

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 12TH AUGUST 2015

PRESENT: The Mayor, Cllr Dr S Roy
Cllr D Griffiths, Vice-Chairman
Cllrs: J Davies, C Hughes, Mrs H Meredith, T Pearson, Mrs V Perry,
P Richards, Mrs V Smith, S Taylor, G Ward

OFFICER: Mrs C Earley, Town Clerk

IN ATTENDANCE: Mr C Ashman, The Means

117/15 Welcome and Apologies for Absence:

The Clerk informed members that a letter of resignation from the Council had been received from Cllr John Reaney, Chairman of the Committee, dated 28th July 2015. It was noted that Cllr Reaney had moved out of the area and no forwarding address had been provided.

Resolved to note the resignation with regret and to notify CCBC of the Casual Vacancy in Eirias Ward.

The Vice-Chairman, Cllr D Griffiths, took the Chair and welcomed colleagues to the meeting. Apologies for absence were received from Cllr A Khan.

118/15 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. None were declared.

119/15 Visitor to the Council:

The Chairman welcomed Chris Ashman from The Means to give a presentation on developing a 'Whole Place' approach to the Bay of Colwyn area. The Clerk submitted a written proposal from The Means detailing: the current position and potential need of the Town Council to adopt a 'Whole Place' approach to respond to recent legislation, including the Well-Being of Future Generations Act; the proposal by The Means, outlining the key objectives and a four-stage approach to developing a 'Whole Place' plan; a summary of the costs involved for each stage of the process. Mr Ashman thanked the Committee for the invitation to present the proposal in person and then gave a brief presentation outlining the approach being recommended and the assistance available from The Means. The presentation slides are included in Schedule 'A' to these minutes. He gave details of a similar project undertaken by Llanelli Rural Town Council and highlighted the need for the Council to take stock across every Ward and look at what more needs to be done to improve the well-being of the local communities using the seven well-being goals as a framework. He also highlighted the need for the local community to have more of a voice in the current

regeneration process. He ran briefly through the four stage process and finished by informing members that Llanelli Rural Town Council had been able to lever in resources, to date, of over three times the cost of the consultation work to help deliver some of the key priorities identified.

A question and answer session followed the presentation and these included: querying who undertakes the additional work involved in the 'Whole Place' approach – existing County and Town Council support staff support the process and the wider community are involved in delivery of projects/outcomes, thus utilising existing capacity; how local members are engaged in the process – by involvement in a ward member working group; recognition of the current disconnect between the strategic level work that the County Council is engaged in and the local community – this process encourages a 'two-way street' which gives credibility to the local voice; a query as to whether the 'one Ilfracombe' type approach may be a better way for local communities to engage with the wider public, private and voluntary sectors to get what is needed/wanted – too early to guarantee results as One Ilfracombe has only been in existence for 3 years, however lessons can be learned from this approach.

Thanks were expressed to Mr Ashman for his informative and interesting presentation and he retired from the meeting.

120/15 Minutes:

- a. *Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 1st July 2015.*
- b. *Resolved to receive the Draft Minutes of the Buildings Sub-Committee, held on 27th July 2015.*

121/15 Matters Arising from Previous Meetings:

a. Min 73/15 & 106/15(b) – Transfer of Freehold:

The Clerk gave a brief verbal update on progress, advising the Committee that confirmation had now been received from CCBC that the leak had been repaired and parts to repair the boiler were on order and should be fitted in the next week or so. A meeting had been arranged for the next morning to confirm outstanding information, including meter locations and safety certifications etc. Providing the information received at this meeting is sufficient to satisfy the Clerk and tenants, the transfer of freehold is expected to be completed early next week.

The Clerk advised members that the intelligent heating controls (business management system or BMS) linked to the heating system next door would need to be serviced once the boiler repairs had been completed, at a cost of £440 (quote received from current contractor engaged by NW Police). It was noted that this cost would be recharged to the occupiers benefitting from the system.

Resolved to authorise the call-out of Smart Control Systems Ltd to carry out a full service of the BMS heating controls once the boilers are confirmed as being fully operational.

b. Min. 106/15(b)(v) – Fire Alarm Servicing:

Resolved to endorse the recommendation of the sub-committee to extend the contract with Snowdonia Fire Protection to service the panels and equipment across the whole site, except the police station.

c. Resolved to note the resolutions of the Buildings Sub-Committee.

d. Min. 73/15(d) – Student Advisors:

The Clerk gave a brief verbal update following a meeting with the Head of Sixth Form at Eirias High School. It was noted that the school was keen to continue to support the Student Advisor project and to improve links between the appointed advisors and the School Council. Interest was also expressed in the possibility of an inter-school / college debating competition.

