

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 7TH JANUARY 2015

PRESENT: Cllr D Griffiths (Vice-Chairman)
Cllrs: J Davies, C Hughes, A Khan, Mrs H Meredith, T Pearson,
Mrs V Perry, S Taylor, G Ward

OFFICER: Mrs C J Earley, Town Clerk

278/14 Welcome & Apologies for Absence:

The Vice-Chairman took the Chair in the absence of Cllr J Reaney and welcomed his fellow members to the first meeting of 2015. Apologies for absence were received from the Mayor, Cllr Mrs V Smith, and from Cllrs J Reaney and P Richards.

279/14 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 C Hughes – a non-prejudicial personal interest in agenda item 4(a) (Min. 281/14(a)), as a member and trustee of CVSC.

Cllr T Pearson – a non-prejudicial interest in agenda item 14(a) (Min.) as a member of Colwyn Bay Cricket Club

Cllr G Ward – a non-prejudicial interest in agenda item 14(a) (Min.) as the Town Council's appointed representative on the Sea Cadets.

280/14 Minutes:

- a. *Resolved to receive, approve and sign as a correct record the Minutes of the last meeting, held on 12th November 2014.*
- b. *Resolved to receive a copy of the notes from a meeting of the Colwyn Counts PB Working Group, held on 22nd December 2014.*

281/14 Matters Arising from Previous Meetings:

a. Min. 234/14(b) – Transfer of Rhiw Road Buildings:

- i. It was noted that amended draft leases have been received and forwarded to the appointed members of the Working Group.

Resolved to delegate authority to the Working Group members (Cllrs A Khan, H Meredith and J Reaney) to approve the draft leases to enable the transfer of freehold to take place.

Further resolved to recommend that a small Buildings Sub-Committee be appointed, which would report to this Committee and have delegated powers to prepare a maintenance schedule for the Rhiw Road buildings, prioritise and oversee any repairs (within the budget approved) and approve

the recharging of appropriate costs to other occupiers, in accordance with the terms of any leases.

- ii. The Clerk asked members to consider an initial verbal enquiry from Colwyn Bay's Men's Shed regarding use of the rear garages. It was noted that the group was looking for suitable premises for a workshop and meeting room and that the rear double garages would offer the basic facilities required, with some minor alterations. The group have also submitted an application under the Colwyn Counts PB scheme for capital funding towards any equipment and refurbishment costs. It was noted that the group currently has approximately 30 members and would therefore be looking for a minimal rent or contribution towards premises costs (a fixed contribution would be preferred, as this could be budgeted for).

A discussion took place regarding the clauses in any lease, including a requirement for permission from the Town Council/CCBC (as owners) prior to any internal adaptations, adequate insurance for the activities to be undertaken and appropriate risk assessment of any machinery to be used, including PAT testing where applicable. It was also noted that any work carried out by volunteers/members (e.g. electrical work) should be signed off by a qualified person. An enquiry should also be made to Environmental Health to check for any issues/areas of concern.

Resolved to recommend that the Council supports the proposal in principal and that the terms of any agreement be referred to the newly appointed Buildings Sub-Committee to consider and draft, for subsequent approval by the Council.

The Clerk reported that she had also now been given access to the rear garage building and rooms above and that the main room and kitchen area, sited above the garages, could lend itself to a variety of community uses, including meetings, training sessions and functions, with some initial outlay.

Resolved to recommend that the Buildings Sub-Committee be asked to consider this project, once the transfer of the buildings has been completed.

- b. Members were asked to consider the recommendation of the Colwyn Counts Working Group that those applications which did not meet the criteria of the two funding bodies (i.e. for capital and/or youth projects), should be referred as Large Grants to the Town Council, for consideration alongside other applications received by the 31st December deadline.

Resolved to accept the recommendation of the group and consider these applications alongside Large Grants for 2015/16.

- c. **Min. 240/14 – Victoria Pier:**

Members were reminded that a joint meeting of the Town Council and CVPT Members is taking place on Thursday 8th January at 7pm at St Paul's Church, to receive a presentation on the bid from Jess Steele and have opportunity to ask any

questions of the Steering Group and Enabling Team.

d. Min 242/14(b) – ICO Training:

It was noted, for clarification, that it is possible to submit enquiries to Health Boards under the Freedom of Information Act.

282/14 Finance:

- a. *Resolved to authorise payments made on behalf of the Council for the period 5/11/14 to 18/12/14.*
- b. *Resolved to receive and sign a copy of the latest bank reconciliations, as at 30th November 2014.*

283/14 Conwy CBC:

The Clerk submitted notice of a review of the CCBC strategic plans – ‘One Conwy’ and the Corporate Plan.

