

**CYNGOR TREF CONWY TOWN COUNCIL**  
**GUILDHALL, CONWY**  
**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON TUESDAY, 30<sup>th</sup> MAY 2017**

**PRESENT: Councillors – S Cotton (Deputy Mayor & Chair), V Macdonald, P Hart, E Leighton-Jones, D Hale, T Hughes, M Priestley, H Roberts, T James**

**IN ATTENDANCE: Helen Barritt, Town Clerk**  
**V Turner, Traffic & Network Manager, Conwy County Borough Council**

**APOLOGIES: The Mayor & Councillors J Vaughan, A James, E Hughes, S Barber-Bailey, G Edwards**

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

Agenda Item:

Agenda Item 19 – Free Apple Trees!

Councillor Leighton-Jones is Chair of the Conwy Orchard Community Group

Agenda Item 26 – Bod Silin, Ysgol Aberconwy

The Deputy Mayor & Councillors Hart & Roberts are Governors of Ysgol Aberconwy

Councillor T James is Chair of the Board of Governors at Ysgol Aberconwy

Agenda Item 27 – Conwy Town Orchestra

Councillor Macdonald is Chair of Conwy Town Orchestra

*In the Absence of The Mayor, the Deputy Mayor took the Chair for the first agenda item*

**Minute Number**

**1. Appointment of Chairman**

**RESOLVED** that Councillor Cotton (the Deputy Mayor) is appointed Chairman of the Special Meetings of the Council for the Municipal Year 2017/18

*The Deputy Mayor continued to Chair the meeting*

**2. Appointment of Vice Chairman**

**RESOLVED** that Councillor Leighton-Jones is appointed Vice Chairman of the Special Meetings of the Council for the Municipal Year 2017/18

*Councillor Roberts left the meeting during the following agenda item*

**3. Car Parking in the Community**

Mr Turner gave Members an update on the situation regarding Osborne Road - Llandudno Junction, Platt Fields – Deganwy & Gyffin – Conwy car parks.

The proposal in December 2016 was to begin charging at these car parks, offer a lease or some other agreement to the Town Council or disposal.

The options for the Town Council were:

- lease the car parks fully & take responsibility for maintenance, insurance & NNDR at the following annual sums:

- Platt Field                      £1
- Gyffin                              £4,800
- Osborne Road                  £16,500

- CCBC retains responsibilities for maintenance, insurance & NNDR with the Town Council contributing the following sums to allow residents & visitors to continue to enjoy free parking

- Platt Field                      £1,396
- Gyffin                              £5,425
- Osborne Road                  £19,277

Members of the Town Council had met with Mr Turner & Mr Wilkinson, Head of Neighbourhood Services, CCBC to discuss the proposals & had asked them to look at the figures for Osborne Road if the Town Council subsidised the first or second hours of occupation. Mr Turner had come back with figures recommending a nominal 10p charge to stop people taking tickets needlessly & an annual charge of £9,425 to subsidise the first hour of parking & £11,680 for the first 2 hours.

Mr Turner informed the meeting that matters have since moved on. The County Council is to receive funding from the Welsh Government to conduct a pilot on Town Centre parking to enable it to collect data to form a future policy. CCBC is looking at including Osborne Road car park in this pilot which would take it out of the proposal this year. Mr Turner said that once the pilot was over he would share the results of the pilot study with the Town Council.

Mr Turner said that the amount the Town Council would need to contribute for CCBC to retain responsibility for Platt Fields & provide free parking is now £1,026.

Members asked about the ownership of Osborne Road car park as they believed that it belonged to the people of Llandudno Junction. Mr Turner said that CCBC Estates will have established that CCBC is the legal owner.

Members asked whether the annual amounts would be subject to increases. Mr Turner said that this would depend on the agreements drawn up with CCBC.

Mr Turner said that pay & display could not be put into car parks until after the General Election & would need to be introduced after a Traffic Regulation Order had been submitted for consultation.

*Mr Turner left the meeting at this juncture*

Members discussed the proposals.

The Town Clerk informed Members that if the Town Council agrees to contribute towards the car parks in 2017/18 the amounts would need to be met out of General Reserves as there was not a specific budget for the costs.

