

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 9TH JANUARY 2019

PRESENT: Cllr C Hughes, Chairman
Cllrs: H Fleet, M Jones, A Kealey, A Khan, H Meredith, N Bastow (Deputy Mayor), P Richards, K Swindon

OFFICER: Mrs C Earley, Town Clerk

298/18 Welcome and Apologies for Absence:

The Chairman welcomed Members to the meeting.

Resolved to request that the Clerk sends condolences to the family of John Hardy, CCBC, who had lead on the regeneration initiatives in Eirias Park, but had sadly passed away very suddenly during the Christmas break.

Apologies for absence were received from Cllrs: D Howcroft and A Pearson.

299/18 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 H Fleet – item 12a Events Grants – personal and prejudicial interest in application C, as a Director of Colwyn Bay Watersports

Cllr H Fleet – item 12a Events Grants – personal (non-prejudicial) interest in application H, as Chairperson of the Theatr Colwyn Management Committee

Cllr C Hughes – item 12a Events Grants – personal (non-prejudicial) interest in applications G/H & K, as a Member of Conwy CBC

Cllr A Kealey – item 12a Events Grants – personal (non-prejudicial) interest in application I, as a former member of the school’s governing body.

Cllr A Khan – item 12a Events Grants – personal (non-prejudicial) interest in applications G/H & K, as a member of Conwy CBC,

Cllr P Richards – item 12a Events Grants – personal and prejudicial interest in application B, as a personal friend of the applicant.

Cllr P Richards –item 12a Events Grants – personal and prejudicial interest in application F, as he assists in organising the event.

Cllr K Swindon – item 12a Events Grants – personal and prejudicial interest in application B, as her husband is the CEO of Tape.

Mrs C Earley, Town Clerk, also declared a personal interest in items 4(d) Future Staffing, 4(e) and 8 Salaries 2019/20 and 4(f) Training and offered to retire from the room if members wished to discuss any of these items.

300/18 Minutes:

a. Resolved to approve and sign, as a correct record, the Minutes of the last meeting, held on 21st November 2018.

b. Resolved to receive a copy of the Draft Minutes of the Staffing Sub-Committee meeting, held on 21st November 2018.

301/18 Matters Arising from the Minutes

a. Min. 248/18(a) – Play Equipment:

The Clerk tabled a response from Bryn Shiland confirming that he had contacted Cartrefi Conwy last summer, but that they had no funding available for playground maintenance. They had offered instead to assist any community groups to submit applications for funding (to other bodies).

The Clerk also tabled a report from CCBC confirming that a Task and Finish Group was about to be appointed to consider the matter of Play Provision across the County. Cllr Hughes informed members that he had been appointed to the Task and Finish Group and would keep the Town Council informed of progress.

Resolved to receive and note the correspondence.

b. Min. 250/18(a) – Theatr Colwyn:

It was noted that the summary of accounts for the Theatre for 2017/18 had not yet been received.

Resolved to defer this matter to the next meeting.

c. Min. 250/18(c) – Youth Engagement:

- i.** It was noted that the Bay of Colwyn based members of Conwy's Youth Council have agreed to meet with the Mayor and Clerk to discuss how best to improve engagement with local young people and would also like to attend a Council/Committee meeting (as observers). Provisional arrangements have been made for them to meet with the Clerk and Mayor on 15th January, prior to the General Purpose & Planning Committee meeting. It was noted that we now also have a Youth Parliament and it may also be beneficial to invite the local Clwyd West youth parliament member(s) to attend.
- ii.** The Clerk gave a brief verbal report following a recent meeting with representatives from CVSC with regards to possible funding sources to support greater youth engagement/involvement. It was noted that a follow-up meeting has been arranged with a lottery funding officer later this month.
- iii.** The Clerk then tabled a report summarising the action taken to date and the possible options for youth engagement for the future.

Resolved to note the report and await the outcome of (i) and (ii) above before considering this further.

d. Min. 242/18 - Future Staffing Requirements:

Members were asked to consider the recommendation of the Staffing Sub-Committee, as detailed in Schedule 'A' to the minutes.

Resolved to approve an increase in support staff hours, as detailed in that report, at a cost of approximately £7,500 per annum, including 'on-costs' (initially for a one year period and subject to a review after the first 3 months).

e. Min. 243/18 - Salary Estimates 2019/20:

Resolved to receive and note the annual salary calculations used in the Annual Estimates, as detailed in Schedule 'B' to the minutes.

f. Min. 244/18: Annual Training & Development Plan:

Resolved to receive and note the annual training plan, as detailed in Schedule 'C' to the minutes.

302/18 Finance:

a. Resolved to authorise payments made on behalf of the Council for the period 1/11/18 to 21/12/18, as detailed in Schedule 'A' attached.

b. Resolved to receive and authorise the Chairman and Clerk/RFO to check and sign a copy of the bank reconciliations as at 30/12/18.

c. The Clerk tabled, for consideration, the draft income/expenditure report to 31/12/2018.

