

CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 19th AUGUST 2019

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

In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer

Apologies: Councillor - T Hughes, P Hart, T James, S Barber-Bailey

Declarations of Interest -

Agenda item 7a. Planning Application 0/46542 – The Deputy Mayor Cllr. E Leighton-Jones works with the applicant.

54. Minutes

- Minutes of the Town Council Meeting held on 5th August 2019
RESOLVED that the minutes are ACCEPTED and APPROVED

55. Questions on the Minutes

Town Council Meeting

a) Minute 32, List of Cheques.

It was agreed that the Town Clerk amend the Grant Headings to fall in line with previous Grant Headings. This will involve making some changes in Rialtas – the finance software system.

56. Report Back

Mace Stand

Cllr. V Macdonald advised Members that both herself and the Events Co-ordinator had met with Mr Scott Jenkinson a Co-Founder of the Youth Shedz on the morning of 19th August to discuss the final details of the new Mace Stand. Cllr. V Macdonald advised that herself, the Events Co-ordinator and Mr Jenkinson would need to see the Mace in order to ensure that the Mace Stand was the correct size. Cllr. V Macdonald also recommended that Conwy Town Council give a donation to the Youth Shedz for their work on the Mace Stand. RESOLVED that Cllr. V Macdonald, the Events Co-Ordinator and Mr Jenkinson go to NatWest Bank in Llandudno to view the Mace and take measurements

Conwy Replacement LDP

Cllr. C Ryan advised Members that she went to the drop-in session of the Conwy Replacement LDP and found it very helpful. Cllr Ryan will also be going to help tidy St. Agnes Church yard this coming week.

57. Town Clerk's Report

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

58. 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.

59. Constable of the Castle's Pennant

Cllr. H Roberts advised Members that to have a Pennant was a very rare honour and the Town Council are very proud to have that honour. The Pennant should be flown from the flagpole at Conwy Castle on the Mayor's Birthday also on Mayor Making. It was advised that the Pennant was left up for 5 days recently and it was

not flown on the past Mayor's Birthday in 2018-19. The Castle staff were asked about the recent inconsistencies with regards to the Pennant and it was advised that one of the flagpoles was broken and it was also a Health and Safety issue, as it needed two persons to hoist the Pennant / flag and when the Castle staff were short staffed they were unable to hoist the Pennant. Cllr. M Priestley suggested that one of the Town Council Staff offer to go on a Health and Safety Training Course in relation to flagpole hoisting in order to assist the staff at Conwy Castle when Conwy Town Council need the Pennant to be flown.

RESOLVED that the Town Clerk write to Mr Lawrence Smith in relation to the above issues, also requesting that the Town Clerk be placed on a Health and Safety Training Course for Flag Hoisting.

60. Guildhall Office IT System – B2 Presentation follow up

This item was deferred until Cllr. T Hughes could be present.

61. Community Development Fund

Cllr. H Roberts gave an overview of the Community Development Fund (CDF) and what it was set up to achieve. The Fund must assist the local community and have far reaching goals and not be a short-term benefit. All Associations / Groups that apply for the CDF have to make a presentation in person to the Town Council. It was suggested that the Grant Fund monies and especially the CDF have 'Terms of Reference'.

RESOLVED that a Working Party be set up to look at the Grant Fund 'Terms of Reference' in greater detail. The Working Party will consist of the following Town Councillor:

- Cllr. B Chapman;
- Cllr. M Priestley;
- Cllr. H Roberts;
- Cllr. S Cotton;
- Cllr. V Macdonald;
- Cllr. G Edwards.

62. World Clean Up Day 2019

Members liked the idea of 'World Clean-up Day'. Cllr. G Edwards offered to loan Members some cleaning apparatus to support the event.

RESOLVED that the Deputy Clerk co-ordinate the event on behalf of Conwy Town Council.

63. CCBC Playgrounds

Members discussed the playground questionnaire and felt that it was not appropriate to physically go to each playground in their wards and monitor the area in order to be able to answer the questionnaire.

RESOLVED to send the questionnaire back to ERF explaining the above.

64. Tourist Information Centre New Access

Members were horrified at the poor quality and structure of both the railings and paving slabs used on the access area of the Tourist Information Centre in Conwy. Members felt that it was not in keeping with the historical town of Conwy although Members fully support the purpose of the ramp and railings. Members questioned how the Tourist Information Centre were granted planning for the access.

RESOLVED that the Town Clerk write to the below persons expressing the above thoughts of Conwy Town Council:

- The Portfolio Holder;
- Mr Jon Merrick;
- ERF;
- Cllr. Greg Robins;
- The Conservation Officer for Conwy;
- Conwy County Borough Council Planning Department.

