

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 2nd JANUARY 2018**

Present: Councillors –B Chapman (The Mayor), S Cotton (Deputy Mayor, Chair), V Macdonald, P Hart, E Leighton-Jones, B James, D Hale, T Hughes, E Hughes, A James, H Roberts, M Priestley, T James

**In Attendance: R Lees, Assistant to the Town Clerk
P Gillbanks, Events Co-ordinator
D Phillips, Safety Focus Limited**

Apologies: Councillors J Vaughan, T Lewis

Declarations of Interest – Code of Local Government Conduct: None

Minute Number

214. Christmas Events 2017

a) Discussion of events held over the Christmas period

Deganwy & Llandudno Junction Events

Attendance was low at both events. To improve attendance next year:

- more posters could be distributed to all businesses including takeaways in both communities.
- Special invite could be included in the Father Christmas letters directed to the parents
- Father Christmas letters have an earlier collection date giving time for letters to be seen at home before the events
- Members to knock on doors or leaflets posted out just before the events
- Possibility of Deganwy Event being held later in the day, ask Darren if he can provide lighting from the van

Christmas Eve

Events Co-ordinator Paul Gillbanks informed members that perhaps running orders need to be given out to the public in key areas next year. Father Christmas Letters went on far too long, and it will need to be shortened next year. Public wished to give donations on the night.

Report from Dave Phillips:

The Conwy Christmas event was excellent with a record number of attendance estimated at around 6000 people. The operation now needs looking at in a more detailed and professional manner.

Some roads were not barriered well and the marshals were not trained enough to be able to deal with live traffic. Marshals will need training for all key areas next year. Training can be provided by Safety Focus Ltd or a security firm will need to be considered. A Silver Commander could be placed in charge of all operations, this would be undertaken by radio communication on the night. There should also be a person next to the silver commander writing a log.

There was a lack of communication on the night, causing timing issues. Radio communication needs tightening and all key marshals should have radios.

More experienced St John ambulance will need to be onsite along with one or two professional paramedics.

A detailed report will be produced for Conwy County Borough Council.

D Phillips thanked Councillor M Priestly for his help with the incidence on the night, which was not in relation to the event itself.

The singer at Vicarage Gardens sang superbly and the whole sound was great.

Discussions by Councillors:

- Public were getting agitated as the timings were 10 minutes late.
- Chapter 8 marshals were not in place in the key areas that they were supposed to be in.
- Litter the following day was atrocious, need to concentrate more on litter picking after the event.
- Chairs and Barriers also need clearing better next year. Barriers need to be doubled up.
- Temporary bus stop definitely needed next year.
- Members need to be trained as chapter 8. Need to have 2 chapter 8 at Rosehill Street.
- Public gave good feedback to Members on the night.
- Conwy Yacht Club members are happy to marshal next year, however, they would prefer to be placed elsewhere as they felt they could have helped more if they were placed in key areas, also the chapter 8 marshal had the vehicle engine running therefore they were standing in fumes the whole time. Cllr V Macdonald suggested that they could be trained as the chapter 8 marshals for next year.
- The Choir Master was upset that the Choir did not have mics, however, they were provided with 3 mics but they did not use them.
- Father Christmas speech went on too long and some of the letters chosen by Councillors were not read out. The speech needs to be more scripted and shortened next time.
- Bodlondeb car park was dark and busy. It was dangerous where the new machine had been placed especially as public had to stand in the road to obtain a ticket whilst heavy traffic was around.
- It was felt there was a lack of bins throughout the town.
- Public were walking up through the Archway on Llanrwst Road, should be advised to use the walkway through Morfa Bach Carpark.

The Chair thanked D Phillips for his help on the night and for his report.

At this juncture, Dave Phillips left the meeting.

Boxing Day Dip

The event was successful with a good crowd.

The winners were announced, however, only one winner had been chosen from the adult and the child categories, therefore members needed to choose a 2nd and 3rd place for both categories. Members chose the 2nd and 3rd places.

Christmas Window Competition

Winners were announced and members were informed that the prize ceremony will be held at 8pm after the Town Council Meeting on 29th January 2018. Members need to go door to door with the posters next year to get more shop and businesses involved.

