

**CYNGOR TREF CONWY TOWN COUNCIL  
GUILDHALL, CONWY  
MINUTES OF THE TOWN COUNCIL MEETING  
HELD ON MONDAY 24<sup>th</sup> JUNE 2019**

**Present: Councillors – G Edwards (Mayor & Chair), E Leighton-Jones (Deputy Mayor & Vice-Chair), S Cotton, G Willetts, P Hart, T James, J Rooney, C Ryan, J Vaughan, V Macdonald, H Roberts, E Roberts, M Craven, T Hughes, S Barber-Bailey**

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

**Prayers: The Mayor’s Chaplain led the Prayers.**

**Apologies: Councillors M Priestley, B Chapman**

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

The Town Clerk was invited to a gratuity event by B2 Business Solutions. The Town Clerk declined the offer as it would be a conflict of interest.

**Minute Number**

**1. Minutes**

Minutes of the Special Meeting of the Council held on 10<sup>th</sup> June 2019.

RESOLVED that the minutes are ACCEPTED and APPROVED

**2. Questions on the Minutes**

Minute 22. Report Back – Wales in Bloom

The Town Clerk informed Councillors that, at the Wales in Bloom meeting held on 17<sup>th</sup> June it was decided that flags should be flown from the Guildhall on the day of judging. The Town Clerk has spoken with Mr T Tunstall and has been offered flag poles at a discounted price of £12.50 each and flags at £2.50 each.

RESOLVED that the Town Clerk purchases the flag poles and flags.

Minute 26. Hanging Baskets 2019

Councillor H Roberts asked that the 2 spare hanging baskets in Llandudno Junction are put up outside Emporium and the Dog Grooming Shop which are owned by Councillor Roberts.

RESOLVED that the Hanging Baskets are put up outside these shops.

**3. Report Back**

**Wales in Bloom**

Councillor H Roberts informed Councillors that the Conwy in Bloom Portfolio 2019 is almost complete. Councillor S Barber-Bailey has some photographs to be added to the Portfolio and will be arranging to meet with Mr P Barton-Price.

**Walled Towns Friendship Circle**

Councillor H Roberts informed Councillors that she will report back on the Meeting held on 19<sup>th</sup> June once she has liaised with the new secretary. Councillors were informed that Councillor T Hughes has made a significant start in organising the Car Rally this year and that the date has been decided as the 29<sup>th</sup> September 2019. All Councillors are expected to volunteer for this event.

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

Councillors received a report from the Assistant to the Town Clerk (Schedule A attached) Town Clerk's Report Item 4. Post Office Consultation – Ronald Road, Llandudno Junction. Councillors were informed to respond to the consultation as the residents of Llandudno Junction are very keen to keep the post office.

Additional Items:

Quiz Night for Alzheimer's Research UK – 7/8/19 7pm, Maelgwyn in Llandudno Junction. £5 per person, max 6 in a team. Facebook event: <https://www.facebook.com/events/334219890833544/>

#### **5. Planning**

##### **a) Planning Applications**

Councillors considered and commented on the planning applications as shown on the attached Schedule B

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

Councillors RECEIVED and NOTED the list of planning decisions issued by Conwy County Borough Council as shown on the attached Schedule C

#### **6. Party in the Park**

Councillor M Craven voiced grave concerns of residents with regards to the planned event to be held on 26<sup>th</sup> July 2019 at Conwy Borough Football Club.

Councillors were informed that the event had not been given the go ahead yet and the organisers were still applying for road closures and licences, which are unlikely to be accepted by Conwy County Borough Councillors. Councillors will be updated in due course.

#### **7. To approve Final Draft Conwy Town Council Standing Orders**

Councillors were asked to approve the final draft of the Conwy Town Council Standing Orders. Councillor G Willetts had an addition to the wording for section 18d Financial Controls and Procurement, it should include: A note of explanation is kept on file if the decision is not to accept the lowest quote.

RESOLVED that the Standing Orders 2019-20 are APPROVED with the above addition.

