

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 15TH FEBRUARY 2017

PRESENT: Cllr J Davies (Town Mayor),
Cllr D Griffiths, Chairman
Cllrs: C Hughes, A Khan, Mrs H Meredith, J Pearson (Deputy Mayor)
T Pearson, V Perry, P Richards, S Roy, S Taylor

OFFICER: Mrs C Earley, Town Clerk

346/16 Welcome & Apologies for Absence

The Chairman welcomed members to the meeting and apologies for absence were received from Cllr A Mason. Several members requested permission to retire early (at 7:30pm) due to another meeting.

347/16 Declarations of Interest:

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

348/16 Minutes:

Resolved to approve and sign as a correct record the Minutes of:

- a. *The last meeting, held on 4th January 2017.*
- b. *The Special Meeting, held on 23rd January 2017.*

349/16 Matters Arising from the Minutes:

a. Min 300/16(c) – CCTV Upgrade:

The Clerk submitted a note of thanks from Emma Dowd, CCTV Officer.

350/16 Finance:

- a. *Resolved to authorise payments made on behalf of the Council for the period 20/12/16 to 31/1/17, as detailed in Schedule 'A' attached.*
- b. *Resolved to receive and authorise the Chairman and Clerk to check and sign a copy of the bank reconciliations as at 31.1.17.*
- c. *Resolved to receive the quarterly income/expenditure report for the period ending 31/12/16.*

The Clerk gave a brief verbal explanation regarding some of the budget headings which appeared to be overspent, most of which would be subject to year end adjustments for prepayments or service charges.

351/16 Conwy CBC:

- a. The Clerk gave a brief verbal report on the CCBC/Community and Town Councils Forum meeting held on 26th January 2017 (Cllr H Meredith & The Clerk had attended), and circulated a copy of the slides for the presentation given by Fran Lewis, CCBC, on engagement work undertaken and the draft CCBC Corporate Plan (2017-2022). It was noted that the Minutes would follow in due course.

Cllr C Hughes commented on the adoption of the Abergele Place Plan, which had received a high level of community engagement through online/social media channels through a specially commissioned app. CBCCC is one of four pilot counties and will be rolling the Place Plannin process out in Llanrwst next

A request was made for the regular quarterly Forum meetings to be recommenced and it was noted that this is being considered by CCBC Cabinet Members / Officers.

352/16 Welsh Government / National Assembly:

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

- a. Trade Union (Wales) Bill
- b. Reform of School Governance: Regulatory Framework
Resolved to note these two current consultations.
- c. Reforming Local Government – Resilient and Renewed.

It was noted that the majority of this document related to County Councils and proposals for some regional service delivery, but that Chapter 6 deals specifically with Community Councils. A meeting had been requested with CCBC at the recent Forum.

Resolved to defer this item to the next meeting (29th March) to allow members further time to consider the proposals contained therein. Members were requested to keep a copy of the consultation document, to save having to print and distribute it again.

353/16 Independent Remuneration Panel for Wales:

Cllr J Davies and Cllr H Meredith gave a brief verbal report from the recent round table discussion event. It was noted that the IRPW were keen to promote the payment of the basic councillor allowance by a greater number of councils, as they felt this would assist in increasing the diversity of members by ensuring that those taking on the role of an elected representative of the local community were not out of pocket. Less than 10% of town and community councils who submitted the annual declarations are currently paying the councillors basic allowance.

Resolved to consider this matter at the next meeting, when the IRPW's final annual report for 2016/17 is likely to have been published.

-Cllrs C Hughes, A Khan and P Richards retired from the meeting at this juncture.

354/16 Zurich Local Council Advisory Service:

The Clerk gave a brief verbal report on the recent LCAS annual seminar, which included an accident and claim review, guidance on managing events safely, manual handling guidance and a health and safety ‘myth busting’ quiz.

Resolved to note the report from the Clerk.

355/16 North & Mid Wales Association of Local Councils:

The Clerk submitted the draft minutes from the meeting held on 20th January (Cllrs: JD, JP, HM, LG and SR attended).

Resolved to receive and note the minutes of the meeting and the Association’s draft Plan for the period 2017-2022.

356/16 CVSC Play Development Team:

The Clerk submitted, for consideration, a request for funding for summer ‘playing out’ sessions for 2017, together with a report on the sessions funded in 2016.