The Clerk also advised members that she presumed the proposed meeting between Cllr J Reaney and the Head of Ysgol Bryn Elian had not taken place prior to his departure and she would therefore attempt to arrange a meeting at the start of the new school term. It was proposed that contact be made with Duke of Edinburgh Award students, if no nominations were forthcoming from Ysgol Bryn Elian this year.

Resolved to receive and note the update from the Clerk and approach Duke of Edinburgh Award students if sufficient nominations are not forthcoming to fill the posts in the new academic year.

e. Min 416/14(d) & Min. 76/15(c) – Locality Plan:

The Clerk tabled a letter received from Shane Wetton, Principal Community Development Officer, CCBC, informing the Council that all five CCBC Locality Plans have now been combined into one plan and that Town & Community Councils will be approached annually for a project list that could sit alongside projects emerging from ward audits, community appraisals and Strategic Plans (such as Bay Life).

Members were asked to consider the presentation received earlier this evening and whether the ‘Whole Place’ approach being recommended by The Means could help the Town Council with the updating / formation of a Place Plan, as introduced by the new Planning Act, and with meeting the new Well-being Duty imposed by the Well-being of Future Generations Act.

Cllr Hughes, in his capacity as Cabinet Member for Communities, advised members that a Place Plan was being developed in Abergele, with assistance from CCBC, and that we may be able to learn from the engagement and consultation process being used there. All members agreed that feedback from the local community is needed on what is already happening in the area and what additional support / projects are needed to improve well-being.

Resolved to defer this matter and request that the Clerk contacts James

Harland, CCBC, for information about the current Abergele Place Plan consultation exercise.

122/15 Finance / Audit:

- a. *Resolved to authorise payments made on behalf of the Council for the period 20/6/15 to 24/7/15, as detailed in Schedule 'B' attached.*
- b. *Resolved to receive and sign a copy of the latest bank reconciliations.*
- c. *Resolved to receive a summary of income and expenditure for the first quarter.*
- d. The Clerk submitted details of the CCLA Property Fund yields and reminded Members that there are strict legal restrictions which apply to the use of capital funds, including that they must only be used for capital spend on public assets (i.e. funds could not be given to a separate body, such as a Development Trust).

Members were then asked to consider if it would be appropriate to transfer the final matured term deposit proceeds (£50,000) into the Property Fund to bring the total holding value to £150,000, in line with the Council's earmarked capital reserve. It was noted that the fund has been consistently giving yields of between 4% and 5% over the past 12 months, compared to rates of less than 1% in the bank's fixed term deposit (12 months).

Resolved to authorise the Clerk to transfer £50,000 into the CCLA Property Fund, to give a total investment of £150,000 (reflecting the total value of the Council's earmarked Capital reserve).

123/15 Conwy CBC:

- a. The Clerk gave a brief verbal report on the Bay Life Officer Group meeting held on 13th July. It was noted that she had arrived late, due to the Wales in Bloom judging earlier that day, and that the main part of the meeting had been a presentation from consultants on the preferred option for the Masterplan review, which was expected to go to public consultation in September. Some concern had been expressed at the meeting about some of the proposals, particularly around a proposed one-way traffic system.

Resolved to note the report and await more details of the Masterplan review in due course.

- b. The Clerk gave a brief verbal report on the Clerks' Network and CCBC/Town and Community Council Forum meetings held on 15th July. Members were informed that the main agenda items for the meetings had been training (for council officers and members), parking charges and proposed feasibility studies into new charges for certain areas, including Colwyn Bay promenade, and that a review of the Charter and Action Plan was overdue (added to the agenda for the next meeting).

The Clerk informed members that the GP&P Committee members were currently consulting with prom/beach users to try to ascertain what the impact may be of

any proposal to instigate charges on some sections of the promenade and/or Porth Eirias car park. It was queried whether this consultation was premature, however, the Clerk advised members that it had been decided that it was better to consult during the busy summer period in case proposals were received during the quiet winter months.

Resolved to note the Clerk's report and await further information on the parking feasibility study in due course.

- c. The Clerk submitted a copy of a letter sent by CCBC to the Minister for Public Services regarding the Local Government Reform Map.

