

**CYNGOR TREF CONWY TOWN COUNCIL
GUILDHALL, CONWY
TOWN COUNCIL MEETING**

15th June 2020

To: The Town Mayor & Councillors

Dear Mr Mayor & Councillors

You are summons to the meeting of the Virtual **Town Council on Monday 22nd June 2020 at 6.30pm**, in the Guildhall, Conwy to transact the under mentioned business. You should make every effort to attend.

Yours faithfully

Mrs Natasha Flint

Town Clerk & Responsible Financial Officer

A G E N D A

1. Prayers

2. Apologies

To receive apologies for absence.

3. Declarations of Interest – Code of Local Government Conduct

Members are reminded that they must declare the **existence** and **nature** of their declared personal interests.

- Emergency Announcement by the Mayor with regard to the easing of ‘*Lockdown Regulations*’ in Wales – Short Presentation by Mr Toby Tunstall (tabled via email)

4. Minutes

- To receive and approve the minutes of the Virtual Special Meeting of the Council held on 8th June 2020 – (via email)

5. Questions on the Minutes

6. Report Back

- Members are requested to report back from any of the Advisory Committees / Organisations that they sit on and share information with CTC (s5 Standing Orders):

7. Town Clerk’s Report

To receive a report from the Town Clerk (Schedule A, via email).

8. Planning

a) Planning Applications

To consider and comment on the planning applications (Schedule B, via email).

b) Planning Decisions Issued

To receive a list of planning decisions issued by Conwy County Borough Council (Schedule C via email)

9. Independent Remuneration Panel for Wales: annual report 2020 to 2021

To receive the final report to take effect from the Financial Year April 2020/21 (Schedule D, via email)

10. Hanging Baskets 2020

To discuss the delivery date of the Hanging Baskets and the way in which they can be distributed taking into account the lockdown measures that are in operation due to Covid-19.

11. Christmas 2020;

- i) 4 ft Christmas Trees - To discuss the 3 quotes and the delivery date of the Trees and the way in which they can be distributed taking into account the lockdown measures that are in operation due to Covid-19.
- ii) Gyffin Christmas Tree – To confirm the location of Tree as Bebbington and Wilson now which to proceed with the electrical installation for the Tree;
- iii) 2 Additional Trees North Wales Round – To discuss and confirm costs of the additional electrics so that Christmas lights can be placed on the trees at the roundabout;
- iv) Christmas Events 2020.

12. Damaged feeder pillar (Lower Gate Street)

The damaged feeder pillar on lower gate street. In order to replace the feeder pillar CCBC will have to use their contacts at Scottish power and their sub-contractors, the approximate cost of works to be undertaken will total £1,202.43, this would include the transfer, a new feeder pillar and of course the labour for the installation. The feeder pillar supplies the electric to the festoon lights on the Quay in Conwy.

13. Bodlondeb Play Area Improvements

To receive and discuss the information provided by D Dudley, Playground Inspector, ERF, CCBC. The documents relating to the proposed improvements to Bodlondeb play area. Part of the improvements consist of new additional play equipment suitable for toddlers, aged 0-4 years. A number of play equipment companies were approached and given a budget of £17,000 (excluding VAT) for the new play equipment, with a brief to include a multi-play item with a slide and other rotating or rocking play equipment, all installed on rubber safety surfacing. The 4 designs are as follows: 1. Proludic Option 1 – Castle themed multi-play unit with slide and multi-seat springer on black safety surfacing with coloured graphics at £17,000. 2. Proludic Option 2 – Toddler slide, multi-seat springer, rotating seat and play panels on black safety surfacing with coloured graphics at £17,000. 3. Kompan (Sunshine Playgrounds) – Multi-play unit with slide, rotating cone and horse springer on coloured safety surfacing at £16,782 4. Wicksteed – Castle themed multi-play unit with slide; rotating cone; dragon springer; balance beam and posts on black safety surfacing with coloured graphics at £17,341. CCBC would appreciate CTC feedback on each design to CCBC carryout their evaluation. (Schedule E i – iv, via email)

14. To Approve Internal Audit and Annual Return for 31 March 2019-20 and Review Audit Report for 2019-

20 To receive information from Town Clerk with regard to the point raised by JDH Business Services Ltd (Schedule F i – vi, via email)

15. To Request Cancellation of Special Town Council Meeting on 06.07.2020 by Town Clerk

16. Approval of Payments

To approve the following payments:

- a) R. A. Slater – Guildhall and Bus Shelter windows 4 Weeks to – 29/05/20 - £170.00;
- b) B2 Business Systems - Copies 01/05/20 - 01/06/20 – 1210 Mono & 282 Colour - £21.70 + VAT;
- c) BT Broadband Guildhall – 01/06/20 - 31/08/20 - £121.50 + VAT;
- d) BT Payphones Receivables – Payphone in Lancaster Square Conwy – 18/05/20 - 17/05/21 - £300 + VAT;
- e) Dwr Cymru Guildhall Water – 31/12/19 - 08/06/20 - £78.10;
- f) Xerox Finance Ltd – Guildhall Photocopier – 01/07/20 – 30/09/20 - £79.14 + VAT;
- g) SCD People Solutions – Cost of Appeal for Staff Grievance - £875.00;
- h) Cyngor Gwynedd Council – Under Payment of April Pension - £328.33.

17. List of Cheques

To approve list of cheques no. 445 (to be tabled, via email)

18. Questions to Chair / Town Clerk

Questions must be submitted in advance to the Town Clerk in writing and it is the prerogative of the Chair / Town Clerk to answer the questions asked. However, if they do not wish to answer questions posed a valid reason must be given

19. Mayoral Announcements

20. Twenty minutes to be allocated to allow residents of the Conwy community to question Town Councillors on matters of interest.

21. 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.

22. Staff Committee

- (i) To receive and approve the Minutes of the Virtual Staff Committee Meeting held on 21st May 2020;
- (ii) Staff Salary Approval – June 2020 (to be tabled via email);
- (iii) Staff Grievance – Appeal Outcome – To receive an update from Chair of Staff Committee.

23. Questions on the Minutes