Resolved to receive and note the review.

284/14 Welsh Government:

The Clerk submitted notice of the following WG Consultation documents:

- a. **Welsh Language Standards (Regulations):** It was noted that the initial set of Standards will be applicable to Local Authorities, National Parks and Welsh Ministers only and that a copy of the draft Regulations is available on request from the Clerk.
- b. **Devolution, Democracy and Delivery White Paper** –A summary of the responses to the recent consultation was received and it was noted that a further White Paper on proposed reforms is expected in February.

285/14 RWE Inogy UK Ltd:

It was noted that the recent application for funding to support the Colwyn Counts PB grants was unsuccessful, as it wasn't possible to provide sufficient evidence that the successful projects would offer best value for money or improve the viability of local facilities.

Resolved to note the correspondence.

286/14 JNC Local Government Pay Scales:

The Clerk submitted a joint circular from NALC and the SLCC confirming the approved pay settlement for Local Government employees for the period April 2014 to March 2016.

Resolved to endorse the implementation of the new pay scales and non-consolidated payments with immediate effect.

287/14 British Gas:

The Clerk submitted a quotation for the renewal of the service contract for the boiler maintenance contract for 2015.

Resolved to re-appoint British Gas for the second year of a three year period.

288/14 Chaplaincy Project:

A report was tabled by Cllr J Davies regarding the Colwyn Bay & Rhos Cytun Town Centre Chaplaincy Project. It was noted that the project will hopefully commence in March 2015 and that support in principle (no funding) is being sought from the Town Council.

Resolved to recommend that the Town Council offers support in principle for the project.

289/14 Local Members Ward Allowances:

Members were asked to consider project proposals submitted by:

- a. Rhos and Dinarth Ward Members – a maximum of £3,300 (if the £1,000 bid to Cartrefi Conwy is unsuccessful) for a new bus shelter at the top of Church Road (previously supported by the Town Council and will incur a £250 p.a. maintenance cost).
A request was also submitted for an additional £280 from the street furniture budget towards a bench by the bus stop outside the cricket ground in Rhos on Sea (which will only be needed if the bid to Cartrefi Conwy is unsuccessful).
- b. Cllr Mrs V Smith - £222 for the hire of a skip for Old Colwyn Scout Group for a clear-out of the Scout Hut.

Resolved to approve both project proposals and the request for funding of up to £300 from the street furniture budget for any shortfall.

290/14 Annual Estimates:

The Clerk submitted the Draft Annual Estimates for 2015/16, together with a confidential report detailing projections for salaries. A discussion took place around several items in the draft budget, including the reduction in Christmas Lights funding (due to a substantial reduction in the cost of the three year contract for the installation and maintenance of the lights).

Resolved to approve the salaries for 2015/16 and to recommend the Draft Estimates for 2015/16 to the Council for approval.

Further resolved to inform the Christmas Lights Sub-Committee that this Committee would prefer a return to multi-coloured lights for Colwyn Bay town centre next time the scheme is changed.

291/14 Grants:

- a. The Clerk submitted for consideration the small grant applications received this quarter.

Resolved to recommend that Small Grant payments be approved, as detailed on Schedule 'B' attached.

- b. The Clerk submitted a request for funding for Access all Eirias and Prom Xtra in 2015. It was noted that Rachael Gill will be attending the next meeting of the Council, to be held on 19th January.

Resolved to defer any final decision on funding support until the presentation has been received, but to note that provision has been made in the Draft Estimates.

- c. It was noted that letters of thanks/reports for grants from the following organisations are available on request from the Clerk:

- i. Benefit Advice Shop (large grant instalment)
- ii. Home Start Conwy (large grant instalment)
- iii. TAPE – Event grant (Colwyn Bay Buskival)

- d. *Resolved to convene a Special meeting of the Committee at 5.15pm on Monday 19th January 2015 to consider the Large Grant applications for 2015/16.*

292/14 Additional Urgent Item:

- a. The following additional item of correspondence, considered to be of an urgent nature, was permitted to be tabled by the Chairman:

- i. A request from the Society of Local Council Clerks for the Clerk to attend a workshop in Cwmbran on Wednesday 4th February to review the content of the updated Welsh CiLCA qualification (for Clerks and other local council staff). It was noted that travel expenses would be covered by the SLCC.

Resolved to recommend that the Clerk be permitted to attend the event.

The Meeting Closed at 8:05pm

..... Chairman