

**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 24<sup>TH</sup> SEPTEMBER 2014**

**PRESENT:** Cllr Mrs V Smith (Mayor)  
Cllr J Reaney (Chairman) and Cllr D Griffiths (Vice-Chairman)  
Cllrs: J Davies, C Hughes, A Khan, Mrs H Meredith, Mrs V Perry,  
P Richards, Dr S Roy (Deputy Mayor); S Taylor, G Ward

**OFFICER:** Mrs C Earley (Town Clerk)

**IN ATTENDANCE:** Mrs R Gill and Mrs S Jones (CCBC)  
Member of the local Press

**167/14 Welcome:**

Cllr D Griffiths (Vice-Chairman) took the Chair and welcomed Cllr P Richards to his first Policy & Finance Committee meeting since his return to the Council.

**168/14 Apologies for Absence:**

Apologies for absence were received from Cllr J Reaney (Chairman), who would be arriving late due to another meeting, and Cllr T Pearson.

**169/14 Declarations of Interest:**

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests.

Cllr D Griffiths declared a personal and prejudicial interest in item 6(a), as a member of the Rhos on Sea Environmental Action Group, which was applying for funding.

**170/14 Visitors:**

The Chairman welcomed Rachael Gill and Sara Jones, from CCBC Corporate Communications and Marketing Department, to the Committee to give feedback on the 2014 Access all Eirias and Prom Xtra events. The Clerk tabled a letter from CCBC thanking the Town Council for its support for the recent Prom Xtra event.

Rachael Gill introduced herself and gave a brief introduction to the background of the Access all Eirias Events, which are at the heart of regeneration initiatives in Colwyn Bay. She addressed Members about this year's events, referring to some of the minor issues (including traffic), along with many positive aspects, such as the buzz in town, the economic benefits and the press and social media coverage, which all helps to put Colwyn Bay on the map. A number of images of the event were shown, including an aerial photograph which shows the potential to increase the capacity of the site. Reference was also made to the second night, where ticket sales had not been as good as expected, but social media feedback had been very positive. Although the three year contract with Orchard had ended this year, Rachael and her

team would like the continued support of the Town Council. The team is presenting an Events Strategy to a CCBC Scrutiny Committee tomorrow, covering the next six years. Evaluation undertaken indicated that an average £32 return has been achieved on every £1 spent on events and benefits were not just in tourism, but building the skills and aspirations of local young people. It was estimated that the events had resulted in around 200 million 'hits' in the local and national press and/or social media. Subject to funding being approved, negotiations are now beginning for the 2015 AaE events.

Rachael then gave a brief report on the recent Prom Xtra event, which had had to be moved to a slightly different venue this year due to the ongoing waterfront project works. Thousands had attended and enjoyed the activities on offer, which had included lots of free activities and activities on the beach. The presentation concluded with a brief reference to the Wales Rally GB event, which will be using the Eirias stadium for the first time this year, again helping to put it on the map. There will be 60 vehicles on the pitch, an opportunity to meet some of the drivers and co-drivers and fireworks and entertainment. Assistance was requested from members in promoting the event and feedback would be given to the Town Council early in the New Year.

Questions were then invited from Members and these covered the following: whether a cheaper night for the local community and/or other events in the park could return next year; the need to reach both the younger and older audience over the two nights and the business model required to cover the costs of staging the events; booking fees (an industry standard); negative press coverage of Porth Eirias, which affects the positive press; the cost of fun fair rides, which many families cannot afford; the number of free activities available at Prom Xtra which did mean it was open to all; the need for some income generating activities to help cover costs; the popularity of the waterfront; the amount of incorrect information being fed to the local press about Porth Eirias; the relatively cheap price of tickets in Colwyn Bay compared to other venues for the Tom Jones tour; positive response from local businesses, some of which had their busiest ever day on the day of the Tom Jones concert; opportunities for local people to meet the visiting stars.

Standing Orders were suspended briefly to enable the local press to ask a question about the 200m 'hits' achieved.

Members then expressed thanks to Rachael and her team for all of their hard work in bringing these events to Colwyn Bay and they retired from the meeting.

