

**CYNGOR TREF CONWY TOWN COUNCIL**  
**GUILDHALL, CONWY**  
**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON MONDAY 29<sup>th</sup> MARCH 2016**

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

**IN ATTENDANCE:** Helen Barritt (Town Clerk)  
Rachel Lees (Assistant to the Town Clerk)  
Emma Dowell, CCTV Manager, Conwy County Borough Council  
Matthew Frankcom, Conwy County Borough Council

**APOLOGIES:** Councillors- E Hughes, B Chapman, H Roberts

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

Agenda Item:

Agenda Item 8a – Planning Applications

Councillor Allardice is a member of Conwy County Borough Council Planning Committee

Agenda Item 13 – Cyffordd Llandudno Junction Trakz

Councillors Parker & Hart are Committee members of Trakz & Councillor J Hughes is a fundraiser for Trakz

Agenda Item 22 – Ysgol Aberconwy Charitable Trust

Councillors Edwards, Cotton, T James, P Hart & J Hughes are School Governors, Councillor Parker carries out work for the School, Councillor Allardice's daughters attend the School

**Minute Number**

**293. CCTV Update**

Members RECEIVED a presentation from Ms Dowell, Conwy County Borough Council & Mr Frankcom, Conwy County Borough Council. The CCTV team have received an award for National CCTV team of the year. The team hope to upgrade all CCTV cameras to HD in the next few years provided funding is available. The cameras will also be wireless. The CCTV team will be moving into a new building in 2018 to enable them to become an alarm receiving centre. Funding is needed to purchase the upgrade cameras at a cost of £1000 each. Funding is also needed for the maintenance of the existing 19 cameras at a cost of £281 per camera. Members were given the opportunity to ask questions. The Chair thanked Ms Dowell & Mr Frankcom for the presentation.

**RESOLVED** that:

- the Town Council funds the maintenance for 19 cameras at a cost of £5339 for the financial year 2016/17
- the Town Council considers precepting for new cameras in 2017/18

**294. Conwy Bridge Renovations**

The Agenda Item was not discussed as Mr O Conry, Principal Engineer, CCBC was not present at the meeting

**295. Minutes**

- Minutes of the Special Meeting of the Council held on 14<sup>th</sup> March 2016  
**RESOLVED** that the minutes are ACCEPTED and APPROVED

**296. Questions on the minutes**

**a) Special Meeting of the Council held on 14<sup>th</sup> March 2016**

i) Minute 273, Rural Development Programme in Rural Conwy

Business cards & handouts from the presentation are available on the Chamber table in the Guildhall

ii) Minute 276, Open Doors 2016

Members were informed that a working party meeting is arranged for 6<sup>th</sup> April 2016 at 10.30am

iii) Minute 279, Town Guide

Members were informed that a working party meeting is arranged for 11<sup>th</sup> April 2016 at 5.30pm

iv) Minute 282, Deganwy Community Hub

Members discussed the need to formalise the application process for the Community Development Fund

**RESOLVED** that a working party is formed to finalise the documentation. Members of the group are Councillors V Macdonald, S Cotton, J Hughes, E Leighton-Jones, G Edwards

v) Minute 286, John Ronald Cunningham Memorial Fund

The Town Clerk informed members that Mr D Rowley has accepted the position as trustee and will be attending his first meeting on 30<sup>th</sup> March 2016

vi) Minute 292, Honorary Bailies 2016

Members were informed Mr D Rowley is delighted to accept the position of Honorary Bailie

**297. Town Clerk's Report**

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

The Assistant to the Town Clerk reported the following additional item

a) Lloyds Bank Foundation Funding programmes presentation by Mike Lewis, Wales Grant Manager for Lloyds Bank Foundation. 30/3/16 10am-12pm. Free of charge, St Asaph Youth Centre, Upper Denbigh Road, LL17 0RP

**298. Planning**

a) Planning Applications

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

b) Planning Decisions Issued

Members RECEIVED and NOTED the planning decisions issued by Conwy County Borough Council & The Planning Inspectorate

c) Developments of National Significance (DNS)

Members received information regarding Developments of National Significance decisions being made by the Welsh Government. The Town Clerk had registered for the Welsh Government to notify the Town Council of any DNS's in the area.

**299. Conwy Civic Hall & Quay**

The Agenda Item was deferred to a future meeting

*Councillor G Edwards left the meeting at this juncture*

**300. "Playing Out" Summer Holiday Play Provision**

Members RECEIVED a request for funding for "playing out" sessions during the summer  
**RESOLVED** that the Town Council pay for 1 session per week for 5 weeks at a cost of £1218.10 in Conwy, Deganwy & Llandudno Junction

**301. Hanging Baskets**

Members received a request for further information regarding the hanging baskets from Bryn Euryn  
**RESOLVED** that the Town Clerk replies stating the same reasons as in the previous letter

**302. Walled Towns Friendship Circle Vintage Car Rally 2016**

Members were informed that the Vintage Car Rally will be going ahead on 2<sup>nd</sup> October 2016, using the exact same route as 2015. Conwy will be providing the tea break stop. The Assistant to the Town Clerk was asked to be Secretary of the committee and is to purchase a mobile phone to use as a contact number.

