

**COFNODION O GYFARFOD PWYLLGOR POLISI A CHYLLID CYNGOR TREF
BAE COLWYN, A GYNHALIWDYD NOS FERCHER, 4^{YDD} IONAWR 2017 AM 6.30
P.M. YN YR YSTAFELL BWYLLGOR, NEUADD Y DREF, FFORDD RHIW, BAE
COLWYN**

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

SWYDDOG: Mrs C. J. Earley, Clerc y Dref

295/16 Croeso ag Ymddiheuriadau am Absenoldeb:

Croesawyd yr aelodau i gyfarfod cyntaf 2017 gan y Cadeirydd a chyflwynwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr A. Mason a Dr S. Roy..

296/16 Datgan Cysylltiadau:

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

Datganodd y Clerc ei chysylltiad ag eitemau 4(c), (d), (e) ag (f) ar yr agenda a chynigodd i adael y cyfarfod tra bo'r materion hyn yn cael eu trafod.

297/16 Cofnodion:

- a. *Penderfynwyd cymeradwyo a llofnodi cywirdeb Cofnodion y cyfarfod diwethaf a gynhaliwyd ar 16^{eg} Tachwedd 2016.*
- b. *Penderfynwyd derbyn cofnodion drafft*
 - i *Yr Is-Bwyllgor Adeiladau a gynhaliwyd ar 30^{ain} Tachwedd 2016*
 - ii *Yr Is-Bwyllgor Staffio a gynhaliwyd ar 13^{eg} Rhagfyr 2016*

298/16 Materion yn Codi o'r Cofnodion:

a. Cofnod 231/16 - Lwfansau Wardiau:

Cyflwynodd y Clerc, er gwybodaeth, crynodeb terfynol o brosiectau'r Lwfansau Ward ar gyfer 2016/17. Fe nodwyd bydd datganiad yn cael ei gyhoeddi i'r wasg ag ar wefan y Cyngor Tref er mwyn eu hysbysebu.

b. Cofnod 265/16 Cyllideb Trwsio a Chynnal a Chadw:

Penderfynwyd cadarnhau argymhelliad yr Is-Bwyllgor Adeiladau bod unrhyw ran o'r gyllideb sy'n weddill ar ddiwedd blwyddyn ariannol 2016/17 yn cael ei dwyn ymlaen i 2017/18 i gynorthwyo gyda phrosiectau cyfredol sy'n berthnasol ag adeiladau Neuadd y Dref.

c. Cofnod 276/16 - Amcangyfrifon y Cyflogau:

Penderfynwyd cymeradwyo'r gyllideb cyflogau ar gyfer 2017/18 a ddiweddarwyd yn unol â chytundebau cyflogaeth y staff a'r cytundeb cyflog NJC a gytunwyd yn genedlaethol ar gyfer 2017/18.

ch Cofnod 276/16 - Bonws y Nadolig:

Gofynnwyd i'r Aelodau ystyried argymhelliad yr Is-Bwyllgor Staffio y dylid talu bonws o £75 i bob aelod o'r staff. Fe nodwyd, pe gymeradwywyd hwn, byddai'n rhaid ei dalu trwy'r rhestrau gweithwyr am ei fod yn cael ei ystyried i fod yn fudd-dal trethadwy.

- Gadawodd y Clerc y cyfarfod tra bu'r mater yn cael ei ystyried.

Yn dilyn trafodaeth, cynigiwyd y tri opsiwn canlynol:

- i Gwneud dim
- ii Trefnu casgliad personol
- iii Cytuno i dalu bonws allan o gronfa staffio'r Cyngor, gan nodi mai o gyllid cyhoeddus y daw hwn.

Penderfynwyd cyfeirio'r mater hwn i'w ystyried gan y Cyngor llawn yn ei cyfarfod nesaf.

d. Cofnod 278/16 - Cynllun Hyfforddi:

Penderfynwyd cymeradwyo'r cynllun hyfforddi blynyddol a'r gyllideb fel y mae'n ymddangos yn Atodiad 'A' o'r cofnodion.

dd. Cofnod 279/16 - Gwyliau Blynyddol:

Penderfynwyd rhoi awdurdod i'r Clerc cael hyd at un wythnos o wyliau ychwanegol (di-dâl) yn 2017/18 os bydd angen.