65. Honorary Bailie Ceremony 2019

RESOLVED that:

- a budget of £5.50 per head was to be allocated for a 'Finger Buffet' for the ceremony and Gorlan Fwyta Ltd provide the catering;
- Cllr. B Chapman write the citation for Mrs Margaret Norwood;
- Cllr. G Edwards write the citation for Mr Peter McFadden.

66. Walled Towns Friendship Circle

Cllr. H Roberts advised Members that the Walled Town Car Rally will be on Sunday 29th September starting in Denbigh at 09:00 and arriving at Bodlondeb for 10:00 and leaving at 10:45 going onto both Beaumaris and finishing in Caernarfon. It was discussed that either the Deputy Mayor or the Mayor would ride in a vintage car starting from Denbigh for the days event. Members were asked to Volunteer and for a Co-ordinator to be at Bodlondeb. The following Councillors have volunteered to help at Bodlondeb:

- Cllr. B Chapman;
- Cllr. J Vaughan
- Cllr. H Roberts;
- Cllr. S Cotton;
- Cllr. V Macdonald;
- Cllr. J Rooney;
- Cllr. E Leighton-Jones (if not riding in vintage car).

RESOLVED that:

- the Town Clerk would be the Co-ordinator at Bodlondeb;
- CTC would make a donation to Conwy Cricket Club of £250.00 for the use of the pavilion and for the Tea, Coffee and Biscuits.

67. Approval of Payments

RESOLVED that the following payments are approved:

- a) Conwy County Borough Council – Use of Bodlondeb Car Park for WTFC Car Rally - 29/9/19 - £130.00 plus VAT;
- b) Cannon Hygiene Limited – Disposal of sanitary unit – 8/19 to 10/19 - £57.87 plus VAT
- c) B2 Business Systems – Copies - 02/07/19 to 02/08/19 - 5417 Mono & 1316 Colour - £91.77 plus VAT
- d) Opus Energy – St Mary's Clock Electric - 04/07/19 to 03/08/19 – £12.65 plus VAT

Along with the following additional items:

- e) R A Slater – Guildhall and Bus Shelter windows 4 Weeks to – 26/7/19 - £170.00;
- f) Dŵr Cymru Welsh Water – Fountain in Lancaster Square, Conwy – 09/02/19 to 12/08/19 - £71.43;
- g) BT - Guildhall Telephone – 01/08/19 to 31/10/19 - £54.24 plus VAT;
- h) Trilo-Bytes – Microsoft Office Licences & Cloud Storage for IT Software – £903.60;
- i) Cllr V Macdonald – Plants for Guildhall Planters - 17/08/19 – £35.12;
- j) Delwedd – SSL Website Security Licence – 19/08/19 to 18/08/20 - £47.99 plus VAT.

68. List of Cheques

RESOLVED that the list of cheques 424 as tabled, is approved for payment (Schedule D)

69. Questions to Chair/Town Clerk

The Town Clerk asked Cllr. B Chapman the following questions in relation to the proposed Town Twinning visit to Himeji, Japan in October 2019:

1. Who is going and why?

The Mayor Cllr. G Edwards and Mayoress of Conwy, Cllr. B Chapman and Mrs Chapman, The Mayor's Secretary (Mr P Gillbanks) and Ms B Jones (Mr Gillbanks Partner). The delegation has been invited to Himeji to sign the Twinning Agreement and to forge deeper links with Himeji as it is a World Culture Heritage Site and has a historic Castle.

2. How is the trip going to be funded and by whom?

The Trinity Foundation based at Bangor University will pay for the air fare and accommodation for the Mayor and Cllr. B Chapman. Conwy Town Council will pay the air fare and accommodation for the Mayor's Secretary. All other members of the trip will pay for themselves.

3. What will the Twinning Agreement mean to Conwy Town Council?

It will enable the town of Conwy to work closer with Himeji and its young people and the Schools of Himeji and it will encourage the bond of friendship and partnership that already exists to grow stronger.

4. What responsibilities will the Twinning Agreement bring to bear on Conwy Town Council?

The responsibilities will be that of respect, friendship and co-operation between the two World Heritage Sites.

5. When is the trip scheduled for?

The trip is scheduled for October 26th - 1st November 2019.

A full and in-depth discussion took place between all Councillors in relation to the financial impact that Conwy Town Council would experience in providing the funds for the Mayor's Secretary to be part of the delegation. The Town Clerk advised Members that there was a budget of £3,000 for the Twinning Project and that the Mayor's Secretary would be working to support the Mayor and Cllr. Chapman throughout the trip. Members thanked Cllr. Chapman for all his hard work and commitment to this Twinning Project.

Members voted using a secret ballot to decide whether the Town Council should fund the Mayor's Secretary trip to Himeji.

RESOLVED and APPROVED by 9 votes for and 4 votes against that the Town Council fund the Mayor's Secretary trip to Himeji.

There being no further business the meeting was closed at 21:00pm