

**CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 28th MAY 2019**

Present: Councillors - E Leighton-Jones (Mayor & Chair), P Hart, T James, C Ryan, S Barber-Bailey, E Roberts, G Willetts, H Roberts, T Hughes, M Craven, J Vaughan, M Priestley.

**In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer
Rachel Lees, Assistant to the Town Clerk**

Apologies: Councillors B Chapman, J Rooney, S Cotton, G Edwards (the Mayor), V Macdonald

Declarations of Interest – Code of Local Government Conduct:

Agenda item 9a. Planning Applications – Councillor M Priestley is a member of Conwy County Borough Council Planning Committee.

Agenda item 12. John Ronald Cunningham Trust Fund – Councillors P Hart, T Hughes are Trustees of the Trust Fund.

With the absence of the Chair Councillor G Edwards (the Mayor), the Vice Chair Councillor E Leighton-Jones (Deputy Mayor) took the Chair.

1. Appointment of Chairman

RESOLVED that Councillor E Leighton-Jones (the Deputy Mayor) is appointed Chairman of the committee for the Municipal Year 2019/20

2. Appointment of Vice Chairman

RESOLVED that Councillor S Barber-Bailey is appointed Vice Chairman of the committee for the Municipal Year 2019/20

3. Minutes

- Minutes of the Special Meeting of the Council held on 13th May 2019.
RESOLVED that the minutes are ACCEPTED and APPROVED

4. Questions on the Minutes

There were no questions.

5. Report Back

Wales in Bloom

Councillor H Roberts has offered to help Councillor B Chapman with the Wales in Bloom Bid. Members were informed that a Councillor will need to do a walk around with Mr P Barton-Price, CCBC to plan a route for the judges.

It was suggested that all Councillors from Conwy Wards make themselves available if they would like to do it and let the Town Clerk know.

6. Town Clerk's Report

Members received the Town Clerk's Report (Schedule A attached)

Councillor M Priestley left the meeting during discussions on planning applications

7. Planning

a) Planning Applications

Members considered and commented on the attached Schedule B

b) Planning Decisions Issued

Members received a list of planning decisions issued by Conwy County Borough Council (Schedule C)
The decisions were NOTED.

8. Hire of the Guildhall

Members received a request to hold Creative Ballet Workshops for people over 50 years in the Guildhall, the workshops will coincide with the Well-Being Plan. The first sessions are based on a pilot scheme and if successful could become a regular workshop.

RESOLVED that the Ballet Workshops are held in the Guildhall at no cost.

9. Little Dragons Fundraising Group

Members received more bank statements from the fundraising group. Members are very concerned that the bank statements do not look as they should do for an event which is to happen in a few weeks. Members are also concerned that there has not been much in the way of local advertising. Members would like to have an update on tickets sales.

Councillors H Roberts, E Roberts and G Willetts abstained from voting.

RESOLVED that:

- Town Clerk calls Mr D Jones and asks a) How many tickets have been sold to date b) how confident is he that the event will go ahead c) How much will the event cost to put on d) how much has he been promised so far.
- The Town Clerk makes the decision based on the answers provided.

10. John Ronald Cunningham Trust Fund

Members received an update on the Trust. The Trust should be up and running again within the next few months. The Town Clerk asked that the Town Council loan the Trust £1000 to enable them to award Mr Jack Owen the grant which was approved in 2017/18.

RESOLVED that the Town Council loan the John Ronald Cunningham Trust Fund £1000.

11. Attendance List

The attendance list will be on the next agenda for approval as there were changes to be made.

Councillor S Barber-Bailey left the meeting at this juncture.

12. Register of Interests

Members received the Register of Interests form and were asked to complete and return the form as soon as possible.

13. Standing Orders

Members were given 2 copies of the revised Standing Orders to be approved appending any amendments.

Members were also given a copy of the Risk Assessment and Management 2019-20 to look over, this will be on the next agenda for approval by the Mayor.

14. Code of Conduct

Members were given 2 copies of the revised Code of Conduct and were asked to read through and sign both copies. One copy is for Members to keep and the other copy is for the file. The Chair thanked the Town Clerk for her hard work put in for all the revised documentation being tabled.

15. Financial Regulations

Members were given the Financial Regulations. Councillor G Willetts noted some of the dates of the Acts were incorrect and will contact the Town Clerk with the correct dates for amending.

16. Cheque Signatories

- a) Conwy Town Council Business Current Account

The Deputy Mayor, Councillor E Leighton-Jones has already been added to the list of signatories in 2015 and therefore remains on the list of signatories.

b) Conwy Town Council Notice Account

The Deputy Mayor, Councillor E Leighton-Jones has already been added to the list of signatories in 2015 and therefore remains on the list of signatories

c) The Mayoral Donation Account

RESOLVED that the signatory for the Mayoral Donation Account is changed to the Mayor for the Municipal Year 2019/20, Councillor G Edwards.

17. Approval of Payments

RESOLVED that the following payments are approved:

a) Allan and Eirwen Evans Horticultural Services – Hanging Baskets for the Community – £2775.00

b) Hops & Barley – Wine for Town Council Events - £292.45 plus VAT

c) N Flint – Travel expenses to staff training - £25.04

d) SP Lamps Limited – Guildhall Bulbs - £41.70 plus VAT

e) Conwy County Borough Council – Annual Sponsor of Gyffin Car Park 1/4/19 to 31/3/20 - £4000.00 plus VAT

f) Conwy County Borough Council – Aberconwy Ward By-Election 28/3/19 - £2055.21

g) British Telecommunications plc – Guildhall Telephone 1/5/19 to 31/7/19 - £53.98 plus VAT

h) B2 Business Solutions (North Wales) Ltd - Copies 2/4/19 to 2/5/19, 1,940 Mono & 750 Colour - £46.63 plus VAT

i) Mr G Mair – Mace Bearer Duties for Mayoral Inauguration 20/5/19 - £75.00

Councillor E Roberts informed Members that Mr & Mrs A Evans would like to thank the Town Council for their continued support and that they enjoyed making the hanging baskets for the Community.

18. List of Cheques

The list of cheques sheet 418 was not tabled and therefore will be tabled at the next meeting.

19. Questions to Chair/Town Clerk

The Chair read an apology from Councillor V Macdonald to Councillor P Hart for inappropriate comments made at the Special Meeting of the Council held on 13th May 2019.

There being no further business the meeting was closed at approximately 7:28pm