

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

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

**In Attendance:** The Town Clerk, Mrs Helen Barritt  
Assistant to the Town Clerk, Mrs Rachel Lees

**Prayers:** The Mayor's Chaplain opened the Meeting with prayers.

**Apologies:** Councillor T Lewis

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

Agenda item 7a - Planning applications - 0/44457, Councillors P Hart & T James are relatives of the applicant

**Minute Number**

**56. Minutes**

- Minutes of the Special Meeting of the Council held on 16<sup>th</sup> October 2017  
RESOLVED that the minutes are approved

**57. Questions on the Minutes**

- **Minutes of the Special Meeting of the Council held on 16<sup>th</sup> October 2017**
  - Minute 151b, Planning training  
The Town Clerk reminded Councillors that the planning training is being held on 21/11/17 in Colwyn Bay, Councillors were asked to inform the Town Clerk if they will be attending.
  - Minute 151f, Councillor Visits  
Dŵr Cymru Welsh Water have agreed to allow Councillors to visit the sewage works. The Town Clerk will arrange a date.

**58. Town Clerk's Report**

Councillors received a report from the Assistant to the Town Clerk (Schedule A attached) with the following additions:

- a) Invitation to the blessing of the medieval stained glass by the Bishop of St Asaph, Rt Reverend Gregory Cameron at St Cystennin's Church, Llangwstennin, Mochdre, 5/11/17
- b) The Royal Town Planning Institute Competition – Capturing planning in images  
Closing date 10/11/17. <http://www.rtpi.org.uk/the-rtpi-near-you/rtpi-cymru/capturing-planning-in-images>
- c) Conwy County Borough Council Meeting  
Special Meeting of the Cabinet 10/11/17 11am to discuss the pier in Colwyn Bay

## 59. Planning

*Councillors Hart & T.James left the meeting during discussion of application O/44457*

### a) Planning Applications

Councillors considered and commented on the planning applications as shown on the attached Schedule B

*Councillor S Cotton left the meeting at this juncture*

### b) Planning Decisions Issued

Councillors received a list of planning decisions issued by Conwy County Borough Council

### c) Notice of Appeal – Lon Y Gyffordd, Llandudno Junction, LL31 9XX

Councillors received details of the appeal by Legal & General Assurance Society Ltd. Regarding the Lon y Gyffordd site in Llandudno Junction requesting planning permission for the redevelopment of part of the car park.

## 60. Accounts 2017/18 & Budget 2018/19

- a) The Town Clerk apologised to Councillors for not presenting the first quarter accounts for 2017/18. This was due to staff shortages & pressure of work.

The Town Clerk presented the accounts for the half year to 30<sup>th</sup> September 2017 (Schedules C to I) Savings of £1,311 were anticipated on the Highways budget. These have arisen due to CCBC requesting £661 less for the CCTV contribution than budgeted, BT Payphone contract stating £500 but only charging £300 & the reversal of a 2016/17 creditor for the sand for Conwy Beach of £450 owed to CCBC but never invoiced. The Town Clerk also informed Councillors that despite CCBC carrying out maintenance work on Llywelyn Fountain, they were not raising invoices for the cost of the work.

A saving of £1,275 is anticipated on the Publicity & Amenities budget due to the cancellation of the Walled Towns Friendship Circle Car Rally.

A saving of £4,755 is anticipated on the General budget. The Buildings Insurance premium is £2,400 less than budgeted, Audit fees were £350 less than budget & there have been savings on the Christmas Trees/Lights/Fireworks of £2,430. Translation Services had not been used in the half year, giving a saving of £2,885.

Overspends had arisen on Donations of £1,500 due to the payment of a £500 grant to Conwy Borough Football Club from February 2017 & a grant towards a defibrillator (£1,000) to the RNLI. The purchase of the new IT system has given rise to the overspend on Office Equipment/Supplies of £1,340. Both overspends are covered by Earmarked Reserves.

The overspend on Sponsorship of £300 has arisen due to the sponsorship of the Côt Meibion Maelgwn website & the advertising board at Conwy Borough Football Club. Ysgol Aberconwy received an extra £120 grant towards Bod Silin. These overspends will be covered by General Reserves

Reserves at 31<sup>st</sup> March 2018 are currently anticipated to be in the region of £205k. This is made up of £70k Earmarked Reserves & £135k General Reserves.

The Balance Sheet as at 30<sup>th</sup> September 2017 was presented.

The Bank Reconciliation as at 30<sup>th</sup> September 2017 was £156,084.37. There are no outstanding cheques over 2 months old.

RESOLVED that the accounting reports, Statement of Reserves, Balance Sheet & Bank Reconciliations for the half year to 30<sup>th</sup> September 2017 are accepted & approved & that the Town Clerk is thanked for her work on the accounts

- b) RESOLVED that a meeting to discuss the draft budget for 2018/19 is held on 4<sup>th</sup> December 2017 at 6:30pm

**61. Remembrance Sunday & Armistice Day**

Councillors received details of the arrangements for Remembrance Sunday & Armistice Day.  
The Risk Assessment was also presented which has an overall risk rating of “low”  
RESOLVED that the Risk Assessment is approved

**62. Christmas**

Councillors were informed that there are concerns that the band cannot be heard in Lancaster Square.  
The Town Clerk said that she would speak to Sound Design about the problem

**63. Presentation to Town Council**

Councillors received a request from the Rural Enabling Officer, CCBC to make a presentation to talk about funding opportunities  
RESOLVED that Rural Enabling Officer is invited to make a presentation to the Town Council

**64. Approval of Payments**

RESOLVED that the following payments are approved for payment:

- a) Trilo-Byte Computer Services – Cloud Storage 1/8/17 to 31/10/17 - £27.00, Installation & Set-up of Wireless Access Point & Change User on Laptop - £125.00
  - b) A.Slater – Guildhall & Bus Shelter Windows, 4 weeks to 20/10/17 - £170.00
- Along with the following additional payments:
- c) The Royal British Legion Conwy & District Branch Poppy Appeal – 3 Wreaths for Remembrance Sunday - £84.00
  - d) Ekult Group Ltd. – Civic Sunday Parade Signage & Marshals - £162.50 plus vat

**65. Cash Payments**

There were no cash payments

**66. List of Cheques**

RESOLVED that the list of cheques no. 378 is approved (Schedule J)

**67. Mayoral Announcements**

Mayoral Announcements will be given at the next Town Council Meeting

**68. Questions from the Residents**

There were no questions from residents

**There being no further business the Meeting was closed at 7:27pm**