

**COFNODION CYFARFOD PWYLLGOR POLISI A CHYLLID, CYNGOR TREF
BAE COLWYN A GYNHALIWYD YN YR YSTAFELL BWYLLGOR, NEUADD Y
DREF, Ffordd Rhiw, Bae Colwyn, Nos Fercher, 3^{YDD} GORFFENAF 2019
AM 6.30 P.M.**

YN BRESENNOL: Y Cynghorydd Chris Hughes, Cadeirydd
Cynghorwyr A. Khan, M. Pickard, P. Richards, K. Swindon

SWYDDOGION: Mrs C. J. Earley, Clerc y Dref
Miss L. Austin, Swyddog Gweinyddol Cynorthwyol

68/19 Croeso ag Ymddiheuriadau am Absenoldeb:

Croesawyd yr Aelodau i'r cyfarfod gan y Cadeirydd. Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr H. Fleet, D. Howcroft, A. Kealey, A. Mason, H. Meredith, A. Pearson.

69/19 Datgan Cysylltiadau:

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

70/19 Cofnodion:

Penderfynwyd cymeradwyo a llofnodi cywirdeb Cofnodion y cyfarfod diwethaf a gynhaliwyd ar 22^{ain} Mai 2019.

71/19 Materion yn Codi o'r Cofnodion:

a. Cofnod 16/19(b) - Rali Cymru GB:

Dywedodd y Clerc bod y Cynghorydd H. Fleet am gyfarfod Alun Pritchard, Motorsport UK, o fewn yr wythnosau nesaf, i drafod y digwyddiadau yng nghanol y dref a mentrau gwyrdd y Rali sydd i'w gynnal ym mis Hydref. Fe gyflwynir adroddiad ganddi i gyfarfod yn y dyfodol

b. Cofnod 19/19 – Offer Chwarae:

Dywedodd y Clerc wrth y Pwyllgor bod Paul Williams (Archwilydd Mannau Chwarae CBSC) wedi galw i mewn i'r Swyddfa i wneud cais ar lafar am awdurdod i wario peth o'r arian a ddyrannwyd gan y Cyngor Tref i gael darnau newydd i gymryd lle offer chwarae nad oedd bellach yn gost effeithiol i'w trwsio.

Dywedodd y Clerc wrth y Pwyllgor ei bod wedi gofyn i Paul Williams anfon rhestr o offer yn yr ardal sydd angen ei adnewyddu, gydag amcan o'r costau. Fe gadarnhaodd bydd y cyllid a ddyfarnwyd gan GBSC yn trin a'r gwaith cynnal a chadw'r offer ar draws y Sir, ond nid ar gyfer offer newydd.

Penderfynwyd gohirio ystyried y mater hwn hyd nes y derbynnir y rhestr y gofynnwyd amdano.

c. Cofnod 22/19 - Cynnal a Chadw'r Gofeb Rhyfel:

Dyweddod y Clerc wrth y Pwyllgor ei bod yn parhau i ddisgwyl am ail amcan bris ar gyfer y gwaith o gynnal a chadw'r Gofeb Rhyfel ac y byddai'n adrodd yn ôl i'r Pwyllgor pan ddaw i law.

72/19 Cyllid:

- a. *Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor yn y cyfnod o 11/5/2019 i 21/6/2019 sy'n ymddangos yn Atodiad 'A' sydd gyda hwn.***
- b. *Penderfynwyd derbyn y datganiadau cysoni'r banc fel yr oedd ar 31/5/2019 a chymeradwyo iddynt gael eu llofnodi.***
- c. *Penderfynwyd derbyn yr adroddiad ar incwm a gwariant fel yr oedd ar 30/6/2019.***

Rhoddodd y Clerc adroddiad byr ar lafar i egluro'r gostyngiad a fu yn yr incwm o logi Neuadd y Dref. Achoswyd hyn trwy golli nifer o fudiadau a fu'n talu'r raddfa lawn. Gofynnodd i'r Aelodau argymhell Neuadd y Dref fel man i gynnal cyfarfodydd / sesiynau hyfforddi i grwpiau / mudiadau lleol.