Resolved to receive and note the income/expenditure report for quarter 3.

d. The Clerk submitted for consideration the draft Annual Estimates (budget) for 2019/20, to include an accompanying written report with forecast precept and reserves, together with an outline budget covering the three years ahead.

A discussion ensued regarding the expected precept increase to be levied by CCBC and the impact this may have on household finances, against the desire to continue being a 'doing' Council that makes a difference to people's lives.

It was proposed and seconded that the Committee recommends a 4% increase in the Band D precept for 2019/20, which would give a total precept income of £456,000 (an increase from £38.62 p.a. to £40.16 p.a. for an average Band 'D' property). A counter proposal was made that there should be no increase in the precept. This was not seconded.

Resolved to recommend to the Council that an increase of 4% be applied, giving a total precept income of £456,000 in 2019/20. This would enable the Council to budget to retain a general reserve of £140,000, which is just over the 25% policy threshold (£138,860).

- e. The Clerk submitted, for information, receive correspondence from CCLA regarding the Property Fund prices and dividend yields and the Market Report for November 2018.

Resolved to receive and note the correspondence.

303/18 Welsh Government:

The Clerk submitted the following correspondence information/consideration:

- a. Notice of Section 137 Expenditure Limit for 2019-20.
- b. An Update from the Welsh Government on the next steps in implementing the policy approach set out by the former Cabinet Secretary for Local Government and Public Services in connection with the Future Role of Community and Town Councils.

Resolved to receive and note both documents.

304/18 Conwy County Borough Council:

The Clerk submitted, for consideration, the following correspondence:

- a. Precept Requirement letter/form for 2019/20.
- b. A report from Hannah Edwards, Conwy's PSB Development Officer, on the Climate Change Framework for North Wales.

Resolved to receive and note the correspondence and to refer item a) to the Council for completion alongside the Annual Estimates.

- c. Cllrs P Richards and C Hughes gave a brief verbal report on the December meeting of the Bay Life Strategic Management Board. It was noted that Douglas Road site had been discussed in some detail and members were informed that a funding package which is being put together to enable Crest to expand its enterprise in this area is currently being considered. There is a risk that an investment of over £1m could go elsewhere if this project is not supported. A further meeting was taking place today in connection with this and a progress update is awaited.

It was reported that the market manager had resigned, but that four expressions of interest had been received in connection with the future running of the market.

It was also noted that work had now commenced on 7 Abergele Road.

305/18 NALC / NJC:

The Clerk submitted a copy of the 2019/20 national salary award, to be implemented from 1st April 2019 (in accordance with staff contracts of employment).

Resolved to receive and note the new salary scales, to be implemented from 1/4/19.

306/18 CVSC Play Development Team:

The Clerk submitted, for consideration, the funding request for Playing Out provision for summer 2019.

Resolved to confirm the continued provision of five sessions across the Bay of Colwyn area for a five week period during the summer (at a cost of £6,500) and to authorise the Clerk to submit a grant application for a contribution of £500.

307/18 Colwyn Bay Men's Shed:

The Clerk submitted, for consideration, a request for permission for improvements to flooring in the rear annexe.

Resolved to authorise the Clerk to give approval for the works to go ahead.

308/18 Local Members Ward Allowances:

It was noted that there were no project proposal(s) from members.

Resolved to request that the Clerk sends out a reminder so that members are aware of any allowances that might be lost if not spent by 31/3/19.

309/18 Grants:

a. Small Grants: The Clerk submitted for consideration the small grant applications received for Q3, as detailed in Schedule 'B' attached.

Resolved to recommend approval of grant applications A and C, as detailed in Schedule 'B' attached.

b. Events Grants: The Clerk submitted, for consideration, the Events Grants applications for 2019/20.

Resolved to recommend that Events Grants be approved for applicants A,B, E, F, H & J in Schedule 'C' attached, and to retain £7,000 towards application K, which it was noted will be submitted to the next Council meeting.

Further resolved to recommend that grants of £2,000 be awarded to applicants C and D, to be paid from the 2018/19 Youth Grants budget and that application G be referred to the Large Grants for 2019/20 (incorrectly included as an Events Grant).

Resolved to recommend that application I be declined.

c. Large Grants:

Resolved that a separate meeting to consider the Large Grant applications received for 2019/20 be held on the evening of Monday 14th January.

d. Youth Grants 2018/19: The decision regarding publicity for the youth grants budget was deferred to the large grants meeting.

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

- (i) OCRA (large grant -war memorial)
- (ii) Uke-a-Bay 2018 (Events grant)
- (iii) Colwyn BID Christmas Activities
- (iv) Colwyn Bay Cricket Club

The meeting closed at 9.50 p.m.

..... Chairman