

**MINUTES OF THE VIRTUAL MEETING OF THE FINANCE & PLANNING COMMITTEE OF  
BEAUMARIS TOWN COUNCIL  
HELD ON MONDAY 28 SEPTEMBER 2020 AT 7.00 PM**

**PRESENT:** The Town Mayor Councillor C J Theakston  
The Deputy Mayor Councillor R A Jones  
Councillor D T Evans  
Councillor A N Gough  
Councillor H Mattocks  
Councillor D R Owen  
Councillor L J Roberts  
Councillor J A Rowlands

**The Administrative Officer was in attendance**

**APOLOGIES:** Councillor D W Gallichan  
Councillor A J V Grant  
Councillor K M Jones  
Councillor M G Sarsfield  
Councillor J P Zalot  
Councillor S Zalot

**The Deputy Mayor took the Chair**

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**45.0 DECLARATIONS OF INTEREST**

Councillor J A Rowlands declared a pecuniary interest in item 51.1.2 as a member of the Canolfan Committee

**46.0 VISIT BY CANON REV ROBERT TOWNSEND/A REPRESENTATIVE OF THE ROYAL BRITISH LEGION (Item 46.1) TO DISCUSS:**

The Deputy Mayor welcomed Rev Townsend, Mr Doug Hardie and Mr Chris Gofton to the meeting.

**46.1 Proposed arrangements for Remembrance Sunday 2020**

**Church Service:**

Rev Townsend explained that inside the church the maximum people currently allowed inside was 25 unless they were in a family 'bubble' where the numbers could increase. Outside at the Cenotaph the maximum number of people was 30. Singing was not allowed and this was not likely to change until after Christmas, although music could be played inside the Church. The service sheet from 2019 would be forwarded to Rev Townsend for modification for this year.

**Laying of wreaths at the Cenotaph:**

The British Legion suggested that a maximum of 30 people line up at social distancing requirements from the car parking area around the side of the church, place a wreath on a table provided in front of the Cenotaph and exit by the top gate. The wreaths would be placed at the Cenotaph by a member of the British Legion. Rev Townsend said that he was trying to have broadband installed in the Church in time for the Act of Remembrance at the Cenotaph to be live-streamed.

A message had been received by the Town Council with an offer for doves to be released at the Act of Remembrance.

**War Graves:**

It was agreed that the laying of poppy wreaths at the War Graves in Beaumaris Cemetery go ahead as usual, with social distancing requirements observed.

It was agreed that the Royal British Legion liaise with Rev Townsend to come up with a plan for Remembrance Sunday in accordance with legislation at the time. The Town Council will support whatever plan is feasible.

The Deputy Mayor thanked the representatives from the Royal British Legion for their attendance and they left the meeting.

#### **46.2 Future of Village Churches**

Rev Townsend explained that it is the requirement that every church be inspected by architects every five years. The Bro Seiriol churches, St Mary's at Beaumaris, St Catherine's at Llanfaes and the Church of St Iestyn at Llaniestyn, had been inspected in January/February this year and the architect's report received in July. For the three churches, an estimated sum of £2.2m was needed for repairs over the next five years.

St Mary's Church

The building is Grade I Listed and needs £600,000 spent, mainly on the roof. As it is a Grade I, funding may be available from Cadw and the Lottery

Llaniestyn Church

In fairly good condition but will require a spend of £76,000 over the next five years.

St Catherine's Church

Sadly the Church building is in a very poor state and will require an estimated £623,000 to be spent on repairs over the next five years. Just prior to lockdown, a large amount of plaster had fallen from one of the interior walls. Part of the building had been closed off and the architect's report confirmed that because the whole Church needed repointing, water was probably seeping in throughout the building. Rainwater is also entering the building through the roofs. The spire has an internal staircase to the bell chamber; again water seepage has caused the staircase to become sodden. Water is also seeping down the walls close to the main electric units inside the Church. At their meeting in August, the Church Council, now the Ministry Area Council (MAC) decided to close the Church on Health & Safety grounds.

As the Church is Grade II Listed, it is unlikely that it will attract funding from either Cadw or the Lottery.

