

**CYNGOR TREF CONWY TOWN COUNCIL**  
**THE GUILDHALL, CONWY.**  
**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON MONDAY 26<sup>th</sup> FEBRUARY 2018**

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

**In Attendance: R Lees, Assistant to the Town Clerk**  
**P Gillbanks, Civic Assistant/Events Co-Ordinator**

**Apologies: None**

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

Agenda Item 7a, Planning Application 0/44547 – Councillor E Hughes knows the applicant

Agenda Item 8, Naming of a Footpath - Councillor V Macdonald sits on the History of Deganwy Committee

Agenda Item 9, Gwledd Conwy Feast - Councillor V Macdonald works at the feast

Agenda item 14, Letter of Support – Councillors E Leighton-Jones & J Vaughan sit on the Civic Project Board

**270. CCTV**

There was no presentation.

RESOLVED that Emma Dowell CCTV Manager, CCBC is asked to present at a future meeting

**271. Minutes**

Minutes of the Special Meeting of the Council held on 12<sup>th</sup> February 2018

RESOLVED that the minutes are ACCEPTED and APPROVED

**272. Questions on the Minutes**

- a) Minute 249, Questions on the Minutes – Minute 231 Snowdonia National Park Authority Financial Challenge 2018-20.

Councillor Barber-Bailey informed members that she was advised not to respond by the Snowdonia National Park Authority

- b) Minute 251c), Planning Law in Wales – Consultation Paper

Members were informed that Paula Jones, CCBC, will provide the Town Council with responses to the consultation in due course.

RESOLVED that P Jones is asked to send a copy of her response.

- c) Minute 256, Hanging Baskets & Other Planting

Members were informed that some of the businesses in Conwy still had the basket from last year.

RESOLVED that Councillor Edwards & E Leighton-Jones will collect the baskets and return them to Mr Evans. Councillors were reminded to hand in the hanging basket list to the office.

**273. Town Clerk's Report**

Members received the Town Clerk's Report (Schedule A attached) there were no additional items.

**274. Planning**

- a) **Planning Applications**

Members considered and commented on the attached Schedule B

*Councillor E Hughes left the meeting during discussions on planning application 0/44547*

- b) **Planning Decisions Issued**

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

*Councillor V Macdonald left the meeting during discussions on the next 2 Agenda items.*

**275. Naming of a Footpath**

Members received a request for support for the naming of a Footpath in Deganwy by the History of Deganwy Group. Members felt this was a fitting tribute to the late Betty Mills who wrote the book “flowers on a Path” Copies of the book can be found at Peniel Chapel.

RESOLVED that a letter of support is written and sent to the History of Deganwy Group.

**276. Gwledd Conwy Feast**

Members received a request for funding of the 2018 event.

RESOLVED that a grant of £2000 is awarded.

*Councillor V Macdonald re-joined the meeting at this juncture*

**277. Review of the Community & Town Council Sector**

Members received a request from Janet Finch-Saunders M/AC to meet to discuss the Review.

RESOLVED that Janet Finch-Saunders is asked to attend a future meeting.

**278. Membership to One Voice Wales 2018/19**

Members noted the invitation to join One Voice Wales 2018/19.

RESOLVED that the Town Clerk asks for more information about the benefits of membership.

**279. Reception for the Mayor of Himeji, July 2018**

Members discussed holding a reception for the Mayor of Himeji on 6<sup>th</sup> July 2018 and a tour of the Town on the 7<sup>th</sup> of July, the tour could also include watching the National Eisteddfod’s Proclamation ceremony in Bodlondeb.

RESOLVED that:

- the Mayor is to liaise with Jim Jones, CCBC to discuss the event
- the Mayor sets up a working party

*Councillor V Macdonald left the meeting for the next agenda item*

**280. Use of Guildhall by Gwledd Conwy**

Members received a request from Gwledd Conwy Feast to use the Guildhall during the festival weekend.

RESOLVED that the Town Clerk ask for more information about what they intend to use the Guildhall for and if they will be charging the public to enter the building.

*Councillor V Macdonald re-joined the meeting at this juncture*

*Councillors E Leighton-Jones & J Vaughan left the meeting for the next agenda item*

**281. Letter of Support**

Members received a request from the Feast team for a letter of support regarding the Civic Hall, Conwy The Town Council support their aspiration in principle, however, there are concerns regarding the business plan that was produced for the Civic Hall.

RESOLVED that a letter of support is not written but that the Feast team are invited to present to the Council.

*Councillors E Leighton-Jones & J Vaughan re-joined the meeting at this juncture*

**282. Approval of Payments**

RESOLVED that the following payments are approved:

- a) Scottish Power – Christmas Lights Electric 2017/18 - £245.04 plus vat
- b) A. Slater – Guildhall & Bus Shelter Windows, 4 weeks to 9th February 2018 - £ 170.00
- c) Business Systems (North Wales) Ltd. – Copies 5/1/18 to 8/2/18, Mono 3,964, Colour 160 - £25.21 plus vat
- d) Viking – Stationery & Small Equipment - £47.36 plus vat
- e) British Telecommunications plc – Guildhall Telephone 11/11/17 to 9/2/18 - £54.55 plus vat

**283. Cash Payments**

There were no cash payments

**284. List of Cheques**

RESOLVED that the list of cheques 386 as tabled, is approved for payment (Schedule C)

**285. 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.

*Before discussions began on the next 2 agenda items, Councillor Macdonald asked that all votes taken are to be recorded, this was seconded by H Roberts and passed.*

**286. Staff Committee**

Members RECEIVED and APPROVED the redacted minutes of the Staff Committee meeting held on 15<sup>th</sup> January 2018

Councillor V Macdonald asked for a recorded vote: Councillor V Macdonald proposed that the minutes were a true and accurate record, Councillor E Leighton-Jones seconded the proposal.

Show of hands to approve – The Mayor & Councillors V Macdonald, E Leighton-Jones, H Roberts, P Hart, S Cotton

Members RECEIVED and APPROVED the minutes of the Staff Committee meeting held on 19<sup>th</sup> February 2018  
Councillor V Macdonald asked for a recorded vote: Councillor V Macdonald proposed that the minutes were a true and accurate record, Councillor H Roberts seconded the proposal.

Show of hands to approve – The Mayor & Councillors V Macdonald, E Leighton-Jones, H Roberts, S Cotton

*During discussions on the following agenda item the Assistant to the Town Clerk & the Civic Assistant/ Events Co-ordinator left the meeting at 8.24pm*

**287. Questions on the Minutes**

Redacted minutes of the Staff Committee meeting held on 15th January 2018

- a) Minute 23a) Town Clerk & Responsible Financial Officer

After further discussion of the role of the Town Clerk & the role envisaged for the Responsible Financial Officer a proposal was made by Councillor E Leighton-Jones that the position of the Town Clerk & Responsible Financial Officer is split into 2 roles – Town Clerk, Responsible Financial Officer. The Mayor seconded the proposal.

Councillor V Macdonald asked for a recorded vote:

For – The Mayor & Councillors T Lewis, E Leighton-Jones, J Vaughan, H Roberts, V Macdonald, T Hughes, S Cotton

Abstained – Councillors P Hart, E Hughes, T James, G Edwards, M Priestley, S Barber-Bailey

RESOLVED that the position of the Town Clerk & Responsible Financial Officer is split into 2 roles – Town Clerk, Responsible Financial Officer.

**There being no further business the meeting was closed at approximately 9:15 pm**