

CYNGOR TREF CONWY TOWN COUNCIL GUILDHALL, CONWY

MINUTES OF THE CIVIC COMMITTEE MEETING

HELD ON WEDNESDAY 3rd February @ 17:30pm

PRESENT: Councillors – H Roberts (Chair) P Hart (Vice Chair) G Edwards (Mayor)
E Leighton-Jones (Deputy Mayor), S Cotton, V Macdonald, B Chapman, E Roberts.

IN ATTENDANCE: N Flint - Town Clerk & Responsible Financial Officer (TC)
P Gillbanks – Mayor’s Secretary/Events Co-ordinator (MS/ECO)

APOLOGIES: None.

DECLARATIONS OF INTEREST – CODE OF LOCAL GOVERNMENT CONDUCT: None

Minute Number:-

8. Mayoral Inauguration 2020

MS/ECO Confirmed that Mayor Making will be on Monday 18th May.

The Deputy Mayor had not decided on her Charities or her Cadet yet but would confirm this at a later date with the MS/ECO.

RESOLVED and APPROVED that:

- The Deputy Mayor’s Chaplin for the Municipal Year 2020-21 will be Pastor Eryl Parry of St Mary’s Church Conwy.
- The Venue for the Mayoral Dinner will be the Midland Restaurant in Conwy and the budget for the 3-course meal will be between £12.00 - £13.00.
- The MS/ECO will coordinate the event and liaise with the Deputy Mayor/TC.
- Flowers for centre pieces and for staff will be paid for by the Deputy Mayor, the Deputy Mayor will coordinate with MS/ECO.
- Toby Tunstall is happy to supply the refreshments for the Castle, the MS/ECO will liaise with Mr Tunstall.
- Toby Tunstall will supply the 2 Drummer Fanfare and will liaise with MS/ECO.
- Toby Tunstall will supply the 4 Horn Fanfare and will liaise with MS/ECO.
- the 2 Drummer Fanfare & 4 Horn Fanfare will receive a donation of thanks form Conwy Town Council.
- the outgoing Mayor will be given £75.00 from Conwy Town Council to buy his Mayoress a gift of thanks for her support in his Municipal Year.
- the outgoing Mayor will be given £10.00 from Conwy Town Council to buy his Mayoral Cadet a gift of thanks for her support in his Municipal Year.
- the Headmaster from Ysgol Aberconwy & Ysgol Porth-y-Felin will be invited to the Mayor Making event.
- Cllr. B Chapman will read out the Royal Warrant in Welsh on the evening at the Guildhall and that Richard Hughes will be the reserve reader.
- Mr Ray Lingwood will carry the Mace for the event.
- Ms Rosina Hearn will be the Master of Ceremonies for the event.

9. Civic Sunday 2020

Civic Sunday will be held on Sunday 19th July at 11.00am

RESOLVED and APPROVED that:

- the procession will start from Bodlondeb and will make its way down Bangor Road, turning into High Street and then down Church Street to St Mary’s Church.
- MS/ECO will book Bodlondeb and St Mary’ Church in Conwy for the event.
- MS/ECO will book Prestatyn Cadet Band for the event, if they are not available then the MS/ECO will try to book Menai Bridge Band.
- MS/ECO to book Conwy Golf Course for the Lunch, a budget of £17.50 is set for either 2 or 3 course Lunch.

10. Honorary Bailies 2020

The Deputy Mayor advised the Committee that she would be away in September 2020. The Committee decided to move the date of the Honorary Bailie Ceremony in order that the Deputy Mayor could attend the event as Mayor.

RESOLVED and APPROVED that:

- Honorary Bailie ceremony will be held following the Full Town Council Meeting being held on the 26th October 2020.
- Cllr. V Macdonald will go to Benards in Craig-y-Don to have the Charters framed for the Honorary Bailies.
- the TC will place the nominations for Honorary Bailies on the agenda of the Special Meeting of 17th February 2020 to ask Councillors to think of nominations in preparation for the actual nominations which will be on the 2nd March 2020 Agenda.

11. D Day 75th Anniversary – 8th May 2020

It was NOTED that the Agenda title D Day was incorrect, and it is actually VE Day.

The VE Day celebrations were discussed, and the MS/ECO advised the Committee that he had looked though the documentation from Bruno Peak LVO OBE OPR Pageant master and that it asks the Town Council and other Organisations to raise a toast on the day. A full discussion took place on the best way to celebrate the event. Cllr. V Macdonald advised the Committee that the event is not a commemoration but a celebration. Therefore, to go to the Morfa Stone or a memorial would not be appropriate.

RESOLVED and APPROVED

- MS/ECO & Mayor ask if Conwy Town Council can book the TIC event space to hold a Tea and Cake event with bunting and 1940's music, and to ask the local shops to supply the cakes.
- MS/ECO to book the Bugler – Mitchel Bradley-Williams to play the Last Post for the event.
- MS/ECO to email out general invitations.

12. Civic Regalia

The TC brought to the attention of the Committee that the Deputy Mayor's gown was in need of replacing and that the Mayor's gown had real fur and that this was not appropriate, so that too will need replacing. The TC also, advised the Committee that some of the Tricon hats were in desperate need of replacing and the TC referred to schedule C that was sent out with the Civic Agenda. The TC advised the Committee that in some Town Council's the Deputy Mayor's gown is generally a different colour from the Mayor's gown to differentiate from the Mayor. It could be made in the blue of Conwy Town Council. The Committee agreed to the Deputy Mayor's gown to be ordered in blue but would also like to see swatch of the fabric.

RESOLVED and APPROVED that:

- 1 x Mayoral robe made from bright scarlet Melton with dark brown fake fur trim at a cost of £1,450.00 is ordered.
- 1 x Deputy Mayoral robe made from bright blue Melton with dark brown fake fur trim at a cost of £1,450.00 is ordered.
- 1 x Mayoral Tricorn in velvet finish and gold braided loop at a cost of £475.00 is ordered.
- 1 x Deputy Mayoral Tricorn in velvet finish and gold braided loop at a cost of £475.00 is ordered.
- 1 x Bib Jabot at a cost of £134.50 is ordered.
- 2 x Laced Sleeves at a cost of £103.50 each (£207.00) are ordered.
- 3 x Councillor Tricorn with black braided loop at a cost of £330.00 each (£990.00) are ordered.

RESOLVED and APPROVED that the TC ask Michaels Civic Robes to discount the delivery cost of £12.50.

13. Protocol for Nominating Deputy Mayor

The TC asked what the protocol was for the nomination of Deputy Mayor as it was not set out in Conwy Town Council Standing Orders. The committee advised the TC that a Councillor cannot put themselves forward but must be nominated by another Member. The Town Clerk was also advised that each Councillor cannot canvass other Members to be nominated. Finally, the TC was advised that a Town Councillor must be in post for a minimum of 18 months before they can be considered for the position of Deputy Mayor.

RESOLVED and APPROVED that the TC place the above information in Conwy Town Council Standing Orders.

There being no further business, the meeting was closed at 18:35pm