

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 30TH MARCH 2016

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

OFFICERS: Mrs C Earley, Town Clerk
Mr H Barlow-Edwards, Student Advisor

388/15 Welcome & Apologies for Absence:

The Chairman opened the meeting and apologies for absence were received from Cllrs: A Khan, A Mason and T Owens, Student Advisor.

389/15 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:

- a. Cllr S Roy – Chair of NWAMI – small grant application by NWAMI – personal and prejudicial interest.
- b. Cllrs J Davies, H Meredith and V Smith – Trustees of the Sir John Henry Morris Jones Trust Fund – donation to the Trust – personal and prejudicial interests.

390/15 Minutes:

- a. *Resolved to receive, approve and sign as a correct record the Minutes of the last meeting, held on 17th February 2016.*
- b. *Resolved to receive a copy of the Minutes of the Amenities Sub-Committee, held on 22nd March.*

391/15 Matters Arising from Previous Minutes:

a. Min. 342/15 – Summer Play Scheme provision:

It was noted that CCBC has produced a ‘Go and Play Conwy’ guide and the Clerk submitted, for consideration, a letter from CCBC giving further information and costs for ‘Playing Out’ provision this summer.

Members considered the proposed provision of one play session per week for five weeks, at a cost of £1,218.10, and discussed the possible locations in the Bay of Colwyn area, as drafted by the Clerk. The Clerk confirmed that a budget of £4,500 had been set aside for play scheme provision for 2016/17, but that additional funding was available in general reserves, if required.

Resolved to recommend that the Council requests five weeks of ‘Playing Out’

holiday play provision at the following locations within the Bay of Colwyn area, at a total cost of £6,909.50 (£2,409.50 to come from reserves):

- i. Tan y Lan, Old Colwyn*
- ii. Min y Don Park, Old Colwyn*
- iii. Nant y Groes School, Colwyn Bay (previously Pendorlan)*
- iv. Bryn Cadno Centre/MUGA, Upper Colwyn Bay*
- v. Rhos Park / Church Road Play Area, Rhos on Sea*

392/15 Finance:

- a. Resolved to authorise payments made on behalf of the Council for the period 12/2/16 to 18/3/16, as detailed in Schedule 'A' attached.**
- b. Resolved to receive and authorise the Chair to check and sign the latest bank reconciliations, as at 29/2/2016.**
- c.** The Clerk submitted, for information, the latest Local Authorities' Property Fund price information and advised members that advice had been received at a recent SLCC branch meeting confirming that it is necessary for any income received from this Capital investment to be either spent on capital assets or re-invested each year. As the Council had added £50,000 to the capital reserve in each of the past two years (giving a total investment of £150,000), it was not necessary to take any action this year. However, future income may need to be reinvested, if capital purchases equivalent to the value of the income received have not been made during the year.
Resolved to receive and note the advice from the Clerk and make appropriate provision for 2016/17.
- d.** The Clerk submitted an income and expenditure report showing actuals against budgets as at 29/2/2016. It was noted that work on chasing any year end income and expenditure and finalising the year-end accounts ready for audit will be taking place during the next few weeks.

393/15 Conwy CBC:

- a. Create your Space:** It was noted that Ingrid Lewis is working with the Colwyn Bay Environment Federation on a stage one bid to the Big Lottery's 'Create your Space' fund. Details about the grant fund were submitted by the Clerk, for information.
- b. Town & Community Council Forum:** The Clerk tabled an e-mail confirming that CCBC had recently appointed Jane Richardson as the new Strategic Director for Economy and Place and that she would be acting as the new strategic lead between the County Council and the Town and Community Councils (in place of Ken Finch, who had recently retired). To enable her time to become fully acquainted with her responsibilities, there will be no meetings of the Forum until September.

Resolved to receive and note the correspondence.

394/15 Welsh Government:

The Clerk submitted, for information, the following WG correspondence:

a. Shared Purpose: Shared Future – Statutory Guidance for the Wellbeing of Future Generations Act 2015

The Clerk advised members that this item would be on the agenda for the next meeting of the Conwy Clerks' Network, in an attempt to begin dialogue with CCBC about the involvement of Town and Community Councils in assessing the well-being of their areas and identifying suitable well-being objectives.

Resolved to receive and note the correspondence and await any further update from the Clerk.

