyfi Bridge to be included as an Agenda item for the Council Meeting in December.

Royal Mail Sorting Office, Tywyn – Cllr. Stevens stated that he was pursuing the proposal to close the Royal Mail Sorting Office, Pendre Enterprise Park Tywyn. He was concerned at the negative impact that this would have on Tywyn. He had met with two officers from Royal Mail to discuss the possibility of re-locating the Sorting Office at Machynlleth. He was given to understand that no decision had been made. He would also be meeting with Liz Saville-Roberts MP who would be holding her regular Surgery in Tywyn.

Joint Planning Policy Anglesey & Gwynedd – This was preceded by the Urban Development Plan. Tywyn had been omitted as an urban centre from this Plan and consequently did not qualify for substantial development opportunities and finance. Effort would be made by him to rectify the situation.

Her Gwynedd / Challenge Gwynedd –reference was made to the SOS (Save Our Services) Tywyn Group that had been formed. It was his opinion that Gwynedd should look at alternative means of raising revenue to meet the financial challenge that it faced. It should also attempt to be more creative.

Gwynedd & Môn Joint Local Development Plan – A drop-in session was to be held by him at the Baptist Church between 3.00 p.m. – 6.00 p.m. on Thursday, 12 November, 2015. (The following day).

Cllr. A.Lloyd-Jones reported on the following matters:

Tywyn War Memorial Hospital – She had attended a meeting of the Project Group. There would be a 3-week delay in the completion date due to electrical issues. The project was within its set budget and use was being made of the Endowment Fund from Bangor. Responding to questions raised Cllr. Lloyd- Jones informed that recruiting staff remained a problem, but gave assurance that funding for staff employment was available. Employment on a short term contract was not problematic.

Communities Scrutiny Committee – following the comments made at the previous Ordinary Meeting of the Council (Cl.97 / 14:10:15, regarding the matter of Fly Posting and that land holders would be held responsible for ensuring that any posters advertising events held on their land were removed after the event, otherwise they would be liable to a fine of £75 per poster, rising to £100 per poster if not paid within a fortnight. Cllr. Lloyd-Jones stated that she had been in contact with the Street Enforcement Officer and informed it would be totally impossible to implement such a strategy. Further, that no decision had been made as regards to this.

Gwynedd & Môn Joint Local Development Plan – Representations to the JDLP had been submitted by Cllr. G.M.Stevens, Mr Tim Singh and Welsh Water Authority. The usual procedure would be applied when the reviewing process would be taking place.

Tywyn Polling Station – The local polling station serving Tywyn is to be relocated from the Scouts' Hut to Tywyn Baptist Church, High Street. This will be implemented at the next election for the Welsh Assembly in May 2016.

Support for Local Produce – As part of their campaign to support Welsh Lamb, Gwynedd Council schools, residential homes and day centres will serve lamb from the county's farms. This would mean that local lamb would be served to

more than 5,000 pupils and over 300 care home residents and day centres across the county.

**Cl. 123**  
**11:11:15**

**COMMUNITY FUND AGREEMENT**

Copy of Community Fund Agreement, Morfa Camp Tywyn had been distributed to each Councillor prior to the meeting. This was at the behest of Mr Ed Jessamine, who held expectation that, following his presentation, the Council would be prepared to give its consent for it to be signed.

However, members deliberated over such action and held reservations.

**RESOLVED** – an extraordinary meeting of the Council to be convened with the Community Fund Agreement to be the only item included on the Agenda.

**Cl. 124**  
**11:11:15**

**PROPOSED PARKING RESTRICTIONS –  
TRANSPORTATION AND STREET CARE SERVICE,  
GWYNEDD COUNCIL**

(a) Brook Street, Tywyn - plans showing the intention to amend and revoke parking restrictions in Brook Street and Frankwell Street had been distributed to Councillors in advance of the meeting. Discussion was held regarding the proposals, and Councillors held reservations regarding the proposal to remove the existing restriction (which had been reduced since Option 1) outside Neuadd Pendre. It was their considered opinion that the new proposals would create a chicane situation for motorists travelling through Brook Street.

**RESOLVED** – letter to be written to Transportation and Street Care Service stating that Tywyn Town Council objected to the proposal to remove the existing restriction, and proposed that it should be replaced with a designated loading/ unloading bay for a limited period of time for the benefit of persons using Neuadd Pendre.

(b) Disabled Resident Permit Holder Only – 6 Maes Idris, Tywyn.

**RESOLVED** – to offer no objection.

**Cl. 125**  
**11:11:15**

**CHRISTMAS ILLUMINATIONS**

The Clerk presented a verbal report, confirming that arrangements for the ‘Turning-on of the Christmas Lights’ on Friday, 20 November, were in hand.

The Christmas Tree was to be collected on Sunday, 15 November, courtesy of Mark Blunden, Ynysymaengwyn, and the loan of the trailer from Cllr. Richard M. Vaughan, Pall Mall. Plantscape were programmed to erect the Solar Powered

Christmas Tree Lights on Monday, 16 November and arrangements were in hand with Mr Alun Pierce, Lighting Engineer, Dolgellau, for the erecting of the illuminations.

