

**CYNGOR TREF CONWY TOWN COUNCIL**

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON MONDAY, 10<sup>th</sup> NOVEMBER 2014**

**PRESENT :** Councillors – R Parker (Town Mayor), E Leighton Jones (Chair), V Macdonald, S Allardice, B Chapman, R Hughes, B James, S Cotton, P Hart, T James, G Edwards, E Hughes, J Fallon, H Roberts.

**IN ATTENDANCE :** Helen Barritt Town Clerk  
Rachel Lees (Assistant to the Town Clerk)  
Emma Dowell, Regulatory Services, Conwy County Borough Council  
Matthew Frankcom, Regulatory Services Conwy County Borough Council

**APOLOGIES :** Councillor C Rigal

**Declarations of Interest – Code of Local Government Conduct :**

**Agenda Item 5a Planning Applications** – Councillors Fallon & Edwards are members of Conwy County Council Planning Committee

Councillor Mrs Hughes has a relative who is a neighbour of applicant 0/41162

Councillor Leighton-Jones is a neighbour of applicant 0/41162

**Minute Number**

*Councillor Hughes joined the meeting during the following agenda item*

**148. CCTV, Conwy County Borough Council**

The Chairman welcomed Ms Dowell and Mr Frankcom to the meeting.

Ms Dowell explained the way CCTV operates in the area. Members were told there is now a need for Town Councils to contribute to the running costs of the cameras in their area. Statistics and costs were discussed along with an in depth description of how the recordings are analysed. The Mayor read out an email from Welshpool Town Council, where they have taken on the services of CCTV from the County Council. It was suggested the email be forwarded to Ms Dowell and Mr Frankcom for reference.

Members thanked Ms Dowell and Mr Frankcom for the informative presentation they gave.

**149. Town Clerk's Report**

Members RECEIVED and NOTED the Town Clerk's Report (Schedule A)

The Assistant to the Town Clerk reported the following additional items:

- a) Conwy County Borough Council Meetings
  - i)The meeting of Communities Overview and Scrutiny Committee scheduled for 20/11/14 at 6pm has been moved to 4.30pm 20/11/14
  - ii)There is a Special Meeting of the Council to be held on 17/11/14 at 2pm
- b) Environment, Roads & Facilities  
Cadw have submitted an application to erect scaffold on the side of the Castle on Llanrwst Road to carry out repair works. Traffic Management will need to be in place for 1 day, work will be carried out on 20/11/14 to 21/11/14 after 9am
- c) Conwy Rural Partnership  
The latest brochure is available on the Chamber table in the Guildhall
- d) Big Lunch Extras – Eden Project
  - i)Halifax's Giving Extra Awards, nominate someone who makes a positive difference in your area by 23/11/14.
  - ii)Children in Need Funding – you could be eligible for a small grant if you are part of a not-for-profit organisation or charity working with disadvantaged young people.

- iii) Comic Relief UK funding-awards grants to small groups in disadvantaged areas which are tackling one of 5 themes: Better Futures, Safer Lives, Healthier Finances, Fairer Society and Stronger Communities.
- iv) Free Trees for your community – The Woodland Trust is giving away free tree packs to Schools and Community and Youth groups
- e) Historic Towns Forum  
The Annual Conference is on 25/11/14 in Chester
- f) Road Closures
  - i) Whole Road, Conwy Quay Access Road, Conwy, 15/11/14 to 16/11/14, Dŵr Cymru Welsh Water work.
  - ii) Junction Mill Hill to Hendre Road, Hendre Road 13/11/14 to 15/11/14, BT work
  - iii) Conwy Bridge, A546 & Church Walks Deganwy to Llandudno 23/11/14 6.30am-1.30pm
- g) Letter of Thanks  
Llangollen International Musical Eisteddfod sent a letter of thanks along with a short report of the success of the event

*The Deputy Mayor and Councillor Mrs Hughes left the room during discussion of Planning Application 1  
Councillor Chapman took the chair for the discussion and decision of this application*

