

**CYNGOR TREF CONWY TOWN COUNCIL**

**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON MONDAY, 21<sup>st</sup> JULY 2014**

**PRESENT : Councillors – E Leighton-Jones (Chair), H Roberts, C Rigal, Liz Hughes, G Edwards, T James, P Hart, S Cotton, B Chapman, V Macdonald.**

**IN ATTENDANCE : H Armitage, Town Clerk**

**APOLOGIES : Councillors – J Fallon, R Parker (Town Mayor), S Allardice**

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

**Agenda Item 7a9 – Councillor Macdonald is a friend of the applicants**

**Agenda Item 19b,- Guildhall, Room Hire Rates – Councillor Macdonald helps to run the Conwy Ensemble**

**Minute Number**

*Before the meeting commenced, Members held a minute's silence to remember Honorary Burgess and former Mayor and Councillor Mrs Gwen Hackworth, who had passed away.*

**66. Assistant to the Town Clerk**

The Town Clerk introduced Mrs Rachel Lees, the newly appointed Assistant to the Town Clerk, to the Members. Mrs Lees is due to take up her office officially on 1st August 2014.

The Chairman and Members welcomed Mrs Lees to the Town Council and looked forward to working with her.

**67. Minutes**

- Minutes of the Special Meeting of the Council held on 7<sup>th</sup> July 2014  
**RESOLVED** that the minutes are ACCEPTED and APPROVED
- Minutes of the Staff Committee meeting held on 9<sup>th</sup> July 2014  
The Town Clerk informed Members that the minutes that had been presented were the wrong ones  
**RESOLVED** that the correct minutes are brought to the Town Council meeting on 4<sup>th</sup> August 2014 for approval

**68. Questions on the Minutes**

a) Special Meeting of the Council held on 7<sup>th</sup> July 2014

i) Minute 44, Llandudno Junction Fun Day

Members agreed that the event had been a success and the i61 Church and Llandudno Junction Football Club had worked well to bring families together

ii) Minute 50, New Primary School, Llandudno Junction

Councillor Hart gave a report on the Temporary Governors meeting.

The building of the school will be going out to tender later this year with building work commencing May 2015. The school is due to open in August 2016

Mrs Finch Saunders, AM is contacting the Welsh Government with a view to calling in the plans

iii) Minute 52, Llandudno Junction Regeneration Scheme

The Town Clerk informed Members that she had received an email from the Project Manager, Conwy County Borough Council regarding local businesses being given the opportunity to attend a promotional event in the Welsh Government building to promote trade in Llandudno Junction.

Members voiced concerns that it would be difficult for small businesses to close during the day to attend such an event

**RESOLVED** that some of the Llandudno Junction Councillors meet with Sioned Rees, Welsh Government

To tour the businesses of Llandudno Junction to meet the proprietors

iv) Minute 43, Conwy & Deganwy Noticeboards

The Town Clerk informed Members that she had researched the Ordnance Survey maps which could be purchased on the internet. She said that she would also be able to produce a scale drawing of the noticeboard. This would probably prove cheaper than employing an architect

**RESOLVED** that the Town Clerk purchases Ordnance Survey maps from the internet and produces  
A scale drawing of the noticeboard

## 69. Town Clerk's Report

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

The Town Clerk reported the following additional items:

a) Royal Cambrian Academy – 132<sup>nd</sup> Annual Summer Exhibition

Members are invited to the opening by Alex Uxbridge, 8<sup>th</sup> Marquess of Anglesey on 26/7/14 at 2pm.

The exhibition continues until 6/9/14

b) First World War Commemoration Service, All Saints' Church, Deganwy 3/4/14 at 11am

c) National Youth Orchestra of Wales

Concert on 2/8/14 at 7:30pm, St Asaph Cathedral, tickets £14

*Councillor Macdonald left the meeting during discussions of application 9*

## 70. 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

c) Conwy County Borough Council – Consultation:

i) Landscape Sensitivity & Capacity Assessment Supplementary Planning Guidance

ii) Welsh Language Supplementary Planning Guidance

iii) Rural Conversions Supplementary Planning Guidance

Members RECEIVED and NOTED the consultations

## 71. “Fly the Flag for the Commonwealth” – 9<sup>th</sup> March 2015

Members received and discussed information regarding “Fly the Flag for the Commonwealth” on 9<sup>th</sup> March 2015, Commonwealth Day.

**RESOLVED** that:

a) Cadw are asked to fly the Commonwealth Flag and Constable of the Castle Pennant on the day and the Mayor is to visit the Castle

b) A Mayoral donation is made to The Viridee Foundation

c) The press are informed of the event

d) A copy of the document is emailed to Councillors

## 72. Llywelyn Fountain

Members received information regarding problems with bacteria growing in the fountain and the public throwing food into it for the seagulls. This was causing the filters to block and tripping the pumps. Conwy County Borough Council officers are concerned that costs are mounting up for repairs and are looking for a decision from the Town Council as to whether the Fountain should continue to operate.

Members discussed the problem

**RESOLVED** that:

a) Conwy County Borough Council are requested to keep the Fountain going

b) The Caretaker is asked to clean the Fountain weekly whilst it is running and the Town Clerk will

check it daily

- c) The Hawks are asked to patrol Lancaster Square when they are in the town to deter the seagulls
- d) The Town Clerk looks into a notice to be produced requesting the public to not throw food into the Fountain

**73. Christmas Lights**

The Town Clerk informed Members that she had still not received the quote requested from Commercial Christmas for lights and she was now getting concerned that suppliers would be nearing their deadlines for orders for Christmas 2014.