RESOLVED that:

- a) Osborne Road – the Town Council waits for the pilot study results before continuing negotiations with CCBC
- b) Platt Fields – the Town Council is prepared to take on a lease of the car park with CCBC retaining responsibilities for maintenance, insurance & NNDR & the Town Council making a contribution of £1,026
- c) Gyffin – the Town Council is prepared to take on a lease of the car park with CCBC retaining responsibilities for maintenance, insurance & NNDR & the Town Council offering a contribution of £4,000

*Councillors T Hughes & Priestley abstained from the votes on b) Platt Fields & c) Gyffin as they felt that decisions were being taken too early & without clarification on the situation.*

#### **4. Minutes**

- Minutes of the Town Council meeting held on 10<sup>th</sup> April 2017  
RESOLVED to defer the approval of the minutes as the number of Councillors present who attended the meeting was not quorate
- Minutes of the Special Meeting of the Council held on 24<sup>th</sup> April 2017  
RESOLVED to defer the approval of the minutes as neither the Chairman nor Deputy Chairman for the Special Meetings of the Council in 2016/17 were present

#### **5. Questions on the Minutes**

RESOLVED that questions could not be taken as their minutes had not been approved

#### **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) The North Wales Police Open Day scheduled for 3/6/17 has been postponed until September
- b) CCBC's Finance & Resources Overview & Scrutiny Committee scheduled for 12/6/17 at 10am at Bodlondeb has been cancelled as there are no reports to consider
- c) Royal Cambrian Academy – Creative Workshops for Children – 3/6/17
- d) How to Plan & Run a Playday – Llanrwst – 12/6/17
- e) Free Level 2 Playwork Training – Colwyn Bay – 12<sup>th</sup>, 19<sup>th</sup> & 26<sup>th</sup> June 2017
- f) Integrated care Fund for Learning Disabilities & Children with Complex needs – requests proposals for funding by 7/6/17
- g) Age Friendly Streets Questionnaire

## **7. Planning**

### **a) Planning Applications**

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

### **b) Clocaenog Forest Wind Farm**

Members received notice of a planning application for consent to build & operate a wind farm comprising up to 32 wind turbines with a generating capacity of between 64MW & 96MW within the Clocaenog Forest. RESOLVED that an objection is made to the application as the amount of energy generated will not compensate for the loss of forestation, natural habitation & biodiversity in an area of natural beauty.

### **c) Planning Decisions Issued**

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

## **8. Draft Integrated Sustainability Appraisal Scoping Report for the National Development Framework – Welsh Government Consultation**

Members RECEIVED and NOTED the consultation

## **9. McKinley Road Lands, Llandudno Junction**

Members received correspondence from Conwy County Borough Council regarding an offer to acquire the lands. Members were concerned that the loss of this space would cause car parking here to seek alternative places in the community.

RESOLVED that CCBC are asked to carry out a Public Consultation & return to the Town Council with the results.

## **10. Gwledd Conwy Feast**

Members received a request for funding for the 2017 festival. Members commented that at its inception the festival was to become sustainable but was still relying on grant funding.

RESOLVED that a grant of £2,000 is awarded

## **11. Playing Out 2017**

Members received a request to determine the locations for the Playing Out 2017 sessions. 2016 sessions in Pentwyn Park, Deganwy & Cae Derw, Llandudno Junction had been well attended but the sessions in Gyffin Park had a low attendance.

RESOLVED that it is suggested that the Conwy sessions are moved to Bodlondeb Park

## **12. Christmas Committee**

RESOLVED that the agenda item is deferred to a future meeting

## **13. North Wales Walled Towns Friendship Circle**

RESOLVED that the agenda item is deferred to a future meeting

## **14. CCTV in the Community**

### **a) Maintenance Contribution**

Members considered the maintenance contribution for the 19 CCTV cameras in the community for 2017/18 of £5,339.00.

RESOLVED that the matter is brought back to a future meeting so Councillors can review the list of cameras in the community

### **b) Replacement of CCTV Cameras**

Members discussed the request from CCBC to fund the replacement of CCTV cameras in the community with new digital cameras which have better clarity. Each camera will cost £1,000

RESOLVED that the Town Council funds the replacement of 8 cameras at £1,000 each

## **15. Public Conveniences in the Community**

RESOLVED that the agenda item is deferred to a future meeting

**16. Rights of Way Improvement Plan (ROWIP), Conwy County Borough Council**

Members received details of the review of the Plan

RESOLVED that the Open Spaces Working Party convenes in May 2018 to discuss the Plan

**17. Free Apple Trees!**

Members received an offer of 4 free apple trees from Snowdonia National Park Authority

RESOLVED that the Town Council applies for the trees

**18. NatWest, Conwy**

Members received a report on the meeting with Mr German, Local CEO, NatWest held on 26<sup>th</sup> April 2017.