The future of the Church was discussed. Rev Townsend stated that the next step was a two-stage process. MAC will make recommendations to the Bishop, either close the church or say it must be repaired. Assuming the decision is to close the church, the objects from the church will be transferred elsewhere and recorded responsibly. Church records will be passed to the County Archives in Llangefni. The cemetery could never be sold and would be retained for burials, with the burial register stored at St Mary's Church. If the Bishop declares the church 'redundant' then the responsibility for the church will pass to the Church in Wales at Cardiff, who will be ultimately responsible for disposal of the building. Rev Townsend added that there was no vehicular access as such to the church and as a Grade II Listed Building, any works would have to adhere to strict guidelines.

Councillors agreed that this was very sad news and asked what Council could do in this situation. Rev Townsend said that if the church closed then the local Community and Facebook group would need their support. There was the possibility of the building being taken over by a local group as a museum as has happened in other areas, but it was emphasised that any remedial work on the Church building would require proper conservation experts.

The Deputy Mayor thanked Canon Rev Townsend for his report and asked that Council be kept updated on future developments. Council was ready to offer support as and when required.

#### **46.3 Church Clock**

The Administrative Officer reported on recent issues with the Church Clock. It had now been repaired and was fully operational. The Town Council office was thanked for organising the repair.

Rev Townsend asked that his thanks be recorded to the Town Council's Maintenance Operatives for advising him of problems on the roof of St Mary's Church.

#### **47.0 TO CONSIDER PLANNING APPLICATIONS**

There were no applications to consider

#### 48.0 TO RECEIVE PLANNING DECISIONS

48.1 HHP/2020/77 Pilot House, Castle Street, Beaumaris  
Full application for alterations and extensions  
GRANTED

#### 49.0 OTHER PLANNING MATTERS

There were no other planning matters

#### 50.0 BILLS FOR PAYMENTS

##### 50.1 Balances as at 24 September 2020

|                         |                    |
|-------------------------|--------------------|
| Business Direct Reserve | 250,460.54         |
| General                 | 199,519.50         |
| Imprest                 | 359.09             |
| <hr/>                   |                    |
| Total                   | 450,339.13         |
| Less VAT due            | 26,756.96          |
| <hr/>                   |                    |
| <b>Total</b>            | <b>£423,582.17</b> |

##### 50.2 Imprest a/c payments since last meeting on 27 July 2020

|                         |           |
|-------------------------|-----------|
| 30 July<br>Net Pay      | 9,276.16  |
| 6 August<br>Net Pay     | 1,696.15  |
| HMRC                    | 3,556.04  |
| Gwynedd Council         | 3,232.80  |
| 13 August<br>Net Pay    | 1,949.84  |
| 20 August<br>Net Pay    | 1,911.16  |
| 27 August<br>Net Pay    | 13,691.48 |
| 01 September<br>Net Pay | 1,894.24  |
| 08 September<br>Net Pay | 2,303.58  |
| Gwynedd Council         | 3,749.66  |
| HMRC                    | 4,552.00  |
| 17 September<br>Net Pay | 2,886.72  |
| 24 September<br>Net Pay | 10,397.64 |

*The Administrative Officer advised that new pay scales had recently been received. It was agreed that this be made an item on the agenda for the next Audit & Personnel meeting.*

### 50.3 Mastercard Payments (August)

#### G O Parry (T W Ashenden card)

|                                     |        |
|-------------------------------------|--------|
| Buzz Catering – Hand Sanitiser      | 142.42 |
| Currys PC World – Computer Monitor  | 119.00 |
| Cleaning Supplies 4 U – Hand Towels | 133.85 |
| Buzz Catering – Hand Sanitiser      | 94.94  |
| Eureka – Nitrile Gloves             | 35.85  |
| Zoom – Zoom meetings                | 11.99  |
| Card fee                            | 30.00  |

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**568.05**

#### J A Waddicor

|                                     |        |
|-------------------------------------|--------|
| Petty Cash                          | 100.00 |
| Withdrawal fee                      | 3.00   |
| Cleaning Supplies 4 U – Hand Towels | 165.53 |
| Card fee                            | 30.00  |

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**298.53**

#### N J Baguley

|                                    |        |
|------------------------------------|--------|
| *Credit from Slingsby – faulty bin | -51.59 |
| Card fee                           | 30.00  |

