

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

8th May 2017

To : The Town Mayor & Councillors

Dear Madam Mayor & Councillors

You are hereby summoned to attend the Annual Meeting of the Conwy Town Council to be held in the **Council Chamber, Guildhall, Conwy on Monday 15th day of May 2017 at 6:30pm** for the purpose of transacting the following business.

Yours faithfully

Mrs. Helen Barrett

Town Clerk & Responsible Financial Officer

A G E N D A

1. Welcome

To receive a welcome to the meeting from the Town Mayor, Councillor Ms P Hart

Prayers

Opening Prayers by the Mayor's Chaplain the Reverend Peter Walker

2. Apologies

To receive apologies for absence

Response

Emma Leighton Jones

3. Declarations of Interest – Code of Local Government Conduct

Members are reminded that they must declare the **existence** and **nature** of their declared personal interests.

Response

Councillors had made a personal statement relating to the Pentwyn Development

4. Declarations of Acceptance of Office

a) To sign Declarations of Acceptance of Office and receive gowns of office

b) To give permission for absent Councillors to sign their Declarations of Acceptance of Office at a later agreed date

c)

Response

Mayor Councillor P Hart, Deputy Mayor Councillor Bill Chapman, Councillors V Macdonald, S Cotton, J Vaughan, D Hale, S Barber-Bailey, T Hughes, M Priestley, G Edwards, E Hughes, A James, H Roberts, T James.

Absent Councillor: Councillor E Leighton – Jones granted permission to take her Oath of Office on her return

Proposed by Councillor Sam Cotton, Seconded by Councillor V Macdonald

5. Register of Interests

To complete Register of Interests forms

Response

Town Clerk thank those that had completed their Declaration of Register of Interests and explained that they will be published on the CTC website.

Forms completed and returned to Town Clerk

6. Standing Orders & Financial Regulations

To receive the current Standing Orders & Financial Regulations and information from the Town Clerk

Response

Standing Orders & Financial Regulations and information received from Town Clerk
Proposed by H Roberts Seconded by E Hughes Accepted.

7. Risk Assessment

To review and approve any necessary amendments (Schedule A)

Proposed by Cllr G Edwards and Seconded by Cllr T James Accepted

8. Investment Strategy

To review and approve any necessary amendments (Schedule B)

Proposed by Councillor V Macdonald and Seconded by Cllr S Cotton

9. Timetable of Meetings

To receive the dates & times of Town Council and Special Meetings of The Town Council (Schedule C)

Proposed by Cllr S Cotton and Seconded by Cllr H Roberts

10. Committees

To appoint Members to serve on the following committees:

- a) Civic Committee (Mayor, Deputy Mayor, Past Mayors plus 1 Member)
Additional Member is J Vaughan

Proposed Cllr Vicky/Sam

- b) Staff Committee (Mayor, Deputy Mayor plus 4 Members)

Don Helen Vicky

Prop Vicky/Sam

11. Outside Organisations

To appoint Members to serve on the following bodies:

- a) North Wales Association of Town & Larger Community Councils (2 Members plus 1 Reserve Member)
Enquiry as to what the association does: explanation given by former member

Helen R Shari reserve:

- b) Town & Community Councils Forum (3 Members)

Liz, Vicky

- c) North Wales Link of the Walled Towns Friendship Circle (5 Members plus the Town Clerk)

Helen, Vicky, Goronwy, Joan, Tracy, Don

- d) Conwy Harbour Advisory Committee (1 Member)

Emma

- e) Conwy Sea Cadet Corps (1 Member)

Sam and Vicky

- f) Clwb Yr Efail (1 Member)

Liz Hughes

- g) Citizens Advice Bureau (1 Member)

Helen

- h) Llandudno Junction Regeneration Scheme (1 Member)

Tracy

- i) Snowdonia National Park Authority (1 Member)

Shari

- j) Bodlondeb Woods Management Advisory Group (2 Members)

Emma and Liz

- k) Conservation Area Advisory Panel (1 Member)

Shari

l) CVSC (1 Member)

Arthur

m) Conwy Drainage Board (1 Member)

Helen and Mike

Sam /Vicky

12. School Governors

To appoint a Town Council representative to be considered by the Board of Governors for the following schools:

a) Ysgol Porth Y Felin

Liz

b) Ysgol Awel Y Mynydd

Tracy

c) Ysgol Deganwy

d) Ysgol y Deganwy

Prop Sam/Cotton

13. The John Ronald Cunningham Memorial Fund

To appoint Trustees to the Fund (one from each ward plus Mr.D.Rowley (co-opted) and the Town Clerk (Secretary))

Liz

Terry

Goronwy

Don

Tracy/Sam

14. Mayor's Allowance 2017/18

To fix the amount of the Mayor's allowance in pursuance of s34(5) of the Local Government Act 1972

Mayor : £2,100.00

Liz/Mike

Deputy Mayor:

500.00

Vicky/Goronwy

15. Vacancies – Marl

To consider co-opting to fill the 2 vacancies in Marl ward under s21(2) of the Representation of the People Act 1985

Open till 16th June - co option meeting on Wednesday 5th July

Mike/Vicky

16. Attendance

To receive the attendance sheet for 2016/17 (Schedule D)

