

**CYNGOR TREF CONWY TOWN COUNCIL  
THE GUILDHALL, CONWY.  
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
HELD ON MONDAY 2<sup>nd</sup> SEPTEMBER 2019**

**Present: Councillors - G Edwards (Mayor), C Ryan, G Willetts, S Barber-Bailey (Vice Chair), P Hart, M Craven, J Vaughan, J Rooney, V Macdonald, H Roberts,**

**In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer  
Rachel Lees, Deputy Town Clerk**

**Apologies: Councillors - T Hughes, T James, E Leighton-Jones (Deputy Mayor & Chair), B Chapman, E Roberts  
M Priestley, S Cotton.**

**Declarations of Interest -**

Members discussed whether County Councillors who are also Town Councillors should declare an interest in item 8. on the Agenda. It was suggested that the Town Clerk check with Delyth Jones, Monitoring Officer, CCBC. RESOLVED that Item 8. is deferred until a response comes back from Delyth Jones.

**70. Minutes**

- Minutes of the Special Meeting of the Council held on 19th August 2019  
RESOLVED that the minutes are ACCEPTED and APPROVED

**71. Questions on the Minutes**

Special Meeting

a) Minute 61. Community Development Fund

Members asked for dates to be circulated to hold a working party. The Town Clerk will circulate available dates.

Minute 62. World Clean Up Day 2019

The Deputy Town Clerk informed Members that the litter pick has been arranged on Conwy Morfa Beach from 10am to 1pm Saturday 21<sup>st</sup> September. The Deputy Town Clerk, Events Co-ordinator and Cllr. E Roberts have been in touch with the Harbour Master & RNLI. The Invite will be sent to all groups that are associated with the Town Council and will be advertised on all forms of social media & press. It was suggested to leave the glass that has been softened as local artists use it in their art, or it could be collected and offered to artists.

**72. Report Back**

**Snowdonia National Park**

Cllr. S Barber-Bailey informed Members that the next Meeting is being held on 30<sup>th</sup> September.

**John Ronald Cunningham Trust Fund**

Cllr. P Hart updated Members on the Trust Fund.

**73. Town Clerk's Report**

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

Point 4. Members asked for clarification on the award. Members can check the award choices at [www.greenflagaward.org/award-winners/](http://www.greenflagaward.org/award-winners/) .

Point 5. Members were informed that the Town Clerk had filled the survey in, however, it would be useful if all members fill it in. [www.smartsurvey.co.uk/s/community-town-council/](http://www.smartsurvey.co.uk/s/community-town-council/)

**74. Planning**

a) **Planning Applications**

Members considered and commented on the attached Schedule B

b) **Planning Decisions Issued**

Members received a list of planning decisions issued by Conwy County Borough Council (Schedule C)  
The decisions were NOTED.

**75. Town Council Community Provision of Services for the Future.**

The agenda item was deferred.

**76. Wild Orchids – Llandudno Junction**

The agenda item was deferred.

**77. Conwy Town Council website**

Members received a proposal from Delwedd for the design and build of a new responsive website which will enable the staff to make same day changes to the website and be more user friendly and device friendly. The new website would also comply with GDPR regulations. There would also be opportunity for a sponsor's page. Delwedd also offer a translation service for current documents being uploaded onto the website. Members received a proposal questionnaire and were asked to complete it.

RESOLVED that:

- Conwy Town Council update the website to a new responsive website.
- The Town Clerk obtain 2 more proposals and quotes for the website and bring the item back to a future Agenda.
- A working party is set up to go through the proposal questionnaire – Members who would like to be on the working party are Cllr. M Craven & Cllr. H Roberts.

**78. Approval of Payments**

RESOLVED that the following payments are approved:

- a) R. A. Slater – Guildhall and Bus Shelter windows 4 Weeks to – 24/8/19 - £170.00;
- b) Ekult Group Ltd – Traffic Management & Signage – Civic Sunday 21/07/19 - £221.00 plus VAT
- c) Men at Work Wales – Guildhall Flag pole refit - £90.00

Along with the following additional items:

- d) The Festive Lighting Company – 1 Yr Extension on Motif Lights - £6023.04 plus VAT
- e) N. Flint - OVW Training Travel Expenses - Mold 72.6 miles @ .45p per mile - £32.67

**79. List of Cheques**

RESOLVED that the list of cheques 425 as tabled, is approved for payment (Schedule D)

**80. Questions to Chair/Town Clerk**

1. The Town Clerk read a letter from a resident who had suffered an injury from falling over an A frame outside a shop in Conwy Town, the resident concerned would not like to make a formal complaint but wished to draw the use of signs on the pavement to the Council's attention. Members discussed the issue and felt it was a matter for Highways, CCBC. However, Members were concerned that more and more businesses on the High Street were displaying A frames on the High Street pavements.  
RESOLVED that the Town Clerk write to Highways, CCBC to ask what they intend to do about increased use of A Frames on the High Street pavements in Conwy.
2. The Town Clerk informed Members that the Wales in Bloom award ceremony is being held on Friday 13<sup>th</sup> September, 2 tickets are available at £15 per person.  
RESOLVED to ask Cllr. B Chapman to attend, and Cllr. S Barber-Bailey if Cllr. Chapman is unavailable.

**81. Confidential Business**

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 3d, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw.

*Councillor V Macdonald left the meeting at this juncture.*

**82. Staff Committee**

- Minutes of the Staff Committee held on 19th August 2019  
RESOLVED that the minutes are ACCEPTED and APPROVED

**83. Questions on the Minutes**

**There being no further business the meeting was closed at 8:10pm**