- ch. Cyflwynodd y Clerc, er gwybodaeth, gohebiaeth oddi wrth CCLA parthed Prisiau Cronfa'r Eiddo a Chynnyrch Difidendau ac Adroddiad y Farchnad ar gyfer Mai 2019.**

Penderfynwyd derbyn yr ohebiaeth a'i nodi.

73/19 Llywodraeth Cymru:

Cyflwynodd y Clerc yr ohebiaeth ganlynol er gwybodaeth / i gael ei ystyried:

- a. Swyddfa Archwilio Cymru – Rhaglen Cyfnewid Ymarferiad Da 2019/20**

Fe nodwyd na fu'n bosibl i'r Clerc fynychu webinar yr Archwiliad Mewnol ar 2^{il} Gorffennaf oherwydd ymrwymadau eraill, ond mi fydd yn gadael i'r Pwyllgor wybod am unrhyw ganlyniadau unwaith iddi dderbyn y linc i weld y darllediad.

74/19 Cyngor Bwrdeistref Sirol Conwy (CBSC):

- (a) Dywedodd y Clerc na fu'n bosibl iddi fynychu cyfarfod Swyddogion Byw yn y Bae a gynhaliwyd ar 25^{ain} Mehefin, ac fe nodwyd fe gyflwynir adroddiad llawn yn dilyn cyfarfod y Bwrdd Strategaeth yng Ngorffennaf.**

Penderfynwyd nodi hyn.

75/19 Yswiriant:

Penderfynwyd rhoi awdurdod dirprwyol i'r Clerc i wirio'r rhestr yswiriant ac i wneud unrhyw newidiadau i sicrhau diogelwch, cyn ei adnewyddu ar 3^{ydd} Awst.

76/19 BID Colwyn:

Cyflwynodd y Clerc cais i'w ystyried, i'r Cyngor Tref wneud cais ar ran BID Colwyn, i fabwysiadu ciosg ffôn yn Ffordd yr Orsaf / Rhodfa'r Tywysogion, fel man i leoli diffibrilydd. Cafodd BID Colwyn wybod gan BT nad oeddynt yn gymwys i wneud cais i fabwysiadu am nad oeddynt yn awdurdod lleol, yn elusen nag yn Gyngor Tref / Cymuned. Y gost byddai £1 y flwyddyn a byddai BID Colwyn yn gyfrifol am yswiriant. Unwaith iddo gael ei fabwysiadu, bydd BID Colwyn yn gyfrifol am yswiriant ag archwilio'r ciosg / diffibrilydd, a bydd ei llysgenhadon yn archwilio'r diffibrilydd pob mis. Bydd Gwasanaeth Ambiwlans Cymru yn gyfrifol am gynnal a chadw'r diffibrilydd pob tro caiff ei ddefnyddio.

Dywedodd y Cynghorydd P. Richards wrth y Pwyllgor bod ciosg o fath y 1930au ym Maes y Fron ar Ystâd Glyn ac fe hoffai'r gymuned leol ei fabwysiadu. Roedd y ciosg dal yn weithredol ar hyn o bryd ond fe ellir ei ddefnyddio i storio diffibrilydd..

Fe nodwyd bydd angen caniatâd yr Awdurdod Lleol cyn cyflwyno unrhyw gais i fabwysiadu.

Penderfynwyd argymhell bod y Cyngor yn ystyried mabwysiadu'r ddau giosg (yn Ward Glyn a Ffordd yr Orsaf / Rhodfa'r Tywysogion) (ar yr amod bod yr Aelodau yn ymwybodol bydd rhaid datgysylltu'r llinell a symud yr holl offer ffôn gan BT unwaith iddynt gael eu mabwysiadu) ac ysgrifennu at GBS Conwy i ofyn am y caniatâd angenrheidiol.

