

**CYNGOR TREF CONWY TOWN COUNCIL**  
**THE GUILDHALL, CONWY.**  
**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL**  
**HELD ON MONDAY 16<sup>th</sup> MARCH 2020**

**Present: Councillors - G Edwards (Mayor), E Leighton-Jones (Deputy Mayor & Chair), C Ryan, E Roberts, S Cotton, J Rooney, P Hart, T James, M Priestley, C Parry.**

**In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer**  
**Rachel Lees, Deputy Town Clerk**  
**Ray Wilson, Bebbington and Wilson**  
**Clive Hardman, Commodore, Conway Yacht Club**  
**Chris Brigg, Treasurer, Conway Yacht Club**  
**Steve Wetherspoon, Conway Yacht Club representative**

**Apologies: Councillor G Willetts S Barber-Bailey (Vice Chair), M Craven, J Vaughan, H Roberts V Macdonald, B Chapman.**

**Declarations of Interest:**

Agenda item 9. Planning Applications – 0/47127 – Councillor E Leighton-Jones lives near the applicant.

**217. Community Development Fund Presentation of Grant**

Conway Yacht Club, Deganwy Rowers were presented with their £4000.00 Grant from the Community Development Fund, for the purchase of a Celtic Long Boat.

*Mr C Hardman, C Brigg and Steve Wetherspoon left the meeting at this juncture.*

**218. Bebbington and Wilson Presentation**

Firstly, Mr R Wilson thanked Members for accepting the Quote for the Lights installation for the next 3 years. Mr Wilson had been asked to provide recommendations for the lights which have been quoted for by LITE, Festive Lighting Co and Blanchere. Mr Wilson informed Members that the price for the tree lights in Vicarage Gardens on the quote from the Festive Lighting Co was showing the price for one set of lights where in fact 10 sets of lights are needed for each tree and therefore the total price will be £350 per tree. Mr Wilson asked that when the Motifs are chosen, could he have an input into that to see if they can withstand the weather in some of the areas in the Community. Mr Wilson also asked that if the Town Council goes ahead with the 2 extra trees on the weekly news roundabout and the tree in Gyffin, that this is done during the Summer months. Members discussed co-ordinating some bulb plating on the weekly news roundabout when the ground is dug up for the cables, this will be looked at closer to the time. Also Members made Mr Wilson aware that there are rare Bee Orchids on the roundabout and so the installation should avoid their growing season.

Members discussed the Spheres in Vicarage Gardens with Mr Wilson, Mr Wilson suggested to ask LITE if they could sell the spheres to the Town Council or rent them out for a further 3 years. The Town Council thanked Mr Wilson for his recommendations. The Chair thanked Mr Wilson for coming.

*Mr R Wilson left the meeting at this juncture.*

**219. Minutes**

- Minutes of the Christmas Committee Meeting held on 24<sup>th</sup> February 2020.  
RESOLVED that the minutes are ACCEPTED and APPROVED
- Minutes of the Town Council Meeting held on 2<sup>nd</sup> March 2020.  
RESOLVED that the minutes are ACCEPTED and APPROVED

**220. Questions on the Minutes**

- a) Town Council Meeting held on 2<sup>nd</sup> March 2020

- Minute 88. Firework Tender for Christmas Eve 2020.

The Town Clerk informed Members that having spoken with Andy Foley from the UK Firework Company, there is an option of quieter fireworks, however, the cost would significantly increase as the effect would not be the same if using one of the quieter fireworks, it would need approx. 5 fireworks per one. The Town Clerk informed Members that Mr Foley had suggested doing the music themselves at no extra cost, this would enable the fireworks to be exactly on time with the music. Members were also informed that it would be possible to have Christmas Music and that a list of Music is put together by Councillors and the Town Clerk.

## **221. Report Back**

### **Conwy Seed Fair**

The Mayor informed Members that unfortunately due to the current conditions surrounding the coronavirus that the Seed Fair has been cancelled. It was suggested to put the item on a future Agenda to discuss the Grant awarded for the Seed Fair and its recovery. The Town Clerk informed Members that further cancellations of events will be circulated as they come in.

