

**CYNGOR TREF CONWY TOWN COUNCIL  
THE GUILDHALL, CONWY.  
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
HELD ON MONDAY 20<sup>th</sup> AUGUST 2018**

**Present: Councillors – S Cotton, (The Mayor), G Edwards (Deputy Mayor & Chair), P Hart, H Roberts, T James, E Hughes, B Chapman, J Vaughan, E Leighton-Jones, J Rooney**

**In Attendance: Natasha Flint, Town Clerk  
Rachel Lees, Assistant to the Town Clerk**

**Apologies: Councillors V Macdonald, T Hughes, G Willetts, M Priestley, S Barber-Bailey, E Roberts**

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

Agenda Item 6a, Planning application 0/45441 – Councillor Roberts is an acquaintance with the applicant

Agenda Item 6a, Planning application 0/44547 – Councillor Cotton has objected to the application

**62. Minutes**

- Minutes of the Town Council Meeting held on 6<sup>th</sup> August 2018.  
RESOLVED that the minutes are ACCEPTED and APPROVED with the following amendments:  
Present: Councillor J Rooney was in attendance.  
Minute 33. Mayoral Announcements – should read “Afternoon Tea event being held on 19<sup>th</sup> August 2pm -4.30pm, Sea Cadets Unit, next door to All Saints Church, Deganwy”.

**63. Questions on the Minutes**

- a) Town Council Meeting held on 6<sup>th</sup> August 2018.
  - Minute 24, Mussel Fishery  
The Chair informed Members that he had spoken to Conwy County Council, who are in the process of dealing with the Mussel Fishery.  
RESOLVED that the Town Clerk does not send a letter.
  - Minute 25, Conwy Beach  
Members were informed that ERF had misunderstood the Town Clerk letter and therefore another letter was sent by the Town Clerk. No response has been made at present.
  - Minute 39, Vulnerable Adults in the Community  
The Town Clerk revisited the item advising that the Town Council may look to have a duty of care to vulnerable adults in the community.

**64. Town Clerk’s Report**

Members received the Town Clerk’s Report (Schedule A attached) along with the following item:

- Open Doors – the rota for Open Doors 2018 was given out. Members were reminded that the event was a Town Council event and all Members should make an effort to attend at least one of the time slots, there needs to be at least 2 people in at each timeslot.  
RESOLVED that the Assistant to the Town Clerk circulates the rota.

**65. Planning**

**a) Planning Applications**

Members considered and commented on the attached Schedule B

*Councillor S Cotton left the meeting during discussions on planning application 0/45441*

**b) Planning Decisions Issued**

Members received list of planning decisions issued by Conwy County Borough Council

**c) Planning Protocol**

Members discussed alternative procedures in viewing online planning applications.

RESOLVED that:

- The Town Clerk speaks with P Jones, Development and Building Control Manager, CCBC regarding paper plans, and reports back in due course.
- The Mayor circulates the guide to objecting planning applications.

#### **66. Parking - Conwy TC Sponsorship of Gyffin Car Park**

The Town Clerk read correspondence from V Turner, Traffic & Network Manager, CCBC regarding the sponsorship of Gyffin Car Park by the Town Council. Members were informed that half of the sponsorship has already been budgeted for in this financial year, which is £4000.

RESOLVED that £4000 be awarded to CCBC for the sponsorship of Gyffin Car Park.

#### **67. Community Skip and Business Waste**

##### **a) Community Skip**

The Town Clerk informed Members of an enquiry received about a community skip. Members discussed the possibility of having a community skip but felt the Town Council do not have sufficient volunteers or resources to provide a community skip. Members were informed that Conwy County Borough Council periodically organise clean up days which includes a community skip, the day is based on a rota basis for each community in the Borough of Conwy.

RESOLVED that Councillor J Vaughan enquires into when the next clean-up day is scheduled for Conwy.

##### **b) Business Waste**

The Town Clerk informed Members that the trade waste contract for the Guildhall will cost £239.20 per year. This includes a small green tier caddy and a green paper bin. A verbal agreement will be made between Conwy Town Council and CADW to use their bin for non-recyclable waste.

RESOLVED that:

- the contract with CCBC is arranged.
- The agreement is made with CADW.

#### **68. St Mary's Church Clock, Conwy**

a) The Town Clerk read correspondence regarding the clock chiming through the night. Members advised that the agenda item cannot be revisited for 6 months and cannot be discussed as a resolution has already been passed in a previous meeting.

##### **b) Town Clock Electric**

Members received details of the electricity contract with Opus energy at an annual cost of £133.

RESOLVED that the contract is approved.

#### **69. Conwy Harbour Advisory Committee**

Members received a report from the meeting held on 14th August 2018.

RESOLVED that Councillor J Vaughan sends a copy of the minutes to the Town Clerk for circulation

*With agreement of the Chair Agenda item 11. Review of Community and Town Council Sector in Wales is moved to item 18.*

#### **70. Honorary Bailie Ceremony**

Councillors made nominations for the second Honorary Bailie 2018/19. A secret ballot was conducted.

RESOLVED to invite Diane Hughes to become the second Honorary Bailie.

#### **71. Attendance**

Members APPROVED the attendance record for 2017/18

#### **72. Guildhall Weddings and Use of the Building**

The Town Clerk put forward a proposal to re-launch weddings at the Guildhall on the weekend. The re-launch will include 3 packages for couples to choose from. The Town Clerk informed members that the income from

weddings will then go back into Conwy Town Council and used for things such as Guildhall repairs and funding for Community projects. The initial set up cost for the re-launch is estimated at £2499.20

RESOLVED that subject to there being sufficient funds in reserves the re-launch of weddings in the Guildhall is approved on a 12 months basis.

**73. Guildhall Working Party**

Members discussed setting up a Guildhall working party. Members are Councillors H Roberts, G Willetts, P Hart, B Chapman, S Cotton & V Macdonald. Members discussed having the Chamber lights on the Working Party Agenda.

**74. Confidential Business**

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw

**75. Llywelyn Fountain, Lancaster Square, Conwy**

**76. Review of Community and Town Council Sector in Wales**

Members discussed the outline findings and recommendations. Members discussed the importance of the document and feel a separate meeting to discuss the document is needed.

RESOLVED that:

- a working party meeting is arranged for 29<sup>th</sup> August at 7pm in the Guildhall with the following members: Councillors E Hughes, J Rooney, G Edwards & H Roberts.
- the Assistant to the Town Clerk invites all members to join the meeting if they wish.

**77. Approval of Payments**

There were no payments to approve.

**78. Cash Payments**

There were no cash payments

**79. List of Cheques**

RESOLVED that the list of cheques 396 as tabled, is approved for payment (Schedule C)

**There being no further business the meeting was closed at approximately 8:41pm**