77/19 Buddsoddiad Lleol Ward Glyn:

Rhoddodd y Cynghorwyr C. Hughes a P. Richards adroddiad byr ar lafar am y cyfarfodydd a'r gweithgareddau diweddaraf. Yn anffodus, ni fu'n bosibl i'r Pwyllgor gweithredu ar y nifer fawr o gynlluniau a gynigiwyd. Roedd y Cynghorwyr o'r farn bod y mwyafrif o'r trigolion yn gwerthfawrogi eu cyfraniad i'r cyfarfodydd, ond mynegwyd pryder bod un neu ddau ddim yn cytuno a hyn. Roedd hyn er i'r Cynghorwyr egluro nad oeddynt yna fel cynrychiolwyr ffurfiol y Cyngor, ond fel trigolion unigol y Ward.

Eglurodd y Cynghorydd P. Richards sut y bu i ddigwyddiad Uke a Bay yn yr haf allu defnyddio yswiriant GWIL am y digwyddiad ac felly fe ellir ad-dalu peth o'r swm a gynhwyswyd yn y grant am y digwyddiad yn ôl i'r Cyngor Tref.

78/19 Gwneud Treth yn Ddigidol:

Dywedodd y Clerc wrth y Pwyllgor bod y cyngor a dderbyniwyd ynglŷn â Gwneud Treth yn Ddigidol, sy'n mynnu bod busnesau yn cadw eu cofnodion TAW yn ddigidol a chyflwyno eu canlyniadau TAW yn uniongyrchol o feddalwedd cyfrifeg, ar gyfer Cynghorau / Busnesau gydag incwm trethadwy o dros £85,000 y flwyddyn. Nid yw'r Cyngor Tref yn dod yn agos at hyn oherwydd mae'r mwyafrif o'i incwm y tu allan i gwmpas TAW (e.e. archebiant).

Penderfynwyd nodi'r wybodaeth

79/19 Ymgyrch ‘London Bridge’

Cyflwynodd y Clerc er gwybodaeth ac i’w ystyried, nodiadau o gyflwyniad a roddwyd mewn digwyddiad hyfforddi i Glercod yn ddiweddar, parthed y protocol a’r gweithdrefnau sy’n gysylltiedig â marwolaeth person cenedlaethol o bwys.

Penderfynwyd argymhell bod y Cyngor yn mabwysiadu’r cynllun / polisi fel y manylir arno yn Atodiad ‘B’ sydd gyda hwn, fel ei bod wrth law pan fydd ei angen.

80/19 Lwfansau Ward Aelodau Lleol:

Cyflwynodd y Clerc i’w ystyried, cynnig am brosiect oddi wrth:

(a) Cynghorydd G. Baker - £200 tuag at Ailwampio ‘Happy Faces’.

Penderfynwyd cymeradwyo’r cynllun i gael ei dalu.

81/19 Gohebiaeth Arall:

Cyflwynodd y Clerc yr eitemau canlynol er gwybodaeth ac fe nodwyd byddant ar gael gan y Clerc ar gais:

(a) Cofnodion cyfarfod Grŵp Llywio DYCHMYGU a gynhaliwyd ar 4^{ydd} Mehefin

(b) Nodiadau hyfforddiant a chynadleddau:

- i. Cynhadledd ar y Cyd Cymdeithas Clercod Cyngorau Lleol (CCCLI) / Un Llais Cymru - 15 Mai
- ii. Arweinyddiaeth ar Waith – CCCLI – 5-6 Mehefin
- iii Seminar Hyfforddi Rhanbarth Cymru CCCLI – 20 Mehefin

82/19 Grantiau:

(a) Grantiau Ieuentid:

Cyflwynodd y Clerc gohebiaeth i’w ystyried oddi wrth Neil Pringle, CVSC, parthed Panel Ieuentid CVSC / grantiau ieuentid, gydag awgrymiadau ar sut i ymhél a phobl ieuanc gyda chyllideb grantiau ieuentid, yn unol â Strategaeth Ymhél ac Ieuentid a fabwysiadwyd yn ddiweddar gan y Cyngor Tref.