Mike/

17. Cheque Signatories

To approve cheque signatories for the following bank accounts:

a) Cyngor Tref Conwy Town Council Current Account

b) Cyngor Tref Conwy Town Council Business Reserve Account

Remove Cllr Ruth and Cedric

Mayor/Deputy Mayor and former Mayors – Vicky Helen and Sam

Prop Sam/Tracy

c) Mayoral Donation Account

include Bill – remove Pat

Prop/Liz and /Shari

18. Mayoral Inauguration

To finalise arrangements for the Mayoral Inauguration ceremony

Proposed for Risk Assessment – Helen and Liz

Proposed

19. Town Clerk's Report

To receive a report from the Town Clerk (Schedule E attached)

Road Closure 25/5/ to 27/5 Rose Hill St to St Mary's Church for Welsh Water

Concern expressed about the road stones that should be returned after work carried out

John Lewis coffee morning on Saturday for St Michael's Catholic Church from 1000 to 1200

20. Planning

a) Planning Applications

To consider and comment on the planning applications on the attached Schedule F

5 Members remained in the Chamber and Cllr Goronwy Chaired the meeting for this particular issues

Concerns expressed about the entrance to the development that it may not be appropriate
Objection on the grounds of safety to additional traffic and safety of the residents on Marl Lane
regard to the increased traffic and flow and speed

reiterate the former issues raised previously

loss of cycle path – or is this part of the amendment so that those folk are off the road

reinforce and add concerns about the highway and volume of traffic for all users – pedestrians cyclists and high volume of car traffic

Proposed New Lidl Supermarket, Llandudno Junction

To receive a request for a pre-application consultation response for the proposed development at the Former Daily Post & Arriva Buildings, Vale Road adjacent to Conwy Road, Llandudno Junction. LL31 9SH

item 2 – no objections

Item 3 – no objections

Item 4 – no objections

Item 5 – no objection

Item 6 – no objections

Item 7 – No objections

Item 8 – no objections

Vicky – could not see the plans on the website – carry on with objection to the IT provision

No reply from CCBC so far

Not just access but how they are received on individual screens

(b) Lidl – when are we having a presentation from the developers –T C will try to get the developers to present to the Town Council

CLlr Arthur has long list of observations

CLlr Goronwy prop that we have a presentation – Seconded by Shari

b) Planning Decisions Issued

To receive a list of planning decisions issued by Conwy County Borough Council

Received

21. Annual Return for the Year Ended 31st March 2017

a) To receive and approve the Accounting Statements for 2016/17 (to be tabled)

TC advised that Auditor has approved the Statement

Prop/Sam and Liz seconded

b) To answer the questions on the Annual Governance Statement (to be tabled)

1. Agreed
2. Agreed
3. Agreed
4. Agreed
5. Agreed
6. Agreed
7. Agreed
8. Agreed
9. Agreed
10. Agreed

No 7 Financial Impact: Agreed

Appropriate matters raised: Agreed

Employer with HRMC – agreed

Records for Employees – agreed

Code of Conduct – agreed

PROP/ Sam – seconded Vicky

Thanks from all – Mayor signed document

22. Hanging Baskets

To receive information about the distribution of the hanging baskets on the morning of 23/5/17

Times: 9am at Conwy

Conwy Lancaster Square
Deganwy Post Office
Llandudno Junction Upper Car Park

Sam apologies not here that day

Tracy not able to attend

23. Open Doors 2017

To establish an “Open Doors Working Party” and possible dates for opening

Weekend 9th and 10th of September – needs to be registered before end of month

Exhibition on WW1

Contact St Mary’s and have the same weekend as the Church

Proposed Vicky/Sam

Volunteers for working party Terry, Don Arthur, Goronwy Liz Mike, Joan

24. Blinc – Gwledd Conwy Feast 2017

To receive a request for a letter of support

Prop/ Goronwy/Sec Helen

25. National Assembly for Wales’ Expert Panel on Assembly

To receive information on the submissions received.

Noted

26. Approval of Payments

To approve invoices received for payment:

- a) Bebbington & Wilson Limited – Removal of Festive Lighting - £1,389.98 plus vat
- b) Viking – Stationery & Cleaning Supplies - £141.25 plus vat
- c) A.Slater – Guildhall & Bus Shelter Windows, 4 Weeks to 5/5/17 - £170.00
- d) J.W.Jones & Son – Removal of Lampshades from Chamber in Guildhall - £150.00 plus vat
- e) Business Systems (North Wales) Ltd. – Copies 4/4/17 to 2/5/17, 2,146 Mono & 26 Colour - £10.01 plus vat

Shredding

AV Fire

Fire Alarms and Emergency Lighting

Prop Helen/Sec Sam

27. Cash Payments

To note the list of cash payments no.106 (to be tabled)

No Cash payments

28. List of Cheques

To approve list of cheques no.367 (to be tabled)

Prop/Sam/

29. Nomination for Mayor 2017/18

To receive nominations for the Municipal Year 2017/18

Bill

Prop/Sam

Seconded/Mike

30. Nomination for Deputy Mayor 2017/18

To receive nominations for the Municipal Year 2017/18

Sam

Prop/Liz

Seconded/Emma Leighton-Jones by Helen Roberts by proxy

31. Mayoral Announcements

Town Clerk – decision is to move planters and benches to block access to the square to car parking

Additional 2 mobile planters 3 new benches with existing street furniture from last Thursday at CCBC

CLlr Liz has a copy of the layout of the plans

Lampshades in the Council Chamber

shades were identified – only one of original was salvageable out of the remaining three –

offer £200.00 each for the 3 shades

Helen believed that it would be appropriate to search further on the internet

30” cms wide bowls – opaque and plain finish

Clerk permitted to negotiate on the purchase of new ones

32. Twenty minutes to be allocated to allow residents of the Conwy community to question Town Councillors on matters of interest