

**CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
MINUTES OF THE TOWN COUNCIL MEETING
HELD ON MONDAY 29th APRIL 2019**

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

**In Attendance: Town Clerk, Natasha Flint
 Assistant to the Town Clerk, Rachel Lees
 Mr David Jones, Fundraiser & Treasurer, Little Dragon Fundraising Group**

Before the Mayor led the prayers, Councillors were informed of the passing of a former Councillor, Mr Barry Owen. The Mayor, Deputy Mayor and Councillors wished the family their condolences at this sad time.

Prayers: The Mayor’s Chaplain was unable to attend the meeting. Therefore, the Mayor led the Lord’s Prayer.

Apologies: Councillors T Hughes, S Barber-Bailey.

Declarations of Interest – Code of Local Government Conduct:

Agenda Item 9a - Planning Applications – Councillor Priestley is a member of Conwy County Borough Council Planning Committee

Agenda Item 9a - Planning Applications – 0/46089 – Councillor P Hart knows the applicant

Agenda Item 9a - Planning Applications – 0/46122 – The Mayor and Councillor V Macdonald know the applicant

Minute Number

130. Little Dragons Presentation

Mr David Jones gave a presentation of the upcoming events planned for Conwy and Llandudno Junction to raise money for Glan Clwyd Hospital Childhood Cancer Fund. The 2 events will be held in June and July and will include local live bands and headliners from Glasgow and England. Mr Jones informed Councillors that these are the first events of a 5-year plan and he hopes that they become annual festivals which grow over time to increase the monies raised for the charitable fund. Councillors are keen to support the events but have concerns regarding the lack of information provided in terms of the bank statement also there is no mention of marketing costs in the plan and very little advertising in place for the upcoming event in mid-June. Concerns were also raised regarding the costings of the event and that the events could prove to make a loss rather than profit for the Charitable fund in the first year. Councillors would like to see clearer bank statements from Mr Jones.

RESOLVED that Little Dragon Fundraising Group is offered a grant of £2000 provided full and clear bank statements are provided.

131. Minutes

- Minutes of the Special Meeting of the Council held on 8th April 2019.
RESOLVED that the minutes are ACCEPTED and APPROVED

132. Questions on the Minutes

There were no questions

133. Report Back

Conwy Town Orchestra

Councillors received a report back from Councillor V Macdonald on the success of the Orchestra concert held on 25th April 2019. Another concert is planned for the 18th May 2019. Councillor V Macdonald wished to thank the Orchestra for playing so well and thanked those Councillors who attended the concert for coming.

Walled Towns Friendship Circle

Councillors were informed by Councillor H Roberts that the minutes from the Walled Towns Friendship Circle meeting had not arrived yet as there is currently no secretary. Councillor H Roberts also asked that 2 Councillors volunteer to help organise the Car Rally this year.

134. Town Clerk's Report

Councillors received a report from the Assistant to the Town Clerk (Schedule A attached)

There were no additional items.

Town Clerk's Report item 7 - Councillor G Willets informed Councillors that he will be attending the Stakeholder event on 2nd May 2019 along with the Town Clerk. Councillors were asked that if they have any observations, they should inform the Town Clerk or Councillor G Willets before the event.

Councillor M Priestley left the meeting for the planning applications.

Councillor P Hart left the meeting during discussions on planning application 0/46089

The Mayor and Councillor V Macdonald left the meeting during discussions on planning application 0/46122

135. Planning

a) Planning Applications

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

The Mayor and Councillors M Priestley, P Hart and V Macdonald re-joined the meeting.

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

136. Gladstone Benches Update

The Town Clerk informed Councillors that Conwy County Borough Council are offering the benches to the Town Council at a cost of £500 plus VAT per bench plus the installation fee of £322.03

RESOLVED that the offer is accepted and approved for payment.

137. Wales in Bloom

Councillor B Chapman informed Councillors that 30% of the marks for Wales in bloom are for involvement of local organisations. Therefore, Councillor B Chapman proposed that the Town Council makes a payment of £50 to any bona fide group/organisation to purchase bedding/ flowering shrubs to participate in the bid for Wales in Bloom.

RESOLVED that all bona fide groups/organisations who wish to help towards the bid for Wales in Bloom are to receive a sum of £50 towards bedding/flowering shrubs, this will be up to a maximum of 20 groups for the first year.

138. Secorder for Vote of thanks at Mayoral Inauguration (& other matters)

- a) RESOLVED that Councillor E Leighton-Jones seconds the "Vote of Thanks to the Retiring Mayor"
Councillors were informed that R Skelley, CADW Representative is unable to attend Mayor Making this year due to health problems and will arrange a replacement representative for the event.
- b) Councillors discussed a stand in Mace Bearer. Councillor V Macdonald suggested Mr G Mair from the Sea Cadets, who has agreed to stand in if required.

RESOLVED that:

- Mr G Mair is asked to stand in as Mace Bearer for the Mayoral Inauguration 2019.
- An informal meeting/rehearsal is to take place to go over the running order and arrangements of the event, inviting Mr G Mair.
- The Mayor, the Deputy Mayor, and incoming Deputy Mayor, Councillors V Macdonald and H Roberts, the Town Clerk and the Assistant to the Town Clerk and the Events Co-ordinator to be invited to the informal meeting/rehearsal.