#### **8. To approve Town Council Accounts for External Audit**

Councillors received copies of the Accounts for 2018/19. Councillors were taken through the 2018/19 accounts in preparation for the deadline of submission to the BDO on the 30<sup>th</sup> June 2019. The Current Account/Business Reserve Account were confirmed and agreed. It was confirmed that the Petty Cash Account was no longer in use as it was considerably more time effective to pay the Petty Cash directly out of the Current Account. The above was duly signed off by the Mayor – Cllr. Goronwy Edwards. The Town Clerk advised Councillors that there would be a Finance Committee meeting scheduled within the next three weeks to set out CTC finances. The Mayor thanked the Town Clerk for her hard work.

RESOLVED that the Accounts for the External Audit 2018/19 are APPROVED.

#### **9. Finance Committee Powers**

Councillors received a copy of the Finance Committee Powers drawn up by the Town Clerk with the help of Councillor G Willetts. The Town Clerk thanked Councillor G Willetts for his input.

RESOLVED that the Finance Committee Terms of Reference is APPROVED with the following amendment: Point 5. "All Members of the Town Council will be sent a copy of the agenda by post or if requested electronically at least 3 working days before a meeting;"

## **10. Civic Committee Powers**

Councillors received a copy of the Civic Committee Powers drawn up by the Town Clerk with the help of Councillor V Macdonald. The Town Clerk thanked Councillor V Macdonald for her input.

RESOLVED that the Civic Committee Terms of Reference is APPROVED with the following amendments:

- Point 5. "All Members of the Town Council will be sent a copy of the agenda by post or if requested electronically at least 3 working days before a meeting;"
- Point 8u. "advise the Town Council on raising the Constable's Pennant, including half-mast for past Mayors only".

## **11. Staff Committee Powers**

Councillors received a copy of the Staff Committee Powers drawn up by the Town Clerk with the help of the Deputy Mayor Councillor E Leighton-Jones. The Town Clerk thanked the Deputy Mayor for her input.

RESOLVED that the Staff Committee Terms of Reference is APPROVED with the following amendments:

- Point 5. "All Members of the Town Council will be sent a copy of the agenda by post or if requested electronically at least 3 working days before a meeting;"

## **12. Cenotaph at Bodlondeb Council Building**

Councillors were informed that the Cenotaph is leaning over to one side.

RESOLVED that the Town Clerk contact Lamberts stonemasons to investigate and send in a quote.

## **13. Councillors Social Fund**

Councillors were asked to contribute £5 towards the Councillors Social Fund and sign the receipt sheet.

## **14. Approval of Payments**

RESOLVED that the following payments are approved:

- a) B2 Business Systems – Inv. No. 80849 Printing 02.05.19-03.06.19 £67.04 plus Vat;
- b) Menai Bridge Band – Civic Sunday Parade 21.07.19 - £250.00.

Along with the additional payments:

- c) Men at Work – Guildhall Ladies flush repair - £45.00
- d) BNP Paribas – Lease of Printer – 15/7/19 to 14/10/19 – £131.76 plus Vat
- e) Dŵr Cymru Welsh Water – 20/12/18 to 19/6/19 - £99.10

## **15. List of Cheques**

RESOLVED that the list of Cheques Sheet 420 is approved as tabled (Schedule D)

## **16. Questions to Chair / Town Clerk**

There were no questions.

## **17. Mayoral Announcements**

The Mayor has had a busy start to his Municipal Year. Early June the Mayor was captured by Pirates for the Pirates weekend which was very well done. The Mayor enjoyed Deganwy Prom Day and would like to thank everyone who took part. The Mayor along with fellow Councillors attended the 75<sup>th</sup> D Day Commemoration which was very well attended.

Children effected by the Chernobyl disaster visited Conwy and had a tour of the Guildhall and Castle by the Mayor, they all thoroughly enjoyed having a photograph taken wearing the Mayors Chain. The Mayor enjoyed his first Civic Sunday of the Year in Penmaenmawr. The Mayor of Penmaenmawr Councillor Abbott was very welcoming.

The Mayor attended a futuristic performance by Chaps in the Memorial Hall, Llandudno Junction which was enjoyable. The Mayor is looking forward to upcoming civic events.

**18. Twenty Minutes - Questions from the Residents**

There were no questions from residents

**There being no further business the meeting was closed at 7:39pm**