299/16 Cyllid:

- a. *Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor am y cyfnod 1/11/16 i 19/12/16.*
- b. *Penderfynwyd derbyn, cymeradwyo a rhoi awdurdod i'r Clerc a'r Cadeirydd i lofnodi'r datganiadau cysoni'r banc fel yr oedd ar 30.11.16.*
- c. Cyflwynodd y Clerc, er gwybodaeth, gohebiaeth oddi wrth CCLA parthed Cronfa Eiddo Llywodraeth Leol.

Penderfynwyd derbyn a nodi'r ohebiaeth.

ch. Amcangyfrifon Drafft Blynyddol:

Cyflwynodd y Clerc amcangyfrifon drafft blynyddol 2017/18 i gael eu hystyried. Fe nodwyd bod codiadau ar gyfer rhai cyllidebau yn seiliedig ar chwyddiant yn

unig, tra bo eraill wedi codi yn seiliedig ar gostau oedd yn hysbys neu amcangyfrifon, megis costau'r etholiad ym Mai 2017. Fe ddiddymwyd cyllideb £10,000 Rheolwr y Dref am fod y Clerc wedi clywed na fyddai cais yn dod am hwn yn 2016/17 oherwydd newidiadau i'w swyddogaeth. Mae'r amcangyfrifon drafft yn cynnwys hefyd, cyfraniad tuag at gamerâu TCC yn ein hardal; (i'w ystyried yn ddiweddarach ar yr agenda) a chynnydd yng nghyllideb offer chwarae o £12,500 i £15,000 y flwyddyn, i helpu tuag at y rhaglen dreigl i newid / adnewyddu offer.

Cyflwynodd y Clerc hefyd, crynodeb o ragolygon am arian wrth gefn am y blynyddoedd ariannol oedd yn dod i ben ar 31^{ain} Mawrth 2017 a 31^{ain} Mawrth 2018 oedd yn dangos nad oedd yr arian wrth gefn cyffredinol yn ormodol ond byddant yn cael eu cadw yn uwch nag isafswm o 25% yr archebiant blynyddol, yn unol â pholisi'r Cyngor, i alluogi newidiadau yn llif yr arian ac unrhyw wariant na ragwelwyd yn ystod y flwyddyn.

Cyflwynwyd dau opsiwn i'r aelodau ystyried mewn perthynas â lefel archebiant 2017/18.

- i. Cadw at y dreth bresennol £37.00 y flwyddyn am eiddo Band 'D', a fyddai'n cyfanswm archebiant blynyddol o £413,650 (£413,100 ar gyfer 2016/17, oherwydd ychydig o gynnydd yn sylfaen y dreth cyngor eleni).
- ii. Cytuno ar ychydig o gynnydd yn y dreth o 50c y flwyddyn i £37.50 am eiddo Band 'D', a fyddai'n cyfanswm archebiant blynyddol o £419,250. Byddai hyn yn codi lefel yr arian wrth gefn cyffredinol (o £5,600) gan roi hyblygrwydd i'r Cyngor i ymateb i unrhyw doriadau yng ngwasanaethu Cyngor Bwrdeistref Sirol Conwy (CBSC) na ragwelwyd, yn ystod 2017/18 ac / neu leihau effaith unrhyw godiadau uwch a allai fod yn angenrheidiol yn y blynyddoedd i ddod.

Gofynnwyd i'r Aelodau pleidleisio ar yr opsiynau uchod a'r dewis oedd i gadw'r dreth bresennol (5 pleidlais i 4).

Penderfynwyd argymhell bod yr Amcangyfrifon Drafft yn cael eu cymeradwyo gan y Cyngor ac argymhell archebiant blynyddol o £413,650 (£37.00 am eiddo Band 'D').

300/16 Cyngor Bwrdeistref Sirol Conwy (CBSC):

- a. Cyflwynodd y Clerc hysbysiad ffurfiol am sylfaen y dreth cyngor am 2017/18 ac amcangyfrif costau etholiadol, ar gyfer amcanion cyllidebol.
- b. Cyflwynodd y Clerc hysbysiad am werth trethiant drafft Neuadd y Dref yn dilyn yr ailwerthusiad a wnaed yn ddiweddar o bob eiddo busnes. Fe nodwyd bydd pob meddiannwr unigol o'r adeilad yn gyfrifol rŵan i dalu eu trethi eu hunain.
- c. Cyflwynodd y Clerc cais i'w ystyried am gyllid o hyd at £30,000 i ddiweddarau 30 o gamerâu TCC yn ardal Bae Colwyn (£1,000 am bob camera). Fe nodwyd byddai'n angenrheidiol i uwchraddio'r camerâu i dechnoleg ddigidol cyn i'r

