

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 4th SEPTEMBER 2017**

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

In Attendance: H Barritt, Town Clerk & Responsible Financial Officer

**Apologies: Councillors: Councillors B Chapman (The Mayor), S Cotton (Deputy Mayor), T Hughes,
E Leighton-Jones,**

Declarations of Interest – Code of Local Government Conduct:

Agenda Item 6c, Telecommunications Mast, Deganwy – Councillor Roberts lives close to a similar mast in Llandudno Junction which may come under the discussion

Minute Number

In the absence of the Deputy Mayor & Councillor Leighton-Jones, Councillor Hart took the chair

With the permission of the Chairman the order of the agenda was changed

111. Planning – Telecommunications Mast, Deganwy

The Chairman allowed residents observing the meeting to speak on the matter

Members discussed complaints from residents regarding the installation of the mast on Maesdu Avenue. Members & residents felt that the installation was not as per the plans & would like it to be relocated & of a different design.

Members were informed that there had been very few objections to the planning application & residents said that they had not been consulted. Concerns were voiced regarding health issues from emissions from the mast.

Vodafone, who had erected the mast were due to visit a resident to discuss the matter & a member of their staff had stated that part of the installation had been incorrectly located.

RESOLVED that:

- a) a letter is written from the Town Council supporting the residents' complaints to give to the Vodafone representative when they visit the resident
- b) The Deputy Mayor & County Councillor Fallon are informed of the meeting between the resident & the Vodafone representative
- c) Councillor A James attends the meeting between the resident & the Vodafone representative
- d) The subject of masts is put on a future agenda

112. Minutes

Minutes of the Special Meeting of the Council held on 21st August 2017

As the Vice Chairman, who chaired the meeting was not in attendance the minutes could not be approved and were deferred to the Town Council meeting to be held on 18th September 2017

113. Questions on the Minutes

- a) Minute 105 – Small Christmas Trees in Conwy

The Town Clerk reminded Conwy Councillors to put the list together of trees for 2017

b) Minute 107 – Ward Meetings

The Town Clerk informed Members that feedback on their Ward Meetings would be on the agenda for the Special Meeting of the Council to be held on 2nd October 2017

114. Town Clerk's Report

Members received the Town Clerk's Report (Schedule A attached) and the following additional item:

- One Voice Wales training, "Understanding the Law", Bala, 13/9/17 6:30pm to 9pm, £60.00

115. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

Members were concerned that they could not make an informed decision on planning applications as they were difficult to see online. This means the Council is not serving the community as it should.

RESOLVED that the Cabinet Member for Community Development Services & Regulatory, Head of Regulatory & Housing Services & Development & Building Control Manager, CCBC are invited to a meeting to discuss the problems

b) Planning Decisions Issued

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

116. Conwy Bridge

Members received correspondence from the Head of Environments, Roads & Facilities, CCBC stating that Conwy Bridge had been painted in the correct colour

117. Bus Shelters

Members received a report from the Town Clerk on the community bus shelters.

Shelters were being inspected & cleaned every 6 months by Exturniture & the 2 shelters in Conwy owned by the Town Council had been added to the list.

The Town Clerk said that it was probable that the wooden shelter opposite Llanrhos Church may need to be replaced at some time.

The Town Clerk issued a list of shelters to Members & asked them to report any problems they may see.

Members discussed the provision of a litter bin by the shelter opposite Llandudno Junction Station on Conway Road

RESOLVED that a litter bin is precepted for in 2018/19

Councillor Vaughan left the meeting at this juncture

118. Risk Assessments

Members received copies of risk assessments for Llywelyn Fountain & the 2 bus shelters in Conwy. Both risk assessments were Low.

The Town Clerk informed Members that she was making weekly inspections on the Fountain & Shelters.

Members were concerned about liability following inspections. The Town Clerk said that she was speaking to Avensure about Health & Safety matters & ask them about this

RESOLVED that the risk assessments were accepted

119. Cabling in the Guildhall

Members received a quote from MSI to run a CAT5e cable into the Mayor's Parlour of the Guildhall to enable a wifi router to be installed & for the CCTV system to be put on a bracket on the wall in the office. The quote is for £472.00 plus vat.

RESOLVED that the quote is approved

120. Tree Charter

Members received information on the Tree Charter, including gathering signatures to enable trees to be planted

RESOLVED that the Tree Charter sheets are put out for Open Doors to gather signatures

121. Open Doors 2017

Members received details of the arrangements for the Open Doors event at the Guildhall

122. Civic Sunday 2017

Members received details of arrangements for Civic Sunday 2017 & the risk assessment for the parade which is Low

RESOLVED that the risk assessment is accepted

123. Conwy Borough Football Club

Members received a request from the Football Club to renew the advertisement of a board at the Ground.

RESOLVED that:

- a) the Club is contacted to establish the wording on the board, which needs to be bi-lingual
- b) the Club is asked to invite the Mayor to a match

124. Approval of Payments

RESOLVED that the following payments are approved:

- a) Walker Fire UK Ltd – Guildhall Fire Equipment Inspection – £252.96 plus vat
 - b) Menai Bridge Brass Band – Civic Sunday Parade - £250.00
 - c) Drain Doctor Plumbing – Clearance of Drain to Guildhall Toilet - £279.00 plus vat
- Along with the following additional items:
- d) A.Slater – Cleaning of Guildhall & Bus Shelter Windows, 4 Weeks to 25/8/17 - £170.00
 - e) AB Fire Prevention Wales Ltd. – Repairs to Guildhall Fire Alarm/Emergency Lights - £50.00 plus vat

125. Cash Payments

RESOLVED that the list of cash payments 107 as tabled, is approved for payment (Schedule C)

126. List of Cheques

RESOLVED that the list of cheques 374 as tabled, is approved for payment (Schedule D)

127. Confidential Business

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, 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

128. Staff Committee

Minutes of the Staff Committee meeting held on 29th August 2017

RESOLVED that the minutes are ACCEPTED and APPROVED

Members received a resignation letter & thank you card from the former Civic Assistant/Events Co-ordinator.

Members discussed the Civic Assistant/Events Co-ordinator's parking permit

RESOLVED that the Civic Assistant/Events Co-ordinator is not asked to repay the permit

There being no further business the meeting was closed at 8:26pm