

CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 6th JANUARY 2020

Present: Councillors - G Edwards (Mayor), E Leighton-Jones (Deputy Mayor & Chair), C Ryan, S Barber - Bailey (Vice Chair), M Craven, J Vaughan, H Roberts, E Roberts, S Cotton, V Macdonald, M Priestley, B Chapman G Willetts, J Rooney, P Hart, T James.

In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer
Rachel Lees, Deputy Town Clerk
D Phillips, Safety Advisor, Safety Focus

Apologies: None

Declarations of Interest:

Agenda 6/1/20 – Cllrs T James and P Hart are married.

167. Christmas De-brief

a) Discussion of events held over the Christmas period

Deganwy & Llandudno Junction Events

Llandudno Junction event went well and had a few in attendance.

Attendance was low again at the Deganwy event and it seems that it is not engaging with enough members of the public.

Members suggested looking at a completely different kind of event. Possibly involving the Churches carol services. Or joining in the carol services at Church and having Father Christmas visit at the end of the service. Another suggestion was to have Conwy Town Orchestra members involved. It was also suggested to hold the event at a community centre, possibly turning it into a Christmas party with traditional party games for the children and the visit from Father Christmas at the end. Members felt that the events that the Town Council hold over the Christmas period are already enough and that the Town Council should be proud of them and not try to overkill the events. Members asked whether the public should be asked about what they might like at Deganwy and Llandudno Junction events. It was also suggested to take the events to the Schools instead of trying to get the children to come to the events outdoors, however, Schools tend to have their own Father Christmas visits. Members discussed the use of the Horse and Cart that was suggested for 2019 but incorporating it with Father Christmas visits around the housing estates like the round table used to do, possibly joining with an organisation in the local areas to see if it is feasible.

RESOLVED the Deganwy and Llandudno Junction events will be looked at in more detail over the next few months.

Christmas Eve

The Events Co-ordinator informed Members that the event was very successful again and all the suggested changes from the previous year worked well and there were no major problems.

One problem facing the Town Clerk and a volunteer at Morfa Bach Car park was that a high number of cars were trying to park up in Tŵr Llewelyn without the resident's passes. Many drivers were behaving badly and aggressive at times. It was suggested to have a movable barrier at the bottom of Tŵr Llewelyn which would be manned. A similar situation happened at the top of Castle street, members were reminded that they can step back and let the Ekult operatives deal with situations like this if they are present.

The Mayor thanked everyone who was involved in the Christmas Events.

It was noted that neither Darren Rawlingson or Gary Carr were present at the safety advisory meetings and this is a must for this year, they should attend at least one of the meetings as the public were given misinformation by both.

Councillor C Ryan enjoyed the role of head elf and enjoyed the welcoming atmosphere in the Guildhall after the event.

Report from David Phillips:

The event had a slow start, Lancaster Square didn't fill as quickly as usual, but did fill eventually. Attendance was high and estimated at around 5000 - 6000 people. The Police were very happy with the event.

The Police took details of the vehicle which went the wrong way down castle street.

The Medics worked well with no problems. The extra flood lights down the steps towards Morfa Bach Car Park worked very well.

Mr Phillips reported queues of people walking out through the arch towards the bridge and this was dealt with quickly to get the crowd moving. There was one lost child incident which was dealt with immediately by a Member and a PCSO.

Members discussed the use of tape on the stairs leading up to the Castle from the Guildhall. Members of the public were pushing past the tape to get up to Vicarage Gardens Car Park that way, however, the other issue with the tape was that it was across the pathway all the way up and was a struggle for Father Christmas, the Elf and the Father Christmas's marshal to get through. It was suggested to have a moveable barrier at the bottom of the stairs instead, however, Mr Phillips indicated that if a barrier is placed there it must be manned by a Volunteer.

Volunteers were receiving negative feedback regarding Volunteers being paid to stand around, it was suggested that it needs to be made more clear that the Volunteers are in fact just Volunteers and do not get paid, it was suggested to have Volunteer written on the Hi Vis jackets or to have Volunteering for your community written on them so that the jackets can be used all year round with Members having their own jackets for litter picks and other community events. It was also suggested to have a sign saying that Conwy Town Council are bringing this event to the Community for free. The Town Council will look at the suggestions at a later Council Meeting.

The negative feedback left on Facebook before the event took place had been amended to positive feedback by the author of the comment after having experienced a great event.

