COFNODION O GYFARFOD PWYLLGOR POLISI A CHYLLID, CYNGOR TREF BAE COLWYN, A GYNHALIWYD NOS FERCHER, 3YDD IONAWR 2018 AM 6.30 P.M. YN YR YSTAFELL BWYLLGOR, NEUADD Y DREF, FFORDD RHIW, BAE COLWYN

YN BRESENNOL: Y Maer, Y Cynghorydd J. Pearson, (Cadeirydd Dros Dro) Cynghorwyr H. Fleet, C. Hughes, M. Jones, A. Khan, T. Pearson, M. Pickard, P. Richards.

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

271/17 Ymddiheuriadau am Absenoldeb:

Yn absenoldeb y Cadeirydd a'r Is-Gadeirydd, fe enwebwyd y Maer i fod yn Gadeirydd y Pwyllgor dros dro, ac fe groesawodd yr Aelodau i'r cyfarfod. Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr H. Meredith (Cadeirydd), J. Davies (Is-Gadeirydd), A. Kealey, A. Mason a K. Swindon.

272/17 Datgan Cysylltiadau:

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

Datganwyd y cysylltiadau canlynol:
Cynghorydd C. Hughes - eitem 11(a) Cais C am grant bach - aelod o Bwyllgor Rheoli Ffederasiwn Cadwraeth ag Amgylcheddol Bae Colwyn - (Dim yn gysylltiad all ragfarnu oherwydd eithriad - grant bach)
Cynghorydd T. Pearson - eitem 11(b) Cais C am Grant i Ddigwyddiad - aelod o Glwb Criced Bae Colwyn - (cysylltiad personol ag un all ragfarnu)
Cynghorydd P. Richards - eitem 11(b) Cais D am Grant i Ddigwyddiad - aelod o'r Pwyllgor sy'n trefnu'r digwyddiad Uke-a-Bay - (cysylltiad personol ag un all ragfarnu)

273/17 Cofnodion:

a) ***Penderfynwyd cymeradwyo a llofnodi cywirdeb Cofnodion y cyfarfod diwethaf a gynhaliwyd ar 15fed Tachwedd 2017.***

b) ***Penderfynwyd derbyn a nodi Cofnodion Drafft cyfarfod yr Is-Bwyllgor Staffio a gynhaliwyd ar 12fed Rhagfyr 2017.***

274/17 Materion yn Codi o'r Cofnodion:

a) Cofnod 225/17(a) - Ymgyrch Atal Ysbwriel a Chŵn yn Baeddu:

Gofynnwyd i'r Aelodau ystyried yr ymateb gan Lianne Martin ac i gytuno ar sut y dylid gwario'r cyllid cychwynnol.

Penderfynwyd symud ymlaen i brynu dau gamera a gofyn i Gyngor Bwrdeistref Sirol Conwy (CBSC), i gynnal ymgyrchoedd mewn tair ardal o Fae Colwyn / Llandrillo yn Rhos yn ystod blwyddyn gyntaf y prosiect, yn

amodol bod y Cyngor Tref yn cael hysbysiad / rhoi cymeradwyaeth i'r mannau sydd i gael eu targedu.

b) Cofnodion 225/17(b) a 251/17(b) - Cynlluniau Cynefin

Cyflwynodd y Clerc ymateb gan Shane Wetton, yn cadarnhau ei farn "bod y math o swydd Cydlynydd / Hyrwyddwr yn bodoli i berson lleol ... a phob ardal efo ei 'swyddog' ei hun gyda'u swyddogaethau a'u cyfrifoldebau yn cael eu penderfynu gan fudiad arweiniol pob ardal ynghyd a'r wybodaeth sydd yn rhan o'u cynllun". Yn seiliedig ar y profiad yn Abergele a mannau eraill, mae hyn yn edrych ymhell i'r dyfodol ac yn cydnabod na ddaw i ben trwy fabwysiadu Cynllun Cynefin. Bydd gweithredu a diweddaru yn broses barhaus fydd yn gofyn am gydlyniad lleol. Bydd CBSC yn parhau i roi cefnogaeth generig i fannau Cynlluniau Cynefin a'r byrddau, ac fe nodwyd bod cyfle yn parhau i fod ar gael i gynghorau lleol ceisio cefnogaeth ariannol (efallai o Gronfa Gymunedol Gwynt y Môr). Roedd yr Aelodau o'r farn gallai hyn fod yn her i gynghorau llai cyfagos, megis Mochdre a Llysfaen.

