

**CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY**

**MINUTES OF THE SPECIAL MEETING OF THE TOWN COUNCIL
HELD ON MONDAY 13th FEBRUARY 2017**

Present: Councillors - B Chapman (Deputy Mayor, Chair), V Macdonald, R Parker, J Hughes, S Allardice, E Leighton-Jones, B James, S Cotton, P Hart, T James, G Edwards, E Hughes, A James, H Roberts

In Attendance: H Barritt - Town Clerk & Responsible Financial Officer
J Hodgson - Acting Assistant to the Town Clerk
T Tunstall – Chairman of Conwy Chamber of Trade
Kimberley Edmonds – Assisting Chairman of Conwy Chamber of Trade

Apologies: C Rigal

Declarations of Interest – Code of Local Government Conduct:

- Agenda Item 7a, Planning Applications:
 - Councillor Allardice is a member of the County Council’s Planning Committee
 - Councillor Edwards is a member of Conwy County Borough Council & Cabinet Member for Finance/Resources. Declaration made in respect of planning application reference number 0/43660

249. The Tournament

Members received an update on arrangements for the event from Mr Tunstall, Chairman of Conwy Chamber of Trade (Saturday 24 June & Sunday 25 June). The event has a £85,000 budget. Visit Wales are using the Tournament as a main event of their Year of Legend. There has been worldwide coverage with China, Japan, Germany, USA, & Nordic countries all interested. Members viewed the promotional film. A bilingual leaflet is currently at printers & the distribution network includes Venue Cymru (circulation of 60,000) and Edwards’ butchers.

The event will start with a parade of 100 knights from Llandudno Junction into Conwy at 9.15am on Saturday 24 June 2017. A medieval market will start at 10am & be opened officially by the Sergeant at Arms. Each day will have four jousting shows at Morfa Bach. Morfa Bach & Bodlondeb will host Living History camps with approximately 300 re-enactors. There will be a wool fair with sheep, shearing, etc in Lancaster Square, with traditional medieval minstrels providing live music. There will be wandering minstrels and jesters on the Quay. Mill Gate will have shows on the grass & there will be live music at the jester tree (High Stret). Shows will also take place in Conwy castle & at Morfa Bach car park. Live music at the stage by Liverpool Arms will finish at 5pm. On 24/6/17 there will be a medieval banquet on Conwy Quay.

Road closures have been applied for from 7pm Friday evening (to allow set up of market), and reopening 6pm Sunday evening. They include the whole of High Street from the Quay to Lancaster Square, and all along Quay. Park & Ride will be as for Conwy Feast, using Morfa and Llandrillo College. Members raised concerns over how to stop visitors parking in ways that mean residents can’t get out of their own roads.

The stewards’ uniform (supported by Conwy Town Council) is based on colours used for outfits in castle in 1300’s (green and cream). The Tournament is looking for 50 volunteer stewards to help over the weekend.

Toby thanked the Town Council for its support.

RESOLVED that Conwy Town Council badges could be ironed on to stewards’ outfits.

At this juncture, Toby Tunstall and Kimberley Edmonds left the Chamber.

Members were reminded that the 2017/18 budget includes a £4,000 grant for the event and £1,500 uniform sponsorship. Councillors have previously committed to helping steward the event.

250. Minutes

Special Meeting of the Council held on 30th January 2017

The title should read 'MONDAY 30th JANUARY 2017', rather than TUESDAY

RESOLVED that the minutes are ACCEPTED and APPROVED with the amendment

251. Questions on the Minutes

Special Meeting of the Council held on 30th January 2017

- a) Minute 233 – Service Road Re-Surfacing Scheme, Llandudno Junction
A response has been received from Phil Vipond, CCBC, confirming that their works will include prevention of cars parking adjacent to the ditch.
- b) Minute 234 – NatWest, Conwy
A meeting has been arranged with Mike German at 10.30am on 26 April 2017. An invitation will be sent to Councillors to come and meet with Mr German, local CEO for NatWest.
- c) Minute 235 – Town & Community Councils' Forum
Information on Place Plan training courses will be circulated.
- d) Minute 241 – Councillors' Car Parking Permits
No response has been received from CCBC. The Town Clerk will follow up.

252. Town Clerk's Report

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

The Town Clerk reported the following additional items:

- a) North Wales Wellbeing Assessment Stakeholder event
A consultation event to provide informed feedback on the local draft Wellbeing Assessments of North Wales Public Service Boards will be held on Friday 17 February 2017 at Conwy Business Centre from 9.30am to 3.30pm. The Town Clerk will be attending.
- b) Conwy Bridge refurbishment update
Paintwork has been completed on the structure with the parapet railings being finalised; scaffolding demolition has started.

253. Planning

a) Planning Applications

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

Cllr G Edwards absented himself from the meeting while the CCBC application for Tre Marl (0/43660) was discussed and commented upon; invited in to answer some questions from Councillors.

b) Planning Decisions Issued

Members receive a list of planning decisions issued by Conwy County Borough Council.

