

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 25th FEBRUARY 2019**

Present: Councillors – S Cotton, (The Mayor), G Edwards (Deputy Mayor & Chair), P Hart, T James, V Macdonald, E Leighton-Jones, B Chapman, J Vaughan, J Rooney, S Barber-Bailey, E Roberts, H Roberts, T Hughes

**In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer
Rachel Lees, Assistant to the Town Clerk
Oliver Wicks, Walking Spaces Officer, Ramblers Cymru**

Apologies: Councillors M Priestley, G Willetts, C Ryan

Declarations of Interest – Code of Local Government Conduct: None

137. Cambrian Way footpath

Members received a presentation from Oliver Wicks, Walking Spaces Officer, Ramblers Cymru.

Members were informed that the Cambrian footpath goes from Cardiff to Conwy and covers approximately 290 miles. The last stage of the walk is in Conwy and the end point is the wishing well garden, Castle Square, Conwy. Mr Wicks informed Members that Ramblers Cymru intend to have markers all along the footpath and possibly a plaque to mark the start and finish of the walk. Members also discussed locals' footpaths with Mr Wicks and discussed the need for the footpaths working party to be revived.

Members asked Mr Wicks to send further information to the Town Clerk for Members with regards to the Cambrian Footpath and the surrounding local footpaths.

The Chair thanked Mr Wicks for his presentation and looks forward to further information in due course.

138. Minutes

- Minutes of the Special Meeting of the Council held on 11th February 2019.
RESOLVED that the minutes are ACCEPTED and APPROVED with the following addition and amendments – Schedule B, planning application 0/45898 - concerns were raised as approx. 3rd of the window is already bricked up. Minute 140. a) Fair Trade Coalition &

139. Questions on the Minutes

i) Minute 140. c) Tree Charter Survey

The Assistant to the Town Clerk asked Members if they had written up about trees in their wards to send to the Tree Charter. Members were reminded that the link was available on the Town Clerks report sent out with the agenda.

ii) Minute 142. Use of the Guildhall for Japanese Lessons.

Members were informed by the Town Clerk that a set of keys are being given to Councillor B Chapman to open and close the Guildhall for the lessons.

iii) Minute 149. St Mary's Church Clock

The Town Clerk and Members discussed the content of the survey. Councillor J Vaughan will see the Town Clerk to assist in writing the survey and will circulate to all for approval before sending out.

140. Town Clerk's Report

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

141. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

b) Planning Decisions Issued

Members received a list of planning decisions issued by Conwy County Borough Council (Schedule C)
The decisions were NOTED.

142. Appointment of internal Auditor

Members discussed whether to appoint the internal auditor for the financial year 2019/20 & the Engagement Letter.

RESOLVED to reappoint internal auditor JDH Business Services Ltd at a cost of £450.50 plus vat

143. Overview of the Guildhall lease

Members discussed at length the current lease of the Guildhall. Concerns were raised by Councillor J Rooney that the lease is inadequate and invalid. Members were also concerned about the high costs involved in the upkeep of the building. The Town Clerk raised concerns to Members of the fact that tax payer's money is being used for the upkeep of a building that is getting older and will need more and more financial input. Therefore, the Town Clerk asked Members to be mindful of the amount of monies being set aside for renewals and repair to the Guildhall. Members felt the lease needs looking at as well as the conditions of the building. The Chair reminded Members that the agenda item was to discuss the lease and not the possibility of moving from the building itself. Members thanked Councillor J Rooney for his work and diligence on the matter.

RESOLVED that a Guildhall Working Party is set up and that the Town Clerk send out possible dates for this asap.

144. The Rev Peter Walker

Members received details that The Reverend Peter Walker is retiring at the end of March 2019 and his final service is on 10th March at 3pm at All Saints Church – Deganwy.

RESOLVED that the Mayor attends the last service with a card and letter.

145. Wales Audit Office Report

The agenda item was deferred to a future meeting

RESOLVED that the report goes to a Finance Committee Meeting.

146. Independent Remuneration Panel for Wales Annual Report – February 2019

The agenda item was deferred to a future Meeting.

147. Approval of Payments

RESOLVED that the following payments are approved:

- a) R. A. Slater - Guildhall & Bus Shelter Windows - 4 Weeks to 08/02/19 - £170.00
 - b) SLCC Enterprises – New Clerk Event – 27/2/19 - £10.00 plus vat
 - c) Scottish Power – Festoon and Festive lighting – unmetered supplies 31/01/2018 to 31/01/2019 - £245.04 plus vat
 - d) Opus Energy – St Mary's Clock Electric – 4/1/19 to 3/2/19 - £24.08 plus vat
 - e) Viking - Stationery - £88.65 plus vat
 - f) E Roberts - Councillors Expenses/allowance – Car Permit £114.00
 - g) B2 Business Systems (North Wales) Ltd– Copies 9/1/19 to 1/2/19, 2,670 Mono & 1149 Colour - £69.95 plus VAT
- along with the additional payments:
- h) Rialtas Software Annual Support Package - £370.00 plus vat
 - i) Cllr. G Edwards Deputy Mayor's Allowance - Payment to undertake the Function of Office - £500.00
 - j) Trilo-Byte - New Wireless Keyboard & Installation - £94.00
 - k) Daisy Chain - Wedding Flowers 16.02.19 - £50
 - l) Welsh Water - Fountain - Lancaster Square - £113.29
 - m) CCBC - 19 x CCTV Cameras Maintenance 2018/19 - £5,339.00
 - n) Xerox Finance - Lease of Printer 01.04.19-30.06.19 - £79.14 plus vat
 - o) Cllr. Sam Cotton - Payment to undertake the Function of Office (£490.00 to date) £700.00

148. Cash Payments

There were no cash payments

149. List of Cheques

RESOLVED that the list of cheques 409 as tabled, is approved for payment (Schedule D)

There being no further business the meeting was closed at approximately 8:15pm