

**MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD IN THE COUNCIL CHAMBER, TOWN HALL, RHIW ROAD, COLWYN BAY, AT 6.30 P.M. ON MONDAY 23<sup>RD</sup> JULY 2018**

**PRESENT:** The Mayor, Cllr S Williams (Chairman)  
Cllrs: Mrs G Baker; B Barton; N Bastow; D Bradley; C Brockley;  
Mrs G Campbell; Mrs H Fleet; D Howcroft; C Hughes; M A Jones;  
Mrs M Jones; C Matthews; Mrs H Meredith; A Pearson; P Richards;  
Mrs K Swindon; M Worth

**OFFICER:** Mrs C Earley

**110/18 Welcome and Apologies for Absence:**

The Mayor welcomed members to the meeting and apologies for absence were received from Cllrs: A Kealey; A Khan; A Mason; J Pearson; M Pickard and M Tasker.

**111/18 Announcements:**

The Mayor gave a brief verbal announcement, advising the Council that he had seen on social media that two presenters from the Heart fm breakfast show will be in Colwyn Bay town centre on Friday this week, chatting with businesses/shoppers and running a competition. There will also be a small stage at the bottom of Station Road with young musician performing.

**112/18 Declarations of Interest:**

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests.  
Cllr K Swindon declared a personal (non-prejudicial) interest in agenda item 4(b), as Steve Swindon (TAPE) is her husband.

**113/18 Visitors to the Council:**

- a. It was noted that the new NW Police District Inspector, Julie Sheard, will be attending the Council meeting on 22<sup>nd</sup> October.
- b. The Clerk submitted, for consideration, a request from Steve Swindon, TAPE Community Music and Film, to attend a future meeting.

*Resolved to send an invitation to attend and forward details of future meeting dates.*

- c. County Council Liaison:

Cllr C Hughes, being the only County Councillor in attendance, gave a brief verbal report on a couple of recent items which he felt may be of interest:

- i. Kingdom has not accepted the offer by CCBC to extend their contract by six months to March 2019. The current contract for enforcement across the County will therefore cease in September.
- ii. Following a petition instigated by Cllr Mike Priestley, the Welsh Government has recently confirmed the immediate withdrawal of TAN 1.

Cllr Hughes was thanked for his report.

#### **114/18 Minutes:**

- a. ***Resolved to receive, approve and sign as a correct record the minutes of:***
  - i. ***The last meeting of the Council, held on 11<sup>th</sup> June 2018.***
- b. ***Resolved to receive a copy of the minutes of the following meetings:***
  - i. ***The General Purpose & Planning Committee held on 19<sup>th</sup> June 2018.***
  - ii. ***The Policy & Finance Committee held on 4<sup>th</sup> July 2018 (Draft).***
  - iii. ***The General Purposes & Planning Committee held on 10<sup>th</sup> July 2018. (Draft)***

#### **115/18 Matters Arising from Those Minutes:**

##### **a. Min. 47/18(b) Corporate Plan 2018-2022:**

- i. The Clerk tabled, for consideration, the work in progress on the full version of the Corporate Plan. It was noted that this will include, as an Appendix, the action plan for 2018/19, to state how the Council will work towards the objectives in the Corporate Plan, based on its current agreed actions and budget headings. It is hoped that this will be ready for submission to the next Council meeting for consideration and approval.

***Resolved to request that the Clerk considers specific mention of the annual bonfire event, as this is a large local event led by the Town Council.***

- ii. Project Initiation Document: The Clerk submitted a form for use by members for submitting proposals for any new activities / services.

It was noted that two written project/policy proposals had recently been submitted by Cllr Hughes for inclusion on the next available agenda.

***Resolved to approve use of the form for submitting any future ideas for new projects or activities (copy to be circulated by e-mail).***

##### **b. Members were asked to consider and endorse the recommendations of the Committees, as detailed in the following Minutes:**

- i. **Min. 57/18(b) – Youth Engagement:** To work with Conwy CBC Youth Service to explore the potential for a project of broader engagement with, and education of, local young people around local democracy.

***Resolved to request that the Clerk follows this up with the Head of Conwy's***

*Youth Service, to work up a more detailed project proposal.*

- ii. **Min. 72/18 – Play Equipment:** To agree an increase in the budget for play equipment from £17,500 to £30,000 for 2018/19 (increase to come from general reserves) and agree that this can be used for maintenance of current equipment. Also, to request that CCBC continues to look for additional resources from other bodies, such as housing associations, grant bodies or sponsors.

The Clerk submitted an updated reserves summary, for information, showing a surplus of £23,000 over and above the general reserves forecasted when the budget for 2018/19 was prepared.

Concern was expressed about the decision made by the Cabinet of Conwy CBC to cut the budget for play equipment maintenance, without other potential funding streams having first been identified. A general discussion ensued about the level of cuts to Local Authority budgets from both Parliament and the Welsh Government and the impact this was having on all non-statutory services.

*Resolved to support the increase in the contribution to CCBC for play equipment from £17,500 to £30,000 for 2018/19 and to request that the County Council continues to concentrate its efforts on identifying match funding from other bodies, as suggested.*

- iii. **Min. 74/18(a) – National Eisteddfod Fundraising Committee:** To pledge the balance of £7,000 to the local fundraising committee, with £3,500 to be paid in the current and next financial years.