- Cllr J Reaney arrived during the latter part of the presentation and took the Chair.

**171/14 Minutes:**

*Resolved to receive, approve and sign as a correct record the Minutes of the last meeting, held on 6<sup>th</sup> August 2014.*

**172/14 Matters Arising from Previous Minutes:**

**a. Min. 425/13(b) – Large Grant Application, Rhos on Sea Environmental Action Group’s Madoc Project:**

The Clerk submitted a detailed follow-up application for funding of £4,550 towards costs of £37,000 to identify and develop a preferred option, develop detailed designs, procure tenders and carry out a topographical survey, site investigation, site supervision and obtain necessary approvals and permissions. It was noted that other funding applications had been made for the remaining £32,450, to include £4,000 from local businesses, £4,000 from RWE (Gwynt y Mor), £1,450 from S106 monies and £23,000 from PMF provision (CCBC). Letters of support from a wide range of individuals and organisations were included with the application.

- Cllr D Griffiths retired from the meeting during consideration of this application, having declared a personal and prejudicial interest.

*Resolved to recommend approval of a large grant of £4,550 towards this project (to come from Reserves).*

**b. Min 116/14(b) – Tackling Poverty Action Plan:**

The Clerk submitted, for consideration, a reply from Cllr Edwards, requesting that the Town Council considers what effect (positive, negative or neutral) its future decisions may have on building resilient communities and tackling poverty.

*Resolved to note the reply from Cllr Edwards and to be aware of the importance of building resilient communities and tackling poverty when making decisions which may impact on these.*

**c. Min. 125/14(c) – Room Hire Charges:**

Members were asked to consider whether the newly introduced fees of £10 per session (from January 2015) will apply to the Citizens Advice Bureau (for open surgeries) and Cruse (when their room is occupied).

*Resolved to agree an exemption from the new charges to Conwy CAB for Open Surgeries and Cruse for ad-hoc occasions where the office is in use.*

**d. Min. 127/14 – Local Members Ward Allowances:**

The Clerk circulated an updated summary of members’ ward allowances, for information.

**e. Min. 125/14(a) – Past Mayors Pendants:**

Members were asked to consider three quotations for the purchase of a stock of 5 or 10 Past Mayor’s pendants. It was noted that new designs had been provided to update the crest (the Colwyn Borough crest had previously been used) and to reduce the costs of the pendants. There will be no additional charge for the production of the new tooling and dies required.

A debate took place following concerns expressed by one Member about the principle of purchasing Past Mayors pendants. Several Past Mayors spoke in favour of the continuation of this practise, as a token of appreciation for the time commitment given by the Mayor on a voluntary basis during his/her term of office. It was noted that the pendants are worn with pride at Civic events, such as Remembrance Sunday and the annual Civic Service. Some concern was also expressed about the pins on the back of the pendants, which often come loose.

***Resolved to authorise the purchase of 5 new Past Mayor pendants from Fattorini of the new one-piece design (ref: B140811-08) at a cost of £261.96 each (total £1,309.80) from the previously approved budget, subject to an improvement being made to the quality of pins used.***

Cllr Richards requested that it be recorded in the Minutes that he disagrees with the policy to present Past Mayor's pendants.

**173/14 Finance:**

***a. Resolved to authorise payments made on behalf of the Council for the period 26/7/14 to 15/9/14, as detailed on Schedule 'A' attached.***

***b. Resolved to receive and sign a copy of the latest bank reconciliations.***

**174/14 Welsh Government Devolution, Democracy and Delivery White Paper – Reforming Local Government:**

The Clerk submitted her report and draft response, following a meeting to discuss the content of the White Paper with the Mayor and Chairmen.

***Resolved to approve and submit the response prepared by the Clerk, Mayor and Chairmen.***

**175/14 N&MWALC:**

The Clerk submitted notice of a Special Meeting of the N&MWALC and members were asked to consider any matters for discussion. It was noted that copies of the NW Health Questionnaire had been distributed to all members and was also available for completion on-line.