The Conwy branch will be closing on 4/7/17 but a mobile branch will visit the town once a week & a representative will be in the Conwy Business Centre in Llandudno Junction once a week. Councillor Macdonald has a contact number for the Area bank.

**19. Post Office Branch Facilities**

The Town Clerk informed Members that the Network Operations Manager for North Wales had given her some dates that she had made available to meet Members to discuss the community's branches. She will email these to Members to find the most popular date to hold the meeting

**20. Audit Fees & Other Matters Relating to the 2015/16 Audit**

Members RECEIVED and NOTED correspondence from the Welsh Audit Office regarding the external audit of Town & Community Councils.

The Town Clerk explained that the approach to auditing now looked at different themes each year, including the way the Council governed & conducted itself. This year's themes had looked at PAYE and the Code of Conduct. 2017/18 would look at how the Town Council was managing its Reserves and the effectiveness of Internal Audit.

**21. Conwy & Denbighshire Public Services Board**

Members received information on events to be held regarding service proposals

RESOLVED that the Town Clerk emails details of the events to Members

**22. Cyngor Ar Bopeth Cylch Conwy District Citizens Advice Bureau**

RESOLVED that the agenda item is deferred to a future meeting

**23. CVSC**

RESOLVED that the Town Council renews its membership subscription to CVSC for 2017/18 at a cost of £15.00

*The Deputy Mayor & Councillors Hart & T James left the meeting at this juncture*

*Councillor Leighton-Jones took the Chair*

**24. Bod Silin, Ysgol Aberconwy**

Members received a request for grant funding for general maintenance & running costs of Bod Silin.

The Bod Silin Charitable Trust are requesting £1,200 for maintenance costs & buildings insurance along with £3,000 to install a stove so it may become a year round facility

RESOLVED that:

- a) £1,200 is granted for maintenance & running costs
- b) The Trust applies to the July grant allocations for funding towards the stove
- c) The Town Council is appraised as to how the facility is used & the Mayor is invited to visit

*The Deputy Mayor & Councillors Hart & T James returned to the meeting*

*The Deputy Mayor resumed the Chair*

## **25. Conwy Town Orchestra**

Members received details of the logo or the Orchestra from Councillor Macdonald. The logo incorporates the Town Council logo.

*Councillor Macdonald left the meeting whilst the remaining Members discussed the logo*

RESOLVED that the Conwy Town Orchestra are permitted to use the logo

*Councillor Macdonald returned to the meeting*

## **26. Côr Meibion Maelgwn Male Voice Choir**

Members received a request from Côr Meibion Maelgwn Male Voice Choir to sponsor them for £50

RESOLVED that the Town Council sponsors Côr Meibion Maelgwn Male Voice Choir for £50.00

## **27. Training for Town Councillors**

Members RECEIVED an NOTED details of opportunities for training with LGRC Associates Ltd.

## **28. Presentations to the Town Council**

Members received requests from North Wales Police for Sergeant Tom Prytherch & Ms H Robertshaw, Reparation Officer for the Youth Justice Service to each attend a meeting

RESOLVED that the requests are granted

## **29. Approval of Payments**

RESOLVED that the following payments are approved:

- a) P.James – Gift for Retiring Consort - £75.00
- b) J W Jones & Son – Installation of Lampshades in Guildhall Chamber - £301.50 plus vat
- c) Time Café Bar – Mayoral Inauguration Buffet - £1,311.05  
Members agreed to add a £30.00 gratuity to this amount for the staff at Time Café Bar
- d) JDH Business Services Ltd. – Internal Audit 2017/18 - £439.00 plus vat
- e) BT Payphones Receivables – Sponsorship of Lancaster Square, Conwy Payphone Box, 18/5/17 to 17/5/18 - £300.00 plus vat

## **30. Cash Payments**

There were no Cash Payments

## **31. List of Cheques**

The Town Clerk explained:

- a) Cheque number 000917, Drew Pritchard Ltd. - the amount needs to be amended as VAT is not reclaimable. Therefore, the Amount column should read £800.00 & Vat column 0.00
- b) Cheque number 000929, Tine Café Bar - the amount needs to be added as the gratuity had been established. Therefore, the Amount column should read £1,341.05, Vat column 0.00 & Total column £1,341.05

RESOLVED that the list of cheques 368, as tabled with the above amendments, is approved for payment (Schedule C)

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

## **32. Nomination of Town Community Councillor for Membership of the Standards Committee, Conwy County Borough Council**

Members received a request for nominations. The closing date is 12/6/17

RESOLVED that the nomination guidelines & form are emailed out to Members

**There being no further business the meeting was closed at 8:46pm**