

**MINUTES OF A POLICY AND FINANCE COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD REMOTELY (VIA ZOOM) AT 6.30 PM ON WEDNESDAY 18<sup>TH</sup> NOVEMBER 2020**

**PRESENT:** Chairman: Cllr C Hughes  
Cllrs: H Fleet, D Howcroft, T Pearson, K Swindon

**OFFICERS:** Mrs C Earley, Town Clerk and RFO  
Ms L Austin, Administrative Assistant

**141/20 Welcome and Apologies for Absence**

The Chair welcomed members to the meeting. Apologies for absence were received from Cllrs A Khan and H Meredith.

**142/20 Declarations of Interest:**

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. The following interest was declared:

Cllr K Swindon – Item 13(d) Events Grant - personal and prejudicial interest in the application, TAPE Music and Film.

**143/20 Minutes:**

***a) Resolved to approve and sign, as a correct record, the Minutes of the last meeting, held on 30<sup>th</sup> September 2020.***

**144/20 Matters Arising from Previous Meetings:**

**a) Min. 43/20 – Town Hall works:**

The Clerk informed Members that a quote from Brenig Construction, for repairs to the gutters/downpipes across the Rhiw Road site, had been received shortly before the meeting. It was noted that the Clerk would prepare a report summarising all the quotes received for the Full Council meeting in December, to include planning (listed building consent) costs.

**145/20 Finance:**

***a) Resolved to authorise payments made on behalf of the Council for the period 01.09.20 to 30.09.20 and 01.10.20 to 31.10.20, as detailed in Schedule 'A' attached.***

***b) Resolved to authorise the Clerk and Chairman to carry out the checking and authenticating of the bank reconciliations as at 31.10.20.***

- c) The Clerk submitted, for information, the income/expenditure report for Q2 and gave a brief verbal report on the budgets.

***Resolved to note the income and expenditure report for Q2.***

- d) ***Resolved to note the following correspondence from CCLA:***
- (i) Market report – October 2020***
  - (ii) Local Authorities' Property Fund Fact Sheet – September 2020***
  - (iii) Local Authorities' Property Fund October 2020***
  - (iv) Public Sector Deposit Fund Statement as at 31.10.20***

**146/20 Welsh Government:**

The Clerk submitted, for consideration, the following correspondence:

- a) Information regarding a new £13.2m fund to support repair and re-use activities in town centres.

***Resolved to request that the Clerk informs the Kind Bay Initiative, who currently operate a cycle repair service, about the fund.***

- b) A Summary version of the National Strategy for Flood and Coastal Erosion Risk Management in Wales.

***Resolved to note the Summary report.***

- c) A Consultation on the draft regulations to establish four regional Corporate Joint Committees.

***Resolved to note the draft regulations consultation.***

**147/20 Conwy County Borough Council:**

- a) The Clerk gave a verbal report following a recent meeting of the Bay Life Strategic Management Board, where the initial findings from the town centre consultation were presented and discussed. A spreadsheet detailing the responses to the 8 consultation questions was shared with Members.

There had been concerns raised by NWTRA (North Wales Trunk Road Agency) about the effect of queuing traffic on the bridges, should traffic be diverted off of the A55. Also, the one-way system had not received strong public support in comparison to the other proposals within the consultation. It was noted that other aspects of the consultation that did receive strong support, for example, the cycle paths and the widening of pavements, might be dependent on the one-way system being introduced.

The Bay Life Board would be looking at ways to progress the plans, with or

without the one-way system, as an application would need to be submitted by early 2021. The Clerk informed Members that Vic Turner, the Project Lead Officer, was due to leave CCBC in the New Year, and a new Project Officer would take over.

Some Members expressed concern about having 410 responses from a town population of 23,000, and felt that the Town Council's concerns, raised at a previous Strategic Management Board meeting had not been addressed.

***Resolved to note the report and consultation, and wait for further updates from the Bay Life Strategic Management Board.***

- b) The Clerk gave a brief update on the potential 'asks' for support from CCBC for 2021/22. Further information is awaited from CCBC, but current advice was to budget for the same as last year, i.e. paddling pool, play equipment, CCTV, and an unallocated sum in case of any late 'asks' for assistance.

