

**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 16TH
AUGUST 2017**

PRESENT: Cllr J Davies, Vice-Chairman
Cllrs: C Hughes, A Khan, M Pickard, P Richards, K Swindon

OFFICER: Mrs C Earley, Town Clerk
Miss S Newall, Student Advsior

119/17 Apologies for Absence:

Cllr J Davies took the Chair in the absence of Cllr Meredith and welcomed Cllr Kate Swindon and Siobhan Newall from Eirias High School to the meeting.

Apologies for absence were received from Cllrs: H Fleet, M Jones, A Kealey, A Mason, H Meredith, J Pearson, T Pearson and S Williams.

120/17 Declarations of Interest:

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

121/17 Minutes:

- a. *Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 13th July 2017, subject to the addition of the apologies for absence received at the meeting.*
- b. *Resolved to receive the draft Minutes of the Buildings Sub-Committee meeting, held on 11th July 2017.*

122/17 Visitor:

It was noted that Racheal Gill, Head of Marketing and Communications, CCBC, will be attending the next meeting to report back on the recent Parc Eirias Concerts and future events.

123/17 Matters Arising from Past Minutes

a. **Min 96/17(a) – Large Grants:**

It was noted that no formal response had been received as yet from Learning Links International, in respect of the reduced grant offer.

Resolved to defer this matter until any response is received.

b. Min. 97/17(b) – Litter & Dog Fouling Campaign:

The Clerk gave a verbal update, following receipt of an e-mail from Lianne Martin confirming that the two cameras being used in Old Colwyn had been purchased by OC(E)RA with large grant funding from the Town Council (£700 for two) and that use of these was restricted to the Old Colwyn area, whilst a number of dog fouling hot spots are targeted. The remainder of the large grant (£1,000) was for educational work with schools, posters, signage and letter drops.

Cllr C Hughes queried why the two cameras were not under the ownership of the town council, as he had requested when the grant was approved. The Clerk responded that CCBC have to retain control of the cameras, as they are responsible for licensing them and collecting/monitoring data recorded and taking any enforcement action. However, they had confirmed that their use would be restricted to the Colwyn area and they would not be deployed in other areas of the County.

Members expressed concern about dog fouling hot-spots in other areas of Colwyn Bay, including The Dingle and Park Road. It was suggested that the Town Council could consider purchasing two (or more) additional cameras, at £350 each, to be used across the Town Council area as problems arise. However, some additional signage and publicity would also be required.

Resolved to invite Lianne to a future meeting to discuss how this might work and what level of funding would be required from the Town Council.

c. Buildings Sub-Committee:

The Clerk informed members that there had been a flood through the roof next door (CVSC occupied office) during the heavy rain storm last month. An insurance claim is now being progressed to rectify the damage to ceiling tiles, flooring and walls. The bulk of the water ingress had been due to a dead bird blocking the downpipe and water backing up on to the sloping roof above (behind a parapet wall). However, it has also been discovered that several roofing tiles were missing or broken and a quotation had recently been received and approved to repair/replace these, as necessary. This part of the works is classed as ‘wear and tear’ and will therefore be at the shared expense of the occupiers of the main building (Town Council, NW Police and CVSC), in accordance with the leases.

Resolved to receive and note the report and ratify the urgent action taken.

124/17 Finance:

- a. ***Resolved to authorise payments made on behalf of the Council for the period 24/6/17 to 31/7/17, as detailed in Schedule ‘A’ attached.***
- b. ***Resolved to receive and sign a copy of the bank reconciliations and income/expenditure report as at 30/6/2017.***

- c. The Clerk submitted, for information, correspondence from CCLA regarding the Local Authority's Property Fund Prices and Dividends Yield.
- d. The Clerk submitted, for information, correspondence from Lloyds Bank about the Financial Services Compensation Scheme (covered for up to £85,000).
- e. Annual Return:

The Clerk submitted a letter from the External Auditor and it was noted that full Council approval was required to authorise an amendment to one of the figures on the 2016/17 Annual Return (additions error, following an amendment to the debtors figure on completion of the internal audit).

Resolved to refer the amendment to the full Council for approval, as advised.

125/17 Welsh Government / National Assembly:

The Clerk submitted the following correspondence, for consideration:

- a. White Paper: Services Fit for the Future.

It was noted that the CHC had expressed concerns about the proposed abolition of CHCs in Wales and their replacement with a new national Citizens Voice arrangement, based in some respects on the Scottish Health Council model.