Ystafell Reoli symud i'r swyddfa newydd ac fe ragwelwyd byddai hyn yn digwydd yn 2018. Byddai hyn yn brosiect 'gwario i arbed' oherwydd bydd costau cyfredol o'i redeg (rhent ffibr ayb) yn gostwng yn sylweddol yn dilyn yr uwchraddio. Cyfran yn unig o'r wir gost yw'r swm y gwnaed cais amdano i uwchraddio pob camera a bydd angen cael mwy o gyllid (yn cynnwys oddi wrth GBSC).

Penderfynwyd argymhell bod y Cyngor yn cytuno i gyfrannu tuag at uwchraddio 30 o gamerâu yn ardal Bae Colwyn a dyrannu £15,000 y flwyddyn ar gyfer hyn dros y ddwy flynedd nesaf.

301/16 Llywodraeth Cymru / Y Cynulliad Cenedlaethol:

- a. Cyflwynodd y Clerc ymgynghoriad i'w ystyried am gynlluniau i newid enw'r Cynulliad Cenedlaethol. Mynegwyd sylwadau gwahaniaethol gan yr Aelodau am yr angen am newid a mynegwyd pryder am y costau oedd yn gysylltiedig â hyn yn arbennig mewn adeg o gynildeb. Yna cafwyd trafodaeth am yr opsiynau yn y ddogfen ymgynghori.

Penderfynwyd ymateb i'r ymgynghoriad ar ran y Cyngor, gan gadarnhau mai'r opsiwn dewisol byddai Senedd Cymru / Welsh Parliament ac Aelod o Senedd Cymru (ASC) / Member of the Welsh Parliament (MWP).

Fe benderfynwyd ymhellach i ddatgan y dylai'r enw Cymraeg cael blaenoriaeth, i'w ddilyn gan y Saesneg.

- b. Cyflwynodd y Clerc copi o daflen newyddion Trysorlys Llywodraeth Cymru er gwybodaeth.
- c. Cyflwynodd y Clerc ymgynghoriad i'w ystyried am Gynllun Cymunedol y Dreth Gwarediadau Tirlenwi. Fe nodwyd byd y cynllun hwn yn cymryd lle cynllun grant presennol WREN a weithredir gan Entrust.

Penderfynwyd derbyn a nodi'r ohebiaeth.

302/16 Offer Swyddfa:

- a. ***Penderfynwyd nodi a chadarnhau prydles peiriant ffrancio'r swyddfa am gyfnod pellach o bum mlynedd am yr un gost a delir ar hyn o bryd ond gyda'r budd o gostau is o bostio / uwchraddio blynyddol.***
- b. Fe nodwyd bod y Clerc wedi prynu printydd / copïwr / sganiwr newydd i'r swyddfa am gost o £69.99, oherwydd y costau cynyddol o gael cetrin inc newydd a'r hen beiriant yn cloi efo papur.

303/16 Grantiau:

- a. Gofynnwyd i'r Aelodau ystyried sut byddai orau i ddsbarthu cyllideb y grantiau ieuencid 2016/17. Fe nodwyd yr arbrofwyd gyda chyllidebu cyfranogol (PB) dros

y ddwy flynedd diwethaf ond nid oedd unrhyw gynnydd sylweddol yn y nifer o geisiadau a dderbyniwyd.

Penderfynwyd cyhoeddi datganiad i'r wasg yn gwahodd ceisiadau i gyllido prosiectau i'r ieuencid, i'w hystyried gan y Pwyllgor cyn y cyfarfod nesaf, ac ystyried PB yn unig os bydd y nifer o geisiadau a dderbynnir yn sylweddol uwch na'r cyllid sydd ar gael.

b. Llythyr o Ddiolch:

Fe nodwyd bod llythyr o ddiolch wedi cael ei dderbyn oddi wrth:
i Home Start Conwy (Grant mawr - 2^{il} rhandal).

c. Grantiau Bach:

Cyflwynodd y Clerc dau grant bach i gael eu hystyried.

