

CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY, 6th JUNE 2016

PRESENT : Councillors – P Hart (Town Mayor), B Chapman (Chair), E Leighton-Jones, R Parker, S Allardice, J Hughes, B James, T James, E Hughes, A James, C Rigal, H Roberts

IN ATTENDANCE : Rachel Lees, Assistant to the Town Clerk
Kimberley Edmunds, Leonard Cheshire Disability

APOLOGIES : Councillors V Macdonald, S Cotton

Declarations of Interest – Code of Local Government Conduct:

Agenda Item:

Agenda Item 7a – Planning Applications – Councillor Allardice is on the County Council Planning Committee

Minute Number

29. Leonard Cheshire Disability

Members received a presentation from Ms Kimberley Edmunds, Leonard Cheshire Disability Volunteer Coordinator. Leonard Cheshire disability is the UK's leading charity supporting disabled people. It works alongside local partners in over 50 countries around the world. Volunteers play an important role within the Leonard Cheshire services. Volunteers are needed for regular and one off projects. Ms Edmunds will email posters to the Town Clerk

The Chair thanked Ms Edmunds for her presentation

Ms Kimberley Edmunds left the meeting at this juncture

30. Minutes

- Minutes of the Special Meeting of the Council held on 23rd May 2016
RESOLVED that the minutes are ACCEPTED and APPROVED
- Minutes of the Staff Committee held on 25th May 2016
RESOLVED that the minutes are ACCEPTED and APPROVED
- Minutes of the Extraordinary Meeting of the Council held on 25th May 2016
RESOLVED that the minutes are ACCEPTED and APPROVED

31. Questions on the Minutes

Special Meeting of the Council held on 23rd May 2016

a) Minute 11, Conwy Pirate Weekend

The Assistant to the Town Clerk read a response from Ms C Williams, Event Organiser.

Members RECEIVED and NOTED the response

Minute 21, Register of Interests

Members were reminded to fill in their Register of Interests form as soon as possible

32. Town Clerk's Report

Members RECEIVED and NOTED the Town Clerk's Report (Schedule A)

The Town Clerk reported the following additional items:

- a) The Assistant to the Town Clerk informed Members that there are a number of Queens 90th Birthday Medals still available. It was suggested that the Head Girl and Head Boy at Ysgol Aberconwy receive Medals
- b) Town Clerks Report 2a), Members requested an update on the Car Parking Asset Strategy Review, and requested a copy of the Review documents once they are received.
The Assistant to the Town Clerk informed members that the item was on the next Agenda for discussion

33. Planning

a) Planning Applications

Members considered the applications on **Schedule B** attached hereto and made recommendations and comments as detailed

b) Planning Decisions Issued

Members RECEIVED and NOTED the planning decisions issued by Conwy County Borough Council & The Planning Inspectorate

34. Conwy River Festival

Members received an application for grant funding for the Conwy River Festival 2016

RESOLVED that Conwy River Festival is awarded a Grant of £1500

35. European Walled Towns

The agenda item was deferred to a future meeting

36. Conwy Street Cleaner

Members received a complaint from the Chamber of Trade regarding the high volume of litter in the Town especially during the Bank holiday weekend.

RESOLVED that the Town Clerk writes to Environment, Roads & Facilities, Conwy County Borough Council to ask for the schedule of street cleaning in the 3 communities. The letter needs to include the complaint from the Chamber of Trade.

37. Car Parking

Members received a letter from Siambwr Fasnach Llanrwst Chamber of Trade regarding the problems they are facing with Car Parking in the Town.

Members RECEIVED and NOTED the correspondence

38. Town Council Website

The Assistant to the Town Clerk informed members that the development of the website is proving to be time consuming due to the web hosts not currently offering content management systems which enables self-updating of the website.

RESOLVED that:

- the Assistant to the Town Clerk asks the current web host Delwedd, if they can offer content management systems
- the end date on the current contract with Delwedd is checked
- the Assistant to the Town Clerk contacts 3 web hosts to see what they can offer

39. Guildhall Working Party

Members received a report from the Working Party meeting held on 23rd May 2016.

Matters discussed included:

- Gutters & down spouts need cleaning. B Roberts of Economy Drains had spoken to Councillor Macdonald about this
- Damp in the Guildhall caused by problems with the roof and foliage growing on roof of Chamber
- County Council is arranging for the kitchen roof to be repaired and scaffolding has been erected. The Town Clerk is not aware when work will begin even though she has contacted Conwy County Borough Council on numerous occasions.
- Kitchen and Men's cloakroom will need to be repainted.
- Seagulls on roof – suggested that wires should be put up as a deterrent
- Office and rear cloakroom – damp problems. Town Clerk has reported this to Conwy County Borough Council a number of times
- Working Party felt that the Town Council should get its own quotes to rectify the damp problem
- The Town Clerk advised that it may be better to have a meeting with Conwy County Borough Council first
- Hopol had suggested a fan system to keep the heat lower in the rooms
- New Guildhall board needed
- Councillor Macdonald will arrange for David Huntington to hang pictures
- Air fresheners required for toilets

The Assistant to the Town Clerk informed members that Mr A. Slater has offered to clear the Guildhall gutters and would use the current scaffolding as a means of access

RESOLVED that:

- A meeting is arranged between the Guildhall Working Party Members and the County Council
- Mr A. Slater is asked to clear the gutters provided he obtains written permission from the scaffolding company first

40. Presentation of a paperweight

Members discussed presenting a Town Council paperweight to Mr M Jones, retired Clerk of Denbigh Town Council for all his hard work

RESOLVED that Mr M Jones is presented with a paperweight at the next Walled Towns Link meeting to be held on 30th June 2016

41. Approval of Payments

RESOLVED that the following invoices are approved for payment:

- a) Time Café Bar – Mayoral Inauguration Buffet - £1,018.25
- b) Central Source Limited – 3 Cable Mats for the Guildhall - £72.00 plus vat
- c) Business Systems (North Wales) Ltd. – 2,298 Photocopies - £8.78 plus vat

Along with the following additional payment:

- d) A. Slater – Window Cleaning, Guildhall & Bus Shelters, 4 weeks to 3/6/16 - £170.00

42. Cash Payments

There were no cash payments

43. List of Cheques

RESOLVED that the list of cheques 343, as tabled, is approved for payment (Schedule C)

44. Conwy Civic Hall

Members discussed the Extraordinary Meeting held on 25th May 2016. Some Members expressed they were unhappy with the way the meeting was conducted and felt that members of the Last Bastion group may have left the meeting feeling unsupported by the Town Council. Some Members also felt that limits should be laid out at the beginning of such meetings to make guests aware of their right to speak, and to also make clear that it is a Town Council Meeting. It was discussed that guests should only speak on request and it has been suggested that protocol is put in place for such meetings, with the Chair informing guest speakers they have no right of speech unless they have permission by the Mayor or Chair of the meeting. It may be helpful if guests, other than invited speakers, sit in the gallery chairs rather than with Councillors for formal meetings.

RESOLVED that the original proposal stands and the letter is sent to Conwy County Borough Council's Project Board

Due to housekeeping issues the proposer was changed to another Member of the Council
Councillor R. Parker abstained from the vote

There being no further business the meeting was closed at 8:06pm