

MINUTES OF A MEETING OF THE POLICY AND FINANCE COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD IN THE COMMITTEE ROOM, TOWN HALL, RHIW ROAD, COLWYN BAY AT 6.30 P.M. ON WEDNESDAY 1ST JULY 2015

PRESENT: The Mayor, Cllr Dr S Roy
Cllr J Reaney (Chairman)
Cllrs: J Davies, D Griffiths, A Khan, Mrs H Meredith, P Richards,
S Taylor, G Ward

OFFICER: Mrs C Earley (Town Clerk)

70/15 Welcome & Apologies for Absence:

The Chair welcomed members to the meeting and apologies for absence were received from Cllrs: Mrs V Perry and Mrs V Smith.

71/15 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. The following interests were declared:
- Cllr S Roy: Item 11 – Mayor’s Allowance (as Town Mayor) – prejudicial interest
- Cllr S Taylor: Item 12(a) – Ward Allowance donation to Friends of Rhos Park – non-prejudicial (exemption as less than £500)

72/15 Minutes:

- a. *Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 20th May 2015.*
- b. *Resolved to receive the Draft Minutes of the Amenities Sub-Committee meeting, held on 2nd June 2015.*

73/15 Matters Arising from Previous Meetings:

a. Min 416/14 – Transfer of Town Hall:

The Clerk gave a brief verbal update, informing members that a meeting had been held with representatives from N W Police, CVSC and Conwy Connect to discuss cost sharing for the whole site going forward. As this is quite complex (some costs will need to be apportioned across all occupiers and some relate only to specific parts of the site), a matrix is being developed to ensure clarity for all occupiers. Some concern was expressed at the meeting about building repair costs, which CVSC had not been aware were included in the recharge section of their lease. This will need to be discussed with the Trustees of CVSC before their lease is signed and the freehold will not transfer to the Town Council until the leases are signed and the tenants take up occupancy.

It was noted that the Clerk will be convening a meeting of the Buildings Sub-

Committee shortly to consider the proposed cost-sharing arrangements and updates on other repair and maintenance issues.

b. Min. 420/14 – Independent Remuneration Panel Report:

The Clerk submitted a response from the Leader, CCBC, confirming that allowances for County Councillors are set by the Independent Remuneration Panel and it is up to individual members if they wish to claim a lesser amount.

Resolved to receive and note the response.

c. Min. 44/15 – Support for Events:

Members were asked to consider the recommendation of the sub-committee.

Resolved to agree that further work should be undertaken on drawing up job descriptions and person specifications for both elements of the proposed role (Events Co-Ordinator and Community Development (ABCD) Worker) and seeking advice on the level of funding that would need to be found, together with details of possible funding sources, and that this matter then be brought back to this Committee.

d. Min. 45/15 – Student Advisors:

Resolved to authorise the Clerk and Cllr J Reaney to speak with Eirias and Bryn Elian schools about developing the Student Advisor role and find out whether there would be any interest/benefit in organising an inter-school debating event.

74/15 Finance:

- a. *Resolved to authorise payments made on behalf of the Council for the period 16/5/15 to 19/6/15, as detailed in Schedule 'A' attached.*
- b. *Resolved to receive and sign a copy of the latest bank reconciliations (31 May 2015).*
- c. *Resolved to receive the analysis of reserves as at 31st March 2015 and authorise the carry forward of the underspent street furniture budget (£6,900), to enable projects to continue in 2015/16.*

75/15 Conwy CBC:

- a. It was noted that the Clerk had been unable to attend the Bay Life Strategic Management Board meeting, held on 29th June, but that Cllr W Bagnall had attended and would be submitting a report to the next meeting of the General Purpose & Planning Committee.
- b. The Clerk submitted, for consideration, notes from a meeting with Judi Greenwood (Townscape Heritage Initiative Project Officer). Members' views

were sought on the final paragraph in the report, which was seeking support for the setting up of a community development trust under the guidance of the Development Trusts Association Wales. One of the main reasons for this would be to enable the local community to look for ways to continue with physical regeneration projects in the town once the VVP and THI initiatives come to an end.

Resolved to recommend that the Council supports, in principle, the formation of a Community Development Trust.

76/15 Welsh Government:

The Clerk submitted, for consideration, the following WG documents:

a. Protecting Community Assets – consultation document:

Members supported the need for legislation to protect assets which are considered to be of value to a local community and began to consider the consultation questions in the report. As some members needed more time to consider the three proposed models and issues relating to resources, it was proposed that agreeing the response be deferred.

