

CYNGOR TREF CONWY TOWN COUNCIL
THE GUILDHALL, CONWY.
MINUTES OF THE VIRTUAL SPECIAL MEETING OF THE COUNCIL
HELD ON MONDAY 18th MAY 2020

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

In Attendance: Natasha Flint, Town Clerk & Responsible Financial Officer
Rachel Lees, Deputy Town Clerk
Paul Gillbanks, Mayors Secretary/Events Co-ordinator

Apologies: Councillor B Chapman.

Before the meeting commenced Members held a minute's silence for a previous serving Mayor Lord William Neville who was Mayor in 1967-8, he had sadly passed away.

Declarations of Interest:

Agenda item 21 - Correspondence from Mayor to Members dated 30.04.2020 – Cllrs P Hart and T James.

232. Risk Assessment for Zoom

The Town Clerk informed Members that the risk assessment was not quite ready, however, having had confirmation from CCBC, and surrounding Town Councils that Zoom was the best and most effective way to hold the virtual meetings the Town Clerk was confident in using Zoom for the Virtual Meetings and will confirm the risk assessment once it is completed. All Members were asked individually to confirm if they were happy to continue using the Zoom app.

RESOLVED that Conwy Town Council use Zoom for all virtual meetings for the foreseeable future until advised by Welsh Government that it is safe to hold meetings in the Guildhall again.

233. Minutes

- Minutes of the Special Meeting of the Council held on 16th March 2020.
RESOLVED that the minutes are ACCEPTED and APPROVED

234. Questions on the Minutes

None.

235. Report Back

Walled Towns Friendship Circle

Councillor H Roberts reported that the Walled Towns Friendship Circle had held a virtual meeting and have decided that all Walled Towns events are to be cancelled this year and will hopefully start back up in the new year.

Clwb Yr Efail

Cllr T James reported that Clwb yr Efail have had to curtail activities for the time being and that the staff have had 3 deep cleans whilst in lockdown. The Staff have also been keeping in touch with the elderly members. There has been no news of the Financial help that usually comes from Social Services but hopefully it will be given soon.

236. Town Clerk's Report

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

237. 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.

238. Walled Towns Friendship Circle Membership

Cllr H Roberts informed Members that as there were no events being held this year that the invoice is now cancelled.

239. Conwy Bridge & The Telford Bridge (One Way System during Covid-19 Pandemic)

Members received information from the Town Clerk regarding a request being made by Reverend David Parry, to consider having a one-way system in place during the remainder of the pandemic.

Members had an in-depth discussion and looked at various options including a pelican crossing. Members felt that the request had arisen a little late in the pandemic and if CCBC were to consider it, it would take weeks to plan.

Members voted to ask for the Telford Bridge to re-open as follows:

For: Cllrs Cotton, H Roberts, Barber-Bailey, Craven, Priestley, E Roberts, V Macdonald.

Against: Cllrs Vaughan, Rooney, James, Hart, Edwards, Willetts, Ryan, Parry.

The Chair had the casting vote which was for.

RESOLVED that the Town Clerk ask National Trust/CADW if the Telford Bridge could be re-opened as an alternative route for those wishing to use it.

240. Update on Guildhall Draft Plans from Graham Holland

Members received the first draft plans for the upgrade to the Guildhall. Members were concerned that it was not the time to begin the upgrade and asked that it be put on hold. Also, Members would like to go through the plans in depth with the architect before agreeing to anything. The Town Clerk reassured Members that the item was on the agenda as an update and decisions were to be made at this point. The Town Clerk also informed Members that once the Council are comfortable holding virtual meetings then a Guildhall Committee meeting will be held to discuss the plans further.

RESOLVED that the information is NOTED and that the Town Clerk write to Mr G Holland to thank him for the draft plans and that the Town Council look forward to meeting with him once everything is back to normal and can move forward.

241. Repairs to Bus Shelter Llandudno Junction (Conwy direction) on the fly over/ bridge opposite the new Lidl site.

The Town Clerk informed Members that repairs were needed to the bus shelter on the flyover in Llandudno Junction. The Town Clerk informed Members that CCBC have around £7000 in the pot for annual cleaning and repairs to the bus shelters and asked if it is possible that CCBC use part of the existing fund to fund the repairs. Added to the repairs invoice a second invoice has been received for the cleaning and repairs to the rest of the bus shelters that the Town Council look after, this has come in at a cost of approximately £5000 and will also come out of the existing pot that CCBC hold.

RESOLVED that the repairs to the Llandudno Junction bus shelter goes ahead and is funded from the existing pot that CCBC hold.