Resolved to receive and note the response sent by the County Council.

- d. The Clerk submitted a copy of the updated Charter and Action Plan, recently received from CCBC, and informed members that this is to be reviewed at the next CCBC / Town & Community Council Forum meeting.
- e. Colwyn BID – The Clerk submitted the presentation notes from a recent meeting of the BID Steering Group, which she had been unable to attend. It was noted that the BID proposal is likely to go to the ballot in October.

Resolved to receive and note the presentation slides.

- f. Events –It was noted that the new Events group had recently met, to include officers from the County and Town Councils with an involvement in delivering and / or supporting events in the Bay of Colwyn area, together with a representative from the local business groups. The purpose of the group is to share information and expertise on local events and to develop a more co-ordinated approach, for example encouraging more community and town centre events to support the major events in Eirias Park to maximise the social and economic benefits that these can bring. It was agreed that the Town Council's events section of the website should be used as the first point for sharing information about local events. A discussion also took place around funding for local events and the Clerk informed the group that the Town Council made a pot of funds available annually to support 'middle sized' events. It was also noted that a copy of the CCBC Events Strategy for 2014-2020 is available on request from the Clerk.

Resolved to note the report from the Clerk.

124/15 Welsh Government: The Clerk submitted, for consideration, the following WG Consultation/Guidance documents:

- a. Protecting Community Assets (deferred from the previous meeting) – A discussion took place around questions 3 & 4 and a response was agreed, with the majority of members supporting option C – developing a new model for Wales.

Resolved to delegate responsibility to the Clerk to submit the consultation response on behalf of the Committee.

- b. Energy Efficiency for Wales

Resolved to receive and note the consultation document.

- c. Improving Opportunities to Access the Outdoors for Responsible Recreation:

Resolved to delegate to the GP&P Committee to consider and respond.

- d. Consultation on the Closure of the Conwy Bay and Estuary Mussel Fishery:

Resolved to receive and note the consultation document.

- e. Draft Public Health (Minimum Price for Alcohol) (Wales) Bill:

Members discussed the general principle of a minimum unit price for alcohol and felt that a cultural change, more education about the impacts of alcohol and better rehabilitation would have a greater impact on reducing alcohol dependency and the burden on the NHS than imposing a minimum unit price.

Resolved to recommend that the Council responds to say that it does not agree with the proposal to introduce legislation that would introduce a minimum unit price for alcohol in Wales.

125/15 Independent Remuneration Panel for Wales:

Resolved to delegate authority to the Clerk to complete and return the survey.

126/15 North & Mid Wales Association of Local Councils:

The Clerk submitted, for consideration, a draft report for the Minister for Public Services regarding proposed Local Government Reforms.

Resolved to receive and note the draft response.

127/15 One Voice Wales:

- a. Cllr Roy submitted a brief written report on the recent Larger Councils' Conference.

Resolved to receive and note the report.

- b. Cllr H Meredith gave a brief verbal report on the recent Area Committee meeting, which had also been the annual meeting. It was noted that the Area representatives were concerned about membership and recruitment and the turn-out to the meeting had been low. The Chief Executive had not been present.

Resolved to note the report and thank Cllr Meredith for attending.

- c. *Resolved to authorise the Town Councils representatives to attend the Annual Conference on 3rd October, if they were willing and able to do so.*
- d. The Clerk submitted a briefing note received from OVW about the Local Government (Democracy) (Wales) Act 2013

Resolved to receive and note the briefing document.

- e. The Clerk submitted a written statement on the Collection and Management of Devolved Taxes and information on the Bill.

Resolved to receive and note the proposals.

128/15 Zurich Local Council Advisory Service:

The Clerk gave a brief verbal report on the recent seminar. It was noted that, as a result of the Emergency Planning item on the agenda, some action was required by the Clerk with regards to:

- a. Compiling a list of contact details for use in an emergency.
- b. Establishing an electronic bookings diary for the Town Hall to replace the existing paper booking record.

Resolved to note the report and request that the Clerk compiles the required contact list (for the use of the staff and Mayor in the event of any emergency) and sets up an electronic room booking system.

129/15 Grants:

- a. It was noted that letters of thanks have been received from the following organisations:
 - i. Llandudno & Colwyn Bay Tramway Society
- b. *Resolved to receive a covering letter and recent accounts from Colwyn Bay, Abergele and District Twinning Association.*

The Meeting closed at 8.30 p.m.

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