Resolved to note the consultation and the concerns expressed by the CHC.

- b. Strengthening Key Relationships between Community Councils and Local Authorities:

The Clerk tabled notes on the recent Welsh Government hosted workshop (previously circulated to members by e-mail) and referred to a number of action point contained therein.

It was noted that a meeting had been arranged between the Clerks of the larger town and community councils in Conwy and Fran Lewis, CCBC, on 5th October to update us on the local area wellbeing objectives and consider how we might work together going forward.

Members were asked to consider how the Town Council might best strengthen its relationship with the non dual-hatted county councillors and it was suggested that they could be sent copies of the agenda/papers and be invited to attend full council meetings and give a brief (time limited) report, possibly on a trial basis, but be advised that they would not be able to participate in the ordinary business of the meeting. The Clerk advised members that such an invitation would be in accordance with existing Standing Order 28a.

Some concern was expressed about the time this might take up if all the members attended and wanted to speak and it was recognised that any agreed time allocation for brief reports would have to be strictly managed by the Chairman

and any important shared items for more detailed discussion to be itemised separately on the agenda (with requests sent to the Clerk at least one week prior to the meeting date). Any requests from County Councillors to speak on agenda items other than to give their report or on specific agenda items requested by them personally would have to be made through the Chair and would be at the Chairman's discretion.

Resolved to recommend that an invitation and agenda for each full Council meeting is sent to all Bay of Colwyn area County Councillors (in accordance with SO 28) and that a time-limited period (suggested 15 minutes) be set aside for any report from such Members at full Council meetings.

- c. Future Generations Commissioner for Wales: Well-being in Wales – Planning Today for a Better Tomorrow

The Clerk submitted a copy of the report of the Commissioner, which contained seventeen recommendations for the Public Service Boards to consider.

Resolved to receive and note the Commissioner's report.

126/17 Internal Controls:

Resolved to recommend an addition to the Council's internal controls regarding authorisation required by the Clerk and one bank signatory to confirm changes to bank account details for on-line payments, following advice from the Internal Auditor.

127/17 Glyn Ward Invest Local:

The Clerk submitted a copy of the minutes of a meeting held in July and Cllrs A Khan and C Hughes gave a brief verbal report from the recent (August) meeting. It was noted that £1m has been allocated to Glyn ward over a ten year period from National Lottery funding and public debate will be ongoing as to how these funds can best be spent to benefit the local community. Mention has been made that there is currently no community centre in Glyn ward and that a public consultation day is being arranged in September to find out the views of residents of Glyn Ward on what is needed.

128/17 SLCC / One Voice Wales:

- a. The Clerk submitted a written report on the Joint conference held on 12th July. It was noted that eight actions are being proposed by the Welsh Government to increase the capacity/capability of community and town councils across Wales in advance of the 'root and branch' review of the sector, which commences this month and is anticipated to take a year to complete. The review is intended to "open up an honest debate about what the future of community councils might look like, and consider what the right organisational format is to support local communities." The eight actions include: support in taking on services and assets; re-energising ties with county councils; facilitating the creation of clusters; getting more consistency in community reviews; encouraging participation and

diversity; accessing the general power of competence; considering training needs; providing a “right to make representations”.

- b. In light of the of the current changes affecting town and community councils in Wales, members were asked to consider sending the Clerk and/or another representative to the Conference on Local Government Reform on Saturday 30th September, where Mark Drakeford, Cabinet Secretary for Finance and Local Government, will be speaking on the Local Government Reform agenda.

Resolved to authorise the Clerk to attend, at a cost of £110 (early booking fee for non-member Councils), and report back to a future meeting.

129/17 Civic Service:

Members were asked to consider increasing the budget for the annual Civic Service by £100, in line with increased costs in recent years. A discussion took place about the purpose of the annual Civic Service and it was noted that the Town Council makes every effort to keep costs to a reasonable level (costs incurred are for the printing of Orders of Service and light (buffet) refreshments for the congregation and Civic guests.

Resolved to recommend that the Municipal Events budget be increased by £100 to cover the increased costs.

130/17 Grants:

It was noted that letters of thanks/reports have been received from the following event grant recipients:

- a. Y Pentan
- b. Shirley Bellis (Parkway)
- c. Bobaith Childrens Therapy Centre

The meeting closed at 7.35 p.m.

..... Chairman