

**COFNODION CYFARFOD PWYLLGOR POLISI A CHYLLID, CYNGOR TREF
BAE COLWYN, A GYNHALIWDYD NOS FERCHER, 6^{ED} IONAWR 2016 AM 6.30
P.M. YN YR YSTAFELL BWYLLGOR, NEUADD Y DREF, FFORDD RHIW, BAE
COLWYN**

YN BRESENNOL: Maer y Dref, Y Cynghorydd Dr S. Roy
Y Cynghorydd D. Griffiths, (Cadeirydd)
Cynghorwyr: J. Davies, A. Khan, A. Mason, Mrs H. Meredith, Mrs V.
Perry, P. Richards, S. Taylor.

SWYDDOG: Mrs C. J. Earley, Clerc y Dref
Harry Barlow-Edwards a Tom Owens, Myfyrwyr Ymgynghorol

276/15 Croeso ag Ymddiheuriadau am Absenoldeb:

Croesawyd yr aelodau i'r cyfarfod gan y Cadeirydd ac fe gyflwynodd y myfyrwyr ymgynghorol newydd eu hunain. Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr T. Pearson, Mrs V. Smith a G. Ward.

277/15 Datgan Cysylltiadau:

Atgoffwyd yr aelodau o'r angen iddynt ddatgan unrhyw gysylltiadau personol a / neu gysylltiadau sy'n rhagfarnu, a natur y fath gysylltiadau. Ni ddatganwyd dim.

278/15 Cofnodion:

Penderfynwyd cymeradwyo a llofnodi cywirdeb Cofnodion y cyfarfod diwethaf a gynhaliwyd ar 18^{fed} Tachwedd 2015, yn amodol ar newid enw anghywir yng Nghofnod 232/15, fel y nodwyd gan y Clerc.

279/15 Materion yn Codi o Gyfarfodydd Blaenorol:

- a. Cofnod 221/15(b) – Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 (Deddf LICD) – Arweiniad:**

Cyflwynodd y Clerc, er gwybodaeth, adroddiad diweddar gan Gyngor Bwrdeistref Sirol Conwy (CBSC) yn amlinellu'r trefniadau arfaethedig at y dyfodol ar gyfer y Bwrdd Gwasanaethau Cyhoeddus (BGC).

Penderfynwyd derbyn yr adroddiad a'i nodi.

- b. Cofnod 222/15 – Meddalwedd Llogi Cyfleusterau:**

Rhoddodd y Clerc adroddiad byr ar lafar am yr arddangosfa ar-lein o'r meddalwedd sydd ar gael gan ddau o gyflenwr arbenigol i gynghorau lleol. Fe nodwyd bod dewis A ar gyfer pecyn arunig (y data yn ddiogel a mynediad ato ar-lein), yn cynnig ateb syml ond cynhwysfawr i ymdrin â hyd at 1,000 o archebion pob blwyddyn, a'r gallu i greu adroddiadau cynhwysfawr am archebion a fydd yn addas i'r aelodau a'r staff.

Roedd dewis B gan gyflenwr meddalwedd ariannol presennol y Cyngor ac yn cynnwys y gallu i greu cyfriflyfr a fyddai'n cynhyrchu ac argraffu anfonebau.

Fodd bynnag, mae angen mewnbwnio data ychwanegol i gefnogi hwn (yn cynnwys cofnodi anfonebau nad ydynt yn berthnasol i logi ystafelloedd) a bydd yn rhaid cofnodi unrhyw daliadau a dderbynnir ar y system ariannol.

Oherwydd y nifer o geisiadau i logi a dderbynnir ar hyn o bryd, dywedodd y Clerc byddai'r dewis hwn yn creu mwy o waith cychwynol heb lawer o fudd yn gyfan gwbl. Hwn hefyd oedd y drytaf o'r ddau ddewis gyda chostau cychwynol llawer uwch a chostau hyfforddi (mwy na dwbl dewis A).

Penderfynwyd argymell bod y Cyngor yn prynu meddalwedd llogi gan A - systemau TG Edge, am gost gychwynol o £420 i'w ddilyn gyda chostau blynyddol am feddalwedd / chefnogaeth o £180 (cytundeb pum mlynedd).

c Cofnod 223/15(b) – BID Colwyn

Fe nodwyd bod y bleidlais wedi bod yn llwyddiannus ac yn awr, fe sefydlir Cwmni BID, gyda Bwrdd BID a strwythurau rheoli a chyflenwi i gael eu cytuno.

