

**CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY.**

**MINUTES OF THE TOWN COUNCIL HELD ON
MONDAY, 4th AUGUST 2014**

PRESENT : Councillors – R Parker (Town Mayor), E Leighton Jones, V Macdonald, B Chapman, P Hart, T James, G Edwards, L Hughes, J Fallon, C Rigal, H Roberts.

APOLOGIES: Councillors – Sara Allardice, S Cotton.

**IN ATTENDANCE: Helen Armitage (Town Clerk)
Rachel Lees (Assistant to the Town Clerk)**

Opening Prayers – The Mayor Chaplain, The Reverend Pam Wright led Members in prayer.

Declaration of Interest – Code of Local Government Conduct :

- **Agenda Item 5, Questions on the Minutes, Extraordinary Meeting, Minute 1- Grant Applications – Llandudno Junction FC Under 10's – Councillor Fallon's husband was the applicant**
- **Agenda Item 9a, Planning Applications – Councillor Fallon sits on the Planning Committee for Conwy County Borough Council**

Minute Number

20. Minutes of the Council and Committees

- Minutes of the Town Council meeting held on 23rd June 2014
 - Minutes of the Staff Committee meeting held on 9th July 2014
 - Minute of the Extraordinary meeting held on 14th July 2014
 - Minutes of the Special meeting of the Council held on 21st July 2014
- RESOLVED** that the minutes are ACCEPTED and APPROVED

Councillor Fallon left the room during discussion of the grant application made by Llandudno Junction Under 10's

21. Questions on the Minutes

a) Town Council meeting held on 23rd June 2014

i) Minute 1, Conwy Community Play Area

The Town Clerk informed Councillors that there was a meeting taking place of local Gyffin residents regarding the development of the play area

ii) Minute 4aii, Questions on the Minutes, Town Council meeting held on 14th April 2014, Footpaths Working Party

The Town Clerk informed Councillors that she had not received a reply from Aberconwy Caravan Park

RESOLVED that the Town Clerk contacts Aberconwy Caravan Park again about the state of the toilets on Conwy Morfa

iii) Minute 7, Area Library

Councillors were informed that the Communities Overview and Scrutiny Committee,

Conwy County Borough Council will be considering the reports at a meeting at the end of August.

b) Extraordinary meeting held on 14th July 2014

Minute 1, Grant Applications, Llandudno Junction FC Under 10's

Councillors were informed that the team were now known as Llandudno Town Under 9's and had moved to Llandudno Town's ground. The team was still made up of children from the Town Council area but had needed to move due to better facilities due to limitations at Llandudno Junction Football Club's ground. Councillors discussed the implications of this.

RESOLVED that the Club is still awarded the grant, but that it is informed that the Town Council has reservations about the Club moving away from the area and not retaining the word "Junction" in its name. Future applications will have to be reviewed.

c) Special Meeting of the Council held on 21st July 2014

i) Minute 68a, Questions on the Minutes, Special meeting of the Council held on 7th July 2014, New Primary School, Llandudno Junction

Councillors were informed that Janet Finch-Saunders AM has written to the Planning Inspectorate for Wales requesting a wider consultation process

ii) Minute 73, Christmas Lights

The Town Clerk informed Councillors that Festive Lighting had a minimum hire amount for its lights. The amount the Town Council require is below this amount. LITE do not have a minimum amount and have quoted £95 per annum per 5.4m length for option A & £110.95 per annum per 5.4m length for option B

RESOLVED that the Town Council hires Option B from LITE for the 15 columns

iii) Minute 79, Civic Sunday

Councillors received an email from Conwy Borough Football Club thanking them for the donation for stewarding on Civic Sunday.

Councillors were informed that Guto Bebb, MP had written a letter thanking the Council and congratulating the Mayor

RESOLVED that the Town Clerk obtains a copy of the letter

iv) Minute 80, Mace Case

The Town Clerk informed Councillors that Fattorini would need the mace to be able to fit it to the new case. She had suggested that it should be sent down to them after it had been used for Remembrance Sunday

v) Minute 81, "Constable of the Castle"/Burgess Charter/Honorary Bailiffs

RESOLVED that the Mayor is referred to as "Mayor of Conwy & Constable of Conwy Castle"

vi) Minute 82b, Guildhall Room Hire Rates, Conwy Ensemble

Councillor Macdonald thanked the Town Council for allowing the Conwy Ensemble to use the Guildhall for free again for another year. It is a great help to them.

22. Town Clerk's Report

The Town Clerk presented her report (Schedule A) with the following additional items:

a) Growing the Future Courses in North Wales

b) ITERA expedition race is coming to Conwy on 11/8/14

c) Business Networking at Glasdir, Llanrwst on 6/8/14

d) Conwy Borough Football Club Charity Race Night on 9/8/14 at Y Morfa with a donation being made to the Mayor's charities

Item 4 – Life in Rural Conwy – Councillor Edwards informed the Town Council that Conwy County Borough Council were in the process of writing a service delivery plan for Conwy for the next Rural Development Plan. Any contributions would help.