Concerns were raised at the high volume of dogs at the event, there seemed to be a lot of dogs in distress during the fireworks. It was suggested to have Gary Carr and Darren Rawlingson mention that dogs do not like fireworks and to promote the event more as not being suitable for dogs. It was suggested to look at the costings and feasibility of silent fireworks for future events.

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

At this juncture, Mr D Phillips left the meeting.

Boxing Day Dip

The event was successful with a good crowd. The Mayor did an excellent job on the loud hailer. The Mayor thanked the Competitors, Volunteers, Members and Staff for joining in and making the event successful. The Yacht club gave a welcoming gathering after the event and were thanked for doing so.

b) any other matter relating to Christmas

Christmas Lights

The Town Clerk updated Members with the list of faulty lights sent in by Mr R Wilson.

North Wales Weekly News Roundabout – There is one faulty coloured Maxi LED lighting string in one of the trees that will need replacing.

Vicarage Gardens Car Park – There are 3 sets of white & gold LED light sets that need removing & replacing.

Deganwy - Tan y Fron Playing field – This tree needs new LED lights.

Llandudno Junction - Marl Drive/Conway Road gardens - This tree needs new LED lights.

The power supply for the Gyffin tree will need installing as agreed with Conwy County Borough Council Highways Department.

Bebington and Wilson have checked the power arrangements on the Weekly News Roundabout and the power supplies are already available should the Town Council decide to put more lights in the other trees on the roundabout. Members discussed timing issues with some of the motifs and ask that this is rectified for 2020. It was also suggested that if more lights are to go up on more of the trees at the Weekly News

Roundabout then possibly there could be spring bulbs be planted while the cables are laid. It was suggested that the Town Council look at planting live trees for the community. Members would like bigger trees for the Community this year.

The contract for the motifs has ended and new motifs are needed for 2020, this will be looked at in the next few months.

The Town Clerk informed Members that Trees, Lights and Planting will be on the Agenda in February.

Christmas Window Competition Presentation

The Deputy Town Clerk asked Members if they are happy to have the presentation at the end of the Town Council Meeting on the 20th January, the meeting will close at 8pm and the winners are invited for drinks with the Members afterwards as per last year.

RESOLVED to have the presentation at the end of the Town Council Meeting, winners will be invited to arrive at the Guildhall at 7.45pm.

c) Payments

RESOLVED that payments are made to:

Singer Vicarage Gardens Arthur Hughes - Donation	£50
Singer Vicarage Gardens Sian Roberts - Donation	£50
Beulah Brass - Donation	£220
Conwy Yacht Club – 8 Volunteers - Donation	£80
CHAPS – 3 Volunteers – Donation	£30
Rosy Hearn - Donation to charity	£50
Gary Carr - Donation to charity	£50
Frank Prescott - Donation to charity	£10
Nigel Rowe - Donation to charity	£10
Stephen Roberts - Donation to Charity	£10
Graham Jones - Donation to Charity	£10
Elinor Chapman - Donation to Charity	£10
Ray Lingwood - Donation to Charity	£10
Dr Morwena Spear - Donation to Charity	£10
Chris Gilligan – Donation to Charity	£10
RNLI Boxing Day Dip - Donation	£50
Conwy Camera Club - Donation	£30
Conwy Yacht Club BBD - Donation	£30
St John’s Ambulance BBD – Donation	£150
<u>Boxing Day Dip Winners</u>	
Mario’s – Donation to Charity	£50
Three blind mice – Donation to Charity	£40
Morwena Spear – Donation to Charity	£30
Vanessa Cox – Donation to Charity	£20
Erin Mayes – Child Donation	£25
Peter Hughes – Donation to Charity	£15
Will Hardman – Donation to Charity	£15
Carolyn Mayes – Donation to Charity	£15

168. Minutes

- Minutes of the Special Meeting of the Council held on 23rd December 2019.

RESOLVED that the minutes are ACCEPTED and APPROVED

169. Questions on the Minutes

Minute 162. Nalc Model Contract – Additional Statutory Leave Entitlement

A member questioned the term used for the additional leave entitlement, pointing out that Statutory leave entitlement is the 8 Statutory holiday days that have been passed by Parliament. The Town Clerk pointed out

that the term was taken from the Nalc Model contract and is used in most contracts of employment. The Town Clerk also pointed out that the minutes state that the additional leave entitlement for the 2019 Christmas days were discretionary and not statutory. The Town Clerk will look at what the members pointed out. The Nalc Model Contract will be looked at by the Staff Committee.

