

**CYNGOR TREF CONWY TOWN COUNCIL**

**MINUTES OF THE SPECIAL MEETING (FINANCE & GENERAL PURPOSES)**  
**HELD ON TUESDAY, 26<sup>TH</sup> MAY 2015**

**PRESENT : Councillors – E Leighton Jones (Town Mayor), P Hart (Chair), R Parker, S Cotton, V Macdonald, H Roberts, S Allardice, B Chapman, B James, T James, E Hughes, C Rigal.**

**IN ATTENDANCE : Helen Barritt (Town Clerk)**

**APOLOGIES : Councillors – J Fallon**

**Declarations of Interest – Code of Local Government Conduct :**

*Agenda Item 8a – Planning Applications – Councillor Allardice is on the County Council Planning Committee*

*The Mayor took the Chair for the first agenda item*

*Before the meeting commenced, the Mayor thanked the Councillors for their support at her Inauguration. The Mayor also reminded Councillors that it was important that they attended meetings.*

**Minute Number**

**1. Appointment of Chairman**

**RESOLVED** that Councillor Hart (the Deputy Mayor) is appointed Chairman of the committee for the Municipal Year 2015/16

*The Deputy Mayor took the Chair at this juncture*

**2. Appointment of Vice Chairman**

**RESOLVED** that Councillor Mrs James is appointed Vice Chairman of the committee for the Municipal Year 2015/16

**3. Minutes**

- Minutes of the Civic Committee meeting held on 11<sup>th</sup> May 2014  
**RESOLVED** that the minutes are ACCEPTED and APPROVED
- Minutes of the Special Meeting of the Council held on 12<sup>th</sup> May 2014  
**RESOLVED** that the minutes are ACCEPTED and APPROVED

*Councillor Macdonald joined the meeting at this juncture*

**4. Questions on the Minutes**

Special Meeting of the Council held on 12<sup>th</sup> May 2015

a) Minute 306, Llandudno Junction Old Brickworks – Proposed Development

The Town Clerk informed Members that:

- she had circulated a copy of the presentation by Axis via email
- the planning application for proposed development will be considered at the Special Meeting of the Council on 8<sup>th</sup> June 2015 and a copy of the application is available to view at the Guildhall
- officers from the County Council will be making a presentation to the Town Council on the Civic Hall, Conwy at the Special Meeting of the Council on 6<sup>th</sup> July 2015

b) Minute 315, Cycling on Conwy Cob

The Town Clerk read out a reply from Wil Roberts, Traffic Engineer, Conwy County Borough Council thanking the Town Council for their views on the issue.

**5. 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 meeting of the Communities Overview and Scrutiny Committee, Conwy County Borough Council scheduled for 4/6/15 at 6pm has been brought forward to 5pm
- b) The meeting of the Principal Overview & Scrutiny Committee, Conwy County Borough Council scheduled for 1/6/15 at 10am has been cancelled
- c) The Town Clerk read out an email from a visitor to Conwy Town thanking retailers, restaurant staff, Tourist Information staff and the people of Conwy for being so pleasant, friendly and helpful during her stay. The Town Clerk said that she had forwarded a copy of the email on to the Chairman of the Chamber of Trade and the Principal Tourism Development Officer, Conwy County Borough Council. She had thanked the visitor for her comments who had asked that they be sent on to the local papers.

**6. Planning**

a) Planning Applications

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

*The Town Clerk read out a letter from a local resident regarding application 3*

b) Planning Decisions Issued

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

**7. North Wales Walled Towns Friendship Circle**

The Town Clerk read out an email from the Chairman of the North Wales Link of the Walled Towns Friendship Circle regarding attendance at Link meetings and representation of the member towns. The Constitution provides for up to 5 delegates from each town (Councillors and Officers) with 3 votes per town plus up to 6 associate members.

Conwy's representatives are Councillors Macdonald, Roberts, B James, Rigal plus the Town Clerk. As Councillor Macdonald is an associate member, the Assistant to the Town Clerk will become the 5<sup>th</sup> member for Conwy.

The Chairman asked member towns to nominate representatives who are genuinely interested in the Link and will attend meetings.

Councillor Macdonald gave an update of the problems facing the European Walled Towns.

**8. Christmas Committee**

**RESOLVED** that a meeting of the Christmas Committee is held on Monday 29<sup>th</sup> June 2015 at 6:30pm

**9. Car Parking Charges**

- a) Members RECEIVED a reply from the Information Governance Manager regarding the Freedom of Information Act request submitted by the Town Council asking how much excess money is made by the County Council when change is not given by the car park machines.

The reply to the request stated that it was not possible to calculate the extra income.

The Town Clerk informed Members that the issue of the recent increase in parking charges would be discussed at the next Town & Community Council Forum meeting in July.

Members stated that the car park machines were out of date, not allowing the use of credit cards of notes. Many Councillors had received complaints from residents regarding the increases and that there

was a charge for parking in the evenings.

Local businesses were worried about the effect of the increases on their trade and the Conwy businesses would be reporting any effects at the next Chamber of Trade meeting.

Members voiced concern that the increase may have an adverse effect on tourism.

Members were informed that there is a website showing drivers where they can find free and easy parking. Conwy is on the site and it has been noted that there has been an increase in cars parked on residential streets, particularly in Gyffin. Members felt that better signage to Bodlondeb car park and the paths into the town may help.

The Town Council will await a report following the Town and Community Council Forum in July

- b) Members RECEIVED a reply from V. Turner, Traffic and Network Manager, Conwy County Borough Council regarding the proposal to charge for the use of public car parks for events.

