

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 18TH JUNE 2014

PRESENT: The Mayor, Cllr Mrs V Smith, JP
Cllr J Reaney (Chairman)
Cllrs: J Davies, D Griffiths, Mrs H Meredith, T Pearson, Mrs V Perry,
Dr S Roy (Deputy Mayor)

OFFICER: Mrs C J Earley

IN ATTENDANCE: Member of the Local Press

52/14 Election of Chairman and Vice-Chairman for 2014-15

Cllr Mrs H Meredith opened the meeting and called for nominations for the office of Chairman of the Committee for 2014-15.

Resolved to elect Cllr J Reaney as Chairman.

Cllr Reaney took the Chair and invited nominations for Vice-Chairman.

Resolved to elect Cllr D Griffiths as Vice-Chairman.

53/14 Apologies for Absence:

Apologies for absence were received from Melissa Leonard (Student Advisor) and Cllr G Ward.

54/14 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. None were declared (but see Min. 63/14(a))

55/14 Minutes:

- a. *Resolved to receive, approve and sign as a correct record the Minutes of the last meeting, held on 30th April 2014.*
- b. *Resolved to receive a copy of the Draft Minutes of the Amenities Sub-Committee, held on 11th June 2014.*

Cllrs Mrs V Perry and Dr S Roy arrived at this juncture.

56/14 Matters Arising from Previous Minutes:

- a. **Min. 417/13(b) – Local Gov't Pension Scheme:**

The Clerk submitted a copy of a report recently submitted to CCBC and asked members to consider the Town Council's policy in relation to the discretionary elements of the new LGPS.

Resolved to recommend that the Council adopts the same policies as Conwy CBC in relation to the discretionary elements of the new scheme, as outlined below:

- i. Awarding additional pension (at whole cost to the employer):
Not to be applied, on the basis of affordability.***
- ii. Voluntary funding of additional pension via Shared Cost Additional Pension Contributions:
Not to be applied, on the basis of affordability***
- iii. Flexible Retirement:
To adopt a Flexible Retirement Procedure, based on that adopted by CCBC on 8th May 2014 (Schedule 'A' attached).***
- iv. Waiving of Actuarial Reductions:
To adopt the discretion to waive all or part of any actuarial reduction, with each case being considered on its own merits.***
- v. Waiving All or Part of Any Actuarial Reduction – 85 Year Rule:
Subject to complying with the transitional protections already in place, the Council adopts the discretion to 'switch on' the 85 year rule and waive all or part of any actuarial reductions in accordance with the group of Scheme Members the employee falls within (see section 5.5.6 of CCBC report).***

b. Min 51/14(b) – Events Grants 2014/15:

Members received and considered the recommendations of the Amenities Sub-Committee, as detailed in the Draft Minutes.

The Clerk tabled a copy of the outline budget for the Inter-Culture Festival, to be held in June 2015.

It was noted that the Terms of Reference for the Amenities Sub-Committee requires updating, following the previous replacement of Cllr J Davies with Cllr Mrs V Perry and the recent appointment of Cllr J Reaney as Chairman.

Resolved to approve the Events Grants for 2014/15, as detailed in Schedule 'B' attached.

Further Resolved to update the Terms of Reference of the Sub-Committee, as detailed in Schedule 'C' attached.

57/14 Finance:

- a. Resolved to authorise payments made on behalf of the Council for the period 1/4/14 to 23/5/14, as detailed on Schedule 'D' attached.***
- b. Resolved to receive and sign a copy of the latest bank reconciliations, as at 31st May 2014.***

- c. The Clerk submitted a copy of the Internal Audit Report for the 2013/14 financial year.

Resolved to receive the Auditor's report and note the comments and action of the Clerk/RFO.

Further resolved to thank the Clerk/RFO for her work during the year in keeping records, completing audit returns and implementing relevant policies and procedures.

58/14 Welsh Government:

The Clerk submitted the following documents for consideration:

- a. Community and Town Councils Welsh Government News May 2014
- b. Developing a Comprehensive Understanding of Community and Town Councils in Wales – Evidence Review: Executive Summary
- c. Governance in Small Public Bodies – letter from Stephen Phipps
- d. Access to Information on Community and Town Councils: Consultation document.

Resolved to receive and note these documents and to request the Clerk submits a press release to the local press to officially launch the new website and publicise the new events page, which is now being populated with local events.

59/14 One Voice Wales:

The Clerk submitted information received from OVW on consultancy services available.

60/14 Town Centre Solutions Workshop:

Cllr H Meredith gave a verbal report on the recent workshop in Welshpool, which had highlighted some of the partnership working and projects that some towns are involved in. These included markets, car parks, parks, toilets, CCTV, art projects and shop window competitions. It was noted that the Town Partnership in Sandbach had agreed a clear vision for the town through engagement with key stakeholders and the local community and now has an active Board which is committed to delivery of this vision. European funding had assisted with this.

The Clerk made reference to a two day workshop she was currently attending with Cllr Mrs L Griffiths on Asset Based Community Development, which focuses attention on assets already within communities and making best use of these to help the community grow and prosper. It was agreed that a report on this would be given to the next meeting of the Committee.

61/14 ICO Informing the Public Workshop:

The Committee was asked to consider nominating a member to attend the workshop in Mold on 25th September 2014.

Resolved that Cllr Mrs H Meredith will attend and report back to a future meeting.

62/14 SLCC / OVW Seminar:

The Clerk submitted a written report on the recent seminar in Llandudno, which had been well attended and very informative.

Resolved to receive and note the written report from the Clerk.

63/14 Grants:

- a. The Clerk submitted, for consideration, the small grant applications received since March.

- Cllr Dr S Roy declared a personal and prejudicial interest in application A and retired from the meeting at this juncture.

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

- b. It was noted that thanks have been received from the following grant recipients:
Côr Meibion Colwyn
St Kentigern Hospice
Embroiderers' Guild
Cerdded Conwy Walks
Royal British Legion

64/14 Local Members Ward Allowances:

The Clerk tabled two project proposal forms:

- a. Cllr S Roy – (i) £120 for school activity / equipment
(ii) £180 for Christmas gifts for residential care homes
b. Cllrs V Smith, G Ward, J Reaney and T Pearson
£1,200 towards redecorating at Old Colwyn Community Centre

Resolved to support proposals a(i) and b, but not a(ii), as this is not considered to be based on a 'need' identified, as required by 1.2 of the Council's guidelines.

65/14 Confidential Business:

- a. Travel Expenses

The Clerk submitted receipts and sought authorisation from the Committee for the payment of travel expenses for Jess Steele for attendance at a recent meeting with the Council.

Resolved to authorise reimbursement of £150 towards the expenses incurred, as agreed initially, and thank Jess for her valuable input into the discussions about the future of the Pier.

b. Proposed Transfer of Town Hall

The Clerk gave a verbal update, confirming that accurate floor measurements will be taken shortly and that the draft lease documents have now been prepared and arrangements will be made for them to be forwarded for examination shortly.

The Meeting closed at 7.40 p.m

..... Chairman