*Resolved to approve a donation of £3,500 in 2018/19 and £3,500 in 2019/20 towards the local fundraising committee's appeal for the 2019 National Eisteddfod.*

- iv. **Min. 79/18 – Updated Model Standing Orders:**

The Clerk reported that she will be reviewing the new, updated model Standing Orders and will report back to a future meeting.

- v. **Min. 84/18 – Small Grants:** To approve the small grants, as detailed in Schedule B to those minutes, and to consider the further information now received to support an application from SPYCE.

*Resolved to approve payment of the small grants, as detailed in Schedule A to those minutes.*

*Further resolved to approve a joint Local Members Ward Allowance proposal from Cllrs P Richards, C Hughes and C Matthews to provide the £500 requested for the SPYCE summer music workshop.*

- vi. **Min. 84/18(b) – Late Events Grant Application (Le Sport Junior Squash):** To reluctantly decline the late events grant application, as the budget has been

fully allocated for 2018/19 and any additional reserves have had to be used for other projects.

**vii. Resolved to note the resolutions of the Committees, as detailed in the Minutes.**

#### **116/18 Code of Conduct Training:**

- a. The Clerk submitted a copy of the presentation slides and guidance from the Ombudsman for members of local authorities. It was noted that the Mayor and Deputy Mayor had attended the recent training event. The Mayor gave a brief verbal report, reminding members that the Code of Conduct also applies outside of Council meetings, when members are acting, or purporting to be acting in their official role as councillors, or on behalf of the Council. The Clerk offered to run the presentation for the Town Council, using facilitator's notes, if required.
- b. The Clerk submitted a response to the request that the Monitoring Officer (CCBC) attends a Town Council meeting to deliver the training and/or answer any questions from members. It was noted that this was not possible, due to the cost (in officer time) of presenting separately to each of the 33 town and community councils in Conwy. However, places would be made available for other members at future County training sessions and the MO is happy to answer any specific questions that members may have. One or two Members stated that they would benefit from the sharing of case studies, to give more detailed knowledge on the application of the Code. The Clerk also reported that John Roberts, previous Clerk to the Council, had called and has offered to attend a meeting and/or answer any questions from Members, as he is currently the Independent Chair of the Conwy Standards Board.

***Resolved to note the response.***

#### **117/18 Bay Life:**

- a. **Town Centre Investment Plan:** The Clerk submitted a copy of the presentation slides from the informal meeting held on 2<sup>nd</sup> July.
- b. **The Clerk submitted** the final report on the Vibrant and Viable Places Regeneration Programme 2014-2017, for information.

#### **c. Town Council Insurance Renewal:**

The Clerk tabled the quotations received for the renewal of the Town Council's insurance from August 2018. It was noted that a third broker had declined to provide a quotation, as they did not feel they could be competitive.

***Resolved to accept the quotation from Zurich, the Council's current provider, for a three year long term agreement at a renewal cost of £4,280.64 per annum.***

### **118/18 NWAMI:**

The Clerk submitted a written invitation to appoint a Town Council representative to the North Wales Advisory Committee. It was noted that some members had received several invitations to join from a variety of sources. Concern was expressed that there may not be a specific need for town and community council membership on the Advisory Committee and that there was not enough information available about what the role would entail.

***Resolved to request that the Clerk requests further information from Dr Marian Gwyn on what the role would entail.***

### **119/18 Film re: Life of Rev'd William Hughes:**

- a. It was noted that Cllr B Barton had circulated a brief e-mail directly after the recent screening of the new film (funded by proceeds of a Town Council grant), held at the Station Hotel. Members who had attended had found the film very interesting and informative.
- b. Members were asked to consider an offer to show the film at the Council meeting on 22<sup>nd</sup> October, as part of Black History month. It was noted that the film is approximately 20 mins long and we already have a guest speaker (Police Inspector) scheduled to attend that meeting, so time would be limited.

***Resolved to recommend that Town Councillors view the film in their own time (available on-line) and that the Clerk:***

- i. ***Sends out a link to the relevant site(s).***
  - ii. ***Contacts Dr Marian Gwyn to enquire if a public screening could be arranged at the Town Hall during Black History month.***
- c. Members were asked to consider a suggestion that the Council orders a second copy of the citation (available digitally) and frames this for display in the Town Hall. It was noted that it had been agreed at the meeting that the grant funded copy would be displayed in the local library, due to the increased public footfall there.

***Resolved to add a section about the Rev'd William Hughes to the Town Council website and to include a digital copy of the citation on that page.***

### **120/18 CCBC Events:**

- a. Members who had attended gave a brief verbal report on the recent Paloma Faith concert, confirming it had been very well organised and well-attended. It was noted that one member had had an issue with access, due to a failure in communication, but an apology had been given on the day and action had been taken to try to rectify this.

The Clerk reminded members who had attended the two events this summer that they will need to complete and sign a record of gift/hospitality.

***Resolved to request that the Clerk writes to Racheal Gill and her team to***

*congratulate them on the excellent events that have taken place across the County in recent months.*

- b. BBC Proms in the Park:** Members were then asked to consider how to allocate the ten tickets offered to the Town Council by CCBC for the Proms in the Park event (8<sup>th</sup> September).

*Resolved that the Clerk sends out details of the invitation to all members, with priority to be given to those that have not attended either of the previous events this summer. If necessary, a ballot will be conducted by the Mayor and Clerk in August.*

The meeting closed at 7:55 p.m.

..... Chairman