The reply stated that the charges reflected typical loss of income and would be applied to all events whether they were profit generating or not.

Members were disappointed with the response and felt that the County Council were not looking at the “wider picture” – that tourism was the main industry of the region and it was important to attract visitors for the benefit of the businesses in the area.

The Town Council had contributed to the improvement of the local car parks in the past and the provision of events contributed towards the Outcomes in Conwy County Borough Council’s Corporate Plan.

**RESOLVED** that a reply to the letter is sent pointing out the contributions the Town Council has made towards the car parks and the contribution events make to the local economy.

#### 10. Coach Parking in Conwy

An email had been RECEIVED from a local resident regarding the problems arising from coaches dropping visitors off by the Castle and blocking the road.

Members discussed the implications and dangers of this and were informed that a feasibility study report was about to be published regarding possible drop off and parking of coaches coming into the town.

Members were concerned that any solution should not deter visitors, but would await publication of the report

The Town Clerk had RECEIVED a request from the Principal Tourism Development Officer, Conwy County Borough Council asking for a letter of support regarding an application for coach friendly status for Conwy town. The application would help to drive forward any required developments.

**RESOLVED** that a letter of support is written

*The order of the agenda was changed with the permission of the Chairman*

#### 11. Plas Isa

Members RECEIVED a report from Councillor Mrs Hughes and the Town Clerk regarding their meeting with County Councillor Priestley and officers from Conwy County Borough Council regarding the sale of Plas Isa, Conwy.

The Town Clerk confirmed that the land was freehold with 6 parking licenses, 1 lease on the garage and the bomb shelter rented out to a tenant. The current annual income was £2.1k and leases would be transferred to the new owner. The plot is not currently assessed for Non-Domestic Rates. The land behind the Liverpool Arms was not registered, but there was a right of access across it. Conwy County Borough Council could not confirm who was responsible for the boundary walls. A survey had not been carried out on the land, but it was believed that the drains were in a poor state of repair. Any work within 3 metres of the Town Walls would have to be approved by Cadw. The bomb shelter was considered to be unsafe and would need to be demolished. Conwy County Borough Council’s officers

had stated that the cost of the land would be around £20k, plus maintenance around £5k to £10k. Councillor Priestley said that there may be some room for negotiation with the possibility of paying the cost over a number of years. The County Council had not approached the residents regarding buying the land and the intention was to put it to public auction should the Town Council not proceed with a purchase. Any decision would need to be approved by Conwy County Borough Council Cabinet. Members discussed the information they had RECEIVED and were concerned that Conwy County Borough Council had not contacted the residents as a group regarding a possible purchase by them. Members were concerned at the cost of the land and maintenance against the returns. **RESOLVED** that the Town Council does not proceed with its Expression of Interest in the land.

*Councillor Mrs Hughes left the meeting at this juncture*

**12. Bodlondeb Woods Local Nature Reserve Management Advisory Group**

The agenda item was deferred to a future meeting.

**13. Footpaths and green Spaces Working Party**

The agenda item was deferred to a future meeting.

**14. Standing Orders and Financial Regulations**

The agenda item was deferred to a future meeting.

**15. Risk Assessment**

The agenda item was deferred to a future meeting.

**16. Attendance**

The agenda item was deferred to a future meeting.

**17. Register of Interests**

Register of Interests forms were distributed to Members, who were informed that it was a legal requirement for the forms to be published on the Town Council's website. Signatures would be redacted. The Town Clerk would forward the up to date Committee Membership and Representation on Outside Bodies to the Councillors to enable them to complete the forms.

**18. Cheque Signatories**

a) Conwy Town Council Business Current Account and Conwy Town Council Notice Account

**RESOLVED** that the Deputy Mayor, Councillor Hart is added to the list of signatories.

b) The Mayoral Donation Account

**RESOLVED** that the signatory to the account is changed to the Mayor, Councillor Leighton Jones

**19. Investments**

The agenda item was deferred to a future meeting

**20. One Voice Wales**

The agenda item was deferred to a future meeting

**21. Revised Guidance on the Code of Conduct**

The agenda item was deferred to a future meeting

**22. Guildhall Buildings Insurance Premium 2015/16**

Members RECEIVED the invoice for the 2015/16 premium of £4,293.68

**RESOLVED** that the premium is approved.

**23. Town and Community Council Forum**

The Town Clerk said that she would complete the “How are we doing?” questionnaire and forward it to Members for comment.

**24. Society of Local Council Clerks Seminar 14<sup>th</sup> May 2015**

The agenda item was deferred to a future meeting

**25. Mayoral Inauguration**

**RESOLVED** that a gratuity of £80 is paid to the waiting on staff of Time Café Bar, Conwy

**26. Approval of Payments**

**RESOLVED** that the following payments are approved:

- a) BT Payment Services Ltd. – Guildhall telephone, quarter to 8<sup>th</sup> May - £56.38 plus vat
- b) Docucentric – 3,582 Mono Photocopies 26/3/15 to 5/5/15 - £12.54 plus vat
- c) Daisy Chain – Bouquets for Mayoral Inauguration - £50.00
- d) Time Café Bar Conwy – Mayoral Inauguration Buffet - £817.08 plus vat
- e) J R Lingwood – Mace Bearer duties, Mayoral Inauguration - £40.00

**27. Cash Payments**

**RESOLVED** that the list of cash payments no.92 is approved (Schedule C)

**28. List of Cheques**

**RESOLVED** that the list of cheques 317, as tabled, is approved for payment (Schedule D)

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