Penderfynwyd gofyn i'r Clerc galw cyfarfod anffurfiol o'r Cyngor, ar wahân, i ystyried Pecyn Gwaith Cynlluniau Cynefin pan ddaw o GBSC a'r posibiliadau o sefydlu grŵp bach gorchwyl a gorffen i ystyried y math o rôl sydd ei angen i roi'r gefnogaeth gorau i'r broses. Yna fe ellir paratoi swydd disgrifiad, manyleb person a chais am gyllid os benderfynir mai dyma'r ffordd orau i symud ymlaen.

Fe benderfynwyd ymhellach i ofyn i'r Clerc cael sgwrs anffurfiol gyda Clerc(od) Cynghorau llai cyfagos i ofyn a fuasent efo diddordeb i symud ymlaen ar y cyd.

c) Cofnod 227/17(a) - Adolygiad Llywodraeth Leol o Gynghorau Cymuned a Thref:

i) Nodwyd yr ymateb drafft a baratowyd gan y Clerc gan yr Aelodau (heb ei anfon hyd yn hyn) ynghyd a thaflen newyddion gan y Panel.
ii) Fe nodwyd bod y cynghorydd B. Barton yn dal i ddisgwyl copi o ymateb Un Llais Cymru.
iii) Fe nodwyd bod y Clerc wedi cael gwahoddiad i gwrdd cynrychiolwyr y Panel Adolygu yn Ionawr.

Mynegwyd pryder, er nad oedd dyddiad terfynol am y cais i ymgynghori a ddosbarthwyd yn Nhachwedd, fe ddylai'r Cyngor dangos ei fod yn dymuno bod yn rhan a'r broses adolygu. Nid oedd yn amlwg chwaith, a fyddai ymateb Un Llais Cymru yn cynrychioli'n llawn, sylwadau Cynghorau mwy yng Ngogledd Cymru, oherwydd nid oedd llawer ohonynt yn aelodau.

Penderfynwyd gofyn i'r Clerc cyflwyno sylwadau cychwynnol dros dro yn unol â'r drafft, gyda nodyn i ddweud bydd ymateb mwy manwl yn cael ei anfon y ddiweddarach.

275/17 <u>Cyllid:</u>

a) ***Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor am y cyfnod 1/11/17 hyd at 20/12/17 fel y maent yn ymddangos yn Atodiad 'A' sydd gyda hwn.***

b. ***Penderfynwyd derbyn copi o gyfriflenni cysoni'r banc fel yr oedd ar 30/11/2017 a rhoi awdurdod i'r Clerc a'r Cadeirydd i'w gwirio a'u llofnodi.***

c. ***Penderfynwyd derbyn a nodi'r adroddiad drafft ar incwm / gwariant fel yr oedd ar 31/12/2017.***

ch. Cyflwynodd y Clerc yr Amcangyfrifon Blynyddol (y gyllideb) drafft i gael eu hystyried, ynghyd ag adroddiad ar flaen amcanion tair blynedd, yn amlinellu tri opsiwn i'r aelodau ystyried mewn perthynas â lefel y cynnydd yn yr archebiant ar gyfer 2018/19.

