

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 27th NOVEMBER 2017**

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

**In Attendance: H Barritt, Town Clerk & Responsible Financial Officer
R Lees, Assistant to the Town Clerk**

Apologies: Councillors M Priestley, V Macdonald, S Barber-Bailey & T Lewis

Declarations of Interest – Code of Local Government Conduct: None

Minute Number

193. Minutes

Minutes of the Special Meeting of the Council held on 13th November 2017

RESOLVED that the minutes are ACCEPTED and APPROVED

Councillors T Hughes, E Leighton-Jones & J Vaughan joined the meeting at this juncture

194. Questions on the Minutes

Minute 177, Car Parks

The Town Clerk asked Members to reassure residents of Conwy that the Town Council in negotiations for the car park in Gyffin to remain free of charge

Minute 184, Hanging Baskets

The Town Clerk informed Members that Mr Evans would like the baskets returned. The Town Clerk will email Members with the list of who received a hanging basket.

Minute 185, Opportunities for Twinning with Japan

The Mayor informed Members that he has sent a letter to the Mayor of Himeji in Japan

195. Town Clerk's Report

Members received the Town Clerk's Report (Schedule A attached) and the following additional item:

a) Abergele Town Council Christmas Concert 2017

December 1st 7pm, Capel Mynydd Seion, Chapel Street, Abergele – featuring Trio, Côr Alaw & Beulah Brass, tickets £8 available from Town Hall

196. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

b) Planning Decisions Issued

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

c) Clocaenog Forest Wind Farm

Members received details of the "Notice of Application for approval of a matter in pursuance of a requirement imposed by Development Consent Order: Si 2014 No.2441

Members noted the notice

d) Planning training

Members received feedback from the planning training held on 21/11/17. It was felt that the training to view plans online was useful but unnecessary for the Members who attended.

RESOLVED that the Town Clerk sends the information on decision making to all Members

197. Conwy County Borough Council Replacement Local Development Plan (RLDP) 2016-2031

Members received the Notice of Public Consultation, the closing date is 22nd December 2017

RESOLVED that:

- the consultation is discussed at the next Town Council meeting on the 11/12/17
- the Town Clerk forward the consultation link to members

198. LDP 42: The Castles & Town Walls of King Edward in Gwynedd World Heritage Site (WHS) Management & Action Plan Supplementary Planning Guidance (SPG)

Members received information on LDP 42, the full documentation is available on the chamber table in the Guildhall

RESOLVED that the Town Clerk forward the LDP link to Members

199. Walking & Cycling Opportunities Between Conwy & Llandudno

Members received a report on the meeting held on 23rd November 2017 regarding future options for the Coastal Path. The meeting had good attendance and was very positive. The Chair thanked Councillor Hale for his report.

200. Lights on the Pathway to Morfa Bach Car Park

Members received details of the ongoing problem of the lights being permanently out.

RESOLVED that a firm letter is written to the Director General of Cadw and a copy is sent to Lawrence Smith and Conwy Councillors.

The Mayor & Councillor A James left the meeting at this juncture

201. Conwy Harbour Advisory Committee

The agenda item is deferred to a future meeting

RESOLVED that minutes from future meetings are emailed to all members before Town Council meetings

Councillor G Edwards left the meeting at this juncture

202. North Wales Walled Towns Friendship Circle

The Town Clerk gave a report from the AGM & the Quarterly meeting held on 16th November 2017.

203. Christmas

Members discussed arrangements for Christmas events:

a) Christmas Lights

Members were reminded that lights are being switched on this Friday 1/12/17, any problems they are to report direct to the Town Clerk with the lamp post number

b) Christmas Trees

Small trees for Conwy businesses will be delivered at 9am on 29/11/17 to Conwy Quay next to the Liverpool Arms. Members were asked to help with distribution.

c) Christmas Window Competition

Members were asked to take posters

d) Father Christmas Letters

Governors representing the Town Council were informed that the letters from Father Christmas will be ready this week and that the schools have been informed to put the boxes out on 1st December.

- e) Llandudno Junction/Deganwy Carols
Members received the Risk Assessments
RESOLVED that:
 - the Risk Assessments are accepted
 - The Town Clerk will be the elf at both events
 - The Town Clerk purchase sweets & mince pies for the events
 - The carols will be the same as last year
- f) Conwy Christmas Eve
 - The Town Clerk purchase sweets & mince pies for the event
- g) Boxing Day Dip
Members received the Risk Assessment
RESOLVED that:
 - the Risk Assessment is accepted
 - The Mayor is the Responsible Person
 - Prizes are the same as last year
 - The registration and sponsor forms are put on Facebook

204. Conwy River Festival

Members discussed the future of the festival.

RESOLVED that a working party is set up. Members of the working party are Councillors J Vaughan, G Edwards & E Leighton-Jones. Councillors A James & V Macdonald will also be asked to join.

205. "Playing Out" Summer Holiday Play Provision 2018

Members received a request for a request for funding the 2018 provision

RESOLVED that a sum of £3,900.00 is budgeted for in 2018/19 to fund one play session a week for 5 weeks in the Summer holidays in each community

206. St.Michael's & All Angels, Conwy & The Most Holy Family, Llandudno Junction

Members received a letter from a concerned parishioner and discussed the future of the Catholic Churches in the Community.

RESOLVED that a reply letter is sent to the parishioner stating that the matter had been discussed by the Town Council.

Councillor J Vaughan left the meeting at this juncture

207. Local Democracy & Boundary Commission for Wales: Guidance for Principal Council on the Review of Communities

Members NOTED the Consultation

208. Welsh Government Tax Forum

Members received a report on the meeting held on 6th November 2017 from the Town Clerk regarding the Welsh Government's tax raising powers.

209. Unanswered Correspondence

Members received an ongoing list of unanswered correspondence sent by the Town Clerk to various CCBC officers and departments.

RESOLVED that the Assistant to the Town Clerk follow up on all correspondence, if no reply is given for a 3rd time, a copy email is sent to Sian Branwen Williams, CCBC and the local Cabinet Member.

210. Office Arrangements for Christmas 2017

The Town Clerk informed Councillors of the arrangements for the office over the Christmas period
RESOLVED that the Office is closed from 25/12/17 to 1/1/18 & reopens on 2/1/18.

211. Approval of Payments

RESOLVED that the following payments are approved:

- a) A.Slater – Guildhall & Bus Shelter Windows, 4 Weeks to 17/11/17 - £170.00
- b) North Wales Event Services (NWES) – PA System & Technician for Remembrance Sunday - £345.00
- c) Benards of Llandudno Ltd. – Framing of Honorary Bailie Charters - £60.37 plus vat
- d) British Telecommunications Plc. – Guildhall Telephone 11/8/17 to 10/11/17 - £54.49 plus vat
- e) ABBA Loos Ltd. – Hire of Portable Toilets for Conwy Christmas Eve Event - £155.00 plus vat
- f) Sound Design – Hire of PA System for Llandudno Junction & Deganwy Carols & Hire of Mobile Stage for Conwy Christmas Eve Event - £570.00
- g) Hopol Heating Ltd. –Annual Service of Guildhall Boiler - £68.92 plus vat

Along with the following additional items:

- h) Viking – Stationery - £104 plus vat

212. Cash Payments

There were no cash payments

213. List of Cheques

RESOLVED that the list of cheques 380 as tabled, is approved for payment (Schedule C)

There being no further business the meeting was closed at 8:16pm