**RESOLVED** that the Car Rally goes ahead with support from the Town Council and that Conwy Cricket Club are asked to provide the refreshments for 2016

*Councillors P Hart, R Parker & J Hughes left the meeting during discussions on the next agenda item*

**303. Cyffordd Llandudno Junction Trakz**

Members RECEIVED a request for funding of the 2016 event  
**RESOLVED** that Trakz are awarded the £1000 requested

*Councillors P Hart, R Parker & J Hughes re-joined the meeting*

**304. Vicarage Gardens Car Park Lighting**

Members RECEIVED a request from Conwy County Borough Council regarding the funding of the replacement lighting in the car park  
**RESOLVED** that a contribution of £5000 is given

**305. Coaches entering Conwy Town**

The Town Clerk informed members that a suggestion had been made to have signs indicating the width restrictions of the archways on entering the Town. There are concerns that coaches should not be deterred from entering the Town but that there is a need for an alternative coach park

**RESOLVED** that the Town Council supports PCSO B Owen and suggests contacting Conwy County Borough Council Highways Department

**306. Footpath over Railway, Deganwy**

Members NOTED the notice & order for the re-opening of the Footpath

**307. St Mary's Church Clock, Conwy**

Members RECEIVED a quote for the annual service contract of the clock. The contract is for 3 years at a cost of £175 plus vat per annum

**RESOLVED** that a 3 year contract is accepted

**308. Conwy Beach**

Members RECEIVED information regarding importing sand for Conwy Beach in 2016.

**RESOLVED** the cost of haulage is paid

**309. Llandudno Junction New School**

Councillor Hart updated members on the new School. Children from both Schools have chosen the new uniform and logo. New Year Heads & Heads of Departments are being appointed. The School framework is now starting to go up.

**310. Society of Local Council Clerks**

The Town Clerk gave a report on the Clwyd Branch meeting held on 18<sup>th</sup> March 2016. Matters discussed included information regarding the revised system for external Auditing and that all Community & Town Councils will have to provide financial information for Audit.

**311. Website**

The Assistant to the Town Clerk gave a report on the working party meeting held on the 14<sup>th</sup> March 2016. Matters discussed included various updates needed for the website & updates to the Town Council's Facebook page.

**RESOLVED** that

- the Assistant to the Town Clerk goes ahead with the changes for the website
- a meeting is set up with the Town Clerk, Assistant to the Town Clerk & Mike Roberts, Delwedd to discuss the website
- the Assistant to the Town Clerk is given authority to make changes
- the website working party hold 6 monthly reviews
- the Town Council Facebook is accessible to all Councillors, and a policy is written for administrators

*Councillors Allardice, Parker, J Hughes, Hart, T James & Cotton left the meeting during discussions on the following agenda item*

**312. Ysgol Aberconwy Charitable Trust**

Members RECEIVED a request for funding for the running cost of Bod Silin Cottage Outdoor & Adventure Activity Centre.

**RESOLVED** that:

- Ysgol Aberconwy receive a Grant of £1080
- the Town Clerk contacts Ysgol Aberconwy Charitable Trust to arrange a site visit for the Mayor and Town Councillors
- the Town Clerk asks that the Town Council Logo is used on all correspondence

*Councillors Allardice, Parker, J Hughes, Hart, T James & Cotton re-joined the meeting*

**313. Cadw- 30<sup>th</sup> Anniversary of World Heritage Site Status**

The Town Clerk informed members that Cadw would like to hire the Guildhall on 23<sup>rd</sup> April 2016 to hold an event for Children to celebrate the 30<sup>th</sup> Anniversary. Cadw would also like members to promote the Castle pass for residents in the Castle shop on the same day.

**RESOLVED** that:

- Cadw can use the Mayors Parlour for free
- Members are available to promote the Castle Pass on the 23/4/16 and steward in the Guildhall

**314. "Conwy & District in 50 Buildings"**

Members RECEIVED details of an idea for a book by Mr P Johnson & Ms C Jefferis, Authors of "Conwy & District Pubs"

**RESOLVED** that Mr Johnson & Ms Jefferis are invited to a future meeting

**315. Guildhall Disposal of Waste**

Members were updated on the process for disposal of waste at the Guildhall.

**316. Approval of Payments**

**RESOLVED** that the following payments are approved:

- a) Conwy County Borough Council – Emptying & Cleaning Llywelyn Fountain, Conwy - December 2015 - £173.62 plus vat
- b) Conwy County Borough Council – Guildhall Business Rates 2016/17 - £6,925.50

**317. Cash Payments**

**RESOLVED** that the list of cash payments 99, is approved for payment (Schedule C)

**318. List of Cheques**

**RESOLVED** that the list of cheques 338, is approved for payment (Schedule D)

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

**319. Civic Trust Cymru**

Members RECEIVED a request to hire the Guildhall for the day to enable civic societies to inspire and train organisations on 10<sup>th</sup> May 2016.

**RESOLVED** that the Civic Trust Cymru can hire the Mayors Parlour on 10/5/16 at a cost of £100 per day

**There being no further business the meeting was closed at 8.45pm**