

**CYNGOR TREF CONWY TOWN COUNCIL**  
**GUILDHALL, CONWY**  
**MINUTES OF THE FINANCE COMMITTEE MEETING**  
**HELD ON Monday 27<sup>th</sup> January 2020 @ 18:00pm**

**COMMITTEE MEMBERS PRESENT:**

**Councillors – G Willets (Chair) J Rooney (Vice-Chair) C Ryan, T James, P Hart, H Roberts, G Edwards (Mayor).**

**IN ATTENDANCE:**

**N Flint (Town Clerk & RFO) S Teale (CCBC - Facilities Manager, Environment Roads and Facilities Service)  
Haf Jones (CCBC - Senior Community Development & Engagement Officer/Community Development Service)  
Elen Edwards (CCBC - Rural Development Strategy Manager/Community Development Service)**

**PRESENT:**

**Councillor E Leighton-Jones (Deputy Mayor), S Cotton, S Barber-Bailey**

**APOLOGIES: None.**

**DECLARATIONS OF INTEREST – CODE OF LOCAL GOVERNMENT CONDUCT:**

Finance Meeting 27/01/20 - Councillor T James & P Hart are married to each other.

**Minute Number:**

**33. Transfer of Services from Conwy County Borough Council (CCBC) to Conwy Town Council (CTC)**

The Chair welcomed all to the meeting and opened the meeting with a statement setting out CTC's position in relation to the potential transfer of services from CCBC to CTC. The Chair clarified that as of 13.01.20 CTC had taken a fixed portion that due to the lack of financial information from CCBC to CTC that CTC were not in a position to take on services from CCBC in 2020-21. The Chair then opened up the floor to the Finance Committee to ask questions to the representatives present from CCBC. The committee stated that the figures that were presented to CTC from CCBC were to 'wide' in order for CTC to proceed. The figures needed to be much clearer and more precise. The following questions were put to the CCBC representatives present at the meeting;

**Q1.** Would CTC get 100% exemption on the business rates for the public toilet if CTC were to take them over?

**A1.** Mr Teale confirmed that this would be the case;

**Q2.** How were the staffing costs reached in relation to the public toilet costs by CCBC?

**A2.** Mr Teale advised the committee that the toilets received 3 cleans a day, this was costed using the BIS (British Institute of Science) framework. The National Living Wage and the Real Living Wage was also applied to the costing of cleaning the toilets;

**Q3.** Would there be any possible TUPE implications on the transfer of services with regards to the public toilets?

**A3.** Mr Teal advised that there may be TUPE implications.

Mr Teale stated each potential transfer of service in relation to public toilets would be unique. The committee advised that they would be happy to start a conversation in regard to the public toilets. The question was raised by CTC that would CTC have any limitations on what improvement could be made with regard to the public toilets? Mr Teale advised that as long as they remain a public toilet then any additional space could be potentially used for other things, such as bike storage for walker etc. The Chair explained that this financial year CTC would not be in a position to move forward with the public toilets but certainly in 2021 and onwards it would be something that CTC would definitely want to look at. It was asked that as the public toilets were of differing standards would there be an option to demolish and rebuild? Mr Teale advised that this option would be very viable.

It could be that CCBC (as the Authority) could do the build process on an allocated budget. This would have to be on a rolling basis, as at this point CCBC could not sustain a full upgrade/rebuild programme of works due to

financial restraints on their budget. However, if CTC were to agree to take over the public toilets in the future CCBC would continue to maintain them until such times as CTC had transfer the service. The committee asked what timescale was CCBC looking at? Mr Teale advised that as long as CTC shows a genuine desire to take on the public toilets, then the programme of upgrade/rebuild and transfer could be completed over a five-year window. The public toilet on the Quay were discuss and it was agreed that they do not comply with todays standards and that CCBC may be looking into building a brand-new public toilet on the Quay. However, this was still in the very early talk stage and nothing had been decided upon. The committee asked if the old castle tower could be turned back into a public toilet? Mr Teale advised that it could not, as it would not comply with today's H&E standards. Ms Edwards did advise the committee that there is a Blue Toilet Scheme in operation in the town of Conwy where three establishments show a blue circle emblem outside of their business to advise locals and tourist that they can use the establishments toilets. Those establishments are the George & Dragon Public House Amelie's & The Castle Hotel. CCBC give £500.00 per year to these business for the use of their toilets. It was also discussed that could any new upgraded public toilet have t a swipe card facility in the toilets as well as pay and go? Mr Teale advised that this was also a possibility.

With regards to CCTV, Ms Jones advised the committee that the cost towards maintenance has increased by £55 per CCTV (19) from £ 5,339 to £6,384 which was an increase for the year 2020-21 of £1,045.

With regards to Playgrounds Ms Edwards advised the committee that there was a '*Task and Finish Group*' in place and that was yet to report back with its findings to CCBC. Therefore, the Playgrounds could not yet be considered. However, Ms Edwards did state that the Playgrounds in in the Wards of CTC showed no High or Medium Risk issues and that if and when a piece of play equipment needed replacing or repair then CCBC would come to CTC first to ask if CTC wanted to make a contribution to the replacement or repair of the said piece of equipment. Ms Jones confirmed to the committee that routine maintenance will continue with the playgrounds at this point by CCBC.

The Chair drew the discussion to a conclusion and he thanked Mr Teale, Ms Jones and Ms Edwards for attending the meeting he advised CCBC that CTC could not make any financial committee to the public toilets in 2020-21 but that both CCBC & CTC should sit down to talk in the imminent future to carry the meaningful conversation forward with a view that CTC would take on the public toilet transfer in the future.

*Mr Teale, Ms Jones & Ms Edwards left the meeting at 18:49pm*

RESOLVED and APPROVED to advise Full Town Council that it should proceed with the transfer the services of Public Toilets from CCBC to CTC commencing in 2021-22 on a rolling programme of works subject to on-going and in-depth negotiations and for CCBC to liaise through the CTC's RFO.

#### **34. To Finalise the Budget, Precept and Reserves 2020/21 for Approval by Conwy Town Council on 20.01.20**

To be advised by the Chair & RFO

- a) Earmarked Reserves (Schedule B);
- b) Updated Draft Budget for Approval & Accompanying Notes (Schedule C)

RESOLVED and APPROVED to advise Full Town Council that is should:

- a) RESOLVE and APPROVE the Precept 2020-21 of £284,653 (as increase of 3% on 2019-20);
- b) RESOLVE and APPROVE the Budget 2020-21 of £316,795;
- c) RESOLVE and APPROVE the Earmarked Reserves 2020-21:
  - (i) CCLA £150,000 (Guildhall Upgrade);
  - (ii) Conwy Town Council Reserve Account - £70,050 (General / Public & Amenities / Civic /Highways).

**There being no further business, the meeting was closed at 19:15pm**