Penderfynwyd argymhell bod y grantiau y manylir arnynt yn Atodlen 'B' yn cael eu cymeradwyo.

ch. Grantiau Mawr:

Dywedodd y Clerc wrth yr Aelodau bydd angen cynnal cyfarfod arbennig i drafod y ceisiadau am grantiau mawr a dderbyniwyd ar gyfer blwyddyn ariannol 2017/18.

Penderfynwyd galw cyfarfod arbennig o'r Pwyllgor am 5.15pm ar ddydd Llun 23^{ain} Ionawr, yn union cyn cyfarfod y Cyngor pan fydd yr amcangyfrifon drafft ar gyfer 2017/187 yn cael eu hystyried / cymeradwyo.

Daeth y cyfarfod i ben am 7.40 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 4TH JANUARY 2017

PRESENT: Cllr J Davies (Town Mayor)
Cllr D Griffiths (Chairman)
Cllrs: A Khan, H Meredith, T Pearson, V Perry, P Richards, S Taylor,
G Ward

OFFICER: Mrs C Earley

295/16 Welcome & Apologies for Absence:

The Chairman welcomed everyone to the first meeting of 2017 and apologies for absence were received from Cllrs: A Mason and Dr S Roy.

296/16 Declarations of Interest:

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

The Clerk declared an interest in agenda items 4(c), (d), (e) and (f) and offered to retire from the meeting during consideration of these matters.

297/16 Minutes:

- a. *Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 16th November 2016.*
- b. *Resolved to receive the draft minutes of:*
 - i. *The Buildings Sub-Committee, held on 30th November 2016.*
 - ii. *The Staffing Sub-Committee, held on 13th December 2016.*

298/16 Matters Arising from the Minutes:

a. Min 231/16 – Ward Allowances:

The Clerk submitted, for information, the final summary of Ward Allowance projects for 2016/17. It was noted that a press release would be sent out and posted on the Town Council's website to publicise these.

b. Min. 265/16 – Repairs and Maintenance Budget:

Resolved to endorse the recommendation of the Buildings Sub-Committee that any budget remaining at the end of the 2016/17 financial year be carried forward to 2017/18 to assist with on-going Town Hall buildings related projects.

c. Min. 276/16 – Salary Estimates:

Resolved to approve the updated salary budget for 2017/18, in line with staff employment contracts and the nationally agreed NJC pay settlement for 2017/18.

d. Min. 276/16 – Christmas Bonus:

Members were asked to consider the recommendation of the Staffing Sub-Committee that a bonus of £75 be paid to each staff member. It was noted that, if approved, this would need to be paid through payroll as it would be considered a taxable benefit.

- The Clerk retired from the meeting during consideration of this matter.

Following some discussion, the following three options were proposed:

- i.** Do nothing
- ii.** Arrange a personal collection
- iii.** Agree to pay the bonus from the Council's staffing budget, noting that this is public funds.

Resolved to refer this matter to the full Council for consideration at the next meeting.

e. Min. 278/16 – Training Plan:

Resolved to approve the annual training plan and budget, as detailed in Schedule 'A' to the minutes.

f. Min. 279/16 – Annual Leave:

Resolved to authorise up to one week of additional leave (unpaid) for the Clerk in 2017/18, if required.

299/16 Finance:

a. *Resolved to authorise payments made on behalf of the Council for the period 1/11/16 to 19/12/16.*

b. *Resolved to receive, approve and authorise the Clerk and Chairman to check and sign the bank reconciliations as at 30.11.16.*

c. The Clerk submitted, for information, correspondence from CCLA regarding the Public Sector Deposit Fund.

Resolved to receive and note the correspondence.

d. Draft Annual Estimates:

The Clerk submitted, for consideration, the draft annual estimates for 2017/18. It was noted that inflation-only increases had been applied to some budgets, whilst

others had been increased based on known or estimated costs, such as the election costs due in May 2017. The Town Manager budget of £10,000 has been removed, as the Clerk had been advised that this would not be requested from 2016/17, due to changes in the role. The draft estimates also include a contribution towards the upgrading of the CCTV cameras in our area (to be considered as a later agenda item) and an increase in the play equipment budget from £12,500 to £15,000 per annum, to assist towards a rolling programme of the replacement/renewal of equipment.

