

**CYNGOR TREF CONWY TOWN COUNCIL**  
**GUILDHALL, CONWY**  
**MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL**  
**HELD ON WEDNESDAY 29<sup>th</sup> JANUARY 2020**

**PRESENT:** Councillors – G Edwards (Mayor, Chair) G Willetts, P Hart, E Leighton-Jones (Deputy Mayor), S Barber-Bailey, V Macdonald, C Ryan, T James.

**IN ATTENDANCE:** N Flint (Town Clerk & Responsible Financial Officer)

**APOLOGIES:** Councillors: H Roberts, E Roberts, J Rooney, S Cotton, M Craven, C Parry, J Vaughan, M Priestley, B Chapman.

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

Agenda 29/01/20 – Councillors P Hart and T James are married.

*The Chair advised the meeting that item 3 on the agenda was going to be moved from Item 3 to item 5 to allow for a full discussion on the Transfer of Assets from CCBC (which would now be item 3) and the Budget and Precept for 2020-21 (which would now be item 4). The Chair then invited Cllr. G Willetts as Chair of the Finance Committee to update the meeting.*

**Minute Number:**

**3. Potential Transfer of Assets from CCBC to Conwy Town Council**

Cllr. G Willetts advised the meeting that 3 Officers from Conwy County Borough Council (CCBC) attended the Finance Meeting which was held on Monday 27<sup>th</sup> January in the Guildhall and the Committee were reassured by the Officers that Public Toilets / Playgrounds and CCTV services will continue in 2020/21. The Finance Committee advised CCBC that both Conwy Town Council (CTC) and CCBC will engage in meaningful discussions on the transfer of assets in 2020-21 looking to start the transfers in 2021-22. It was noted by both CTC & CCBC that this process will be a journey and it may take up to 5 years to complete due to financial recourses by both CTC & CCBC.

The Chair wanted to give clarification on the matter of NNDR for Public Toilets and he confirmed that when/if CTC take over the ownership of the Public Toilets commencing in 2021-22 that Public Toilets will be exempt from NNDR.

RESOLVED and APPROVED that the Town Clerk will open communications with CCBC – Mr S Teale with regards to the Transfer of Assets to ensure the momentum, dialogue and willingness to move forward is ongoing.

RESOLVED and APPROVED to accept the recommendation put forward from the Finance Committee regarding the transfer to assets from Conwy County Borough Council to Conwy Town Council commencing in 2021-22 on a rolling programme.

**4. Budget and Precept 2020-21**

The Town Clerk went through the Budget for 2020/21, General Reserves, Earmarked Reserves and the Precept for 2020-21. The Budget is set at £316,795.00, which when taking into account the projected income, will mean that £1,722.00 will come from CTC General Reserves. The Precept will be set at £284,653.00 an increase of 3% on 2019/20. Band D households will pay £39.16 an increase of .55p per Household on last year 2019-20. Earmarked Reserves have been set at £70,050.00 and the CCLA Account of £150,000.00 has been earmarked for the Guildhall internal repairs and upgrading. The Town Clerk took questions from the floor as this was only the second budget to come before the Town Council using the Rialtas Suite Accounting System. The Chair of the Finance Committee (Cllr. Willetts) advised the meeting that having set up the Finance Committee in 2019-20 it had proved to be very useful and the process had been very thorough. Cllr. Willetts thanked all members of the Finance Committee and the Town Clerk for the hard work that was put in to set the Budget and Precept for 2020-21. Cllr. Willetts reassured the meeting that the figures were accurate and correct. The Chair of the meeting advised all present that the burden of Audit is now very intense and Cllr. Willetts agreed that the Welsh Audit Office are scrutinising Town Councils more now than ever. Therefore, the Budget process must be watertight.

*Before the matter was voted on Cllr. P Hart advised Members that she would abstain from the vote.*

RESOLVED and APPROVED to accept the recommendation put forward from the Finance Committee regarding the Budget, Precept, General Reserves and Earmarked Reserves for 2020-21.

**5. Minutes**

- To receive and approve the minutes of the Finance Committee held on 27th January 2020.  
RESOLVED that the minutes are ACCEPTED and APPROVED with the following addition:  
A question was asked to CCBC that once the Transfer of Assets had taken place could this be reversible.  
Mr S Teale advised the meeting that there would be a 'Break Clause' set into the body of the contract.

RESOLVED and APPROVED that the Town Clerk writes to Mr S Teale, CCBC to follow up the Blue Badge Toilet Scheme that is currently in operation in Conwy Town Centre.

**There being no further business the meeting was closed at 7:20pm**