254. Playing Out 2017

Members received information regarding the opportunities for provision in summer 2017
RESOLVED to request one session per week in each of the communities, as for summer 2016.

255. Hanging Baskets & Other Planting

Members received three quotes for hanging baskets. Councillors had received positive comments about the baskets by Allan & Eirwen Evans in 2016. Councillors will confirm with businesses the exact number of baskets required. Brackets for hanging baskets are the responsibility of individual premises; Conwy Town Council will not be funding new brackets.

RESOLVED that Allan & Eirian Evans quote be accepted to provide hanging baskets.

256. Christmas Lights

Members received feedback on the meeting held on 9th February 2017, attended by the Mayor and Town Clerk. Members thanked the Town Clerk for her resolution of the problem.

257. Destination Conwy

Members received information on the Destination Conwy Steering Group via CVSC. No Town and Community Councillors have been invited to take part.

RESOLVED to request copies of the minutes.

258. Parking on Lancaster Square, Conwy

Members discussed the continuing problem of motorists parking on Lancaster Square. Community members, including shop owners, have raised it as a concern/problem. Vehicles are doing damage to the kerb & paving. Members suggested that the carpenter in Llandudno Junction is requested to make planters that are moveable by two people & Allan Evans is asked to fill them with plants.

RESOLVED to get 3 or 4 planters to be strategically positioned on Lancaster Square to dissuade people from parking there.

259. Dog Mess

Members discussed the problem occurring throughout the community, particularly the impact on children from the school on their runs. Cllr Philip Evans, CCBC, produced a leaflet. People are encouraged to report dog fouling to CCBC so that CCBC know that there is a significant problem in a specific area. Fine is £100.

RESOLVED that J Hughes makes a leaflet asking people not to allow dog fouling on paths and bring to Town Council to get approval to include CTC logo and everyone to distribute.

RESOLVED that Cllr Philip Evans be invited to come and speak to CTC

260. BT Payphones

Members discussed the option of adopting BT payphones, three of which are due to be removed: St David's Avenue, Gyffin Hill, and Pengarth. They are available to be bought by communities for £1; consultation ends 26 March 2017. Members will speak to their communities to see whether there is any interest in taking on any of the phone boxes.

No plans to remove dual payphones/ATMs. It is possible to request additional ATMs to be added.

261. Defibrillators

Members received information about defibrillators. For those whose heart has stopped, being treated with CPR gives a 4% chance of survival; treatment with a defibrillator gives a 74% chance of survival. Prices are between £634 - £1,500.

RESOLVED to include two defibrillators in 2018/19 precept.

262. Welsh Government - White Paper - Reforming Local Government: Resilient & Renewed

Members received information on the White Paper issued last week, which has a closing date of 11/4/17. It will affect the way the Town Council works.

RESOLVED that the Local Government Reform Group meets to make a response.

263. Appointment of Internal Auditor

Members discussed whether to appoint the internal auditor for the financial year 2016/17 & the Engagement Letter.

RESOLVED to reappoint internal auditor

264. Welsh Government Survey – Services Provided & Assets Managed by Town & Community Councils

Members considered whether to complete the survey themselves or to delegate authority to the Town Clerk.

RESOLVED to delegate authority to the Town Clerk to complete and return the survey.

265. Guildhall Computers

Members received feedback from the Working Party, including the need for new IT hardware in office.

RESOLVED that the Town Clerk approaches Trilo-Byte Computer Services, the Council's usual provider, to discuss new IT hardware.

266. Guildhall Painting

Members received an update from the Town Clerk.

RESOLVED to request Bloomfield to carry out the work, following approval by insurance company, due to price and quality.

RESOLVED to delegate authority to the Town Clerk to organise transport of the painting.

267. Queen's 90th Birthday Medals

RESOLVED to give the remaining medals to German visitors & donate the monies previously received to the Mayoral donation fund.

268. Carmel Chapel Plaques

Members received information from the Town Clerk.

RESOLVED that the Town Council will offer to take the plaques, with a view to offering them to the Conwy Cultural Centre.

269. Kidney Wales

Members received the walk itinerary from Kidney Wales 50th Year Walk Around Wales & request for involvement. It was noted that the date in question (23 April 2017) is immediately following Trakz.

RESOLVED to offer £30 Mayoral donation & publicise the event on Council's social media pages.

270. Approval of Payments

RESOLVED to approve the following invoices received for payment:

- a) Wales Audit Office – External Audit 2015/16 - £276.15
- b) ScottishPower – Electricity for Festive Lighting 2016 - £266.40 plus vat
- c) BT Payments – Guildhall Telephone – 14/11/16 – 8/2/17 - £53.11 plus vat
- d) Arfon Slater – Guildhall & bus shelter windows – 4 weeks to 10/2/17 - £170
- e) Business Systems (North Wales) Ltd – copies 2387 & 65 - £12.63 plus VAT
- f) Viking – Stationery - £48.17 plus vat

271. Cash Payments

RESOLVED to approve the list of cash payments no.104 (Schedule C)

272. List of Cheques

RESOLVED to approve list of cheques no.361 (Schedule D)

Meeting closed at 8.50pm