

**CYNGOR TREF CONWY TOWN COUNCIL  
THE GUILDHALL, CONWY.  
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
HELD ON MONDAY 11<sup>th</sup> FEBRUARY 2019**

**Present: Councillors – S Cotton, (The Mayor), G Edwards (Deputy Mayor & Chair), P Hart, T James, G Willetts, V Macdonald, E Leighton-Jones, B Chapman, J Vaughan, J Rooney, C Ryan, S Barber-Bailey, E Roberts, H Roberts**

**In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer  
Rachel Lees, Assistant to the Town Clerk  
Ms Bethan Wynne Jones, Property Investment Officer, CCBC**

**Apologies: Councillors T Hughes, M Priestley**

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

Agenda Item 15, St Mary's Church Clock – Councillor J Vaughan Lives close to the Church Clock

**137. Penmaen Road Play Area, Conwy**

Members received a presentation from Ms Jones regarding the new play area being considered on the existing site. A public consultation was held to see what the residents from the area would like to see at the park and various ideas have been taken on board. The designs are now out to tender and Ms Jones will get back in touch with the Town Council once more information is available. The play area is to be fully funded by European funding. Members were concerned about the maintenance of the play area. A bid has been submitted to the rural development fund for a grant for the maintenance. The Chair thanked Ms Jones for the presentation.

*Ms Jones left the meeting at this juncture.*

**138. Minutes**

- Minutes of the Town Council Meeting held on 28<sup>th</sup> January 2019.  
RESOLVED that the minutes are ACCEPTED and APPROVED

**139. Questions on the Minutes**

i) Minute 91. Conwy Mussel Industry

The Town Clerk informed Members that M Forbes and T Jones have been invited to present to the Council at a future Meeting. M Forbes is awaiting T Jones's report and will get back to the Town Clerk with possible dates.

ii) Minute 92. Lancaster Square Benches

The Town Clerk informed Members that having looked at the correspondence sent by T Hopkins, CCBC between himself and the previous Town Clerk, there was no clear evidence of authority to pay for the benches. The Town Clerk has written to CCBC and is awaiting a reply.

**140. Town Clerk's Report**

Members received the Town Clerk's Report (Schedule A attached) with the following additional items:

- a) Conwy Fair Trade Coalition & Ysgol San Sior invitation to Fair Trade Pancakes, Tuesday 5<sup>th</sup> March at 2pm, Ysgol San Sior, Church Walks, Llandudno, LL30 2HL.
- b) Thank you card from ex Councillor E Hughes.
- c) Point 4, Town Clerk's Report - Tree Charter Survey – As the Tree Charter Survey asks for Town Councils to inform them of what they are up to with regards to tree, Members discussed informing them of the trees which are being planted by the new Lidl development, also the Cherry trees which are being donated to Conwy by Japan and possibly the Orchard in Conwy.

**141. Planning**

**a) Planning Applications**

Members considered and commented on the attached Schedule B

**b) Planning Decisions Issued**

Members received a list of planning decisions issued by Conwy County Borough Council (Schedule C)  
The decisions were NOTED.

**142. Use of the Guildhall for Japanese lessons**

Councillor B Chapman informed Members that 6 basic Japanese lessons will be offered to everyone in the community starting from the 5<sup>th</sup> March. The cost would be £2 per lesson to cover travel costs of the teacher. The lessons could take place in the Guildhall every Tuesday, 6.30 to 8pm. Councillor Chapman will open and close the building and will organise advertisement of the lessons.

RESOLVED that the use of the Guildhall for Japanese lessons is free, and that Councillor Chapman has a set of keys and advertises the lessons.

Councillor T James abstained from voting.

**143. Use of Guildhall for a basic Welsh lesson to a group of French travel guides**

Members received information from Councillor B Chapman with regards to holding a basic Welsh lesson on Monday 13<sup>th</sup> May to a group of French Travel Guides.

