

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 15th JANUARY 2018**

Present: Councillors –B Chapman (The Mayor), S Cotton (Deputy Mayor, Chair), V Macdonald, P Hart, D Hale, T Hughes, E Hughes, H Roberts, M Priestley, T James, J Vaughan, T Lewis, G Edwards, S Barber Bailey

**In Attendance: H Barritt, Town Clerk & Responsible Financial Officer
R Lees, Assistant to the Town Clerk
Meira Woosnam, Rural Enabling Officer, CCBC
Ela Williams, Conwy Rural Development Officer, CCBC**

Apologies: Councillors E Leighton-Jones

Declarations of Interest – Code of Local Government Conduct:

Agenda Item 7a, Planning Application 0/44677 – Councillor S Cotton has commented on the application for CCBC.

Agenda Item 7a, Planning Application 0/44696 – Councillor E Hughes knows the applicant

Agenda Item 7a, Planning Application 0/44717 – Councillor E Hughes knows the applicant

Agenda Item 9, Conwy County National Eisteddfod August 2019 - Councillor B Chapman is Chair of the local funding committee.

Agenda Item 10, Christmas Donations - Councillor H Roberts is related to S & E Roberts

Agenda Item 17, Letter of Support - Councillor G Edwards is a trustee of the Helen II Trust

Minute Number

226. Funding Opportunities & Conwy Cynhaliol's Work

M Woosnam & E Williams gave a presentation on the funding strategies available for the community.

The presentation will be circulated to members.

The Chair thanked Ms Woosnam & Ms Williams for their presentation.

Ms Woosnam & Ms Williams left the meeting at this juncture

227. Minutes

Minutes of the Special Meeting held on 2nd January 2018

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

- In Attendance: H Barritt should be taken out as the Town Clerk was not in attendance.
- Minute 214. Christmas Events 2017. Discussions by Councillors: should read Bodlondeb car park was dark and busy. It was dangerous where the new machine had been placed especially as public had to stand in the road to obtain a ticket whilst heavy traffic was around.

228. Questions on the Minutes

a) Minute 214b, Christmas Events 2017

Llandudno Sailing Club would like to donate their donation to RNLI.

RESOLVED that the Town Clerk send the donation to RNLI

b) Minute 214c, Christmas Lights

Motifs are on hire for another year so the lights on the cob will remain the same.

c) Minute 216a, Questions on the Minutes – North Wales Walled Towns Friendship Circle

The Walled Towns Friendship Circle Annual Dinner has been cancelled due to low level of bookings

- d) Minute 216b, Questions on the Minutes – Conwy Town Clock
Smith of Derby have been called out but the Town Clerk was not aware if the repair had been carried out
- e) Minute 219, Request to light up Conwy Castle in Purple
The Town Clerk informed Members that Cadw have agreed to light up the Castle in purple, however the Town Council will have to purchase the gels.
RESOLVED that WASPI are informed they will need to purchase the gels.
- f) Minute 221, Review of Community & Town Council Sector in Wales
The Town Clerk informed members that the review was still open & it needs to be considered
RESOLVED that the item is put on a future Agenda.
- g) Minute 222, Ysgol Awel Y Mynydd
The Town Clerk informed Members that she had received a response from Mary Trinder, Chair of Governors to inform the Town Council that the School is happy to have Councillor T Hughes was as a School Governor.
- h) Minute 225, List of Cheques
The Town Clerk informed Members that G. Roberts had said he would charge £60 to sing on Christmas Eve before he was confirmed.
RESOLVED G Roberts will receive £60 and is asked to produce an invoice.

229. Town Clerk’s Report

Members received the Town Clerk’s Report (Schedule A attached)

230. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

Councillor S Cotton left the meeting during discussions on planning application 0/44677

Councillor E Hughes left the meeting during discussions on planning applications 0/44696 & 0/44717

Councillor M Priestley abstained from voting on planning applications 0/44688 & 0/44690

b) Planning Decisions Issued

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

c) Appeal by Legal & General Assurance Society Limited – Junction Leisure Park, Junction Way, Llandudno Junction, LL31 9XX

Members RECEIVED and NOTED the decision of The Planning Inspectorate

RESOLVED that the documentation is circulated to all Members.

231. Snowdonia National Park Authority Financial Challenge 2018-20

Members received details regarding the consultation document the closing date for a response is 25/01/18.

RESOLVED that authority to consider a response to the consultation document is delegated to Councillor S Barber-Bailey. Councillor Barber-Bailey will circulate her response to Members

232. Conwy County National Eisteddfod August 2019

Members received and discussed information on the event. The Committee is looking to raise £320k from

Town & Community Councils in Conwy & has requested that £25,000 is contributed by Conwy Town Council

RESOLVED that the item is kept on future Agendas for updates

233. Christmas Donations

RESOLVED that Donations are made to:

a) Conway Yacht Club for providing after event facilities for Boxing Day Dip - £30

b) John Gilligan for Llandudno Junction & Deganwy Christmas Carol events - £30 Donation to charity along with the additional Donations to:

c) Steve Roberts - Donation to charity - £10

d) Evie Roberts - Donation to charity - £10

234. Conwy Town Council Website

Members received details regarding upgrading the Town Councils website to a Control Management System (CMS) responsive website and received a quote from the current website host Delwedd.