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**-21.59**

#### Total for month

|   |               |
|---|---------------|
|   | <b>844.99</b> |
| Finance Charge                                      | 3.25          |
| *Sum not taken from previous direct debit statement | 51.59         |

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**£899.83**

### 50.4 Bills for Payment

|   |        |
|---|--------|
| 5900 P Dyas – refund for weekly barrier card                  | 10.00  |
| 5901 Alpha Business Centre – Stationery                       | 19.50  |
| 5902 G M S – Parts for Etesia Mower                           | 21.44  |
| 5903 Florabundance – Bouquet                                  | 25.00  |
| 5904 Rowena – Stoneguard for Strimmer                         | 29.26  |
| 5905 SSE Swalec – Supply to Exit Barrier                      | 43.53  |
| 5906 BCR – Paper rolls for contactless paypoint               | 54.00  |
| 5907 ABC Powermarine – Chains for Sanitiser Machines          | 64.09  |
| 5908 ASL – Photocopier metered units                          | 78.37  |
| 5909 Gentworks – Cleaner for Urinals                          | 84.00  |
| 5910 Countryside Management – Weedkilling                     | 84.00  |
| 5911 E W Roberts – 2 x Outdoor Staff Workboots                | 119.98 |
| 5912 NMI Ltd – Monthly fee for Pay & Display                  | 120.00 |
| 5913 Menai Tool Hire – Installation of Pay & Display barriers | 137.84 |
| 5914 Xpose Media – Sign for Gaol                              | 150.00 |
| 5915 Galleon Supplies – Face masks for staff                  | 180.00 |
| 5916 BT – Phone Bill  | 197.87 |
| 5917 ABC Service Station – Fuel, July & August                | 224.12 |
| 5918 Biffa – Wheelie Bin Service for August                   | 332.38 |
| 5919 W O Jones – Coach Park signs                             | 306.62 |
| 5920 A – Z Painting – Outstanding Labour Invoice              | 360.00 |
| 5921 F E Roberts – Fuel, August & Tyres for Quad              | 520.61 |

|      |   |           |
|------|---|-----------|
| 5922 | Evans Bros – Items for Public Toilets etc                   | 684.52    |
| 5923 | Stroma Pallett – 2 <sup>nd</sup> Instalment Floral Contract | 1,463.33  |
| 5924 | Ellis Whittam – HR Contract etc                             | 4,123.98  |
| 5925 | BTC Imprest a/c – Payroll October                           | 26,000.00 |
| 5926 | Galleon Supplies – Goods for public toilets                 | 295.50    |

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|              |                   |
|--------------|-------------------|
| <b>Total</b> | <b>£35,729.94</b> |
|--------------|-------------------|

It was proposed, seconded and carried unanimously that the bills be paid.

## **51.0 CORRESPONDENCE**

### **51.1 Correspondence read out**

#### **51.1.1 Councillor A Rowlands/Barry Jones: Mill Lane Bridge**

Councillor Rowlands advised that this issue had now been dealt with by Anglesey County Council.

It was proposed, seconded and carried unanimously that the information be received.

#### **51.1.2 Steve MacVicar: Request for increase in support for Canolfan**

*Councillor J A Rowlands left the meeting*

It was proposed, seconded and carried unanimously that representatives of the Canolfan be invited to attend the next special Finance & Planning committee meeting convened to discuss grant applications, and that they be asked to submit financial documents beforehand.

#### **51.1.3 Gwen Richards: WiFi at Tourist Information Point**

It was noted that it was difficult to get any wifi signal in the Tourist Office because of the thickness of the walls.

It was proposed, seconded and carried unanimously that this item be brought back for discussion towards the beginning of the next season.

#### **51.1.4 Rosemary Stewart: Provision of 'aires' for Camper Vans/Motorhomes**

Following discussion, it was proposed that the request for the provision of 'aires' in Beaumaris be rejected and that a response be sent saying that Beaumaris Town Council does not allow overnight parking of camper vans/Motorhomes on Council property. The letter should be forwarded to the Highways Department of Anglesey County Council. The proposal was seconded and carried unanimously.

#### **51.1.5 Councillor Alun Roberts: Measures in Beaumaris**

It was noted that Councillor Roberts was to meet with the Head of Highways that morning. The general opinion of Council was that it was time for the water barriers to be removed.

