

CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY, 23rd MAY 2016

PRESENT : Councillors – P Hart (Town Mayor), B Chapman (Chair), E Leighton-Jones, V Macdonald, R Parker, S Allardice, J Hughes, B James, S Cotton, T James, A James, C Rigal, H Roberts

IN ATTENDANCE : Helen Barritt, Town Clerk
P Barton-Price, ERF, Conwy County Borough Council
T Hopkins, ERF, Conwy County Borough Council
J Dolan, ERF, Conwy County Borough Council

APOLOGIES : Councillors G Edwards & E Hughes

Declarations of Interest – Code of Local Government Conduct:

Agenda Item:

Agenda Item 8a – Planning Applications – Councillor Allardice is on the County Council Planning Committee

The Mayor took the Chair for the first agenda item

Minute Number

1. Appointment of Chairman

RESOLVED that Councillor Chapman (the Deputy Mayor) is appointed Chairman of the Committee for the Municipal Year 2016/17

The Deputy Mayor took the Chair at this juncture

2. Appointment of Vice Chairman

RESOLVED that Councillor A.James is appointed Vice Chairman of the Committee for the Municipal Year 2016/17

3. Community Environmental Matters

P Barton-Price, T Hopkins and J Dolan addressed the meeting regarding the provision of services by the Environment, Roads & Facilities Department of Conwy County Borough Council.

The ERF Department has recently undergone restructuring and the Conwy Town Council area comes under the Western division. The Department as a whole has had to make over £3m worth of savings over the financial years 2015/16, 2016/17 & 2017/18. 40% of the management structure has gone and operations are now directed from the base in Mochdre. This is where service enquiries are handled. The Department is beginning to have some successes and has tried to lessen the effect of cuts on the services provided.

P Barton-Price, T Hopkins & J Dolan answered specific questions posed by Members. These related to the employment of agency staff, planting in the community and highways issues.

Mr Hopkins said that the budget for resurfacing the road structure Conwy County Borough Council is responsible for had been cut to £450k. Spraying of weeds on the highway had been moved in-house from a contract service and the Conwy Town Council area is currently being done.

Mr Barton-Price said that he understood that recycling litter bins are being sited in Conwy.

Members voiced concerns about drains not coping with rainfall & the amount of dog fouling. The Mayor thanked the Conwy County Borough Council Officers for coming to the meeting and Mr Barton-Price thanked the Town Council for the opportunity to update them

Mr Barton-Price, Mr Hopkins & Mr Dolan left the meeting at this juncture

4. Minutes

- Minutes of the Special Meeting of the Council held on 9th May 2016
RESOLVED that the minutes are ACCEPTED and APPROVED

5. Questions on the Minutes

Special Meeting of the Council held on 9th May 2016

- a) Minute 347c, Beech Homes Development, Sychnant Pass, Conwy
The Town Clerk informed Members that the residents' committee had asked to defer their meeting with the Town Council as they had been informed of the process of the appeal and awaiting further information
- b) Minute 349, Gwledd Conwy Feast
Mrs Hughes, Director had thanked the Town Council for the grant. She said it was "great news & will be a big help"

6. Town Clerk's Report

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

The Town Clerk reported the following additional items:

- a) Age Connects North Wales Central are holding free legal drop-ins for the over 50's in May, June & July
- b) Business Wales May newsletter is on the Chamber table in the Guildhall
- c) Parking prohibition from property 18 to the junction of Osbourne Terrace, Queens Road, Llandudno Junction, 9am to 5pm, 1/6/16 to 2/6/16
- d) One Voice Wales Chairing Skills training at Caernarfon on 25/5/16

7. Planning

a) Planning Applications

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

b) Planning Decisions Issued

The agenda item was deferred to the next meeting

c) Planning Policy Wales Chapter 6: The Historic Environment

RESOLVED that the following answers to the questions are submitted:

1. Agree
2. Town & Community Councils should be included in the process along with the National Trust. Cadw need to be more robust in their protection of the historic environment
3. Cadw need to have a voice in the development of LDPs and need to be more proactive. Their remit needs to be a wider area than just around monuments
Visual aspects need to be conserved

4. Town and Community Councils need to be more involved
Planners need to be open to suggestions and take heed of opinions in the press. The Local Government Reform in Wales Bill places a lot of emphasis on power to communities. Planners need to think laterally

8. Snowdonia National Park Authority – Public Consultation: Draft Supplementary Planning Guidance Notes – Obtrusive Lighting (Light Pollution)

RESOLVED that a copy of the consultation is forwarded to Members

9. Castles & Town Walls of King Edward I in Gwynedd

Members noted the email from the Deputy Mayor regarding the progress of the project.

The Deputy Mayor gave an update on the report stating that Conwy Castle and the town walls had had a quinquennial survey and were due to have around £1m spent on them. A World Heritage Association is being formed to put more emphasis on the status.

Members thanked the Deputy Mayor for his report

10. Aberconwy Historical Society

Members received an application for grant funding for a Historical Town Trail for Conwy.

RESOLVED that the application is turned down as the Town Council already produces the Town Guide. The Society is to be made aware of this

11. Conwy Pirate Weekend

Members received an application for grant funding for the Conwy Pirate Weekend

RESOLVED that the application is turned down due to the event being run by a commercial company.

