

CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 12th FEBRUARY 2018

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

In Attendance: H Barritt, Town Clerk & Responsible Financial Officer
R Lees, Assistant to the Town Clerk

Apologies: Councillors T Hughes, M Priestley, T Lewis, J Vaughan

Declarations of Interest – Code of Local Government Conduct:

Agenda Item 6a, Planning Application 0/44826 – Councillor S Cotton knows the applicant

Agenda Item 6a, Planning Application 0/44826 – Councillor V Macdonald knows the applicant

Agenda Item 6a, Planning Application 0/44801 – Councillor V Macdonald is the applicant

248. Minutes

Minutes of the Town Council Meeting held on 29th January 2018

RESOLVED that the minutes are ACCEPTED and APPROVED with the following amendment:

- Minute 98. Statutory Guidance for Local Authorities: Local Toilets Strategies: should read A copy of the County Council’s Strategy on Public Toilets will be requested

Councillor Leighton-Jones joined the meeting during the following agenda item

249. Questions on the Minutes

Minute 92, Questions on the Minutes – Minute 231 Snowdonia National Park Authority Financial Challenge 2018-20

The Town Clerk said that as Councillor Barber-Bailey was not at the meeting she would email her to ask if she had submitted the response

250. Town Clerk’s Report

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

- a) Social Value Workshop – 14/2/18, Ty Llywelyn, Ffordd Yr Orsedd, Llandudno LL30 1LA 9:30am to 1pm
- b) 0/44118 Gorse Hill Caravan Park, Llanrwst Road, Conwy, LL32 8HJ – it is not possible to carry out a site visit on 13/2/18 as work is taking place which restricts access to the site. Councillors will view the site from the bus stop viewpoint alongside the A470 on the south-west edge of Glan Conwy

Councillor Barber-Bailey joined the meeting during the following agenda item

251. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

Councillor Cotton left the meeting during discussions on planning application 0/44826

Councillor Macdonald left the meeting during discussions on planning applications 0/44801 & 0/44826

Councillor Leighton-Jones took the Chair for discussion on application 0/44826

b) Planning Decisions Issued

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

c) Planning Law in Wales - Consultation Paper

Members discussed the consultation and felt it was too technical and would require a detailed study to be able to respond.

RESOLVED that the Town Clerk writes to Peter Brown, Head of Regulatory Services for guidance

The Chairman allowed the following item as a matter of urgency

252. Civic Hall, Conwy

Members discussed speculative reports that the Civic Hall was to be sold to a national chain. County Councillors said that the Project Board was due to meet to discuss offers.

253. Consultation on the Proposed Amended Public Space Protection Order for Dog Control – Conwy County Borough Council

Members discussed the Dog Control Public Space Protection Order (PSPO) Consultation.

Members felt that the proposals were over the top & unfair to responsible dog owners. Concern was expressed as to the enforcement of the Orders. Members said that smaller on the spot fines may be more effective & that warnings should be given to first offenders before a fine for further offences.

Members felt that there needed to be enough spaces where dogs could be let off leads so that the availability was not concentrated in a small number of areas. Signage would also need to be adequate & appropriate.

Members were concerned that Deganwy & Conwy Mountain were not included in the consultation

RESOLVED that:

- a) Members respond individually to the consultation
- b) The Town Clerk responds to the consultation stating that:
 - Members will be responding individually
 - Deganwy & Conwy Mountain are not mentioned
 - Appropriate signage will be required
 - Smaller on the spot fines may be more effective & that warnings should be given to first offenders before a fine for further offences

254. Spring Clean Cymru

Members received details of the campaign and were informed that the resources are downloadable on the County's website.