A 4th prize and shield could be for best newcomer for the year.

b) Payments

RESOLVED that payments are made to:

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| Singer at Lancaster Square – Sian – Donation to charity | £50 |
| Conwy Yacht Club – Stewarding Donation | £30 |
| St. John Ambulance – Christmas Eve and Boxing Day Dip | £400 |
| Llandudno Sailing Club - Stewarding Donation | £30 |
| Chaps - Stewarding Donation | £30 |
| Gary Carr - Donation to charity | £50 |
| Choir St Mary's - Donation to charity | £50 |
| Rosie Hearn - Donation to charity | £50 |
| Wendy Deardon - Donation to charity | £10 |
| Frank Prescot - Donation to charity | £10 |
| Nigel Rowe - Donation to charity | £10 |

RNLI £50

Conwy Camera Club £30

c) Christmas Lights

Members reported timing issues with lampposts 3 and 8 in Deganwy.

lampposts in Llandudno Junction have the same timing issues as last year. It was suggested that the cob lights might look better in assorted colours next year.

d) Other matters relating to Christmas

Members discussed how wonderful the fireworks were this year, and that the music which accompanied them was superb.

RESOLVED that the Town Clerk write to:

- the firework company to thank them for putting on such a fabulous display and for their continued support.
- Gary Carr for choosing amazing music to accompany the fireworks.

215. Minutes

Minutes of the Town Council meeting held on 11th December 2017

RESOLVED that the minutes are ACCEPTED and APPROVED with the following amendment:

- Minute 90. Councillor Resignations. Should read Councillor M Priestley not the Mayor thanked them for their service over the years.

216. Questions on the Minutes

a) Minute 70, Questions on the minutes – North Wales Walled Towns Friendship Circle

Members were reminded that the Annual Dinner was being held on 19/1/18 and that menu choices & payment should be given to Denbigh Town Clerk by Friday 5/1/18.

b) Minute 73, Conwy Town Clock

Members asked if Smith of Derby's Ltd had been called out to fix the clock.

RESOLVED that the assistant to the Town Clerk gets confirmation.

c) Minute 89, Staff Committee

Members were informed that the minutes from the Staff Committee Meeting held on 27th November 2017 will be on the next agenda.

Councillors discussed current issues.

217. Town Clerk's Report

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

218. Planning

a) **Planning Applications**

Members considered and commented on the attached Schedule B

b) **Planning Decisions Issued**

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

219. Request to light up Conwy Castle in purple

Members received a request from WASPI to request that Cadw lights up Conwy Castle in purple on 6/2/18 to commemorate 100 years of women having the vote. Members hope there will be publicity for this.

RESOLVED that the Town Clerk puts in the request to Cadw and that the colour asked for is lilac.

220. Budget & Precept 2018/19

RESOLVED that the agenda item is deferred to the Special Meeting of the Council to be held on 15th January 2018.

221. Review of Community & Town Council Sector in Wales

RESOLVED that the information is sent out again to all members and that they reply individually.

222. Ysgol Awel Y Mynydd

Members discussed the position of the Town Council Governor and were informed that no response had been received from the School regarding the position.

RESOLVED that the Town Clerk write to Ysgol Awel Y Mynydd:

- To ask why there has been no response to the first letter yet.
- To tell them that Councillor T Hughes is the Town Council's choice as Governor.
- To say the Town Council are aware there will be a Governors Meeting at the School on 17th January and that Councillor T Hughes will be attending as a Governor unless they hear otherwise.

223. Approval of Payments

RESOLVED that the following payments are approved:

- a) A. Slater – Guildhall & Bus Shelter Windows, 4 Weeks to 15/12/17 - £170.00
- b) Trilo-Byte Computer Services – Training Session 13/12/17 - £75.00

Along with the following additional items:

- c) DVSC – The Essentials of Data Protection & GDPR Course – Town Clerk to attend 24/1/18 - £25.00
- d) D. Rickards – Cleaning Conwy Castle after Christmas Eve fireworks - £50

224. Cash Payments

There were no cash payments

225. List of Cheques

RESOLVED that the list of cheques 382 as tabled, is approved for payment (Schedule C)
Cheque 001129 held back to await more information.

There being no further business the meeting was closed at 8:45pm