

**CYNGOR TREF CONWY TOWN COUNCIL  
THE GUILDHALL, CONWY.  
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
HELD ON MONDAY 1<sup>ST</sup> OCTOBER 2018**

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

**In Attendance: Natasha Flint, Town Clerk & Responsible Finance Officer  
Rachel Lees, Assistant to the Town Clerk**

**Apologies: Councillors B Chapman, T Hughes, E Hughes, J Vaughan,**

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

Agenda Item 6a, Planning Applications – Councillor Priestley is a member of Conwy County Borough Council Planning Committee

Agenda Item 6a, Planning application 0/45573 – the application is at Councillors S Cotton’s work place

Agenda Item 6a, Planning application 0/45573 – Councillor V Macdonald is a friend of the applicant.

Agenda Item 6a, Planning applications 0/45583 & 0/45584 – Councillor V Macdonald knows the applicant.

**93. Minutes**

- Minutes of the Town Council Meeting held on 17<sup>th</sup> September 2018.  
RESOLVED that the minutes are ACCEPTED and APPROVED

**94. Questions on the Minutes**

Town Council Meeting held on 17<sup>th</sup> September 2018.

Minute 64b). Questions on the Minutes

The Town Clerk informed members that R Lees new contract was complete and ready to sign.

Minute 65. Community Concerns

Members were informed that the Senior Acquisitions Consultant for Lidl, Mr D Bryan is coming to the Guildhall on Thursday 4<sup>th</sup> 2018, 12.30pm to speak with Members.

**95. Town Clerk’s Report**

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

*Councillor M Priestley left the meeting during a) planning applications*

**96. Planning**

**a) Planning Applications**

Members considered and commented on the attached Schedule B

*The Mayor and Councillor V Macdonald left the meeting during discussions on planning application 0/45573*

*Councillor V Macdonald left the meeting during discussions on planning applications 0/45583 & 0/45584*

*Councillor M Priestley re-joined the meeting.*

*Councillor E Roberts joined the meeting at this juncture.*

**b) Planning Decisions Issued**

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

**c) Proposal for Naming of Streets**

Members received 2 proposals of names for 2 streets in Beech Developments – Pinewood, Sychnant Pass Road, Conwy.

Members RESOLVED to have Lon Caer Seion and Lon Y Dderwen.

### **97. Town Guide**

Members discussed the quantity and distribution of the Town Guide. Members felt that the high number of Guides ordered in past years was too much and was not necessarily bringing tourists into Conwy.

RESOLVED that:

- 28 boxes are ordered from viewcreative, 25 of which are to be delivered direct to the Conwy TIC, 1 to Llandudno TIC, 1 to Betws Y Coed TIC and 1 kept in the Guildhall.
- Councillor V Macdonald is to pursue an online version of the Guide from viewcreative.

### **98. Town Council Notice Boards**

Members discussed the appearance of the notice boards in the Community. Councillors G Willetts & J Rooney offered to tidy up the notice boards and to re- varnish. The Chair made note to the Town Clerk to ensure the correct insurance for public liability is in place for this work to commence. Members also discussed the content of the notice boards. Members were informed that 2 noticeboards in Llandudno Junction had faulty locks and that Alexander Locksmiths are trying to source the locks. The approximate cost is £200 for each lock, however, as these are a specialist lock they are struggling to find a supplier.

RESOLVED that:

- Councillors G Willetts and J Rooney restore the notice boards as a temporary measure.
- the Town Clerk contacts the insurance provider.
- the item is put on a future agenda to look at new notice boards which are weather proof.

### **99. Salt Bag Partnership Scheme**

Members received information regarding the scheme.

RESOLVED that the scheme is not taken up.

### **100. Cambrian Way Footpath**

The Town Clerk read a letter from Mr Wicks, Walking Spaces Officer, Ramblers Cymru regarding the Cambrian Way Footpath.

RESOLVED that:

- Mr Wicks is invited to present at a future meeting.
- The Footpaths & Greenspaces working party is reinstated in the spring and Mrs M Norwood is invited to the meeting.

### **101. Christmas Events 2018**

a) The Town Clerk informed Members that Festive Lighting have offered a 25% discount for a 4<sup>th</sup> year (2019) as we are in the 3<sup>rd</sup> year of a 3 year contract using the same motifs, overall cost will be £6023.04 plus vat.

RESOLVED that the offer is accepted for a 4<sup>th</sup> year with the 25% discount for 2019.

b) The Town Clerk informed Members that Mr Fletcher of Tree Wise Men had sent in a quote for 2x 25ft Trees £960 inc vat and 5x 15ft Trees £800 inc vat. Delivery, installation and removal total cost £1400. Total quotation cost £3160

RESOLVED that the quote for £3160 is accepted.

c) The Town Clerk informed Members that the quote for 40 small Christmas Trees from Allan Evans is £17.00 per tree at a total cost of £680.00.

RESOLVED that the quote is accepted.

### **102. Omega Accounts Software**

Members received information from the Town Clerk regarding the accounts software package the cost will be £1,196.00 plus a training day of £399.00 and either mileage from (a) Chester = £1634.50 or mileage from (b) Swindon = £1,773.10. The annual fee of £370.00 starts in 2019.

RESOLVED that the accounts software is purchased and the training is arranged for the Town Clerk and the Assistant to the Town Clerk.

### **103. Data Protection Fee Renewal**

The agenda item was deferred to a future meeting.

**104. CCTV Funding Contributions**

The Town Clerk read correspondence from E Dowell, CCTV Manager, CCBC regarding raising invoices for funding for 8 new cameras in 2018/19 at a cost of £8000 also the maintenance contribution for 19 CCTV cameras in 2018/19 at a cost of £5339.00.

RESOLVED that:

- The Town Clerk informs E Dowell that the maintenance contribution invoice can be raised.
- The Town Clerk looks back at previous minutes to see what has been agreed for the 8 cameras in 2018/19.

**105. Review of Community and Town Council Sector in Wales**

Members received a report from the working party meeting held on 29th August 2018. Members discussed the response from the findings at the meeting. The Chair thanked all members involved.

RESOLVED that Councillor E Roberts send the report to the Town Clerk to send to the panel.

**106. Llewelyn Fountain Bronze**

The Town Clerk informed Members that the artist Mr N Elfick would like to restore part of the fountain in Bronze, this will be sponsored by Sky television and at no cost to the Council. Members would like to see more details as to what he has in mind.

RESOLVED that Mr N Elfick is invited to present to a future meeting.

**107. Approval of Payments**

RESOLVED that the following payment is approved:

- a) Men at Work Wales – Guildhall Ladies Toilet - leak repair - £80.50

**108. Cash Payments**

There were no cash payments

**109. List of Cheques**

RESOLVED that the list of cheques 399 as tabled, is approved for payment (Schedule C)

**There being no further business the meeting was closed at approximately 8:14pm**