RESOLVED that the Town Clerk sends details out to Members

255. Provision of Play Activities in Conwy Grant

Members received information on a grant of £500 from the Welsh Government administered by the CVSC for improving play opportunities. It is possible for the Town Council to apply for the grant to help fund the Playing Out scheme

RESOLVED that the Town Council applies for the grant

256. Hanging Baskets & Other Planting

Members were asked to find out how many hanging baskets are required for their communities

257. Third Quarter Financial and Budget Reports

- a) Members received the reports to 31st December 2017. (Schedules C to E)
Overall, a saving of just under £54k is expected on budget. This is due mainly to no request from the County Council to contribute to playgrounds (£6.2k), the Walled Towns Car Rally not going ahead in 2017 (£1.7k), the Guildhall Information Leaflet not being printed (£1.3k), savings on the Elections budget (£2.8k), binding of minutes project not undertaken (£1.1k), buildings insurance charged by the County Council below budget (£3.5k), Christmas Trees/Lights/Fireworks coming in below budget (£6.4k), translation services savings (£4.3k) & no Community Development Fund grants being awarded (£25k). Total expenditure is expected to be around £290k.

RESOLVED that the quarterly reports for the quarter ended 31st December 2017 are accepted & approved

- b) Members received the Statement of Reserves as at 31st December 2017. (Schedule F)
The level as at 31st March 2018 is expected to be around £251k. This is made up of £138k General Reserves & £113k Earmarked Reserves
RESOLVED that the Statement of Reserves as at 31st December 2017 is accepted & approved
- c) Members received the Bank Reconciliation & Financial Statement as at 31st December 2017 (Schedules G & H)
The balance at the bank was ££204,283.42 & reconciled balance £202,045.95
RESOLVED that the Bank Reconciliation & Financial Statement as at 31st December 2017 are accepted & approved
- d) Members received the Balance Sheet as at 31st December 2017 (Schedule I)
RESOLVED that the Balance Sheet as at 31st December 2017 is accepted & approved

258. Reserves Policy

Members received the draft Reserves Policy for the Town Council
RESOLVED that the Reserves Policy is approved & accepted

259. Appointment of Internal Auditor

Members discussed whether to appoint the internal auditor for the financial year 2017/18 & the Engagement Letter.
RESOLVED to reappoint internal auditor

260. Review of Community & Town Council Sector in Wales

Members discussed the review being undertaken by the Independent Review Panel on behalf of the Welsh Government. Member felt that the questions were not very good.
The Town Clerk said that she was due to attend a seminar on 6/3/18 regarding the Review
RESOLVED that the Town Clerk reports back to the Town Council after the seminar

261. Town & Community Councils Forum

Members received a report on the Forum held on 30/1/18.
The Forum was attended by more Councillors & Clerks than previously.
The Strategic Director Finance & Efficiencies gave a report on the County Council's budgeting process which required another £11m to be found. It is expected that the Council Tax for the county will increase by 5%.
There was a discussion regarding the devolvement of car parks to Town & Community Councils with some concern over the numbers & finances produced by the County Council in negotiating contributions.
Some future Forum meetings are likely to take place in Llanrwst to encourage more Town & Community Councils to attend. The Chairman also asked for agenda items.
The Town Clerk gave a report on the Clerks' Network Meeting that took place just before the Town & Community Council Forum. Items discussed included Place Plans, Members Allowances, General Data Protection Regulations (GDPR) & Well-being Plans.

262. Vacancies in Deganwy and Marl Wards

The Town Clerk informed Members that elections had been requested in both wards & the likely date will be 22/3/18

263. Councillor Attendance at Meetings

Members discussed publishing attendance at meetings.
RESOLVED that the Town Council continues to publish attendance annually

264. Approval of Payments

RESOLVED that the following payments are approved:

- a) Britton & Storey – Repair to Painting (Insurance Claim) - £4,310.00 plus vat
- b) One Voice Wales – Training for Civic Assistant/Events Co-ordinator 6/2/18 - £60.00

The following payment is to be held until further information is supplied:

Cheque 001185, Smith of Derby Ltd. – Repair to Town Clock - £150.00 plus vat

265. Cash Payments

There were no cash payments

266. List of Cheques

RESOLVED that the list of cheques 385 as tabled, is approved for payment (Schedule J)

The following payment is to be held until further information is supplied:

Cheque 001185, Smith of Derby Ltd. – Repair to Town Clock - £150.00 plus vat

267. 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.

268. Staff Committee

Members RECEIVED and APPROVED the minutes of the Staff Committee meeting held on 25th January 2018

269. Questions on the Minutes

There being no further business the meeting was closed at 9:15pm