#### **150. Planning**

##### a) Planning Applications

Members considered the applications on Schedule B attached hereto and made recommendations and comments as detailed

##### b) Planning Decisions Issued

Members RECEIVED and NOTED the planning decisions issued by Conwy County Borough Council

#### **151. Accounts**

a) Members received the quarterly reports to 30<sup>th</sup> September 2014. The town Clerk currently expects an overall saving of £16k for the year (Schedules C to E)

**RESOLVED** that the quarterly reports are accepted

b) Members received the Statement of Reserves to 30<sup>th</sup> September 2014. The balance as at the end of 2014/15 is currently anticipated to be £141k (Schedule F)

**RESOLVED** that the Statement of Reserves is accepted

c) Members received the Bank Reconciliation and Financial Statement as at 30<sup>th</sup> September 2014. The balance was £219,167 (Schedule G & H)

**RESOLVED** that the Bank Reconciliation and Financial Statement are accepted

d) Members received the Balance Sheet as at 30<sup>th</sup> September 2014

**RESOLVED** that the Balance Sheet is accepted (Schedule I)

e) **RESOLVED** that a meeting to discuss the draft budget for 2015/16 is held on 15/12/14 at 6.30pm in the Guildhall

#### **152. Town & Community Councils Forum**

Councillors Chapman and Mrs Hughes gave a report on the meeting held on the 23<sup>rd</sup> October 2014. They found the meeting very interesting and felt they would like to go to future meetings.

Items discussed included the merger of County Councils, the County Council's budget, provision of sport and the library service in the County

Members thanked Councillors Chapman and Mrs Hughes for attending the meeting and their report

**RESOLVED** that Councillors Chapman and Mrs Hughes go to future Town & Community Councils Forum, along with the Mayor if available

**153. North & Mid Wales Association of Larger Councils**

The Mayor gave a report on the meeting held on the 24<sup>th</sup> October 2014. She had circulated a written report to the Town Council. Matters discussed included the Local Government reform and the effect on Town & Community Councils in Wales.

**154. North Wales Fire & Rescue Authority**

Members received details of a public consultation on the level of fire and rescue services provided in North Wales 2015/16 and beyond.

**RESOLVED** that:

- a)Councillor Fallon forward a report from the Chief Officer to all members
- b)The agenda item is brought to a future meeting if Members so wish

**155. Honorary Bailiffs**

Councillor Macdonald circulated a draft document to be used for reference when appointing an Honorary Bailiff. The document was discussed by Members who suggested amendments and the process. Members thanked Councillor Macdonald for producing the original document.

**RESOLVED** that:

- a)Councillor Macdonald amend the document for Members to approve at a future meeting
- b)The Town Council precepts in 2015/16 for a ceremony and gift

**156. Conwy Civic Society**

Councillors Chapman and Mrs Hughes gave a report on the meeting held on 6<sup>th</sup> November 2014. The discussions in the meeting emphasised the need for the Society to continue but in a different form. The launch will be a public meeting either on 21<sup>st</sup> or 28<sup>th</sup> January 2015 in the Guildhall

The Town Clerk will look into the situation as to whether the Society can use the Guildhall as a postal address

**RESOLVED** that the Agenda item be brought back to a future meeting after the public meeting is held in January 2015

**157. Hanging Baskets**

Members were informed that the hanging baskets would need to be collected and taken back to Bryn Eurn Garden Nursery. The letters for the local businesses in the area were given to Members to distribute.