Penderfynwyd croesawu canlyniad llwyddiannus pleidlais BID a disgwyl am fanylion ar sut bydd y Cyngor Tref yn cydlynu gyda bwrdd BID wrth symud ymlaen.

ch Cofnod 224/15(b) –Dangosyddion Cenedlaethol Arfaethedig (Deddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015

Cyflwynodd y Clerc adroddiad gan y Cyngorydd V. Perry oedd yn amlinellu'r trafodaethau a'r adborth a gafwyd yn y digwyddiad ymgynghori am ddangosyddion cenedlaethol arfaethedig a gynhaliwyd ar 7^{fed} Rhagfyr. Fe nodwyd bod nifer o gynrychiolwyr o fudiadau gwirfoddol wedi bod yn bresennol yn y digwyddiad a bod nifer ohonynt wedi ystyried y dangosyddion o safbwynt eu mudiadau eu hunain. Mae llawer o'r data, os nad yr holl ddata, sydd ei angen ar gyfer y dangosyddion newydd eisoes yn cael ei gasglu, ac felly, ni fydd cyflwyno dangosyddion cenedlaethol, o anghenraid, yn golygu baich ychwanegol ar fudiadau. Fe ddynodwyd nifer o fylchau a phryderon yn ystod y digwyddiad, yn arbennig mewn perthynas â pha mor berthnasol bydd rhai o'r dangosyddion. Adroddwyd y rhain i'r swyddogion o Lywodraeth Cymru oedd yn bresennol.

Penderfynwyd diolch i'r Cyngorydd Perry am fynychu'r digwyddiad ac am ei hadroddiad cynhwysfawr.

280/15 Cyllid:

a. *Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor am y cyfnod 1/11/15 i 31/12/2015.*

Gofynnwyd pa rai o'r taliadau hyn a dalwyd, cyn i'r rhestr yma cael ei awdurdodi. Eglurodd y Clerc bod y mwyafrif o daliadau rheolaidd yn cael eu talu mewn dull electroneg gydag awdurdod dau o lofnodwyr banc. Bydd y rheoliadau ariannol newydd a rhestr o holl daliadau rheolaidd yn cael ei chylchredeg cyn cyfarfod nesaf y Cyngor i gadarnhau'r drefn hwn.

Gofynnwyd hefyd a oedd y dosbarthiad o'r cardiau pleidleisio yn y ddau isetholiad diweddar (am gost ychwanegol) wedi gwneud unrhyw wahaniaeth yn y nifer o'r rhai a aeth i bleidleisio.

Penderfynwyd gofyn i GBS Conwy am wybodaeth am y nifer a bleidleisiodd yn yr etholiadau diweddar o'u cymharu â rhai blaenorol pan na ddosbarthwyd cardiau pleidleisio.

- b** Cyflwynodd y Clerc copi o ddatganiadau cysoni diweddaraf y banc. (Tachwedd 2015).

Penderfynwyd rhoi awdurdod i'r Cadeirydd gwirio'r datganiadau banc ar ddiwedd y cyfarfod ac i gydarwyddo'r datganiadau cysoni'r banc gyda'r Clerc.

- c** Fe nodwyd bod yr adroddiad diweddaraf ar incwm / gwariant (hyd at 31/12/15) wedi cael ei gynnwys yn yr adroddiad ar yr Amcangyfrifon Blyneddol sy'n ymddangos yn ddiweddarach ar yr agenda.

281/15 Cyngor Bwrdeistref Sirol Conwy:

- a. Rheoli Tref Bae Colwyn:**

Cyflwynodd y Clerc adroddiad gan Reolwraig y Dref am 2015 a rhoddodd adroddiad byr ar lafar, am gyfarfod y Grŵp Rheoli a gynhaliwyd ar 15/12/15. Fe nodwyd bod swyddogaeth a swydd ddisgrifiad Rheolwraig Canol y Dref i gael ei adolygu, oherwydd efallai bydd yn well ymgorffori rhai o elfennau'r swyddogaeth bresennol yn swydd newydd Rheolwr BID wrth symud ymlaen.

Penderfynwyd disgwyl am adroddiad pellach yn y man ar unrhyw newidiadau a wnaed i'r swydd.

- b. Cynllun Gwaith Heneiddio'n Dda yng Nghymru:**

Cyflwynodd y Clerc copi o'r cynllun drafft i'w ystyried ac am sylwadau.

Penderfynwyd derbyn y Cynllun Gwaith drafft a'i nodi.