- a) Garlands for lamp posts – Deganwy Station Road (8) and Harbour View area (4) and Llandudno Junction top of hill (3)

The Town Clerk had received the following quotes:

- LITE – option A - £260 plus vat to purchase
- LITE – option B - £135 plus vat to purchase
- Festive Lighting - £135.95 plus vat to hire over a 3 year period

**RESOLVED** that the quote from Festive Lighting is accepted

- b) Members received quotes from LITE and Festive Lighting for the purchase of new lights for the new Christmas tree in Llandudno Junction

**RESOLVED** that the lights are purchased from LITE – option B, multi-coloured LED mini bulbs at a cost of £450 plus vat

**74. Regeneration of Town Centres**

**RESOLVED** that the agenda item is deferred to a future meeting

**75. Community Development Fund**

**RESOLVED** that the agenda item is deferred to a future meeting

**76. Llandudno Junction Football Club**

**RESOLVED** that the agenda item is deferred to a future meeting

**77. Annual Return for the Year to 31<sup>st</sup> March 2014**

**RESOLVED** that the agenda item is deferred to a future meeting

**78. North Wales & Mid Wales Association of Local Councils**

**RESOLVED** that the agenda item is deferred to a future meeting

**79. Civic Sunday**

Members thanked the Town Clerk and Mayor's Secretary for their work in arranging a successful event.

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

- a) Macebearer – 5 hours at £8 per hour
- b) Mayor's Secretary - £50 net
- c) Conwy Yacht Club - £30 donation for use of the facilities
- d) Cambrian Band - £200 donation for playing during the parade
- e) Conwy Borough Football Club - £100 for stewarding the parade
- f) A Piece of Cake – gratuity for waiting on staff – 10% of invoice for catering
- g) Llanrhos Old School Management - £30 for hire of venue

**80. Mace Case**

The Town Clerk informed Members that she considered that the mace case was beyond repair or that it would be very costly to repair. Fattorini had quoted around £1,000 for a new case with stand or around £650 without the stand. Carriage & packing will be added plus vat

**RESOLVED** that the case without the stand is purchased.

**81. “Constable of the Castle”/Burgesses Charter/Honorary Bailiffs**

Councillor Macdonald outlined the ideas put forward at the Civic Committee meeting on 27<sup>th</sup> May 2014:

- The Mayor should be known as the “Mayor of Conwy and Constable of the Castle” and should make more use of the Castle. This is an aspect of the Town Council which sets it apart from other Town Councils
- A scroll of the original Charter should be produced with a presentation case
- The title “Honorary Bailiff” should be bestowed upon two people who had given good service to the community. A ceremony should take place on St Michael’s Day, 29<sup>th</sup> September. Members considered that they should serve a 2 year term
- Pin badges of the Mayor’s Pennant should be produced

Members considered that some of these ideas could be incorporated in the Mayoral Inauguration ceremony. Members thanked Councillor Macdonald for her work

**RESOLVED** that the ideas are taken to a Civic Committee meeting for further discussion.

**82. Guildhall Room Hire Rates**

**a) Rates for 2014/15**

**RESOLVED** that the rates remain the same as for 2013/14 with “Commercial Hire” being added to the “Local Groups within Town Council area” category

*Councillor Macdonald left the meeting at this juncture*

**b) Conwy Ensemble**

**RESOLVED** that the Conwy Ensemble should continue to be able to use the Guildhall on a Thursday evening without charge as they do not charge the Town Council when asked to play at functions.

*Councillor Macdonald returned to the meeting*

**c) Charging Members of the Public to Enter the Guildhall**

Members discussed the issue of people hiring the Guildhall charging members of the public to come in to the event they are holding. Members felt that there needed to be a consistent approach.

**RESOLVED** that:

- The Guildhall is not available for ticketed or charged events
- It is not to be promoted for events of a commercial nature
- The Guildhall should not be overused in an attempt to preserve its beauty

*Councillor Cotton voted against this resolution*

**83. Presentations to the Town Council**

**a) Conwy Civic Society**

Councillors Mrs Hughes & Chapman are meeting with Dr M Senior to discuss the situation

**RESOLVED** that the matter is deferred to a future meeting.

**b) Vardre Bowling Club**

The Town Clerk had received a request for Vardre Bowling Club to make a presentation to the Town Council regarding grant funding from the Community Development Fund

**RESOLVED** that the request is considered once the policy regarding distribution of funding from the Community Development Fund is set

**84. Capturing Memories**

**RESOLVED** that the agent item is deferred to a future meeting

**85. Approval of Payments**

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

a) Benards of Llandudno Ltd. – Framing Mayoral Photograph - £30 plus vat

b) Trilo-Byte Computer Services – Renewal of AVG Internet Security for 2 years on 2 PCs- £70.00 along with the following additional payment:

c) Northern Controls Ltd. – Replacement of Heating Controls in the Guildhall - £747.00 plus vat

**86. Cash Payments**

**RESOLVED** that the list of cash payments 86, as tabled, is approved (Schedule C)

There were no cash payments

**87. List of Cheques**

**RESOLVED** that the list of cheques 297, as tabled, is approved for payment (Schedule D)

**There being no further business, the meeting was closed at 8:38pm**