Mynegwyd pryder gan rai am ganfyddiad o ddiffyg cyfle i aelodau cyflwyno prosiectau newydd i'w cynnwys yn y gyllideb. Hysbyswyd yr aelodau gan y Clerc bod y gyllideb drafft wedi cael ei baratoi yn seiliedig ar yr ymrwymiadau presennol, yn cynnwys unrhyw brosiectau newydd a gyflwynwyd ac a gymeradwywyd yn ystod y flwyddyn ddiwethaf. Dylid nodi, gall cynigion am unrhyw brosiect newydd gael eu cyflwyno gan yr aelodau ar unrhyw adeg o'r flwyddyn trwy roi manylion ysgrifenedig i'r Clerc. Bydd y rhain yn ymddangos ar yr agenda nesaf sydd ar gael er mwyn eu hystyried. Dywedodd y Clerc wrth yr Aelodau, bydd cyfarfod yn cael ei drefnu'n fuan i ddiweddaru Gweledigaeth ag Amcanion y Cyngor i sicrhau eu bod yn parhau i fod yn ddilys am weddill y tymor mewn swydd ac i ddechrau paratoi Cynllun Llesiant Lleol, bydd angen ei fabwysiadu'n ffurfiol yn y Cyfarfod Blynyddol ym Mai (o dan delerau Deddf Llesiant Cenedlaethau'r Dyfodol). Gohiriwyd y cyfarfod hwn er mwyn cael cyfle i weld Cynllun Llesiant PSB Ardal Conwy a Sir Ddinbych nas dderbyniwyd tan Dachwedd.

Yna cafwyd trafodaeth am y lefel priodol o gynnydd yn yr archebiant ar gyfer 2018/19, gan ystyried rhagamcaniad y gwariant ar brosiectau a ddynodwyd ar hyn o bryd am y tair blynedd nesaf a beth fyddai'r aelodau yn ystyried i fod yn dderbyniol gan y gymuned leol.

Mynegwyd rhyw faint o bryder bod CBSC yn disgwyl gwneud fwy o doriadau mewn gwasanaethau dros y flwyddyn nesaf ac nad oedd llawer o le yn y gyllideb drafft i lenwi unrhyw fylchau yn y gwasanaethau. Fodd bynnag, daeth yr Aelodau i sylweddoli mor anodd yw cyfiawnhau codi'r archebiant uwch lefel chwyddiant am brosiectau / costau arfaethedig anhysbys. Dywedodd y Clerc wrth yr Aelodau bod cyfarfod wedi cael ei drefnu ar gyfer 31ain Ionawr gan GBSC i roi fwy o wybodaeth ar benderfyniadau cyllidebol ar gyfer 2018/19., ond rhaid cyflwyno ein harchebiant ni i GBSC erbyn 23ain Ionawr.

Penderfynwyd cymeradwyo Opsiwn B, h.y. cynnydd o 3% yn archebiant 2018/19, sy'n gyfystyr a chodiad o £1.12 y flwyddyn am eiddo Band D cyfartalog. Bydd hyn yn golygu defnyddio £68,675 o'r arian wrth gefn cyffredinol i fantoli'r gyllideb ac i gyfarfod yr holl anghenion gwariant, ond bydd yn parhau i gadw isafswm o arian wrth gefn digonol ar gyfer anghenion

llif arian (25% o wariant blynyddol) ac unrhyw wariant na ragwelwyd (hyd at £12,500).

Fe benderfynwyd ymhellach i argymell bod yr Amcangyfrifon drafft fel y maent yn ymddangos yn Atodiad 'B' sydd gyda hwn yn cael eu cymeradwyo gan y Cyngor.

276/17 <u>Llywodraeth Cymru / Y Cynulliad Cenedlaethol:</u>

Cyflwynodd y Clerc Rhybudd am y Cyfyngiad ar Wariant, Adran 137, ar gyfer 2018/19 sef £7.86 am bob etholwr.

277/17 <u>Cyngor Bwrdeistref Sirol Conwy (CBSC):</u>

Cyflwynodd y Clerc yr ohebiaeth ganlynol i gael ei ystyried:

a) Gofyniad Archebiant 2018/19 - llythyr a ffurflen i'w ddychwelyd

Penderfynwyd gofyn am ganiatâd i gyflwyno'r cais am archebiant ar 23ain Ionawr yn dilyn cyfarfod llawn nesaf y Cyngor.

b) Prosiect i Ddiweddaru TCC:

Ymateb i gais am ddiweddariad parthed y bwriad i uwchraddio'r holl gamerâu TCC gan GBSC (i fod yn ddigidol) a chadarnhau'r cyfraniad o £30,000 sydd ei angen gan y Cyngor hwn (dros gyfnod o ddwy flynedd ariannol). Fe nodwyd bod hwn wedi cael ei gynnwys yn y gyllideb drafft, gyda £15,00 wedi cael ei ddyrannu yn 2018/19 a 2019/20.