RESOLVED that Councillor B Chapman hold the event in the Guildhall.

**144. The Sakura Cherry Tree Project**

Councillor B Chapman informed Members that Cherry Trees have been offered free of charge to Conwy Town Council Communities from the Japan-British Society. This comes following the Japan-Uk declaration on prosperity cooperation made by Prime Minister Shinzo Abe and Prime Minister Theresa May. Members were asked to consider locations for the Trees in each community, ideally they should be planted in large groups of 30 or more. Members look forward to receiving an update from Councillor B Chapman in due course.

**145. Deganwy Pedestrian Crossing over the Llandudno Railway Line**

Members received feedback from the Mayor regarding the Public consultation.

**146. Purchase of a Franking Machine**

The Town Clerk discussed having a franking machine in the office due to the post office in Conwy closing in March and to reduce postage costs. It was suggested to make use of Llandudno Junction Post Office once Conwy Post Office closes.

RESOLVED that the Town Clerk explore the costs and inform the Town Council at a future meeting.

**147. Hanging Baskets**

The Town Clerk informed Members that only 2 companies had come back with quotes for the hanging baskets 2019 and therefore will obtain a third quote.

RESOLVED that hanging basket quotes be placed on a future agenda when the third quote is obtained.

**148. Aberconwy Ward Vacancy**

The Town Clerk updated Members on the vacancy. There will be an election taking place on the 28<sup>th</sup> March 2019. The costings for the election are as follows: Printing of poll cards = £57.00 Postage of poll cards  
If they go out by Royal Mail (2nd class at 26.25p per poll card) the cost will be about £344.55. If they are hand delivered by a canvasser it will cost 25p per property, so this would cost about £199.50 plus mileage.

RESOLVED that Poll cards are printed and sent out by Royal Mail at a total cost of £ 401.55.

**149. St Marys Church Clock**

The Town Clerk read correspondence from a member of the public. Members discussed in depth the chimes of the clock.

RESOLVED that:

- a consultation is held in the form of a letter sent to residents in the Town of Conwy.
- The Town Clerk drafts a letter
- The Town Councillors hand deliver the letters.

**150. Approval of Payments**

RESOLVED that the following payments are approved:

- a) N E Flint Mileage to Abergele & Wrexham OVW Training - £51.12
  - b) Deganwy Prom Day - Mayoral Donation to Deganwy Prom Day 2018 - £30.00
  - c) North Wales Walled Town Membership for 2019/20 £800.00 & 2 x £25.00 Car Rally Trophies 2018/19 - £850.00
  - d) Trilo-byte - Secure Cloud Storage 01/1/18 – 31/01/19 - £32.40
  - e) CCBC - Supply of Barriers around Christmas Trees - £128.88 plus vat
  - f) CCBC - Supply of Barriers for Christmas Eve Event - £191.74 plus vat
  - g) LITE Ltd - Year 3 of 3 - Rental 500mm Christmas Spheres & Transformer - £1600.00 plus vat
  - h) One Voice Wales – Staff Training - £180
  - i) Cannon Hygiene - Sanitary Disposal Unit- Guildhall Ladies 01/02/19 - 30/04/19 - £54.87
  - j) Aventure Ltd - Early Termination Invoice - £271.23 plus vat
  - k) Benards Ltd – Framing of Himeji Memorandum Certificate - £32.05
- along with the additional payment:
- l) H Roberts – Councillors Expenses/allowance – Car Permit £114.00

**151. Cash Payments**

There were no cash payments

**152. List of Cheques**

RESOLVED that the list of cheques 408 as tabled, is approved for payment (Schedule D)

**153. Confidential Business**

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw

**154. Llewelyn Fountain Claim**

**155. Staff Committee**

- Minutes of the Staff Committee Meeting held on 28th January 2019.
- RESOLVED that the minutes are ACCEPTED and APPROVED

**156. Questions on the Minutes**

**There being no further business the meeting was closed at approximately 8:19pm**