RESOLVED that:

- The Assistant to the Town Clerk obtains 3 quotes
- CCBC are asked for advice
- A Website Working Party Meeting is set up with the following members: Councillors T Hughes, V Macdonald, D Hale & H Roberts

235. Budget & Precept 2018/19

Members received the 3rd draft of the budget & precept for 2018/19. Some minor amendments had been made:

- The budget for the Bench on the RSPB pathway had be increased by £1.6k due to Glan Conwy Community Council not wanting to contribute towards it
- £2k being added to the Publicity & Amenities, Father Christmas Events/Boxing Day Dip budget for additional stewarding & cleaning.
- £3.5k additional reserves to utilised from Christmas Lights

Overall, the decrease on the precept is £251.

The 3rd draft results in the budget for 2018/19 being £376,991 & Earmarked Reserves being utilised of £67,554. This results in a precept requirement of £309,437 & a Band D of £43.22, a 17.6% increase on 2017/18.

Members discussed the percentage increase they would like the Band D to be & the impact of adding £25k onto the budget for the 2019 National Eisteddfod in Llanrwst.

RESOLVED that:

- a) the Band D charge is increased by 2% on 2017/18 to £37.47
 - b) the budget for the year is accepted at £376,991
 - c) £41,122 of General Reserves is added to Earmarked Reserves to be utilised giving a total of £108,676
 - d) The Precept for 2018/19 is £268,315
- Schedules C to E

Councillors G Edwards & J Vaughan left the meeting at this juncture

236. Reserves Policy

RESOLVED that the agenda item is deferred to a future meeting

237. Guildhall IT Equipment

Members were informed that a ghost server on an Office 365 licence is needed to provide staff the ability to work from any location.

RESOLVED that the purchase of an Office 365 licence is approved in principle

238. Casual Vacancies

Members received resignations from Councillors B James, Marl Ward & A James, Deganwy Ward.

The Town Clerk informed Members that she would be contacting the Electoral Division of the County Council the following day regarding the vacancies.

239. Representation on Outside Bodies

Members considered representatives for the following outside bodies:

- a) Conwy Harbour Advisory Committee
- b) CVSC
- c) Governor on the Board of Governors at Ysgol Deganwy

The Town Clerk informed Members that Ysgol Deganwy had sent a letter to request that Councillor B Chapman is the Governor for the School.

RESOLVED that:

- Councillor E Hughes is appointed as representative for Conwy Harbour Advisory Committee

- Councillor H Roberts is appointed as representative for CVSC
- Councillor B Chapman (The Mayor) is appointed as a Governor on the Board of Governors at Ysgol Deganwy

240. Letter of Support

Members received a request for a letter of support for the Helen II Trust.

RESOLVED that a letter is written and sent to Matt Forbes Harbour Master.

241. Approval of Payments

RESOLVED that the following payments are approved:

- a) Dŵr Cymru Cyf – Guildhall Water Charges 15/6/17 to 18/12/17 - £125.46
 - b) Hopol Heating Ltd. – Repairs to Guildhall Boiler £263.04 plus vat
 - c) Ekult Group Ltd. – Signage for Boxing Day Dip - £26.50 plus vat
 - d) Ekult Group Ltd. – Signage for Conwy Christmas Eve - £935.50 plus vat
 - e) British Telecommunications plc – Guildhall Alarm 2/10/17 to 28/12/17 - £52.74 plus vat
 - f) Safety Focus Ltd. – Christmas Eve Event Risk Assessment & Attendance - £300.00
- along with the following additional payments:
- g) Conwy County Borough Council – Barriers for Conwy Christmas Eve Event - £138.36 plus vat
 - h) Conwy County Borough Council – May 2017 Elections - £6,843.13
 - i) Business Systems (North Wales) Ltd. – Copies 7/11/17 to 4/1/18 - £263.42 plus vat
 - j) A. Slater – Guildhall & Bus Shelter Windows 4 Weeks to 12/1/18 & Cleaning of Guildhall Gutters - £210.00

242. Cash Payments

RESOLVED that the list of Cash Payments 109 as tabled, is approved for payment (Schedule F)

243. List of Cheques

RESOLVED that the list of cheques 383 as tabled, is approved for payment (Schedule G)

244. 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.

Councillor M Priestley Proposed that the public are instructed to withdraw. This was seconded & all members raised hands to agree.

245. Staff Committee

246. Questions on the Minutes

The Chairman allowed the following item as a matter of urgency

247. Town Clerk & Responsible Financial Officer

Before the meeting was closed, the Town Council held a minutes silence in memory of former Councillor Gary Mason who had recently passed away

There being no further business the meeting was closed at 9:18pm