278/17 <u>Ysgoloriaeth Prifysgol Bangor:</u>

Derbyniwyd hysbysiad am ddyfarniad ysgoloriaeth 2017/18.

279/17 <u>Rheoliadau Diogelu Data Cyffredinol (RhDDC):</u>

a) Fe nodwyd bydd y rheoliadau newydd yn dod i rym ym Mai 2018 ac yn dilyn sesiwn hyfforddiant diweddar, rhoddodd y Clerc diweddariad byr ar lafar a hysbysodd yr Aelodau am y gwaith fydd angen ei wneud dros y misoedd nesaf i sicrhau cydymffurfiad gyda'r rheoliadau newydd.

b) Derbyniwyd a nodwyd yr ohebiaeth gan Microshade (rhoddwr gwasanaeth TG) ynglŷn â chydymffurfiad a'r rheoliadau newydd.

280/17 <u>Lwfansau Ward Aelodau Lleol:</u>

Cyflwynodd y Clerc cynnig am brosiect gan y Cynghorydd Glenys Baker sef £140 tuag at offer i gylch chwarae Llandrillo yn Rhos..

Penderfynwyd cymeradwyo'r taliad.

281/17 <u>Grantiau:</u>

a) Cyflwynodd y Clerc y ceisiadau am grantiau bach a dderbyniwyd ar gyfer y trydydd chwarter i'w ystyried.

Penderfynwyd argymell cymeradwyo ceisiadau A ag C fel y maent yn ymddangos yn Atodlen 'C' sydd gyda hwn.

Fe benderfynwyd ymhellach i roi awdurdod dirprwyol i'r Maer wneud cyfraniad priodol allan o Lwfans y Maer parthed cais B.

b) Grantiau am Ddigwyddiadau 2018/19:

i) Cyflwynodd y Clerc y ceisiadau am grantiau am ddigwyddiadau a dderbyniwyd am 2018/19 i'w ystyried.

Penderfynwyd argymell talu'r grantiau fel y maent yn ymddangos yn Atodiad 'D' sydd gyda hwn.

Fe benderfynwyd ymhellach gofyn i'r gyllideb parhau yn £40,000 er mwyn galluogi rhyw faint o gyllid na ddyrannwyd ar gyfer unrhyw geisiadau hwyr bydd y Cyngor yn dymuno ei gefnogi yn ystod y flwyddyn.

ii) Fe nodwyd mai'r dyddiad a gytunwyd ar gyfer Gŵyl y Pedwar Degau yn 2018 yw 21/22^{ain} Ebrill.

c) ***Penderfynwyd gohirio ystyried y ceisiadau am grantiau mawr a dderbyniwyd ar gyfer 2018/19 i gyfarfod arbennig o'r Pwyllgor a gynhelir am 5.30pm, dydd Llun, 22^{ain} Ionawr, yn union cyn cyfarfod llawn nesaf y Cyngor.***

c**h)** Fe nodwyd y derbyniwyd llythyrau o ddiolch / adroddiadau gan y canlynol a dderbyniodd grantiau:

(i) Cymdeithas Trigolion Hen Golwyn (ail daliad grant mawr)

ii) Uke-a-Bay 2017 (Grant am ddigwyddiad)

Daeth y cyfarfod i ben am 8.30 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 3RD JANUARY 2018

PRESENT: The Mayor, Cllr J Pearson (Temporary Chairman)
Cllrs: H Fleet, C Hughes, M Jones, A Khan, T Pearson, M Pickard, P Richards

OFFICER: Mrs C Earley, Town Clerk

271/17 Apologies for Absence:

In the absence of both the Chairman and Vice-Chairman, the Mayor was nominated as the temporary Chairman of the Committee and he welcomed members to the meeting. Apologies for absence were received from Cllrs: H Meredith (Chairman), J Davies (Vice-Chairman), A Kealey, A Mason and K Swindon.