242. Christmas 2020.

a) The Town Clerk updated Members regarding the information sent in with the quote from Tree Wise Men. Members asked why the tree were not being sourced locally and if possible, could the Town Clerk ask Tree Wise Men this question. Members also asked if the Town Clerk could look again at sourcing live trees which would be more cost effective and environmentally friendly. Members also questioned the pricing on the quote, would it be the same price for bushier trees as it was for the thinner trees.

RESOLVED that the Town Clerk investigate live trees and the pricing on the quote for the bushier trees.

- b) The Town Clerk informed Members that a zoom meeting had taken place with Mr Ray Wilson regarding the correct sizes needed for the motifs. Members discussed delegating the decision making of the motifs to the Town Clerk, Mayor and Deputy Mayor as time is moving on and the motifs need to be ordered. Members discussed various options on how to choose the motifs via email or zoom. Members who would like to be involved in choosing the option would like to be given the opportunity. Members asked that Mr Wilson is reminded that the planting of bulbs on the weekly news roundabout is done whilst the cables are being laid.

RESOLVED that delegation is given to the Town Clerk, Mayor, Deputy Mayor and Cllrs P Hart, H Roberts, E Roberts, S Barber-Bailey, C Parry in choosing the motifs.

- c) Members discussed the Christmas Eve Event and whether it will be able to go ahead due to COVID-19. It was felt that if the lockdown and restrictions are eased then Christmas Eve could see a huge increase in visitor numbers out to celebrate and there is already talk of a re-spike in the colder months. Members felt that if the event is cancelled then something else could be done to celebrate Christmas.

RESOLVED that the option of cancelling the Christmas Eve event is looked at next month.

243. Delay Notice – CTC Audit 2019-20

The Town Clerk updated Members with the Delay Notice issued by the Welsh Audit Office, which has given a delay date in September. The Town Clerk would still like to have the Audit completed by the end of June and has arranged for JDH (Internal Auditors) to have the paperwork on 4th June 2020. The Mayor thanked the Town Clerk for the work put in.

RESOLVED that the information is NOTED.

244. V.E. Day Update

The Mayor informed Members that as the plans to celebrate VE Day the Town Council had arranged could no longer go ahead due to COVID-19, the Mayor arranged for flags to be flown up outside the Guildhall. The Mayor and Mayoress attended a short service and wreath laying ceremony at the Cenotaph, Bodlondeb where all who attended adhered to social distancing measures.

245. Approval of Payments

RESOLVED that the following payments are approved:

- a) R. A. Slater Guildhall & Bus Shelter Window Cleaning 01/05/2020 - £170.00;
 - b) Petty Cash Sheet 128 (05/05.2020) - Vouchers 140-157 - £199.63
- along with the additional payments:
- c) N. E. Flint – Reimbursement for Zoom Pro Package – 07/05/20 to 06/05/21 - £119.90 plus VAT
 - d) N. E. Flint – Reimbursement for Rainbow Flag - £40.00
 - e) B2 Business Systems – Office Printing – 01/04/20 to 01/05/20 - £12.76 plus VAT
 - f) RBL Conwy Branch – VE DAY Wreath - £18.50
 - g) CCBC Trade Recycling – 01/04/20 to 30/09/20 - £173.00

246. List of Cheques

RESOLVED that the list of cheques 442 as tabled, is approved for payment (Schedule D)

247. Questions to Chair/Town Clerk

There were no questions.

248. 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.

249. Staff Minutes

- Minutes of the Staff Committee Meeting held on 16th March 2020.

RESOLVED that the minutes are ACCEPTED and APPROVED

Staff left the meeting at this juncture.

250. Correspondence from the Mayor to Members dated 30.04.2020

The Mayor provided Members with information concerning the above-mentioned correspondence and there followed a discussion.

Following this discussion, the Mayor and Cllr Ryan left the meeting at 8.55pm.

Cllrs Hart and James having declared an interest left the meeting at 9.05pm.

There then followed further discussion and a vote on how to proceed. Members voted by a recorded vote as follows:

For: Cllrs Willetts, Rooney, H Roberts, Vaughan, Craven, Priestley, Parry.

Against: Cllr Cotton

Abstained: Cllrs E Roberts, S Barber-Bailey (abstained due to technical issues with Zoom Connection)

It was proposed by Cllr Willetts and seconded by Cllr Rooney and RESOLVED that Cllr Willetts and Cllr Rooney identify independent arbitrator(s) to deal with the grievance appeal.

There being no further business the meeting was closed at 9.15pm