**RESOLVED** that members will take the letters to relevant businesses and collect the baskets

**158. Christmas**

a) The Town Clerk informed Members that the small Christmas trees would be delivered to Conwy Quay on Monday 24<sup>th</sup> November at 9.30am

b)Members were informed that it is unlikely that the repairs to Deganwy Promenade will be completed in time for the Boxing Day Dip

**RESOLVED** that the Boxing Day Dip 2014 is cancelled

c)Councillor Edwards confirmed that he would be Santa Claus on Christmas Eve. Members were informed that Mr Lucas would be happy to stand in

d)Members were asked to ask other Choirs to come along to the Carol singing on Christmas Eve

e)Members were asked whether they would be attending the events

f)Members were asked to think of someone to do the firework countdown

g)The Town Clerk reminded Members that the Safety Advisory & Entertainment meetings would be held during the week

h)Members informed the Town Clerk that 2 motifs in Deganwy were already lit

**RESOLVED** that the numbers of the lamp posts are given to the Town Clerk to report to Bebbington & Wilson

**159. Llandudno Junction Regeneration Scheme**

Councillor Hart gave an update on the improvements taking place and informed Members that under the constitution of the Scheme only one Town Councillor is permitted to represent the Town Council. Members stated that as there are two wards in Llandudno Junction there should be a representative from both wards

**RESOLVED** that the Town Clerk writes to the Llandudno Junction Regeneration Scheme requesting:

- A copy of the constitution
- That the constitution is changed to allow two Town Councillors as representatives, one from each Ward
- That the Town Council is sent agendas for meetings taking place

**160. Conwy Harbour Advisory Committee**

Members received a report from the Deputy Mayor on the meeting held on 17<sup>th</sup> September 2014. Items discussed included concerns of a build-up of sand within the Estuary and repairs to the Beacons Pontoon.

**161. Remembrance Sunday Payments**

**RESOLVED** that the following payments are approved:

- a) Cambrian Band - £200 donation
- b) Conwy Borough Football Club - £100 donation for stewarding
- c) Llandudno Junction Football Club - £100 donation for stewarding
- d) Mitchell Bradley-Williams - £50 donation to cover expenses as a Bugler
- e) J R Lingwood - £40 as Mace Bearer
- f) Mrs A Owen, Mayor's Secretary - £50 net for additional hours

**162. Welsh World War 1 Memorial in Flanders**

The Town Clerk informed Members that she had spoken to a member of the organisation regarding making a donation to the memorial. The town Council had resolved to make a donation in 2014/15 after receiving a request in 2013. Mr Carter Jones had informed her that they had raised all the funding required for the memorial, but may be undertaking another project which they would make further requests for.

**163. Town Council Seal**

Members received a request from the Mayor to use the Town Council Seal on correspondence for the busking event to be held in April 2015

**RESOLVED** that the Seal may be used.

**164. Use of Guildhall**

Members received a request to use the Guildhall from Councillor Macdonald for a reading group on 26<sup>th</sup> November 2014 at 11am to 1pm

**RESOLVED** that the reading group can use the Guildhall

**165. Approval of Payments**

**RESOLVED** that the following payments are approved:

- a) A Slater – Guildhall Bus Shelter Windows, 4 weeks to 24/10/14 - £160.00
- b) Northern Controls Ltd – Replace VT Circuit Temperature Sensor, - £216.60 plus vat
- c) Konica Minolta Business Solutions – Photocopies 30/1/14 to 29/10/14 - £127.62 plus vat

**166. Cash Payments**

There were no Cash Payments.

**167. List of Cheques**

**RESOLVED** that the list of cheques 304, as tabled, is approved for payment (Schedule J)

*The Chairman allowed the following item as a matter of urgency*

*The Town Clerk advised Members to consider their positions regarding Declarations of Interest on this matter*

**168. Deganwy Library/Community Hub**

Members were informed that the Cabinet of the County Council would be discussing the Area Library/Archives and the future of Deganwy Library the following day

It is possible for the County Council to provide funding through the Prudential Code to enable the Deganwy Library building to become the Deganwy Community Hub

Members thanked Councillor Fallon for her work on Deganwy Community Hub

**RESOLVED** that Councillor Fallon informs the Cabinet of the Town Council's resolution taken at the Town Council meeting on 27<sup>th</sup> October 2014 to support the plans for the Hub and precepts for support in 2015/16.

Councillors Cotton, Fallon, Mrs James, Edwards & Chapman did not take part in the vote on this proposal.

**There being no further business, the meeting was closed at 9.40pm**