272/17 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 – item 11(a) – Small Grant application C – member of Management Committee of Colwyn Bay Conservation and Environment Federation (Non-prejudicial due to exemption – small grant)
- Cllr T Pearson – item 11(b) – Events Grant application C – member of Colwyn Bay Cricket Club – personal and prejudicial interest.
- Cllr P Richards- item 11(b) – Events Grant application D – member of organising committee of the Uke-a-Bay event. – personal and prejudicial interest.

273/17 Minutes:

a) ***Resolved to approve and sign as a correct record the Minutes of the last meeting, held on 15th November 2017.***

b) ***Resolved to receive and note the Draft Minutes of the Staffing Sub-Committee meeting, held on 12th December 2017.***

274/17 Matters Arising from the Minutes

a) **Min. 225/17(a) – Litter & Dog Fouling Campaign:**

Members considered a response from Lianne Martin and agree how the initial funds should be used.

Resolved to proceed with the purchase of two cameras and request that CCBC run campaigns in three areas of Colwyn Bay / Rhos on Sea during the first year of the project, subject to prior notification/approval by the Town Council of the areas to be targeted.

b) **Min. 225/17(b) & 257/17(b) – Place Plans**:

The Clerk submitted a response from Shane Wetton, confirming his view that "a Co-Ordinator / Engagement type role exists for a locally based person … with each area possibly having their own 'officer' with their roles and responsibilities being determined by each area's lead organisation and the information within their plan." This takes a longer term view, based on experience from Abergele and elsewhere, and recognises that the work does not stop with the adopting of a Place Plan and that implementing actions and updating it would be an ongoing process, requiring locally based co-ordination. Generic support would continue to be provided by CCBC to all Place Plan areas and boards and it was noted that there may still be an opportunity for local councils to seek funding support (possibly from Wind Farm Community Funding). Members felt that this may present a challenge to smaller neighbouring councils, such as Mochdre and Llysfaen.

Resolved to request that the Clerk convenes a separate informal meeting of the Council to consider the Place Plan Toolkit, when received from CCBC, and possibly to appoint a small task and finish group to consider the type of role that may be required to best support the process. A job description, person specification and funding bid could then be drawn up, if it is decided that this is the most appropriate way forward.

Further resolved to request that the Clerk has an informal chat with local Clerk(s) from smaller neighbouring Councils to enquire if there may be any interest in a joint approach.

c) Min. 227/17(a) – Welsh Government Review of Town & Community Councils:

i) Members noted the draft response prepared by the Clerk (not yet submitted) and a newsletter from the panel.

ii) It was noted that a copy of the response by One Voice Wales is still awaited from Cllr B Barton.

iii) It was noted that the Clerk has been invited to meet with representatives from the Review Panel in January.

Concern was expressed that, although there was no final date on the consultation request, it had been issued in November and the Council should be seen to be engaging in the review process. It was also not clear whether the OVW response would fully represent the views of a larger North Wales Council, as many of these are not in membership.

Resolved to request that the Clerk submits an initial holding response, as drafted, with a note that a further, more detailed, response may be submitted at a later date.

275/17 <u>Finance</u>:

a) Resolved to authorise payments made on behalf of the Council for the period 1/11/17 to 20/12/17, as detailed in Schedule 'A' attached.

b) ***Resolved to receive and authorise the Clerk and Chairman to check and sign the bank reconciliations as at 30/11/17.***

c) ***Resolved to receive and note the draft income/expenditure report to 31/12//2017.***

d) The Clerk submitted, for consideration, the draft Annual Estimates (budget) for 2018/19, together with a report on three year projections, outlining three options for consideration by members with regards to the level of precept increase for 2018/19.