The Clerk also tabled a summary of the forecast reserves for the years ending 31st March 2017 and 31st March 2018, which show that the general reserves are not excessive but will be maintained above the minimum 25% of annual precept, in line with Council policy, to allow for cash-flow fluctuations and unforeseen expenditure during the year.

Members were presented with two options to consider with regards to the level of precept to be requested for 2017/18:

- i. To retain the current levy of £37.00 p.a. for a Band 'D' property, giving a total annual precept of £413,650 (£413,100 for 2016/17, due to a slight increase in council tax base this year).
- ii. To agree a slight increase in the levy by 50 pence per annum to £37.50 for a Band 'D' property, giving a total annual precept of £419,250. This would result in a higher level of general reserves (by £5,600) to give the Council flexibility to react to any as yet unknown cuts in services by CCBC during 2017/18 and/or lessen the impact of any higher increases which might need to follow in future years.

Members were asked to vote on the options above, with maintaining the current levy being the preferred option (by 5 votes to 4).

Resolved to recommend the Draft Estimates to Council for approval and recommend an annual precept of £413,650 (£37.00 per Band D property).

300/16 Conwy CBC:

- a. The Clerk submitted the formal notice of the council tax base for 2017/18 and estimated election costs, for budgetary purposes.
- b. The Clerk submitted notice of the draft rateable value for the Town Hall following the recent revaluation of all business premises. It was noted that each individual occupier of the premises is now responsible for payment of their own rates.
- c. The Clerk submitted, for consideration, a request for funding of up to £30,000 to upgrade the 30 CCTV cameras located in the Bay of Colwyn area (£1,000 per camera). It was noted that the cameras would all need to be upgraded to digital technology prior to the move of the Control Room to the new office building,

anticipated to be in 2018. This would be a 'spend to save' project, as on-going running costs (fibre rental etc) would significantly decrease following the upgrade. The amount requested is only a proportion of the actual costs to upgrade each camera and other funding will need to be found (including from CCBC).

Resolved to recommend that the Council agrees to contribute towards upgrading the 30 cameras in the Bay of Colwyn area and that a budget of £15,000 per annum be allocated for this over the next 2 years.

301/16 Welsh Government / National Assembly:

- a. The Clerk submitted, for consideration, a consultation on proposals to change the name of the National Assembly. Members had differing views on the necessity for change and concern was expressed about the cost involved, especially during times of austerity. A discussion then took place regarding the options in the consultation document.

Resolved to respond to the consultation on behalf of the Council, confirming the preferred options as being Senedd Cymru / Welsh Parliament and Aelod o Senedd Cymru (ASC) / Member of the Welsh Parliament (MWP).

Further resolved to comment that the Welsh name should appear first, followed by the English.

- b. The Clerk submitted, for information, a copy of the Welsh Government's Treasury newsletter.
- c. The Clerk submitted, for consideration, a consultation on the Landfill Disposals Tax Communities Scheme. It was noted that this scheme would be replacing the current WREN grant scheme, operated by Entrust.

Resolved to receive and note the correspondence.

302/16 Office Equipment:

- a. ***Resolved to note and ratify the renewal of the lease for the office franking machine for a further five year period at the same cost as currently paid but with the benefit of lower postage/annual upgrade costs.***
- b. It was noted that the Clerk has replaced her office printer/copier/ scanner, at a cost of £69.99, due to the escalating cost of replacement ink cartridges and paper jams in the old machine.

303/16 Grants:

- a. Members were asked to consider how best to distribute the youth grant budget for 2016/17. It was noted that participatory budgeting (PB) had been trialled over the past two years but that this had not resulted in any significant increase in the

number of applications.

Resolved to issue a press release to invite applications for funding for youth projects, for consideration by the Committee at its next meeting, and only to consider the use of PB if the amount of applications significantly exceeds the budget available.

b. Letters of thanks:

It was noted that letters of thanks have been received from:

- i. Home Start Conwy (large grant - 2nd instalment)

c. Small Grants:

The Clerk tabled two small grant applications for consideration.

Resolved to recommend approval of the grants, as detailed on Schedule 'B' attached.

d. Large Grants:

The Clerk advised members that a special meeting of the Committee would need to be called to consider the large grant applications received for the 2017/18 financial year.

Resolved to call a special meeting of the Committee at 5.15pm on Monday 23rd January, immediately prior to the Council meeting where the draft estimates for 2017/18 will be considered/approved.

The meeting closed at 7:40pm

..... Chairman