139. Independent Remuneration Panel for Wales

Councillors were informed that the £150 allowance set out by the Independent Remuneration Panel for Wales was a mandatory payment to all Town Councillors, the Town Clerk wrote to HMRC for an exemption on tax on this amount. Therefore, it will not go through payroll as the Town Clerk has advised HMRC that the £150 is an allowance to cover '*costs and expenses*' and not a payment for duties undertaken. Councillors were given an '*Optout*' form to sign if they do not wish to take up the £150. The Town Clerk suggested that the allowance is given at the beginning of the Municipal year as opposed to the end of the Municipal year. The Town Clerk also advised that if a Councillor does not wish to take up the £150 then the £150 will go back into the budget for the IRPW for 2020-21.

The Town Clerk informed Councillors that the £1,500 to the Mayor and the £500 to the Deputy Mayor and Chair(s) of Committees will have to go through the payroll, as it is deemed to be a '*payment*' for duties undertaken as a Civic Head / Deputy or Chair of a Committee and therefore it has to be taxed. The Town Clerk suggested the payment is given at the beginning of the Municipal year as opposed to the end of the Municipal year.

RESOLVED that:

- the £150 is paid to Councillors who do not opt out at the start of the Municipal year.
- the allowances to the Mayor and Deputy Mayor are paid at the beginning of the Municipal year.
- the allowances that have not yet been paid for 2018-19 be paid out at the beginning of the Municipal year 2019-20 retrospectively;
- the allowances for the Chairs of Committees are paid once the chair has been elected at the first committee meeting;
- if a Councillor does not wish to take up the £150 / £1,500 / £500 then it will go back into the budget for the IRPW for 2020-21.
- the report by the Town Clerk is accepted.

140. Mayor's Allowance

Councillors discussed the allowances for the Mayor for 2019/20

RESOLVED that the Mayor's allowance is £2,100.

141. Notice Board in Conwy High Street

The Town Clerk informed Councillors that the notice board door had fallen off and was taken to the library. The Town Clerk has organised for the door to be fixed and put back on temporarily and that it should be fixed rather than replaced. The Town Clerk will obtain 3 quotes to restore the notice board in

the next few months. Councillors also discussed the notice board in Llandudno Junction and that it is not fit for purpose.

RESOLVED that the notice board in Llandudno Junction is placed on a future agenda.

142. Approval of Payments

RESOLVED that the following payments are approved:

- a) R. A. Slater – Guildhall Windows/Bus Shelter to 05.04.19 - £170.00;
- b) CCBC – ERF – Guildhall Trade Waste – 01.04.19 - 30.09.19 - £137.00;
- c) CCBC – Guildhall Rates – 05.04.19 – 01.01.20 - £6,969.50;
- d) BT - Guildhall Telephone 01.04.19 – 30.06.19 - £52.74 + VAT;
- e) Hops & Barley (Halls) - Civic Events 2019-20 - £293.81 + VAT;
- f) B2 Business Systems – Mono 3464 Colour 531 - 04.03.19 - 02.04.19 = £43.34 + VAT;
- g) Opus Energy - St Mary's Clock Electricity 05.03.19 -03.04.19 = £11.76 + VAT.

Along with the additional payments:

- h) CCBC – Over payment of precept 15/04/19 - £974.22
- i) N. E. Flint – Payment for 2 tickets to Community Place Plan Event 11/6/19 – 120.00

143. List of Cheques

RESOLVED that the list of Cheques Sheet 413 is approved as tabled (Schedule D)

144. Questions to Chair / Town Clerk

There were no questions.

145. Mayoral Announcements

The Mayor attended a lovely coffee morning in Caerhun in aid of Reverend David Parry's chosen charity, Actionaid. The Mayor attended the Conwy Rotary Club Dinner at the Golf Club and enjoyed the Tenovus Choir. Conwy Valley Art Society held an exhibition in the Church Hall, the Mayor was asked to unveil a painting produced by all the artists and found it interesting how it was produced. The Mayor was asked to speak with Councillor J Vaughan and E Leighton-Jones to see if the painting could go up in the new archives building.

The Mayor enjoyed Rhuddlan Civic Sunday. The Mayor attended a licence service for Reverend Juliet Fraser, which was attended by the Bishop of St Asaph, it was a very interesting ceremony. The Mayor attended the Guide Dogs Spring Fair in Penrhyn Bay. Events coming up for the Mayor include Mayor Making for Beaumaris, Denbigh and Caernarfon and a meeting with French visitors and Councillors B Chapman in the Guildhall.

The Mayor thanked the Town Council for their support over the year and has enjoyed her time as Mayor. Councillor E Leighton-Jones expressed thanks to the Mayor for her hard work over the year and for representing the Town Council.

146. Twenty Minutes - Questions from the Residents

There were no questions from residents

147. Confidential Business

In accordance with the Public Bodies (Admission to Meetings Act) 1960 & with Standing Order 65, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press & public be temporarily excluded & instructed to withdraw.

148. Care of the Mace

There being no further business the meeting was closed at 8:30pm