Following discussion between the Chairman and the Clerk, Tywyn Events Origination had been approached to provide entertainment, as it had been realised that the event would need some form of entertainment if it was to attract publicity. They had agreed to undertake responsibility for providing entertainment.

The evening's activities would commence at 5.30 p.m. and the actual turning-on of the lights at 6.00p.m. The Solar Powered lights would have been programmed to coincide with this timing.

**RESOLVED** – to accept the Clerk's verbal report.

**Cl. 126**  
**11:11:15**

**CLERK'S REPORT**

As this would be his last Clerk's Report the Clerk deviated from customary practice. On this particular occasion he delivered his retiring speech, at the end of which he presented it in writing to Councillors.

**RESOLVED** – to approve the Clerk's report.

**TO RECEIVE CORRESPONDENCE.**

Correspondence That Necessitates Action by the Council.

**Cl. 127**  
**11:11:15**

Gwynedd – Adult, Health and Wellbeing Department – Rough Sleeping Count in Gwynedd 2015

**RESOLVED** – any member with relevant information that would enable the Clerk to complete the questionnaire, to contact the Clerk.

**Cl. 128**  
**11:11:15**

Gwynedd – Adults, Health and Wellbeing – Restructuring of the Registration Service in Dwyfor and Meirionnydd – response for Mr Idris Jones, Customer and Contact and Registration Manager.

**RESOLVED** – to respond noting that the comments made by the Customer and Contact and Registration Manager in his reply was not acceptable to the Council, and request that he reconsider further the decision terminate the Registration Service in Tywyn.

**Cl. 129**  
**11:11:15**

Un Llais Cymru - Training Modules November – Module 6 – Local Government Finance – Dragon Theatre & Community Centre, Barmouth – Wednesday, 18 November; Module 21 – Local

Government Finance – Advanced - Machynlleth Town Council, Y Plas, Machynlleth – Wednesday, 25 November, 2015

**RESOLVED** – to receive correspondence and note information given.

**Cl. 130**            2016 International Sheep Dog Trials and Country Festival –  
**11:11:15**        Open Meeting – Y Ganolfan, Abergynolwyn – Thursday, 19  
 November, 2015 – 7.00 p.m.

**RESOLVED** – to receive correspondence and note information given.

**Cl. 131**            Correspondence Received That Does **Not** Necessitate Action  
**11:11:15**        by the Council And Is Available At The Clerk’s Office For  
 Perusal By Any Interested Councillor

- (a) Dail Dysynni - acknowledgement of receipt of financial donation –
- (b) South Meirionnydd Older People’s Forum - acknowledgement of receipt of financial donation –
- (c) Morfa Cadfan Tenant’s Association - acknowledgement of receipt of financial donation –
- (d) Dysynni Community First Responders - acknowledgement of receipt of financial donation –
- (e) Hywel Dda University Health Board - Talking Health – Newsletter - Issue 13 – Autumn 2015
- (f) Groundwork – New funding for community green spaces – TESCO – Closing date – 30 November, 2015
- (g) Un Llais Cymru – Grow Wild Community Project Funding 2015 - 2016 - Closing Date – 1 December, 2015 / Free 2016 Grow Wild seed kits.
- (h) Gwynedd Business Network – Possible Closure of Gwynedd’s Tourism and Business Support Department
- (i) National Assembly for Wales – Finance Committee – draft Public Services Ombudsman (Wales) Bill Consultation – Closing Date – 18 January, 2016
- (j) National Grid – North Wales Connection – Community Relations Team Wylfa Newydd Nuclear Power Station – Consultation Period – 21 October – 16 December, 2015
- (k) Welsh Government – Community & Town Council Newsletter – October 2015
- (l) Public Services Ombudsman for Wales – The Ombudsman Casebook – Issue 22
- (m) Ramblers Cymru – Protecting and improving places where people walk locally
- (n) Simon Thomas AM – Regional Bulletin - Simon.Thomas@Assembly.Wales
- (o) Gwynedd – Public Protection Services – Statement of Licensing Policy Consultation – Consultation Period – 4 November – 24 November, 2015
- (p) Gwynedd – Highways Maintenance and Municipal Service – Works Programme, November, 2015.



**Cl. 132**                    **REVIEW OF CLERK'S SALARY SCALE**  
**11:11:15**

**Public Bodies (Admission to Meetings) Act 1960**

In accordance with Public Bodies Admissions to Meetings act,  
- Local Government (Access to information) Act (1985)  
Schedule 12A, parts 1.1. and 4.14, public and press are  
therefore excluded from this part of the meeting.

**RESOLVED:**

- (a) To accept the joint recommendation of Society for Local Clerks (SLCC) and National Association of Local Councils (NALC) following their review that the Post of Clerk for Tywyn Town Council and Responsible Financial Officer (RFO) should be set at LC2 (Spinal Point Column [SCP] 26 – 29
- (b) The retiring Clerk's Salary to be based on SCP 29, and payment to be back dated to 1 January, 2015, in accordance with the National Salary Award.
- (c) The incoming Clerk's Starting Salary to be based on SCP 26.

Mr Elwyn Evans (Retiring Clerk) and Mr Bedwyr Gwilym (Incoming Clerk) both left the room while the above discussion and resolutions took place.

The Meeting was declared closed at 8.50 p.m.