It was proposed, seconded and carried unanimously that the County Council be asked to remove the water barriers from Beaumaris

#### **51.1.6 June Bond: Social distancing measures in Beaumaris**

*Councillor Rowlands rejoined the meeting*

Councillors expressed sympathy with Mrs Bond's situation but could not agree to tannoy announcements in Castle Street. There were plenty of signs advising that social distancing should be observed. A Councillor noted that there were no signs at eye level. It was proposed, seconded and carried unanimously that a reply be sent to Mrs Bond advising that there was a large amount of signs in Castle Street, that Facebook posts advising that social distancing should be adhered to would be increased and that Anglesey County Council be contacted about the positioning of signs.

#### **51.1.7 Helen Mollart: Complaint about car parking charges in Beaumaris**

A Councillor noted that a complaint about parking charges had also been received via Facebook messages.

It was proposed, seconded and carried unanimously that the letter be received.

#### **51.1.8 Anglesey County Council/Councillor Carwyn Jones: Castle Square**

An email had been received from the County Council advising of block bookings for markets in Castle Square for the rest of 2020 and from Spring 2021 through to December. It was noted that that local traders suffered a loss of 60%-70% in business when the markets were in the square.

A Councillor stated that the Project Officer was currently in discussion with Alan Jones of the County Council with regard to Beaumaris Town Council taking over the responsibility of Castle square.

It was proposed, seconded and carried unanimously that a letter be sent to Mr Jones at the County Council asking how one person is able to block book the Square for a whole year, asking under the Freedom of Information Act how much, if anything, the organisers were paying for the bookings and requesting a meeting to discuss Castle Square. A copy of the letter to be sent to Councillor Carwyn Jones.

#### **51.1.9 Welsh Hearts: Defibrillator - Discounted special package**

It was agreed that more defibrillators were needed.

It was proposed, seconded and carried unanimously that Council requests further details from Welsh Hearts.

#### **51.1.10 Anglesey County Council: Mechanical grillage at Mill Lane**

The County Council advised that work was to start in the week commencing 21 September. A Councillor advised that the date had now been changed and work would commence in early October.

#### **51.1.10 SP Energy Networks: Proposals for the Green, Beaumaris**

SP had originally wanted to lay a cable on the Green during the summer. This was now planned for a quieter time during the winter.

It was proposed that the Project Officer be asked to meet with the representative of SP Energy to discuss further.

#### **51.1.11 Robert Macaulay: Christmas in Beaumaris**

The email contained information about this year's Christmas Tree Festival. There would be some trees in the Church but local businesses were being asked to dress a tree on the theme 'Christmas Carols' or 'Christmas Songs' and display in their own windows. The Administrative Officer confirmed that the Town Council office would be displaying a themed tree in the foyer of the Town Hall.

#### **51.1.12 Councillor Alwyn Rowlands: Resignation of Town Clerk**

*(Two Councillors left the meeting due to poor internet connection, leaving 6 Councillors present)*

A lengthy discussion was held into the reasons why the staff members had resigned their positions within the Town Council office.

Councillor Rowlands said he was very concerned that three members of staff had left comparatively recently and he proposed that an independent inquiry be held into the reason.

The proposal was seconded and put to the vote. Three members voted for the proposal, and three members voted against. The Chair used her casting vote and voted against the proposal, explaining that the usual precedent in the case of a casting vote is to vote in favour of the status quo.

It was further proposed that the incoming Town Clerk, after a settling-in period, should look at the subject of staff retention and review the reasons for staff leaving. The proposal was seconded and carried unanimously.

