

**CYNGOR TREF CONWY TOWN COUNCIL  
THE GUILDHALL, CONWY.  
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
HELD ON MONDAY 2<sup>nd</sup> OCTOBER 2017**

**Present: Councillors –S Cotton (Deputy Mayor, Chair), V Macdonald, P Hart, E Leighton Jones, B James, D Hale, J Vaughan, A James, H Roberts, T James, S Barber-Bailey, E Hughes, G Edwards, M Priestley, T Hughes, B Chapman (The Mayor),**

**In Attendance: H Barritt, Town Clerk & Responsible Financial Officer  
R Lees, Assistant to the Town Clerk  
R Gill, Corporate Communications and Marketing Manager, CCBC  
M Gilbert, Principal Marketing, Brand, Customers & Events Officer, CCBC**

**Apologies: Councillor T Lewis**

**Declarations of Interest – Code of Local Government Conduct: None**

**Minute Number**

**129. Conwy County Borough Council Presentation**

Members received a presentation from Rachael Gill, Corporate Communications and Marketing Manager, CCBC & Millie Gilbert, Principal Marketing, Brand, Customers & Events Officer, CCBC.

Members received information regarding the events strategy for previous & upcoming events in the County which play a vital role to County's economy. The events strategy works to promote the County as a dynamic location for events & to raise awareness of what the County has to offer nationally & internationally. It was suggested to hold a meeting to discuss how County Council and Town Council could work together in November 2017. The Chair thanked Ms R Gill & Ms M Gilbert for the interesting presentation.

**130. Minutes**

- Minutes of the Town Council Meeting held on 18<sup>th</sup> September 2017  
Page 2 Minute 46. Mobile Phone Masts should read "the mast by the flyover is not in an appropriate position  
RESOLVED that the minutes are ACCEPTED and APPROVED with the above amendment

**131. Questions on the Minutes**

- a) Minute 43 – Questions on the Minutes, Small Christmas Trees in Conwy  
The Town Clerk informed members that the quote for the trees was £16.50 each.  
RESOLVED that the quote is accepted
- b) Minute 46 – Mobile Phone Masts  
The Town Clerk informed Members that Vodafone have not responded
- c) Minute 49 – North Wales Walled Towns Friendship Circle  
The Town Clerk read a thank you letter from D Holland for arranging the bowling competition this year
- d) Minute 50 – Conwy Town Council Website Working Party  
Members were informed that the meeting will be held on 5/10/17 at 10am in the Guildhall

**132. Town Clerk's Report**

Members received the Town Clerk's Report (Schedule A attached) and the following additional item:  
CVSC AGM, 12/10/17 3pm. Llandudno Town Hall, Llandudno, LL30 2UP

**133. Planning**

**a) Planning Applications**

Members considered and commented on the attached Schedule B

**b) Planning Decisions Issued**

Members received list of planning decisions issued by Conwy County Borough Council

**c) Planning training**

Members were informed that the only available date for planning training was 21/11/17 at council offices and that they can accommodate one person. Members felt that they should all receive training.  
RESOLVED that the Town Clerk contacts the County Council to arrange training for all Members.

**134. Parking at Ysgol Awel Y Mynydd**

Members received information regarding the parking problems in and around the area of the School. Concerns were made by staff and parents regarding the safety of the children. The issue was raised with the County Council before the School was built but no solution to limited parking was found.

RESOLVED that:

- Councillor T Hughes writes a report using all the complaints & comments she received.
- The Town Clerk write to the Chief Executive of CCBC, the Leader & the Cabinet Member for Education to express the concerns

**135. Bus Shelters**

Members received an invoice from Conwy County Borough Council for the contribution towards the maintenance of 21 bus shelters in the community at a cost of £250 per shelter giving a total of £5250 plus vat

RESOLVED to approve the contribution of £250 per shelter for 21 shelters for 2017/18

**136. Conwy River Festival**

RESOLVED that the agenda item is deferred to a future meeting

*Councillors J Vaughan & G Edwards left the meeting at this juncture*

**137. Open Doors 2017**

The Assistant to the Town Clerk gave a report on the Open Doors weekend at the Guildhall. The overall visitor numbers were 211, making it a successful weekend with visitors from all over the world coming to see the building. Comments on the day included thanks to the Mayor for the interesting information he gave about the building & its history. Members thanked Councillor A James for helping to draw the public in this year. Members would like to have the Hawks outside next year & possibly more advertisement.

**138. Creating Playful Communities**

Members received information regarding the workshop which is aimed at Town & Community Councillors.

RESOLVED that the Town Clerk forward the link to all members

**139. Llandudno Hospital Stakeholder Prioritisation**

Councillor P Hart gave a report on the Steering Group and was thanked by the Chair for the information given

**140. Welsh Government Consultation - Electoral Reform in Local Government in Wales**

Members NOTED the Consultation

- 141. Clustering: Funding to Support the Initial Setting Up of Joint Arrangements – Welsh Government**  
Members RECEIVED and NOTED the information
- 142. Ward Meetings**  
RESOLVED that the agenda item is deferred to a future meeting
- 143. Honorary Bailie Ceremony 2017**  
Members discussed the arrangements for the Honorary Bailie ceremony on 30th October 2017 and received their invitations. Councillor V Macdonald would like an oath to be included in the ceremony.  
RESOLVED that:
- Councillor V Macdonald send the Oath to the Civic Assistant & Events Co-ordinator to include in the ceremony
- 144. Conwy Borough Football Club**  
Members discussed the wording on the board  
RESOLVED that:
- “and our community” is added to the new board at a cost of £250.
  - The Town Clerk ask the Club to keep the existing board up at no extra cost in recognition for the contributions given over the years
- 145. Hire of Guildhall**  
Councillor T Hughes requested the use of the Guildhall to hold an afternoon tea event for Contact the Elderly.  
RESOLVED that permission to use the Guildhall is given
- 146. Councillor Visits**  
Members discussed possible Councillor visits to Conwy County Borough Council’s Recycling Plants including food waste & to Dŵr Cymru Welsh Water Sewage works  
RESOLVED that the visits are arranged
- 147. Approval of Payments**  
RESOLVED that the following payments are approved:
- a) Supertemps – Temporary Staff 11/9/17 to 17/9/17 - £513.80 plus vat
- Along with the following additional items:
- b) Supertemps – Temporary Staff 18/9/17 to 24/9/17 - £367.00 plus vat
  - c) Llandudno Junction Community Club Ltd – Room Hire for talks on 19/9/17 - £25.00
  - d) A. Slater – Guildhall & Bus Shelter Windows 4 Weeks to 22/9/17 - £170.00
  - e) Aventure Limited – HR Services Insurance 1/10/17 – 30/9/18 - £155.16 plus vat
  - f) Standard Lift – Guildhall Stair lift Annual Service Contract - £132.50
  - g) Viking – Cleaning Materials - £35.97 plus vat
- 148. Cash Payments**  
There were no cash payments
- 149. List of Cheques**  
RESOLVED that the list of cheques 376 as tabled, is approved for payment (Schedule C)

**There being no further business the meeting was closed at 8:33pm**