395/15 Independent Remuneration Panel for Wales:

The Clerk submitted, for consideration, the Annual Report and members were asked to consider which determinations to adopt for payment of allowances to members for 2016/17. A discussion took place over whether members should be entitled to receive the basic allowance of £100 each and the additional allowance for Chairs, if they chose to claim it, to cover any out-of-pocket expenses they incur in undertaking the voluntary role of a local councillor, such as internet and phone usage. The majority were not in favour of this.

Resolved to recommend that the Council adopts determinations 48, 49, 50, 52, 53 and 54, as detailed in Schedule 'B' attached, but not determinations 46, 47 and 50.

Further resolved to note the publicity requirements, as outlined in paragraph 10.10 of that report.

396/15 Pensions:

- a. The Clerk submitted a letter from the Pensions Regulator, detailing the requirement for the Council to confirm it has a pension scheme suitable for auto-enrolment and commence its declaration of compliance by 1 July 2016.

Resolved to confirm that the Local Government Pension Scheme (Gwynedd Pensions) is the chosen scheme of the Council and instruct the Clerk to commence the declaration of compliance.

- b. It was noted that the Triennial Valuation for the Gwynedd Pensions Scheme will take place this year to determine the council's contribution rates for the period 2017-2020.

397/15 Local Members Ward Allowances:

The Clerk submitted, for consideration, the final project proposals received for year ending 31/3/16.

Resolved to approve the project proposals, as summarised in Schedule 'C' attached, subject to further information from Cllr M Jones regarding the 'Go Green' Association, what the funding will be used for and approximately how many residents from the Bay of Colwyn area would benefit.

Further resolved to carry forward any unspent allowances from 2015/16, up to a maximum of £300 per member.

398/15 Staff Training and Development:

The Clerk submitted, for consideration:

- a. A brief report from the on the recent Society of Local Council Clerks' Practitioners' Conference, held on 25th/26th February 2016.
- b. Notice that the Clerk has been offered a free place at the joint SLCC/OVW one day conference in Swansea on 22nd June, following her success in a draw for respondents to a recent training needs survey.
- c. A copy of the agenda and a request for support for her to attend the SLCC Leadership in Action Conference on 9th-10th June, at a reduced rate of £330 (£50 bursary successfully applied for, as a first time delegate).

It was requested that the Clerk also looks out for any suitable SLCC conferences or training events for the Assistant Clerk and it was noted that she is still working through the 'Working with your Council' training materials.

399/15 Grants:

- a. The Clerk submitted, for consideration, the recommendations of the Amenities Sub-Committee in respect of Youth Grants for 2015/16.

Resolved to approve the recommendations of the Amenities Sub-Committee, as detailed in Schedule 'A' to those Minutes.

- b. The Clerk submitted, for consideration, one request from a local school (Ysgol Llandrillo yn Rhos) in connection with Queens 90th Birthday grants. It was noted that information had been sent to all nine local primary schools but that this was the only response received, to date.

Resolved:

- i. *To approve the request for £250 from Ysgol Llandrillo yn Rhos, subject to receipt of evidence of expenditure totalling this amount*
 - ii. *To delegate authority to the Chairman and Vice-Chairman of this Committee, together with the Clerk, to consider and approve any late applications received after the Easter break.*
- c. The Clerk submitted, for consideration, the final small grant applications for 2015/16.

- Cllr S Roy retired from the meeting during consideration of the grant application from NWAMI, having declared a personal and prejudicial interest.

Resolved to recommend that Small grants be approved, as detailed in Schedule

'C' attached, to include payment of two of them from the budget remaining for Youth Grants for 2015/16.

- d.** Members were asked to consider making a donation to the Sir JHM Jones Trust fund from any unspent youth or small grants budgets. It was noted that, following this evening's allocations, approximately £4,500 remained unallocated across these two budget headings for 2015/16.

Cllrs J Davies, H Meredith and V Smith retired from the meeting during consideration of this item, having declared a personal and prejudicial interest as Trustees.

Resolved to approve of a donation of £4,500 to the Trust Fund from the unallocated small grants and youth grants budgets for 2015/16.

- e.** The Clerk submitted, for consideration, a late large grant application for 2016/17 from Cruse Bereavement Care Ltd. It was noted that Cruse apply for a large grant each year to cover the costs of their hire of an office in the Town Hall. Unfortunately their treasurer had retired late last year and the new office holder had not been made aware of the need to apply for the funding. Under the circumstances, members agreed to consider the late application.

Resolved to approve a late large grant of £2,300 for Cruse Bereavement Care towards the rental of their office in Colwyn Bay Town Hall, and to increase the large grants budget accordingly (from general reserves).

The meeting closed at 7:10 p.m.

..... Chairman