282/15 Llywodraeth Cymru:

Cyflwynodd y Clerc y ddogfen Ymgynghori canlynol gan Lywodraeth Cymru:

- a. Mesur Drafft Llywodraeth Leol (Cymru) a Memrwn Esboniadol:**

Fe nodwyd bydd y darn pwysig yma o ddeddfwriaeth llywodraeth leol yn cael effaith cynhwysfawr ar Awdurdodau Unedol (gyda'r posibilrwydd o gyfuno) ac ar Gynghorau tref a chymuned yng Nghymru. Fe gynhelir digwyddiad ymgynghori yn Llandudno ar 4^{ydd} Chwefror a chynigodd y Clerc, y Maer a Chynghorwyr D. Griffiths ac H. Meredith i fod yn bresennol. Yna bydd angen cynnal Cyfarfod Arbennig o'r Pwyllgor neu'r Cyngor cyn 15^{fed} Chwefror er mwyn anfon ymateb ar ran y Cyngor.

Penderfynwyd argymhell bod Cyfarfod Arbennig o Bwyllgor Polisi a Chyllid yn cael ei gynnal cyn 15^{fed} Chwefror i gytuno ar unrhyw ymateb i'r ymgynghoriad ar y Mesur Drafft.

283/15 Gwasanaeth / Cynnal a Chadw'r Bwyler:

Cyflwynodd y Clerc amcan bris i'w ystyried parthed adnewyddu'r cytundeb gwasanaeth i'r bwyleri yn Neuadd y Dref ar gyfer 2016 (3^{ydd} blwyddyn) o £1,436.50. Fe nodwyd bod yr amcan bris yn ddwbl un llynedd am fod Nwy Prydeinig wedi penderfynu dylai'r ddau gyfnewidiwr gwres o fewn pob bwyler cael eu cyfrif fel unedau ar wahân, ac felly'n dyblu'r unedau sydd yn y cytundeb o ddau i bedwar.

Penderfynwyd canslo'r cytundeb gwasanaeth presennol pan ddaw i ben a bod y Clerc i archwilio'r posibilrwydd o gynnwys system gwresogi Neuadd y Dref mewn unrhyw gytundeb gwasanaeth ar gyfer safle Ffordd Rhiw (fe geisir amcan brisiau ar hyn o bryd am y tair ystafell sydd ar y safle, yn cynnwys dwy ystafell bwyler ac un ystafell offer ymdrin ag aer).

Fe benderfynwyd ymhellach i roi awdurdod dirprwyol i'r Is-Bwyllgor Adeiladau i ddewis yr amcan brisiau gorau ac i ddyfarnu unrhyw gytundeb gwasanaeth.

284/15 Rhestr Gwirio'r Rhai sy'n Ymadael:

Cyfeiriodd y Clerc at fater a ddaeth i'w sylw yn ddiweddar a'r angen am restr gwirio syml i aelod ac / neu staff sy'n gadael er mwyn sicrhau bod eitemau megis bathodynnau adnabod, allweddau, cardiau banc, cyfrineiriau a dogfennau'r Cyngor yn cael eu dychwelyd. Byddai'r rhai sy'n gadael rhoi eu cyfeiriad ac / neu rif ffon.

Penderfynwyd argymell bod rhestr gwirio yn cael ei baratoi i ddod i rym yn ddi-oed.

285/15 Hyfforddiant:

Gofynnodd y Clerc i'r aelodau ystyried cyllido cwrs hyfforddi ar reoli Traffig i aelodau a stiwardiaid gwirfoddol sy'n cynorthwyo gyda rheoli traffig mewn digwyddiadau lleol, yn cynnwys gorymdaith Sul y Cofio a'r noson tân gwyllt. Fe nodwyd mai'r gost byddai £125 i bob un am ddiwrnod llawn o hyfforddiant achrededig a bydd angen deg o bobl i redeg y cwrs. Yn ddelfrydol, byddai'r cwrs yn cael ei gynnal ar ddydd Sadwrn er mwyn cael defnyddio maes parcio ysgol. Fe nodwyd bod angen yr hyfforddiant hwn i sicrhau diogelwch cerddwyr a cherbydau yn y digwyddiadau hyn a bydd y gost yn dod allan o'r arian wrth gefn cyffredinol am ei fod yn uwch na'r gyllideb hyfforddi sydd ar gael ar hyn o bryd.