## **222. Town Clerk's Report**

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

## **223. Planning**

### **a) Planning Applications**

Members considered and commented on the attached (Schedule B)

*Deputy Mayor Cllr E Leighton-Jones left the meeting during the discussions on planning application 0/47127 and re-joined the meeting once the decision had been made.*

*The Mayor took the chair whilst the Deputy Mayor left the meeting.*

### **b) Planning Decisions Issued**

Members received a list of planning decisions issued by Conwy County Borough Council (Schedule C)  
The decisions were NOTED. The Deputy Town Clerk read out an additional Planning Decision.

## **224. Christmas Lights Quotes**

Members discussed the Quotes received at the Christmas Committee Meeting held on the 24<sup>th</sup> February 2020. Members were happy with the recommendations received during the presentation by Mr R Wilson earlier in the meeting. Members discussed the installation of the new lights on the trees at the weekly news roundabout to tie in with the bulb planting and Bee Orchid season as per discussed during Mr Wilsons presentation.

RESOLVED that the Quote from the LITE for the tree lights is Accepted.

## **225. Hanging Baskets Quotes**

Members received 3 Quotes for hanging baskets. Members discussed offering the hanging basket companies a 3-year contract for the supply of the baskets. It was suggested to place the suggestion of a 3-year contract for the hanging baskets on a future Agenda.

RESOLVED that the quote from Snowdoina Nurseries is accepted at £20 per basket.

## **226. Schedule of Meetings**

Members APPROVED and NOTED the timetable of meetings for the 2020/21 Municipal Year.

## **227. Conwy Town Council Agenda Packs**

Members discussed having the Agenda and all backing documents sent by email in future to enable Conwy Town Council to reduce the amount of paper used. It is currently mandatory for the Agenda to be sent out in the post, but the backing documents do not have to go through the post and could therefore be emailed. Members discussed having the full Agenda Pack available if requested by post., Members also discussed having iPads for use at the meetings or a green screen for use at meetings, the Deputy Mayor is happy to provide information on green screens.

RESOLVED that:

- the Agenda is sent out in the post and the accompanying backing documents are emailed, if requested a Member can have the full pack sent by post.
- The Town Clerk is to look into further possibilities for the Town Council to go paperless.

**228. Green Growth Opportunities for Town Councils**

The Town Clerk updated Members on the Green Growth Opportunities available. As the deadline had passed Members discussed looking at this for next year.

RESOLVED that the Town Clerk contact One Voice Wales to request the information sooner next year to allow the Town Council to apply.

**229. Approval of Payments**

RESOLVED that the following payments are approved:

- a) B2 Business Systems - 04/03/20 – 02/03/20 Mono copies 3598, Colour copies 1674 - £109.50 plus VAT
- b) British Telecommunications – Guildhall Broadband charges – 01/03/20 to 31/05/20 - £120.50 plus VAT
- c) One Voice Wales – Cllrs H Roberts, E Roberts & Mr P Gillbanks training - £120.00
- d) Dŵr Cymru Welsh Water – 13/08/19 to 02/03/20 - £76.91

**230. List of Cheques**

RESOLVED that the list of cheques 439 as tabled, is approved for payment (Schedule D)

**231. Questions to Chair/Town Clerk**

Coronavirus COVID-9

Members received correspondence received from SLCC, One Voice Wales and Town Clerks around the County. The information was NOTED. Members discussed having a signing in book for visitors to the Guildhall to put their name and telephone number in. Members discussed limiting visitors to the Guildhall to a minimum on an appointment only basis. Members discussed taking all precautions necessary to keep the staff safe and will reassess the situation daily. As the next Meeting is not until the 14<sup>th</sup> April, the Town Clerk will liaise with the Mayor and Deputy Mayor on all matters and decisions will then be emailed to Councillors for approval. Members support the option for staff to work remotely from home in the event of self-isolation and school closures.

RESOLVED that the Town Clerk place a notice on the front of the Building, Facebook, Website, and Notice Boards advising the public that there will be no access to the public to the Guildhall, any queries will be answered buy the Town Clerk via email or telephone.

**There being no further business the meeting was closed at 8.10pm**