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**MINUTES OF MENAI BRIDGE TOWN COUNCIL  
FINANCE, PLANNING AND GENERAL PURPOSES REMOTE COMMITTEE MEETING HELD ON  
THURSDAY, 1 OCTOBER 2020 AT 7.00 PM**

**PRESENT:** Councillor Sonia Williams, Chairman, Councillor G Bebb, Councillor D M Davies,  
Councillor Ella Fisk, Councillor H Hunt, Councillor J E Jones, Councillor H Jones,  
Councillor K Moran, Councillor D Owen, Councillor J Southgate, Councillor S Williams

OFFICER: Mrs W Faulkner, Town Clerk

**APOLOGIES:** Councillor E Lewis, Councillor R Williams

(Note: Names within [ ] denote Proposer and Seconder)

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066.20 Call out if in attendance

Members acknowledged their presence by 'calling out'

067.20 Apologies for Absence

The apologies for absence received are noted above.

068.20 Declarations of Interest: Code of Conduct

- Members were reminded that they must declare the existence and nature of any Personal/prejudicial interests (using the form provided for this purpose).

Councillor G Bebb declared a personal interest in planning application HHP/2020/205 and will be sent the form to complete and return to the Town Clerk.

069.20 Public participation session

Twenty minutes to be allocated to allow residents of the community of Menai Bridge to question Town Councillors on matters of interest

There were no residents present.

070.20 To receive, approve and sign the minutes of the meeting held on 3 September 2020 and address any matters arising

The minutes were received, approved and signed as a correct record [DMDavies/JEJones]

The Town Clerk explained to Councillor D M Davies the meeting with CCTV Services was in relation to the new hard drive.

071.20 Finance

71.1 To receive a Monthly Financial Report for approval of payments

Following discussions, it was resolved unanimously to receive the Monthly Financial Report for approval of payments [DOwen/HHunt]

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## Payment details for September 2020

| <b>Cheque No</b> | <b>Description</b>                                      | <b>Total</b>      |
|------------------|---------------------------------------------------------|-------------------|
| DD               | Electricity Canolfan Tysilio                            | £184.00           |
| DD               | Electricity Bowling Green Toilets                       | £19.00            |
| DD               | Electricity Coed Cynol                                  | £55.00            |
| Petty cash       | Flowers for planters in the Town square                 | £78.65            |
| DD               | Google Suite Subscription                               | £8.28             |
| Online Payment   | Commercial Combined insurance                           | £2,782.68         |
| DC               | Cleaning products for Office                            | £23.23            |
| Online Payment   | Zoom monthly subscription                               | £14.39            |
| Petty cash       | First class mail to MR A.J.Rutherford re: Investigation | £2.94             |
| Petty cash       | Stone and sand for hole in Park                         | £5.50             |
| Online payment   | Salaries, Pension and NI                                | £5,355.02         |
| Online Payment   | Park Annual Inspection                                  | £72.00            |
| Online Payment   | Reduce dead oak tree Llys y Ffair                       | £288.00           |
| Online Payment   | Tidy fallen branch King George Field                    | £72.00            |
| Online Payment   | Replace Faulty Network Switch CCTV                      | £791.88           |
| Online Payment   | Replace Failed Camera. Parts only, CCTV                 | £342.00           |
| Online Payment   | Silver Plan CCTV Maintenance Package 2020/2021          | £2,553.59         |
| Online Payment   | Replacement HDD in recording system                     | £1,008.00         |
| Petty cash       | Office Windows cleaned                                  | £10.00            |
| Online payment   | Grass Cutting 11th and 24th August                      | £1,700.00         |
| Online payment   | Urgent clearing of overgrowth shell garage              | £200.00           |
| Online payment   | Treating Japanese Knotweed                              | £300.00           |
|                  |                                                         | <b>£15,866.16</b> |

### 72.2 To confirm Council's authorisation of prospective payments above £500 [Financial Regulation 4.1]

To request authorisation to receive a quote of £920.00 for tree felling in Mynwent Menai. It was resolved unanimously to approve the quote [WLove/EFisk] and for the work to commence.

### 073.20 Urgent items (Chairman/Clerk) for information or for action by the Clerk For information from the Clerk

The temporary grass cutting arrangement will end October 2020. This being the usual cut off period for autumn/winter.