Penderfynwyd argymell bod y Cyngor yn rhoi awdurdod i'r Clerc trefnu cwrs hyfforddi ar reoli traffig i stiwardiaid gwirfoddol a bod y costau llawn yn dod allan o'r arian wrth gefn. Bydd y cwrs yn digwydd ar ddydd Sadwrn cyn y digwyddiadau yn ddiweddarach eleni (yn amodol bod lleiafrif o ddeg o stiwardiaid gwirfoddol yn barod /yn gallu bod yn bresennol).

286/15 Lwfansau Ward Aelodau Lleol:

Cyflwynodd y Clerc cyn igion am brosiectau i'w ystyried oddi wrth:

- a. Cynghorydd B. Bagnall - £300 tuag at ddeunydd crefft i glwb ieuencid Douglas Road

- b. Cyngorydd C. Perry (a hefyd efallai'r Cyngorwyr Gordon Ward ac / neu Merrill Jones) – hyd at £739.11 ar gyfer costau yswiriant Canolfan Cymunedol Tan Lan.

Penderfynwyd cymeradwyo'r ddau gynnig am brosiectau, y ddau ohonynt yn cyd-fynd a meini prawf y cynllun.

c. **Amcangyfrifon Blynyddol:**

Cyflwynodd y Clerc yr Amcangyfrifon Blynyddol Drafft am 2016/17 i gael eu hystyried. Rhoddwyd cyflwyniad byr ar lafar ar yr Amcangyfrifon Drafft ac fe anogwyd yr aelodau i'w darllen ynghyd â nodiadau esboniadol y Clerc ac i gysylltu â hi os oedd ganddynt unrhyw gwestiwn.

Fe nodwyd, yn amodol ar ystyriaeth o'r ceisiadau am grantiau mawr yn ddiweddarach yn y mis, mai cynnydd bychan oedd yn yr archebiant, a oedd, oherwydd isafswm y dreth uwch am 2016/17 yn golygu na fyddai unrhyw godiad yn yr archebiant Band D oedd yn daladwy yn 2016/17(sef £37.00).

Cyflwynodd y Clerc hefyd rhagamcanion cyflog y staff am 2016/17, i gynnwys cynnydd disgwylid yng nghyfraniadau yswiriant cenedlaethol a ddaw i rym ar 1/4/2016.

Gofynnwyd i'r aelodau ystyried a ddylid codi'r tal am logi ystafelloedd yn 2016/17.

Penderfynwyd:

- i. *Cyfeirio Amcangyfrifon Blynyddol Drafft i gael eu cymeradwyo gan y Cyngor.*
- ii *Cymeradwyo manylion cyflog y staff am 2016/17 fel y maent yn ymddangos yn y papur cyfrinachol a ddosbarthwyd i'r aelodau ac a arwyddwyd gan Gadeirydd y Pwyllgor hwn.*
- iii *Argymell peidio codi'r pris am logi ystafelloedd yn 2016/17.*

287/15 Grantiau:

- a. Cyflwynodd y Clerc y ceisiadau am grantiau bach a dderbyniwyd yn ystod y chwarter a aeth heibio.

Penderfynwyd argymell bod y grantiau bach yn cael eu cymeradwyo fel y maent yn ymddangos yn Atodlen 'B' sydd gyda hwn.

- b. *Penderfynwyd cynnal cyfarfod Arbennig o'r Pwyllgor i ystyried y ceisiadau am Grantiau Mawr 2016/17 am 5.15pm dydd Llun 25^{ain} Ionawr 2016.*

- c. Fe nodwyd bod llythyrau o ddiolch ac / neu adroddiadau wedi cael eu derbyn oddi wrth y canlynol a dderbyniodd grantiau:

- i. Hosbis St Kentigern (Adroddiad)
- ii Grŵp Treftadaeth Bae Colwyn (£380)
- iii Cymdeithas Corawl Colwyn (£500)
Ail Daliad Grantiau Mawr
- iv Beulah Brass

v Gwasanaeth Estyn Allan i Ofalwyr
vi Home Start Conwy

Daeth y cyfarfod i ben am 7.55 p.m.

.....Cadeirydd

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 6TH JANUARY 2016

PRESENT: Cllr S Roy (Mayor)
Cllr D Griffiths (Chairman)
Cllrs: J Davies, A Khan, A Mason, H Meredith, V Perry, P Richards, S Taylor,

OFFICERS: Mrs T Earley, Town Clerk
Harry Barlow-Edwards and Tom Owens, Student Advisors

AGENDA

276/15 Welcome & Apologies for Absence:

The Chairman welcomed members to the meeting and the new student advisors introduced themselves. Apologies for absence were received from Cllrs: T Pearson, Mrs V Smith and G Ward.

