

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

**MINUTES OF THE TOWN COUNCIL HELD ON  
MONDAY, 7<sup>th</sup> DECEMBER 2015**

**PRESENT : Councillors – Emma Leighton-Jones (Town Mayor) V Macdonald, R Parker, B Chapman, B James, S Cotton, T James, G Edwards, A James, C Rigal, H Roberts.**

**APOLOGIES: Councillors – P Hart, S Allardice, L Hughes.**

**IN ATTENDANCE: Helen Barritt (Town Clerk)  
Rachel Lees (Assistant to the Town Clerk)**

**Opening Prayers – The Mayor’s Chaplain, Canon Gwilym Berw Hughes led prayers.**

**Declaration of Interest – Code of Local Government Conduct : None.**

**Minute Number**

**51. Minutes of the Council and Committees**

- To receive and approve the minutes of the Town Council meeting held on 26<sup>th</sup> October 2015  
*Due to the absence of the Deputy Mayor, the approval of the minutes was deferred*
- To receive and approve the minutes of the Special Meeting of the Council held on 23<sup>rd</sup> November 2015  
*Due to the absence of the Chairman and the Vice Chairman the approval of the minutes was deferred.*

**52. Questions on the Minutes**

There were no questions as the minutes had not been approved.

**53. Town Clerk’s Report**

Councillors received the Town Clerk’s report (Schedule A)

The Assistant to the Town Clerk presented the following additional item:

- a) Bilingual Carol Service, All Saints Church, Deganwy 13/12/15 7pm
- b) Reminder to look at the email sent on 7/12/15 regarding Tesco Community Grants Scheme – applications can be submitted until 11/12/15

**54. Planning**

**a)Planning Applications**

Councillors considered the applications on (Schedule B) attached hereto and made RECOMMENDATIONS and COMMENTS as detailed

**b)Planning Decisions Issued**

Councillors RECEIVED and NOTED the planning decisions issued by Conwy County Borough Council and the Planning Inspectorate

**55. North Wales Walled Towns Friendship Circle**

The Town Clerk gave a report on the AGM and quarterly meeting held on 19<sup>th</sup> November 2015. The Chair felt that there had been poor attendance at meetings throughout the year and reminded towns that 5 representatives from each town are permitted. Medwyn Jones, Town Clerk of Denbigh (current Chair) has been appointed as Chair for a further year, Ioan Thomas of Caernarfon has been appointed Vice Chair and the Town Clerk of Conwy Mrs Barritt has been appointed Honorary Secretary. There was a vacancy for an Honorary Treasurer. All events during 2015 had been successful. Lawrence Smith, Cadw was present at the meeting and updated the Circle with the management plan.

**56. Winter Salt**

Councillors discussed the proposal by the County Council to give 1 tonne of winter salt to Town and Community Councils. There were concerns about storage of the salt and distribution. **RESOLVED** that the County Council are thanked for the offer but are turned down.

**57. Office Arrangements for Christmas 2015**

The Town Clerk informed Councillors of the arrangements for the office over the Christmas period. **RESOLVED** that the office is closed from 25/12/15 to 3/1/16 and reopens on 4<sup>th</sup> January 2016. The Town Clerk will monitor emails from home.

**58. Remembrance Sunday Parade**

Councillors considered giving a donation to Mr Williams for marshalling the Parade. **RESOLVED** that the Town Council offers to pay Mr Williams the amount lost in his salary for marshalling through the County Council.

**59. Consultations**

Councillors received details of the following consultations:

- a) Well Being of Future Generations (Wales) Act 2015: How do you measure a Nation's progress? - closing date 11/1/16  
The consultation details were RECEIVED and NOTED
- b) Draft Public Services Ombudsman (Wales) Bill – closing date 18/1/16  
The consultation details were RECEIVED and NOTED
- c) Green Growth Wales: Investments support – closing date 29/1/16  
The consultation details were RECEIVED and NOTED
- d) Draft Local Government (Wales) Bill – closing date 15/2/16  
**RESOLVED** that the consultation is discussed at a future meeting
- e) Active Travel (Wales) Act 2013 – Consultation and Survey – closing date 29/12/15  
**RESOLVED** that the Survey is completed individually
- f) Launch of Public Health Outcomes Framework Consultation  
**RESOLVED** that details of the consultation are brought to the next meeting.

**60. Community and Town Councils in Wales**

Councillors RECEIVED details of the Community and Town Councils in Wales document **RESOLVED** that the Town Clerk forwards the link to all Councillors, a copy of the document is also available on the Chamber table in the Guildhall

**61. Approval of Payments**

Councillors APPROVED the following payments:

- a) AB Fire Prevention Wales Ltd. – Supply and fitting of new emergency light in Guildhall – £107.50 plus vat
- b) The Society of Local Council Clerks – Annual Subscription 2015 - £210.00
- c) A. Slater – Cleaning of Guildhall and Bus Shelter Windows, 4 weeks to 20/11/15 - £170.00
- d) Conwy County Borough Council – Aberconwy By-Election 19/11/15 - £2,296.55 along with the additional payments:
- e) Viking – Stationery (Father Christmas letter envelopes) £61.13 plus vat
- f) MSI Alarms Ltd – replace battery intruder alarm - £31.00 plus vat
- g) Business Systems (North Wales) Ltd – 3174 mono copies – 3/11/15 to 1/12/15 £11.11 plus vat

**62. Cash Payments**

**RESOLVED** that the list of cash payments no.96 is approved for payment (Schedule C)

**63. List of Cheques**

**RESOLVED** that the list of cheques no.331 is approved for payment (Schedule D)

*The Chairman allowed the following item as a matter of urgency*

**64. Christmas**

**a) Llandudno Junction & Deganwy Christmas Events**

-Councillors RECEIVED risk assessments for the Christmas events in Llandudno Junction and Deganwy

**RESOLVED** that the risk assessments are approved

-Councillors were informed that the Tabards, sweets mince pies, carol sheets, bin bags and plastic gloves for Llandudno Junction and Deganwy events were in the Mayor's Parlour

**b) Signage quotes**

Councillors RECEIVED the quotes for signage from JT&M Signs Ltd.

-Conwy Christmas Eve event - £880.00 plus vat

-Boxing Day Dip - £30.00 plus vat

**RESOLVED** that the quotes are accepted

**c) Generator quote**

Councillors RECEIVED a quote of £195.00 plus vat for the generator for the Christmas Eve event

**RESOLVED** that the quote is accepted

**d) Christmas Lights**

Councillors discussed the problems with the motifs following the weekend's storm

Councillors asked that Barritt & Son are thanked for the good installation of the Christmas trees which had stood up to the high winds

**e) Small Trees**

The Town Clerk informed Councillors that she had 6 spare small trees for use around the community.

*Councillor Beverley James joined the meeting at this juncture.*

**65. Mayoral Announcements**

The Mayor said that she had had a busy but interesting November. This included a bike ride and treasure hunt. She had attended Civic Sundays and the Lord Mayor of Chester's event at Eaton Park. The Mayor informed Councillors that her role as Mayor had meant that she had attended her first ever pantomime!

**66. Questions from the Residents**

There were no questions from residents.

**There being no further business, the meeting was closed at 7:32pm**