

Cyfeillion Cadw Tremadog

Registered Charity no. 1006196

Limited Liability Company registered in Britain no. 2660688

Meeting of the Governing Body 23/07/15

DRAFT

Present

Dewi Williams, Chair

Elsbeth Thomas

Jane Johnson

Carol Hayes

Bethan Rees Jones

Aled Griffiths (appointment confirmed during meeting)

Apologies

Gareth Hughes

Lyn Jones

Frances Voelcker, secretary

1. Notices and Apologies:

i) Thanks: Dewi Williams noted that this was the first meeting of the trustees since the death of Graham Johnson. He thanked Jane for coming to the meeting, and noted the trust's indebtedness to Graham for his many services to the trust.

ii) Apologies: Gareth Hughes (family commitment). Lyn Jones (working on late shift) Alwyn Gruffydd, County Councillor, away on holiday.

2. Minutes Trustees' meeting of 22/09/14: Dewi Williams read through the Minutes.

Proposed correct: Elsbeth Thomas *Seconded:* Jane Johnson. It was noted that the Trust has held its AGM and a public meeting to discuss proposals for the garden in the interim.

3. Matters arising:

Re 3.) *Market Hall*. This has now been let, to Gelli Engineering. Some trustees expressed concern at the new signs which are large, a very strong blue colour and felt to be unsympathetic to the building. FV suggested she should take a photograph, sketch alternatives, and write a very polite letter to Gelli, expressing gladness that the building is now occupied but asking if more sympathetic signs could be substituted.

Re 6) *Tannery* FV reported that she had expected to travel with Ron Douglass of Cywaith to the Cadw-held meeting at Rhayader and discuss the Tannery with him, but he was unable to attend. In a short phone discussion, he saw little scope for Cywaith's involvement as no viable end use has been identified for the building.

Re 11 ii) *Smokers waste bin* FV reported that despite being asked and reminded, tenants have not provided a bin. Trustee agreed that the trust should purchase a cigarette bin and present it to the tenants.

4. New Trustee: Aled Griffiths has filled in and signed the form of Application for Membership and Acceptance of Office as a Trustee, and handed this to FV to keep in the Register of Trustees. Dewi Williams welcomed Aled and thanked him for his readiness to serve as a trustee.

5. Church property: Landlord's duties

Frances Voelcker distributed a cashflow spreadsheet setting out the expected expenditure on the former church over the year. This includes routine servicing and maintenance charges, the quinquennial tree survey, and also repairs to vandalised lights, improvements to external lighting, and a proposed security door to close off the rear porch. At the spring clearing of gulleys, FV discovered that tree roots have

penetrated one of the rainwater drains on the south side of the church so once the scrub growth has been cleared, this too will need to be rectified. FV has guessed at the cost of the porch door and the drain repairs. Together with the works of felling and lopping trees as advised by the arboriculturalist, (see item 6), the result will be that the sum in the property reserve at the start of the year is unlikely to be much increased by the end of the year.

- i) Re security door to porch: FV showed the drawings of existing and proposed. The door will be plain metal, painted grey, with a panic bolt inside. It is not ideal as it will have to be located on the bottom step but is the best that can be achieved in the space available, to allow rapid and safe escape. It was agreed that FV should apply for Listed Building Consent for this, and obtain quotations. Aled Griffiths took a copy of the drawings to obtain a quotation from Ian Lester, a local metalworker. FV will obtain at least one other tender.
- ii) Re replacement of failed double glazing units and painting of external timber and metalwork: it was noted that the double glazed units that have failed are all on the south side and almost all the failures are of the gothic-pointed units. FV said that with the routine work garden work and other repairs, she cannot obtain quotations for this work to windows and paintwork this year although it is now needed. Aled Griffiths agreed to organise this work.
- iii) Bethan Rees Jones suggested that applications for grant towards the costs of the security door, and the reglazing and repainting should be made to Porthmadog Town Council and to the Rebecca Trust in the autumn, with a copy of the latest accounts and the quotes for the works.

6. Church property: Gardens

FV reported that only four people attended the Open Meeting despite delivering a flyer for the event to every home in Tremadog. (It was held on the same day as an important funeral.) The four volunteered to help with the creation and maintenance of a simple community garden but considered that the proposed raised beds would just attract vandalism. The trustees were given a spreadsheet setting out the three quotations for tree works and clearing the brambles, saplings etc. FV reported that she had awarded the contract to the lowest tenderer, Rhodri Williams of Nant Tree Services, Talysarn, and the work should start on Monday 27 July, and take approximately 3 days.

Arisings: Logs – Bethan Rees Jones offered to ask if her son would take and sell on the logs, splitting the proceeds with the trust, as he deals in firewood.

Chippings – These are to be kept on site for use by the gardening volunteers

Proposed planting bed using stone salvaged from Roman Kiln: FV to speak to Glyn Owen; Jane Johnson will find contact details for a stonewall builder her neighbours found satisfactory.

7. Tremadog 200: i) Late Summer Fair is to be held on 12 September. FV reported that tenants Cartrefi Cymru have agreed that the artists and craftpeople may display/sell their work in the First Floor Meeting Room on that day. Cartrefi Cymru will not charge but ask that the room be left clean and tidy. It was noted that no holes in or attachment may be made to the walls: people will need to bring display stands.
- ii) Bethan Rees Jones and Dewi Williams reported that a historic display will be mounted in the entry and hall, co-ordinated by Dewi.
- iii) It was agreed that the Trust's Autumn Open Day should be held on Sep 12 as part of the same event.

8. Any Other Business:

Planning Application for 6 y Craig/6, Sunnyside.

- Carol Hayes left the meeting, as she had already voted with the Town Council “no objection” to the application.
- Bethan Rees Jones said that she had declared an interest at the Town Council as she has a connection with the applicant, so she took no part in the discussion at the Town Council nor in this CCT trustees’ meeting.

Frances Voelcker reported that she had been contacted by a neighbour who objects to the size of the proposed development. FV showed the submitted plans and photographs of existing, and the proposed two-storey extension. It was agreed that the extension is large in comparison with the original house, doubling the frontage, and could even be a small house in its own right. It was noted that the original house is double-fronted and has already been extended to the rear. The overall site is large enough (uphill to the rear) but this side extension almost fills the total frontage. No internal floor plans of existing or proposed are shown, although this is a Listed building, so it is not known if any historic fabric remains and will be lost in making the new opening shown at first floor level to the bedroom above the proposed garage. The location of the double garage door on the street front is the element of most concern due to its proportions, very unsympathetic to the historic terrace; and because an electricity pole is located in the middle of the garage door and close to it, making safe use difficult. It was noted that there is a double garage to the rear of the adjacent site so that vehicle access will be maintained there. Could this be used by the applicant (by agreeing a private wayleave with the owner), so that the wide garage door could be moved to the new gable allowing smaller traditionally-proportioned openings on the street front? FV to write to the planners noting all these points. (See letter in file)

9. Date & Time of next Trustees’ meeting: Just before Autumn Open Day on 12 Sep:
FV will contact trustees to agree a suitable date and time.