#### **51.2 Correspondence not read out**

51.2.1 Zurich Insurance: Update of Town Council's Insurance policy

51.2.2 Annabel Kiernan: 'Our week in Beaumaris'

- 51.2.3 Always Aim High Events: Possible Winter Duathlon/Winter Run
- 51.2.4 Clerk, Llanfairpwll Information request re setting up allotments
- 51.2.5 Woodturners Association Possibility of October exhibition going ahead
- 51.2.6 Sarah Zalot Complaint about public toilets  
*A Councillor said that he had conducted a spot check at the public toilets and was concerned that there was no daily check sheet visible. The Administrative Officer advised that the staff had run out over the weekend but had now been supplied with the check sheets.*
- 51.2.7 G K Jones FOI request off street parking
- 51.2.8 David Barron Memorial Bench in Beaumaris
- 51.2.9 Neil Hughston Memorial Bench in Beaumaris
- 51.2.10 Hazel Johnson-Ollier Theft from Bishopsgate
- 51.2.11 Beaumaris Band Rehearsals on the Green
- 51.2.12 The Puffin Newsletter Request for financial support
- 51.2.13 DEFRA Online Marine Survey
- 51.2.14 Hefin Thomas Postponement of 2020 Food Festival
- 51.2.15 Woodland Trust Tree pack arriving November
- 51.2.16 Ben Davies Dangerous playground gate
- 51.2.17 E-mail Window display in Castle Street
- 51.2.18 Adplay Outdoor/Parkour/Bouldering Equipment
- 51.2.19 Efan Milner Covid signs and floor stickers
- 51.2.20 Llyr Gruffydd AS/MS Poster

### **51.3 Facebook direct message**

- 51.3.1 Offer from Cariad Doves to release doves at the Act of Remembrance. It was agreed that the message be referred to the Royal British Legion.
- 51.3.2 Two enquiries about this year's fireworks displays
- 51.3.3 Complaint about parking charges
- 51.3.4 Request for contact of Thomas Close Play Area in order to give a donation
- 51.3.5 Lost phone enquiry

### **52.0 TO RECEIVE SUB-COMMITTEE REPORTS:**

#### **52.1 Report on visit to Allotments by Councillor Sarsfield**

In the absence of Councillor Sarsfield, it was agreed that this item be deferred

### **53.0 CORONAVIRUS UPDATE:**

- 53.1 An email had been received from a Councillor requesting an emergency resolution. It was agreed that an emergency resolution could not be accepted but as it concerned Coronavirus it would be discussed. The Councillor proposed that either facilities be made available in the Town Hall for those Councillors who could not currently attend virtual meetings or that equipment be made available for these Councillors to attend from home.

The Chair proposed that a decision be made under designated powers, but as it involved expenditure it was pointed out that it should have approval of Council. It was proposed that the Town Mayor, the Deputy Mayor and the Chair of the Gaol and Courthouse move the issue forward and produce a recommendation for ratification at the next Council meeting. Seconded and carried unanimously.

#### **53.2 Transforming Towns Funding update**

The Administrative Officer gave an update on the application submitted. There were still some issues with the application and an update was requested for the next Council meeting.

#### **53.3 Welsh Government Loss of Income grant funding update**

The application for loss of income has been submitted but had not yet been acknowledged. It was not a certainty that funding would be forthcoming.

**54.0 MAINTENANCE OF THE GREEN**

Councillor Owen said that the Green was not draining and was in a poor state. It had been agreed in September 2019 that contractors would be sought to quote for remedial work to the Green but this had not yet been carried out. It was noted that with the cancellation of the Fireworks event and the Victorian event, now would be the ideal time for work to be carried out on the Green.

It was proposed, seconded and carried unanimously that quotes be sought from 3 contractors for work required on the Green as soon as possible and that a special meeting be called to discuss the quotes. Councillor Owen said that a functional specification could be supplied.

**55.0 BEAUMARIS IN BLOOM**

**55.1 Wales in Bloom Competition and Prize-giving postponement**

The Town Mayor reported that the prize-giving ceremony planned for this year in Beaumaris had been postponed until 2021, and proposed that the same agreed arrangements be in place for next year. The proposal was seconded and carried unanimously.

**55.2 Flower contracts and Beaumaris in Boom financial support for 2021**

The Town Mayor proposed that the same contractors, Haulfre and Castle Gardens, be used for the floral displays for 2021. The proposal was seconded and carried unanimously. It was asked that a letter of thanks be sent to Haulfre.

**55.3 Hanging baskets**

The Town Mayor proposed that the provision of hanging baskets be put out to tender. The proposal was put to the vote and was carried unanimously.

**55.4 Financial support for the Beaumaris in Bloom Committee**

It was proposed by the Town Mayor, seconded and carried unanimously that the amount agreed for 2020, £3,000, be carried forward to 2021.

**Meeting closed 9.31 pm**

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**Deputy Mayor**  
**Councillor R A Jones**

**Date .....**