### 074.20 To discuss coming out of COVID-19 lockdown safely (council buildings)

It was resolved to erect hand sanitisers permanently, where possible, on or near town council buildings.

### 075.20 To request investing in another Laptop for the town council for homeworking, if needed

Following discussion it was resolved unanimously to approve purchasing a Laptop for the town council if required.

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076.20 To consider planning applications/consultation:

Planning Consultation:

HHP/2020/205 - Full application for the conversion of the garage into an annexe at Brynafon Menai Bridge – No objections

077.20 To receive planning decisions

HHP/2020/177 - Full application for alterations and extensions at 10 Gilfach Goch, Menai Bridge – Approved with conditions - Noted

078.20 Other Planning Matters

Response below received from the County Council highway authority in relation to the planning application at Bronallt, Menai Bridge

As the highway and footway are currently adopted, what it means is we have highway rights over the land. As you are aware, planning permission does not consider land ownership and therefore, this issue must be dealt with outside the planning system.

The land in question is currently unregistered by land registry. In order for the land to be used for the proposal as submitted, the highway rights will need to be removed by undertaking a stopping up order. Before this can happen, a notice must be placed on site to allow the owner of this land the opportunity to be identified. If no owner is identified, then the land will fall into ownership of the adjacent landowner, and in this instance the applicant of this application.

As previously stated, the Highways Authority have no objection to the stopping up of this piece of footway in order to create an off road parking facility – Noted. Town Clerk to contact the residents affected regarding public speaking at the Planning and Orders Committee etc

079.20 Verbal report by the Town Clerk on operational matters

The Town Clerk reported on the following operational matters:

- Litter picking and generally making sure all land and buildings are safe
- Opening and locking up the Cemetery gate at various times during the day/week
- Watering newly planted shrubs in the Cemetery
- Various enquiries from residents of the town e.g skips
- Filming request from Rownd a Rownd – opened and locked the gate in the car park
- Request from Menai Straits WI to meet on KGV recreation ground
- Complaint from residents regarding overgrown hedges. Made arrangements for hedge to be cut back
- Complaint from Shell (including photographs) regarding overgrown ivy behind garage growing into the buildings' vents. Made arrangements to remove ivy and cut back overhanging trees
- Request from MBTFC to remove advertising board and tidy overgrown vegetation around the ground
- Ordered and received the materials for carrying out the bowling green maintenance/autumn renovation now done. Delay due to low stock in the warehouse
- Walkabout on Sunday 13 Sept 2020 with Chairman of land and buildings committee
- Submitted a planning application to fell trees on KGV recreation ground
- Waiting to hear from Gwynedd Council regarding road closure/traffic control system on A5 that will be required when the work to the trees goes ahead
- Confirmation received from the County Council regarding the Transforming Towns grant applied for
- Applied to Welsh Government for loss of income in relation to Coed Cynol car park – expect to receive confirmation within the next 2 weeks
- CCTV Gold Plan – enquiries made with CCTV Services. They will prepare a quote in time for budget setting for 2021/22
- Information sent to Welsh Government regarding Members' allowance

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- Information received regarding website accessibility report. Meeting with the webmaster on Monday, 5 October 2020
  - Vandalised bins reported
  - New bins have arrived for the play area
  - Request made to IoACC for Social Distancing Stencils & Paint for Menai Bridge- suggest marking 2 metre distancing along the high street pavements for all to benefit.
  - Visited most businesses in the town over 2 days delivering social distancing signs
  - Still receiving calls from owners of plots in the cemetery regarding the unsafe headstones – 2 received this week in order to make their memorial stone safe.
  - Parking permits – made enquiries with the County Council on behalf of businesses in the town regarding their parking permits

080.20 To receive Agenda items

None received.

081.20 Correspondence

Receipt of various correspondence have already been forwarded to members for information/attention.

- Training available from One Voice Wales – forwarded to members electronically - Noted
- Wylfa Newydd - Open Letter from Duncan Hawthorne, Chief Executive Officer, Horizon Nuclear Power - Noted
- One Voice Wales News Bulletin - Noted
- Holiadur Bwyd Da Môn - Bwyd Da Môn Survey - Noted
- Fideo Covid-19 / Video Covid-19 - Noted

082.20 To note the date and time of the next meeting – Thursday, 5 November 2020 at 7.00 pm

Meeting concluded at 8.00 pm

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Councillor Sonia Williams  
Chairman

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Date