277/15 Declarations of Interest:

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

278/15 Minutes:

Resolved to receive, approve and sign as a correct record the Minutes of the last meeting, held on 18th November 2015, subject to the amendment of an incorrect name in Minute 232/15, as highlighted by the Clerk.

279/15 Matters Arising from Previous Minutes:

**a. Min. 221/15(b) – Well Being of Future Generations Act (WBFG Act)
Guidance:**

The Clerk submitted, for information, a recent CCBC report outlining the proposed future arrangements for the Public Service Board (PSB).

Resolved to receive and note the report.

b. Min. 222/15(d) – Facilities Booking Software:

The Clerk gave a verbal report following an online demonstration of the software available from two specialist local council suppliers. It was noted that option A was for a standalone hosted package (data held securely and accessed on-line), providing a simple but comprehensive solution for handling volumes of up to 1,000 bookings per annum, with ability to produce comprehensive booking reports suitable for both members and staff. Option B was from the Council's existing finance software provider and included a sales ledger capability, which could produce and print invoices. However, there is additional data inputting

required to support this (including entering of invoices not relating to room hire) and any payments received would still need to be entered onto the finance system. Due to the number of bookings currently being generated, the Clerk advised that this option would create more initial work for little overall benefit. It was also the more expensive of the two options, having much higher initial set-up and training costs (more than double that of option A).

Resolved to recommend that the Council purchases bookings software from A - Edge IT systems, at an initial cost of £420 , followed by annual software/support costs of £180 (five year contract).

c. Min. 223/15(b) – Colwyn BID:

It was noted that the ballot had been successful and a BID Company will now be formed, with a BID Board and management and delivery structures to be agreed.

Resolved to welcome the successful BID ballot result and await details of how the Town Council will liaise with the BID board going forwards.

d. Min. 224/15(b) – Proposed National Indicators (WBFGB Act):

The Clerk submitted a report from Cllr V Perry outlining the discussions and feedback given at a consultation event held on the proposed national indicators held on 7th December. It was noted that a lot of representatives from voluntary organisations had been present at the event and that many only considered the indicators from their own organisation's perspective. Much, if not all of the data required for the new indicators is already being collected, therefore the introduction of the national indicators will not necessarily place an additional burden on organisations. Several gaps and concerns were identified at the event, particularly with regard to how meaningful some of the indicators will be, and these were reported to the Welsh Government officials present.

Resolved to thank Cllr Perry for attending a giving a comprehensive report.

280/15 Finance:

a. *Resolved to authorise payments made on behalf of the Council for the period 1/11/15 to 31/12/15.*

It was queried which of these payments had already been made, prior to the authorisation of this list. The Clerk explained that most regular payments were made electronically and authorised by two bank signatories and that new financial regulations and a list of all regular payments would be circulated prior to the next Council meeting to confirm this arrangement.

It was also queried whether the issuing of polling cards in the two recent by-elections (at an additional cost) had made any difference to voter turnout.

Resolved to ask CCBC to supply information on the turnout at the recent

elections compared to previous ones when polling cards had not been issued.

- b. The Clerk tabled a copy of the latest bank reconciliations (November 2015).

Resolved to authorise the Chairman to check the bank statements at the end of the meeting and to countersign the bank reconciliations with the Clerk.

- c. It was noted that the latest income/expenditure report (to 31/12/15) is included within the Annual Estimates report, which appears later on the agenda.

281/15 Conwy CBC:

a. Bay of Colwyn Town Management:

The Clerk submitted the report of the Town Manager for 2015 and gave a brief verbal report, following the Management Group meeting held on 15/12/15. It was noted that the role and job description of the Town Centre Manager is to be reviewed, as there may be some elements of the existing role that would be better to be incorporated within the new BID Manager's role going forward.

Resolved to await a further report in due course on any changes to the role.

b. Ageing Well in Conwy Action Plan:

The Clerk submitted a copy of the draft plan, for consideration / comment.

Resolved to receive and note the draft Action Plan.

282/15 Welsh Government:

The Clerk circulated, for consideration, the following WG Consultation documents:

a. Draft Local Government (Wales) Bill and Explanatory Memorandum:

It was noted that this major piece of local government statute will have far reaching impacts on both Unitary Authorities (with proposed mergers) and on town and community Councils in Wales. A consultation event is being held in Llandudno on 4th February and the Clerk, Mayor and Cllrs D Griffiths and H Meredith offered to attend. A Special Meeting of the Committee or Council will then need to be held before the 15th February, to enable a response to be sent on behalf of the Council.