***Resolved to note the agenda and await any report from those Members attending.***

***Further resolved that the Clerk would re-send the link to on-line health survey.***

**176/14 Wales Audit Office:**

**a.** The Clerk submitted notes from a presentation given by the Auditor General for Wales on new audit arrangements for 2015/16. It was noted that the changes would reduce the burden for Councils which had previously undergone the more vigorous 'Intermediate' Audits and introduce thematic audits which would change

annually.

- b. The Clerk submitted a letter regarding redistribution of reserves.

*Resolved to note that the Council will receive a £30 refund from the WAO.*

#### **177/14 Member Training:**

The Clerk submitted:

- a. A copy of the One Voice Wales training programme for the remainder of 2014.
- b. Details of a Financial Inclusion training course recommended for members. It was noted that the Clerk had attended this training and had received an information pack which will help in making referrals or signposting people with financial problems to the appropriate agency(ies).

#### **178/14 Insurance:**

It was noted that the Council's cover with Zurich Municipal was renewed for a further year (under a three year agreement) on 3<sup>rd</sup> August 2014.

#### **179/14 Student Advisors:**

The Clerk advised members that she had met with Deborah Job, CCBC's Children and Young Peoples Participation Manager, recently, following a presentation she had given at a recent Town & Community Council Forum meeting about involving young people. Resources had been given to the Clerk for future reference/use and it was suggested that the Student Advisors be given a specific project to work on during the course of their year, possibly involving research and resulting in a report and recommendations to the Council. It was noted that Conwy provides its youth council with a list of suggested topics to choose from.

The Clerk recommended that each school and college be requested to appoint two Student Advisors this year, with one to be assigned to each main Committee. This procedure would replace the Advisor and Reserve Advisor trialled last year.

*Resolved to note the verbal report from the Clerk and contact the High Schools and College to request that they proceed with making nominations for the 2014/15 academic year and each year thereafter, unless the Council instructs the Clerk to make any changes to the Student Advisor Scheme.*

*Further resolved to consider a list of possible project topics at the next meeting of this Committee.*

#### **180/14 Grants:**

- a. *Resolved to receive a letter of thanks from NWAMI.*
- b. The Clerk submitted information on grant funding available from:
  - i. CVSC for Youth Volunteering projects.

ii. Catrefi Conwy – Environmental SOS Community Led Spending initiative.

**c. Youth Grants:**

The Clerk gave a brief verbal report on the Youth Grants budget (£12,000) for 2014/15, advising members that she had been contacted by Shane Wetton to discuss the possibility of joining this with the VVP Community Fund monies (£30,000 capital only) to run as a joint Participatory Budgeting (PB) project, possibly to also include a bid of £10,000 (capital or revenue) to the RWE Npower Rhyl Flats community fund. It was noted that no assistance would be available from the Wales PB unit this year, but previous experience of PB projects meant that appropriate documentation and software could now be developed in-house.

*Resolved to approve in principle the joining of the two funds and running a PB style initiative to distribute the funding.*

*Further resolved to delegate full responsibility to the Amenities Sub-Committee to conduct the PB process, with the draft criteria/guidelines for funding to be referred to this Committee or the Council prior to approval.*

**d. Small Grants:**

The Clerk submitted three Small Grant applications received this quarter, for consideration.

*Resolved to recommend the approval of small grants for all three applicants, as detailed on Schedule 'B' attached.*

**181/14 St David's Awards:**

*Resolved to exclude the public and press to consider the following items, which are considered to be of a confidential nature:*

- a. The Clerk gave a verbal report following a recent approach by County Councillor Brian Cossey requesting the support of the Town Council for a possible nomination for the St David's Awards 2015, Citizenship award.

Several members spoke in favour of the proposed nomination, having known the nominee for many years and recognising the significance of the work he has carried out on a voluntary basis during this time, whilst also running a very successful tourism business.

*Resolved to recommend that a nomination for the Citizenship category be submitted with the support of the Town Council.*

**b. Employment Enquiry**

The Clerk advised members that an e-mail had been received from someone looking for employment in connection with organising events. A reply had been issued stating that there were no vacancies at present, but that details would be

kept on file should any suitable positions arise. Details had also been forwarded to the Town Manager, for information.

The meeting closed at 8.05 p.m.

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