Cynigiodd y Cynghorydd C. Hughes y dylid rhannu cyllideb y grantiau ieuentid , gyda 50% yn mynd tuag at ddigwyddiad Cyllidebu Cyfranogol a fyddai’n rhoi cyfle i bobl ieuanc / mudiadau cymryd rhan weithredol.

Penderfynwyd argymhell bod y Cyngor yn rhannu cyllideb £10,000 y grantiau ieuentid, gyda £5,000 yn mynd tuag at brosiect cyllido Cyllidebu Cyfranogol ar gyfer prosiectau / gweithgareddau ieuentid, gan adael £5,000 i gael ei ddefnyddio ar geisiadau eraill a dderbynnir yn y drefn arferol.

Fe benderfynwyd ymhellach i ofyn i’r Clerc paratoi meini prawf ar gyfer prosiect grantiau ieuentid Cyllidebu Cyfranogol i gael ei ystyried gan y Pwyllgor hwn, ac iddi gyfarfod a’r Swyddogion sydd yn cefnogi Panel Ieuentid CVSC a Chyngor Ieuentid CBSC i drafod sut y gallent fod yn rhan o’r prosiect.

(b) EITEM GYFRINACHOL - Digwyddiadau o Bwys CBSC 2020:

Fe nodwyd bod Clerc y Dref wedi derbyn yr adroddiad canlynol yn gyfrinachol, oherwydd bod y trafodaethau yn y camau cychwynnol. Penderfynwyd trin hwn fel eitem o ohebiaeth gyfrinachol.

Cyflwynodd y Clerc e-bost cyfrinachol i'w ystyried oddi wrth Rachael Gill, Swyddog Digwyddiadau Corfforaethol CBSC, parthed nifer o ddigwyddiadau newydd yn 2020, gydag un ohonynt angen cefnogaeth ariannol gan y Cyngor Tref (y swm heb ei gadarnhau hyd yn hyn am fod cais wedi cael ei wneud i BID Colwyn ystyried rhoi cymorth hefyd).

Cyflwynodd y Clerc sleidiau i roi fwy o wybodaeth am y digwyddiad arfaethedig.

Penderfynwyd argymhell bod y Cyngor Tref yn cefnogi'r digwyddiad mewn egwyddor, gyda maint y cyllid i gael ei drafod / cytuno yn ddiweddarach.

Fe nodwyd bod y trafodaethau ar yr ail ddigwyddiad hefyd yn y camau cychwynnol ac na fyddai angen cymorth ariannol, er efallai bydd ychydig o ymyrraeth ar y ffyrdd lleol.

(c) Grantiau Bychan:

Cyflwynodd y Clerc y ceisiadau am grantiau bychan a dderbyniwyd ar gyfer Chwarter 1 i gael eu hystyried, fel y dangosir yn Atodiad C sydd gyda hwn.

Penderfynwyd argymhell cymeradwyo ceisiadau A a D am grant fel y manylir yn Atodiad C sydd gyda hwn, ac i wrthod ceisiadau B ag C am grant.

(ch) Fe nodwyd y llythyrau o ddiolch / adroddiadau a dderbyniwyd oddi wrth y canlynol a dderbyniodd grantiau:

- (i) Radio a Chyfryngau Cymunedol yr Arfordir
- (ii) Cyngor ar Bopeth
- (iii) Eisteddfod Genedlaethol Sir Conwy

Daeth y cyfarfod i ben am 7.50 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 PM ON WEDNESDAY 3RD JULY 2019

PRESENT: Cllr C Hughes (Chairman)
Cllrs: A Khan, M Pickard, P Richards, K Swindon

OFFICERS: C Earley, Town Clerk
L Austin, Administrative Assistant

68/19 Welcome and Apologies for Absence:

The Chairman welcomed Members to the meeting. Apologies were received from Cllrs: H Fleet, D Howcroft, A Kealey, A Mason, H Meredith, T Pearson.