A County Council Member advised the Committee that CCBC has been reimbursed by the Welsh Government for a lot of its Covid-19 expenditure, and he was waiting for an update on CCBC's financial position. The Play Equipment Task & Finish Group would report to the Scrutiny Committee in January, prior to the Cabinet in February, which would be too late to amend the Town Council's budget.

The Clerk would prepare a report for the Full Council once an update had been received from CCBC. Members noted the information.

- c) ***Resolved to approve the appointment of View Creative to deliver the Community Plan branding project in partnership with Imagine.***

#### **148/20 Audit Wales:**

The Clerk submitted, for information, the Future Audit Arrangements for Town and Community Councils in Wales. The Wales Audit Office would be implementing a new audit regime where a Town Council would receive a detailed audit every three years, with a 'lighter touch' audit in the other two years. The Clerk was waiting for a list to be published by the WAO which will detail in which years the detailed/lighter touch audits will occur. A higher budget will be required for audit every third year.

***Resolved to note the information and await the schedule of bandings.***

#### **149/20 Budget 2021/22:**

The Clerk informed Members that she would be working on the draft budget in the coming weeks and asked Members to consider the following requests/proposals:

**a) Community Wellbeing:**

The Clerk submitted, for consideration, a community wellbeing report and asked members to consider allocating a new budget line for community wellbeing activities/projects.

Members were supportive of the idea, noting that community well-being was a duty under the Well-being of Future Generations Act, and that there would be a lot of need going forward, following on from the Covid-19 pandemic. There was a concern that the project would be in conflict with other groups, but most agreed that the project would complement and encourage greater collaboration with existing groups. It was also discussed how the Town Council website could be used as a portal for sharing information about the well-being activities on offer.

***Resolved to recommend proceeding with the setting up of a new steering group to develop the Wellbeing project.***

**b) Colwyn in Bloom:**

***Resolved to carry forward the projected underspend from 2020/21 to offset the budget requirement for 2021/22.***

**150/20 Bangor University Scholarship:**

***Resolved to approve the payment for £1500.00 to cover the three scholarship payments.***

**151/20 Zurich Insurance:**

Members noted that cover has increased due to new office equipment being used from home, and Zurich have waived any increase in premium until the next renewal.

**152/20 Local Members Ward Allowances:**

No project proposals had been received from Members. It was noted that the Clerk would send out a summary to remind Councillors of their outstanding ward allowances.

**153/20 Grants:**

**a) Youth Grants:**

***(i) Resolved to note the update from Le Sport and to carry forward the Youth Grant awarded in 2019/20.***

**(ii)** The Clerk submitted, for consideration, correspondence she had had with Conwy Youth Service regarding the potential re-launch of the Youth Grants

Participatory Budget project. The Clerk reminded Members that the project was postponed earlier in the year due to the Covid-19 pandemic, but that there was a possibility of running the scheme, in conjunction with Conwy Youth Service and CVSC, using an online youth panel.

It was discussed whether a physical event could be held, depending on the number of applications and subject to regulations applicable at the time of the vote.

***Resolved to approve the re-launch of the Youth Grants Participatory Budget project with Conwy Youth Service.***

**b) Small Grants:**

The Clerk submitted, for consideration, three urgent Small Grants applications, as detailed in Schedule 'B' attached.

***Resolved to recommend approval of grant applications A1 and B1, as detailed in Schedule 'B' attached and to recommend approval of grant application C1, subject to them finding suitable accommodation.***

**c) Large Grants 2020/21:**

***Resolved to approve the second payment for Large Grants applications A and B, as detailed in schedule 'C' attached, subject to Home Start Conwy that their services are still being delivered.***

***Further resolved to delegate approval for second payment of application D to the Clerk and PCRT, as detailed in Schedule 'C' attached, subject to confirmation that the service is still being delivered during the pandemic.***

**d) Events Grant:**

As Cllr K Swindon had declared a personal interest in this item, the Committee would be inquorate if she left the meeting.

***Resolved to defer the request from TAPE, to delay the Imagine Projections Festival, to the Full Council meeting in December.***

**154/20 Homeworking Staff:**

***Resolved to approve a recommendation by the Pandemic Crises Response Team to pay a basic homeworking allowance of £26pm to staff required to work from home, to assist with increased heating/electricity bills.***

The meeting closed at 8.00pm.

..... Chairman