Resolved to defer completion of the consultation response form to the next meeting (12th August) to allow members more time to consider the three options proposed and the resources issues (chapters 3 and 4).

b. Public Health (Wales) Bill:

It was noted that the 311 page consultation document is available to view on the WG website and that part of the legislation will include a duty for Local Authorities to develop a Strategy for the provision of Public Conveniences.

c. Well-being of Future Generations (Wales) Act 2015:

i. The Clerk submitted a summary document detailing ‘The Essentials’ of the Act: Members were advised that the entire Act applies to a range of public bodies, but this does not include Town & Community Councils. However, larger T&CCs (with income or expenditure over £200,000 per annum) will be subject to a duty to take all reasonable steps in its area towards meeting the local objectives included in the local well-being plan that has effect in its area and must publish a report each financial year on the progress it has made in meeting these objectives.

ii. Developing Statutory Guidance – Discussion document:

It was noted that consultation workshops have been held across Wales and that guidance is expected to be issued later this summer to all public bodies subject to the Act (ton include guidance on the role of Town & Community Councils).

iii. The Means:

The Clerk submitted a summary of support services available from The Means, a Welsh based ‘Place Development Advisory Practice’ which works with clients to help improve intelligence about local concerns, engaging with

local communities (residents and businesses) about what they see as important for their area and helping to identify the resources to tackle agreed priorities. It was noted that their “Whole Place” model takes full account of the Well Being of Future Generations Act and can help town and community councils demonstrate their contribution to addressing the well-being goals, “reinforcing with local communities the valuable, unique co-ordinating role the town or community council can play in making things better”.

Resolved to invite The Means to give a presentation to the Council on its services and an estimate of the costs involved.

77/15 One Voice Wales / SLCC:

- a. The Clerk submitted information received from One Voice Wales about services available through Resource Efficient Wales.

Resolved to enquire whether there would be any cost for the Regional Client Manager to visit the Town Hall to assess water and energy efficiency.

- b. The Clerk submitted, for information, notes from the recent SLCC/OVW Training Seminar. A particular reference was made to the presentation given by Rob Andrew of Cornwall County Council regarding the devolution of services.

Resolved to receive and note the report.

- c. The Clerk submitted a copy of the NTAG Wales Training Strategy, confirming the importance of training budgets for members and staff and proposing that all new councillors receive a minimum level of induction training.

78/15 Climate Change Conference:

Cllr P Richards gave a brief verbal report on the recent conference. He advised members that climate change is scientifically based and that changes are happening. Discussions are ongoing about renewable energy and the possibility of a tidal barrage in the area between Llandudno and Prestatyn. Cllr S Anderson was commended for his efforts in bringing together scientists and politicians to discuss the issues.

Cllr Richards was thanked for attending and giving his report.

79/15 Town Hall Electrics:

The Clerk tabled, for consideration, a confidential file containing quotations for electrical work at the Town Hall.

It was noted that there was a significant difference between the cheapest (B) and dearest (D) quotations and the Clerk confirmed that contractors A, B and C had been taken from CCBC’s list of approved contractors. Concern was also expressed regarding the type of water heater proposed in the specification of works for the kitchen, which is not considered to be suitable for use over a sink due to the high temperature (suitable only for making hot drinks).

Resolved to accept quotation B in principle, subject to confirmation that this covers all of the required works and that a more suitable kitchen water heater is supplied (possibly an under-the-sink solution). Further resolved to delegate authority to the Clerk to accept any resulting changes in the price of the contract, subject to it still being less than Quote C.

80/15 Mayor's Engagement:

The Clerk submitted a request from the Mayor to authorise reimbursement of travel expenses for her to speak at a Diversity Conference in Newport on 26th August 2015. It was noted that the Mayor had opted not to take the offered clothing allowance of £200 (taxable) and hoped that the Council would authorise travel expenses for speaking at events such as this instead.

- Cllr S Roy, having declared a personal and prejudicial interest, retired from the meeting during consideration of this request.

Although members stated that they are very supportive of Cllr Roy's role in promoting diversity and equality across Wales, they consider this to be separate from her role as Town Mayor. Concern was expressed that allowing any part of the Mayor's allowance to be used to reimburse expenses for duties not directly relating to the role of the Town Mayor does not meet the HMRC guidelines and may set a dangerous precedent. It was further noted that the organisers of conferences would usually be expected to meet the costs of speakers.

Resolved to decline the Mayor's request, for the above noted reasons.

81/15 Local Members Ward Allocations:

The Clerk submitted, for consideration, project proposals from:

- a. Cllr D Porter - £100 for Friends of Rhos Parks – seed funding
- b. Cllr C Wood - £60 reimbursement for Cuprinol for Rotary to maintain benches on Rhos Promenade

Resolved to approve both requests.

82/15 Grants:

- a. The Clerk submitted, for consideration, one small grant application received this quarter, as detailed on Schedule 'B' attached.

Concern was expressed that the application received, although submitted by a Patient Group, was for medical equipment for a GP surgery which, if required, should be paid for by either the business or the NHS.

Resolved to recommend that the application be refused, due to the reasons stated above.

- b.** It was noted that letters of thanks have been received from the following Events grant recipients:
 - i.** Cŵr Meibion Colwyn
 - ii.** Rhos Park Bowling Club

The meeting closed at 7.53 p.m.

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