69/19 Declarations of Interest:

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

70/19 Minutes:

(a) Resolved to approve and sign, as a correct record, the Minutes of the last meeting, held on 22nd May 2019.

71/19 Matters Arising from the Minutes

(a) Min. 16/19(b) - Wales Rally GB Event:

The Clerk reported that Cllr H Fleet will be meeting with Alun Pritchard from Motorsport UK in the coming weeks to discuss the town centre activities and green initiatives at the Rally event in October and that she will report back to a future meeting.

(b) Min. 19/19 – Play Equipment:

The Clerk informed the Committee that Paul Williams (CCBC Playgrounds Inspector) had called in the office to make a verbal request for authority to spend some of the funds allocated by the Town Council on replacing pieces of play equipment which it is no longer cost effective to repair.

The Clerk informed the Committee she had asked Paul Williams to send a list of the equipment in the area that needs replacing and the approximate costs. He had confirmed that the funding allocated by CCBC will cover reactive maintenance of equipment across the County, but not replacement equipment.

Resolved to defer consideration of this matter until the requested list has been received.

(c) Min. 22/19 – War Memorial Maintenance:

The Clerk informed the Committee that she was still waiting for a second quote for the maintenance of the War Memorial and would report back to the Committee once this had been received.

72/19 Finance:

(a) Resolved to authorise payments, made on behalf of the Council, for the period 11/5/2019 to 21/6/2019, as detailed in Schedule 'A' attached.

(b) Resolved to receive and approve the signing of the bank reconciliations as at 31/5/2019.

(c) Resolved to receive the income and expenditure report as at 30/6/2019.

The Clerk gave a brief verbal report to explain that there had been a reduction in income from Town Hall room hire due to the loss of several full rate paying regular bookings and asked Members to recommend the Town Hall to local groups/organisations who required rooms for meetings/training sessions etc.

(d) The Clerk submitted, for information, correspondence from CCLA regarding Property Fund Prices and Dividend Yields and the Market Report from May 2019.

Resolved to receive and note the correspondence.

73/19 Welsh Government:

The Clerk submitted for information/consideration the following correspondence:

(a) Wales Audit Office – Good Practice Exchange Programme 2019/20

It was noted that the Clerk had been unable to attend the Internal Audit report webinar on 2nd July, due to a prior commitment, but would inform the Committee of any outcomes once she had received the link to view the recording.

74/19 Conwy County Borough Council:

(a) The Clerk informed the Committee that she had not been able to attend the Bay Life Officers' meeting on 25th June and it was noted that a full report will follow from the Strategic Board meeting in July.

Resolved to note.

75/19 Insurance:

Resolved to delegate authority to the Clerk to check the insurance schedule and make any adjustments to cover, prior to renewal on 3rd August.

76/19 Colwyn BID:

The Clerk submitted, for consideration, a request for the Town Council to submit an application, on behalf of Colwyn BID, to adopt a telephone kiosk on Station Road/Princes Drive, as a location for a de-fibrillator. Colwyn BID have been informed by BT they are not eligible to apply for adoption as they are not a local authority, charity or town/community council. The cost, at £1 per annum, and insurance would be covered by Colwyn BID. Once adopted, the responsibility for insuring and inspecting the

kiosk/Defib would fall to Colwyn BID whose ambassadors would check the defibrillator monthly. The Welsh Ambulance Service would be responsible for the maintenance of the defibrillator whenever it has been used.

Cllr P Richards informed the Committee of another 1930s style kiosk on Maes Y Fron, on the Glyn estate that the local community would like to see adopted. The kiosk was currently functioning, but could also be used to store a de-fib.

It was noted that permission would be required from the Local Authority, prior to any adoption request being submitted.

Resolved to recommend the Council considers adopting both kiosks (in Glyn Ward and on Station Road/Princes Drive)(subject to members being aware that the line would be disconnected and payphone equipment removed by BT upon adoption) and writes to Conwy CBC to seek the required permission.