Councillor Fallon left the meeting during discussion of the planning applications

23. Planning

a) Planning Applications

Councillors considered the applications on Schedule B attached hereto and made RECOMMENDATIONS and COMMENTS as detailed

b) Planning Decisions Issued

Councillors RECEIVED and NOTED the planning decisions issued by Conwy County Borough Council

Councillors were informed that the owners of Deganwy Castle Hotel were advertising the availability of the lease for the hotel, bar and restaurant

24. Funding of Festivals

Councillors discussed the guidelines for applications for grant funding for local festivals.

RESOLVED that:

- a) Applicants are told that they must include all required documentation to be eligible
- b) A separate page is set up on the Town Council website for festival applications
- c) Applicants are asked to provide proposed admission/ticketing prices
- d) The closing date for applications is 2 months before the event takes place
- e) Applicants are asked how the event will benefit the community on the application form
- f) A "tick list" of items to be included is put onto the application form
- g) The application form on the website can be filled in on line and returned to the Town Council
- h) The guidelines for applicants explains that limited funds are available
- i) The matter is discussed further at the next Website Working Party meeting

25. Regeneration of Town Centres

RESOLVED that the agenda item is deferred to a future meeting.

26. Community Development Fund

Councillors discussed guidelines for applications for funding from the Community Development Fund.

They felt that it needed to be emphasised that it was a community fund encompassing all members of the community and needs to be differentiated from the grants distributed in February and July. The project being funded should make a difference to the community over the long term. Applicants should be applying to present their ideas and be expected to have a working relationship with the Town Council.

Councillors felt that guidelines would also be needed for them to be able to assess applications.

It was suggested that the John Ronald Cunningham Memorial Trust may be used as a template

RESOLVED that Councillors and the Town Clerk consider draft guidelines to be presented at a future meeting.

27. Llandudno Junction Football Club

Councillors discussed the request from the football club for assistance with funding for the ground maintenance and repair (£3,545) and the purchase of a new mower (between £4.2k and £7.2k)

RESOLVED that a decision is deferred until the guidelines from the Community Development Fund have been set and the Town Council has considered its own accounts

28. Annual Return for the Year to 31st March 2014

Members received correspondence from UHY Hacker Young, external auditors stating that it was their intention to issue an unqualified audit certificate and report with no other matters which they wish to draw to the Council's attention on the Annual Return for the year ended 31st March 2014.

RESOLVED that:

- a) The Council approves and the Mayor signs the Annual Return for the year ended 31st March 2014
- b) The Town Clerk is thanked and congratulated for her work on the accounts and Annual Return

29. Accounts

Members received:

- a) The quarterly reports to 30th June 2014 (Schedules C to E)
- b) The Statement of Reserves (Schedule F)
- c) The Bank Reconciliation and Financial Statement as at 30th June 2014 (Schedules G & H)
- d) The Balance Sheet as at 30th June 2014 (Schedule I)

RESOLVED that the accounts are accepted and approved

Members thanked the Town Clerk for her work on the accounts

30. North Wales & Mid Wales Association of Local Councils

RESOLVED that the agenda item is deferred to a future meeting

31. Town & Community Councils Forum

RESOLVED that the agenda item is deferred to a future meeting

32. Conwy Civic Society

Councillor Chapman informed the Town Council that he and Councillor Mrs Hughes had spoken to Members of the Conwy Civic Society about its future. They would like a unanimous decision from the Town Council regarding any assistance it can give with helping the Society.

RESOLVED that the agenda item is deferred to a future meeting.

33. Capturing Memories

Councillors were informed that this has been facilitated elsewhere through local libraries

RESOLVED that the agenda item is deferred to a future meeting

34. Approval of Payments

Councillors APPROVED the following payments:

- a) A Piece of Cake – Civic Sunday Buffet plus 10% gratuity - £741.13 plus vat
- b) Konica Minolta Business Solutions (UK) Ltd – Photocopies 29/4/14 to 29/7/14 - £146.05 plus vat
- c) J W Jones & Son – Repair to Guildhall Lights - £83.39 plus vat

35. Cash Payments

There were no Cash Payments to approve

36. List of Cheques

RESOLVED that the list of cheques no.298 is approved for payment (Schedule J)

37. Mayoral Announcements

The Mayor said that she was enjoying her time in office, attending local events and visiting local organisations. She had attended a number of Civic Sunday services in neighbouring communities. The Mayor said that there were so many fantastic people in the community. She recommended that Councillors visit the British Legion to see the World War 1 Exhibition set up by Conwy Camera Club. The exhibition depicts local people dressed in uniforms and clothes from the

time of the War.

The Mayor also informed Councillors that she had a Facebook page where she was posting photographs of events she was attending

38. Questions from the Residents

There were no questions from residents

There being no further business, the meeting was closed at 8:40pm