Resolved to recommend that a Special Meeting of the Policy & Finance Committee is held prior to 15th February to agree any response to the consultation on the Draft Bill.

283/15 Boiler Servicing/Maintenance:

The Clerk submitted, for consideration, a quotation for the renewal of the service

contract for the Town Hall boilers for 2016 (3rd year) of £1,436.50. It was noted that the price quoted was double last year's, as British Gas has decided that the two heat exchangers located within each boiler casing should count as separate units, therefore doubling the units covered by the contract from two to four.

Resolved to cancel the existing service contract upon maturity and to instruct the Clerk to look at including the Town Hall heating system in any service contract to be taken out for the Rhiw Road site (quotations are currently being sought for the three on-site plant rooms, including two boiler rooms and one air handling plant room).

Further resolved to delegate authority to the Buildings Sub-Committee to select the best of the quotations received and award any service contract.

284/15 Leavers Checklist:

The Clerk advised members that she had recently been made aware of the need for a simple leavers' checklist for members and/or staff, to help ensure that items such as ID badges, keys, bank cards, passwords, and council documents are returned when a member of staff or councillor leaves and that a forwarding address and/or phone number is provided.

Resolved to recommend that a simple checklist is introduced, with immediate effect.

285/15 Training:

The Clerk asked members to consider funding a Traffic Management training course for members and volunteer stewards who assist with traffic management at local events, including the Remembrance Sunday parade and bonfire night event. It was noted that the cost would be £125 per person for a full day of accredited training and that a minimum of ten persons are required to run the course, which would ideally be held on a Saturday to enable a school car park to be used. It was noted that this training is required to ensure the safety of pedestrians and vehicles at these events and the cost would need to be met from general reserves as it exceeds the training budget currently available.

Resolved to recommend that the Council authorises the Clerk to arrange a fully funded (from reserves) traffic management training course for volunteer stewards, to take place on a Saturday prior to the events later this year (subject to a minimum of ten volunteer stewards being willing/able to attend).

286/15 Local Members Ward Allowances:

The Clerk submitted, for consideration, project proposals from:

- a. Cllr B Bagnall – for £300 for craft materials for Douglas Road youth club.
- b. Cllr C Perry (plus possibly Cllrs Gordon Ward and/or Merrill Jones) – up to £739.11 to cover insurance costs for Tan Lan Community Centre.

Resolved to approve both project proposals , which meet the scheme criteria.

c. Annual Estimates:

The Clerk tabled, for consideration, the Draft Annual Estimates for 2016/17. A brief verbal presentation was given on the Draft Estimates and members were encouraged to take them away and read the Clerk's accompanying explanatory notes and to contact her directly with any queries.

It was noted that, subject to the consideration of large grant applications later this month, the Estimates propose only a minor increase in precept requirement, which, due to a higher tax base figure for 2016/17, would result in no increase to the typical Band D precept payable for 2016/17 (of £37.00).

The Clerk also tabled the revised Staff salary projections for 2016/17, to include the estimated increase in national insurance contributions that will apply from 1/4/2016.

Members were also asked to consider whether to apply any increase to room hire charges for 2016/17.

Resolved to:

- i. Refer the Draft Annual Estimates to Council for approval.***
- ii. Approve the salary details for staff for 2016/17, as detailed on the confidential paper circulated to members and signed by the Chairman of this Committee.***
- iii. Recommend that no increase be made to room hire charges for 2016/17.***

287/15 Grants:

- a.** The Clerk tabled, for consideration, the small grant applications received during the past quarter.

Resolved to recommend that small grants be approved, as detailed on Schedule 'B' attached.

- b.** ***Resolved to call a Special meeting of the Committee to consider the Large Grant applications for 2016/17 at 5.15 pm on Monday 25th January 2016.***

- c.** It was noted that reports and/or letters of thanks have been received from the following grant recipients:

- i.** St Kentigern Hospice (Report)
- ii.** Colwyn Bay Heritage Group (£380)
- iii.** Colwyn Choral Society (£500)

Large Grant Second Instalments:

- iv.** Beulah Brass
- v.** Carers Outreach Service
- vi.** Home Start Conwy

The meeting closed at 7.55 p.m.

..... Chairman