77/19 Glyn Ward Invest Local:

Cllrs C Hughes and P Richards gave a brief verbal report on recent meetings and activities. Unfortunately, the Committee had not yet been able to execute the many plans that had been proposed. The Councillors felt that most residents valued their contribution to the meetings, but expressed concern that were one or two who did not. This was despite the Councillors explaining they were not there as formal representatives of the Council, but as ward residents themselves.

Cllr P Richards discussed how the Uke a Bay event in the Summer is able to use the GWIL insurance for the event and consequently an amount apportioned for insurance in the events grant may be able to be returned to the Town Council.

78/19 Making Tax Digital:

The Clerk informed the Committee that Making Tax Digital advice, which requires businesses to keep their VAT records digitally and submit VAT return figures directly from accounting software, only applies to VAT registered councils/businesses with taxable income exceeding £85,000 p.a. The Town Council does not come anywhere close to this, as most of its income is outside of the scope of VAT (e.g. precept).

Resolved to note the information.

79/19 Operation London Bridge:

The Clerk submitted, for information and consideration, notes from a presentation given at a recent Clerks' training event regarding the protocol and procedures involved following the death of a senior national figure.

Resolved to recommend that the Council adopts the action plan/policy, as detailed in Schedule 'B' attached, so that it is in place as and when it may be required.

80/19 Local Members Ward Allowances:

The Clerk submitted, for consideration, a project proposal from:

(a) Cllr G Baker – £200 towards Happy Faces Refurbishment

Resolved to approve the proposal for payment.

81/19 Other Correspondence:

The Clerk submitted for information the following items which it was noted are available on request from the Clerk:

(a) Minutes of an IMAGINE Steering Group meeting, held on 4th June.

(b) Training and conference notes from:

(i) SLCC/OVW Joint Conference 15 May

(ii) SLCC Leadership in Action 5-6 Jun

(iii) SLCC Wales Regional training seminar 20 Jun

82/19 Grants:

(a) Youth Grants:

The Clerk submitted, for consideration, correspondence received from Neil Pringle at CVSC regarding the CVSC Youth Panel/youth grants and suggestions as to how to engage young people on the youth grants budget, in accordance with the Town Council's recently adopted Youth Engagement Strategy.

Cllr C Hughes proposed that the youth grants budget should be split, with 50% going towards a Participatory Budgeting event which would allow young people/organisations to be actively involved.

Resolved to recommend the Council splits the £10,000 youth grants budget, with £5,000 put towards Participatory Budgeting project for funding for youth projects/activities, leaving £5,000 to be used for other applications received in the usual manner.

Further resolved to request that the Clerk drafts criteria for the Participatory Budget youth grants project, and brings this back to the Committee for consideration, and to meet with the Officers supporting both the CVSC Youth Panel and CCBC Youth Council to discuss how they could be involved in this project.

(b) CONFIDENTIAL ITEM- CCBC Major Events 2020:

It was noted that the following report had been given to the Town Clerk in confidence, as it was the very early stages of discussion. Resolved to treat this as a confidential item of correspondence.

The Clerk submitted, for consideration, a confidential email from Rachael Gill, CCBC Corporate Events Manager, regarding several new events for 2020, one of which would require funding support from the Town Council (amount not yet confirmed, as Colwyn BID has also been asked to consider it support).

The Clerk tabled some slides giving further information about the proposed event.

Resolved to recommend that the Town Council supports the event in principle, with the amount of funding to be discussed/agreed at a later date.

It was noted that the second event is also in the early stages of discussion and would not require any funding support, though may cause some disruption to local roads.

(c) Small Grants:

The Clerk submitted for consideration the small grant applications received for Q1, as detailed in Schedule 'C' attached.

Resolved to recommend approval of grant applications A and D, as detailed in Schedule 'C' attached, and decline grant applications B and C.

(d) It was noted that letters of thanks have been received from the following grant recipients:

- (i) Coast Community Radio & Media
- (ii) Citizens Advice Conwy
- (iii) Conwy Eisteddfodd

The meeting closed at 7.50pm.

..... Chairman