Resolved to approve funding of up to £6,090.50 for five weekly sessions for a five week period during the summer.

357/16 One Voice Wales:

The Clerk submitted, for consideration, the membership invitation letter for 2017/18.

Resolved to recommend that the Council remains out of membership for 2017/18.

358/16 Grants:

a. Large Grants:

The Clerk submitted, for consideration, additional information received from Liz Millman (Learning Links International) in support of the large grant application, which had been deferred at the last meeting.

Members still had some uncertainty regarding the locally based project and how it links with the Heritage Lottery Funding application being prepared by Norbert for activities “to save, to celebrate and to tell the story” of the Congo-British common history, which will include updating the main published book, preparing a calendar of main events, flyers, a cartoon, updated one hour long videos, a memory and archives centre and a website.

Resolved to request that the Clerk arranges to meet with Liz Millman when she returns from Australia to seek further clarification about the project, to include a detailed budget summary and ensure there are links to and avoidance of

duplication with Norbert's larger proposed HLF funded project.

b. Youth Grants:

The Clerk submitted, for consideration, the youth grant applications for 2016/17, as detailed in Schedule 'B' attached.

Resolved to recommend:

- i. Approval of youth grants, as outlined in that schedule.***
- ii. That any remaining budget at the year end be carried forward to 2017/18***

c. Events Grants:

- i. It was noted that it had previously been recommended that applications be invited earlier for 2017/18, to give event organisers more time to secure acts etc.***

Resolved to agree that no amendments be made to the application form for 2017/18 and launch the invitation to apply as soon as possible, with a closing date in March, so that applications can be considered at the next meeting of this Committee.

- ii. The Clerk submitted feedback from Côt Meibion Colwyn confirming that the event for which a grant had been awarded for 2016/17 will take place at St Johns Church, Conway Road, Colwyn Bay on Saturday 29th April.***

Resolved to receive and note the update from Côt Meibion Colwyn.

- iii. The Clerk relayed a brief verbal report on behalf of the organiser of the Celtic Winter Fayre 2016. Mr Rose apologised that he had been ill for the best part of 10 months and acknowledged that stall take-up had been very poor at this year's event, leaving him significantly out-of-pocket. He will complete and return the event evaluation form but has decided not to run the event again in 2017.***
- iv. The Clerk gave a brief verbal report regarding hospitality arrangements for the Little Mix concert in 2017, which the Town Council has provided funding towards. CCBC would like to ensure that 80% of the hospitality tickets go to local young people this year, possibly with two adults per table of ten.***

A discussion took place around how these tickets could best be allocated and queries were raised about the level of supervision required, any minimum age restrictions for unsupervised young people etc.

Resolved to ask members of the Council to come up with any suggestions for consideration at the next full Council meeting.

Further resolved to ask the Clerk to contact Rachael / Natalie to enquire what the format will be (is it less formal), whether there is any minimum age and what level of supervision will be required from the accompanying adults.

v. Grant Enquiry:

The Clerk submitted for consideration an e-mail enquiry about the possibility of funding towards a Colwyn Bay Community Radio Station, Bay FM, to be run by volunteers and based at the Centre for Cultural Engagement, Greenfield Road. It was noted that the setting up costs (equipment) had been estimated at £3,578.80, but that overall £5,000 to £6,000 is estimated to be required “to run the station efficiently and effectively”, including license fees etc.

It was noted that the group had received advice from several contacts with industry experience and had also received an offer of some equipment from Point FM. Concern was expressed about the newness of the venture and what would happen if it were to fail due to the level of commitment required from volunteers, after the initial excitement and enthusiasm wanes.

Resolved to reply that the large grants have now closed for 2017/18 and funds have all been allocated. Therefore, the most that could be applied for would be a small grant of up to £500, which may help towards the license fees only. A more detailed large grant application could then be submitted by December 2017, when the group will be more established.

vi. Letters of Thanks:

It was noted that letters of thanks have been received from:

1. Ysgol Iau Hen Golwyn: Members ward allowance funding.
2. Upper Colwyn Bay Community Centre Group Ltd: large grant.
3. Carers Outreach Service: large grant.

The Clerk informed members that the large grants and Volunteer Awards presentations would be taking place on Monday 3rd April from 6.30pm.

The meeting closed at 8.05 p.m.

..... Chairman