Some concern was expressed about a perceived lack of opportunity for members to bring forward new projects for inclusion in the budget. The Clerk informed members that the draft budget had been drawn up based on existing commitments and including any new projects brought forward and approved during the past year. It should be noted that proposals for any new projects can be put forward by members at any time of year by providing written details to the Clerk. These are then placed on the next available agenda for consideration. The Clerk also advised Members that a meeting would be arranged shortly to update the Council's current Vision and Objectives to ensure they are relevant for the remainder of the current term of office and to begin preparing a Local Wellbeing Plan, which would need to be formally adopted at the Annual Meeting in May (under the provisions of the Wellbeing of Future Generations Act). This meeting had been delayed to await sight of the Conwy & Denbighshire PSB's Area Wellbeing Plan, which had not been received until November.

A discussion then took place about the appropriate level of precept increase for 2018/19, taking into consideration the projected spending on currently identified projects over the next three years and what members felt would be acceptable to the local community.

Some concern was expressed that CCBC is expected to make further cuts to services over the next 12 months and the draft budget leaves little leeway to provide services to fill any gaps. However, members concluded that it was difficult to justify raising the precept above the level of inflation to cover as yet unknown potential projects/costs. The Clerk informed members that meeting has been arranged for 31st January by CCBC to provide further information on budgetary decisions for 2018/19, but that our precept request has to be submitted to CCBC by 23rd January.

Resolved to recommend that Option B is approved, i.e. an increase of the precept of 3% for 2018/19, equivalent to £1.12 per annum increase for an average Band D property. This will require the use of £68,675 from general reserves to balance the budget and meet all expenditure requirements, but will still maintain an adequate minimum level of reserves to cover cash flow requirements (25% of annual expenditure) and some unforeseen expenditure (of up to £12,500).

Further resolved to recommend the draft Estimates for approval by the Council,

as detailed in Schedule 'B' attached.

276/17 <u>Welsh Government / National Assembly:</u>

The Clerk submitted Notice of the Section 137 Expenditure Limit for 2018-19 of £7.86 per elector.

277/17 <u>Conwy County Borough Council:</u>

The Clerk submitted, for consideration, the following correspondence:

a) Precept Requirement for 2018/19 – covering letter and form for returning.

Resolved to request permission to submit the precept request on 23rd January, following the next full Council meeting.

b) CCTV Upgrade Project:

A response to a request for an update regarding the proposed upgrading of all CCTV cameras by CCBC (to digital) and confirming the required contribution of £30,000 agreed from this Council (over two financial years). It was noted that this has been included in the draft budget, with £15,000 allocated in 2018/19 and 2019/20.

278/17 <u>Bangor University Scholarship:</u>

Notification of the scholarship awarded for 2017/18 was received.

279/17 <u>General Data Protection Regulations (GDPR):</u>

a) It was noted that the new regulations come into force in May 2018 and the Clerk gave a brief verbal update, following a recent training session, to inform members of the work that will be required over the next few months to ensure compliance with the new regulations.

b) Correspondence from Mircroshade (IT service provider) regarding compliance with the new regulations was received and noted.

280/17 <u>Local Members Ward Allowances:</u>

The Clerk submitted a project proposal from Cllr Glenys Baker for £140 towards equipment for Rhos on Sea playgroup.

Resolved to approve payment.

281/17 <u>Grants:</u>

a) The Clerk submitted, for consideration, the small grant applications received for Q3.

Resolved to recommend approval of applications A and C, as detailed in Schedule 'C' attached.
Further resolved to delegate authority to the Mayor to make an appropriate donation from his Mayoral Allowance in respect of application B.

b) Events Grants:

i) The Clerk submitted, for consideration, the events grants applications received for 2018/19.

Resolved to recommend payment of grants, as detailed in Schedule 'D' attached.

Further resolved to request that the budget remains at £40,000 to allow some unallocated funding for any late applications that the Council may wish to support during the year.

ii) It was noted that the date of the Forties Festival for 2018 has been agreed as 21st / 22nd April.

c) ***Resolved to defer consideration of the large grant applications received for 2018/19 to a specially convened meeting of the Committee, to be held at 5.30pm on Monday 22nd January, immediately before the next full Council meeting.***

d) It was noted that letters of thanks/ reports have been received from the following grant recipients:
i) Old Colwyn Residents Association (large grant second instalment)
ii) Uke-a-Bay 2017 (Event grant)

The meeting closed at 8:30 p.m.

..... Chairman