170. Report Back

Clwb Yr Efail

Cllr T James reported that Clwb Yr Efail enjoyed 5 days of festive food and celebration over the festive period, one of the days, the Mayor enjoyed a Christmas Dinner. The people who could not attend the club had their meal delivered to them, Cllr James wished to praise Mrs D Hughes and all the volunteers for the hard work they put in to making the people of the Club happy, also gave thanks to the Town Council for their valued support.

Conwy Town Orchestra

Cllr V Macdonald informed Members that the Orchestra will be holding a VE Day concert at St Mary's Church Conwy on Thursday 7th May 2020.

171. Town Clerk's Report

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

172. 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.

173. Budget and Precept 2020/21

Members received the current details of the Budget and Precept as accepted by the Finance Committee. The Town Clerk informed Members that at the present time the proposed figure to increase the precept by is around 3%. The Town Clerk gave Members an overview of the expenditure so far.

The Chair of the Finance Committee informed Members that on the 16th December the Budget was looked at line by line and agreed by all Committee Members. At the present time the Chair and Members of the Finance Committee are happy with the current forecasting. The concern raised was that, as CCBC had suggested Town Councils take on extra services, if the Town Council was to take on these services they would need to be included into the Budget. The Chair of the Finance Committee and Town Clerk have attended numerous consultations and meetings with CCBC regarding services and keep asking CCBC for total costs that will be incurred onto the Town Council but there has been no communication made by CCBC. If no information is given to the Town Council, then services cannot be taken on.

Members asked that the Town Clerk obtain the total costs of all the new lights needed for Christmas 2020 to include in the Budget forecasting.

Members asked if the £150,000 Reserves in the CCLA Account that has now been earmarked for the Guildhall restoration project has been ratified by full Town Council. The Chair of the finance Committee explained that it had already been ratified as the Finance minutes were accepted and approved at the last Special Meeting of the Council on the 23rd December. A Member asked if the historic budget spreadsheets are available. The Town Clerk will go through the computer spreadsheets.

Members thanked the Town Clerk and Cllr Willetts for the work they have put into the budget so far.

RESOLVED to NOTE the budget and Precept information at the present time.

174. Guildhall Computer Systems Update with SSD

Members received details outlining the current situation with the Guildhall computers and their insufficiency. The Town Clerk has received an email quote from Trilo-Bytes and Mr P Preston to upgrade the computers by fitting SSDs.

RESOLVED that Mr P Preston's quote is accepted at a cost of £222.81 for 3 SSDs plus £6.98 postage and in addition 2-3 hours fitting at an hourly cost of £30 per hour.

175. Defibrillator in Llandudno Junction

Members were informed that CHAPS Amateur theatre group have purchased a defibrillator for Llandudno Junction.

RESOLVED that Cllr. P Hart places the notice I the top Llandudno Junction Notice Board.

176. Approval of Payments

RESOLVED that the following payments are approved:

- a) Cash for N.W.E.M Medical Cover - Christmas Eve Event - Balance Payment - £500.00
- b) Maxplant - Hire of 3 x Generators Christmas Eve 2019 - £675.00 plus VAT
- c) Contact Radio Communications Ltd - Radio Hire - Christmas Eve Event 2019 - £97.00 plus VAT
- d) Bebbington & Wilson Ltd - 60% Final Payment for 2019 Festive Lights Installation - £6,630.25 plus VAT along with the additional payments:
- e) EKULT Group Ltd – Signage for Remembrance Sunday/Christmas Eve and Boxing Day Dip - £1521.00 plus VAT
- f) Safety Focus Ltd – Health and Safety Procedures and Policies 2019/20 - £1500.00
- g) Beulah Brass – Christmas Eve Event - £220.00
- h) British Telecommunications – Guildhall Telephone 1/1/20 to 31/1/20 - £52.74 plus VAT
- i) Dŵr Cymru Welsh Water – Guildhall water supply 20/06/19 to 30/12/19 - £109.42

177. List of Cheques

RESOLVED that the list of cheques 434 as tabled, is approved for payment (Schedule D)

Members were informed that at a Finance Committee it was suggested to move to BACS payments instead of Cheques in future, this will be brought to full Council.

178. Questions to Chair/Town Clerk

The Mayor asked that the CCBC Active Travel Route is placed on the next agenda for discussion.

There being no further business the meeting was closed at 8.16pm