12. Christmas Committee

RESOLVED that a meeting of the Christmas Committee is held on Monday 27th June 2016 at 6:30pm in the Guildhall

13. North Wales Walled Towns Friendship Circle

RESOLVED that the following Members represent the Town Council on the following committees:

- a) Car Rally – The Mayor & Councillors Roberts & J Hughes
- b) Marketing – Councillors Roberts and J Hughes

14. Conwy Harbour Advisory Committee

Members received a report on the meeting held on 23rd March 2016.

Members asked that the Harbourmaster is informed about issues on the Deganwy shore

15. Conwy Bowling Club

Members received an application for grant funding of a new steel shed.

Due to damage to the sea wall, water is flooding to the park & damaged the existing shed.

RESOLVED that Conwy Bowling Club are asked to attend a meeting to present their case with a view to applying for a Community Development Fund grant

16. Consultation on the Proposed Amalgamation of Ysgol Maelgwn & Ysgol Nant y Coed, Llandudno Junction

Members received details of the consultation being carried out by Conwy County Borough Council regarding the temporary arrangements until the new School is available for occupation. The consultation closes on 22/6/16. This is a non-statutory consultation.

Families affected by the arrangements have received a letter and have been invited to attend two meetings to give opinions.

There is a special meeting of Conwy County Borough Council Cabinet on 28/6/16 at 11:30am to consider the results of the consultation

17. Llys Meddyg, Conwy

Members noted the contents of the email from Betsi Cadwaladr University Health Board regarding the termination of the GMS contract with Llys Meddyg Surgery, Conwy on 31/10/16.

Councillor Allardice said that she would be attending a meeting at Llandudno Hospital on 24/6/16 regarding the matter

18. 2015/16 Accounts Statements

a) Budget Reports & Reserve Balances for the year ended 31/3/16 (Schedules C to F)

The Town Clerk informed Members that a saving of £73,653.25 had been made on budget & went through the areas where these had been made as per the schedules.

The balance on the reserves was £235,916.53 as at 31/3/16 with 51% being for earmarked projects

RESOLVED that the budget reports and reserve balances for the year ended 31/3/16 are accepted and approved

b) Bank Reconciliation and Financial Statement as at 31/3/16 (Schedules G & H)

The balance at the Bank as at 31/3/16 was £222,910.70. After taking unrepresented cheques into account the balance was £219,170.94

RESOLVED that the Bank reconciliation & financial statement as at 31/3/16 are accepted & approved

c) Balance Sheet as at 31/3/16 (Schedule I)

The balance on the balance sheet as at 31/3/16 was £235,916.53

RESOLVED that the balance sheet as at 31/3/16 is accepted and approved

d) Asset Register

Members received the asset register as at 31/3/16.

RESOLVED that the asset register as at 31/3/16 is accepted and approved

e) Internal Audit Report for the year ended 31/3/16

Members received the internal audit report for the year ended 31/3/16 carried out by JDH Business Services Ltd.

The only issue was a guidance note for 2016/17 accounts regarding the investment in CCLA's Public Sector Deposit Fund and the correct reporting on the 2016/17 Annual Return. The Town Clerk has been advised to consult with the external auditors before the 2016/17 audit

RESOLVED that the internal audit report for the year ended 2015/16 is accepted & approved

f) Annual Governance Statement for the year ended 31/3/16

Members answered the questions on the Annual Governance Statement (Parts 1 & 2) of the Annual Return for the year ended 31/3/16

RESOLVED that the answers to the questions are accepted & approved

Members thanked the Town Clerk for her work on the accounts for 2015/16

19. Risk Assessment

The agenda item was deferred to a future meeting

20. Attendance

RESOLVED that the attendance sheet for 2015/16 (Schedule J) is approved

21. Register of Interests

Members were told that they needed to complete their Register of Interests for 2016/17. The Town Clerk informed Members that the Code of Conduct is one of the themes to be audited in 2016/17 and would include this form

22. Cheque Signatories

Conwy Town Council Business Current Account and Conwy Town Council Notice Account

RESOLVED that the Deputy Mayor, Councillor Chapman is added to the list of signatories

The Mayoral Donation Account

RESOLVED that the signatory to the account is changed to the Mayor, Councillor Hart

23. Investment Strategy 2016/17

The agenda item was deferred to a future meeting

24. Town Council Embroidered Badges

The agenda item was deferred to a future meeting

25. Mayoral Inauguration

Members discussed payments to be made for the Mayoral Inauguration

RESOLVED that:

- a) No gratuity is paid to Time Restaurant Café but a letter of thanks is written
- b) A Mayoral donation is made to Conwy Camera Club

26. Approval of Payments

RESOLVED that the following invoices are approved for payment:

- a) Daisy Chain – 2 Bouquets for Mayoral Inauguration - £54.00
- b) British Telecommunications plc – Guildhall Telephone Quarter Ended 10th May 2016 - £55.84 plus vat
- c) Design 2 Print (Llandudno) Ltd. – 1,000 Letterheads - £145.00 plus vat

27. Cash Payments

There were no cash payments

28. List of Cheques

RESOLVED that the list of cheques 342, as tabled, is approved for payment (Schedule K)

The Mayor thanked Members for attending and making her Mayoral Inauguration such an enjoyable event

There being no further business the meeting was closed at 8:35pm