

**COFNODION O GYFARFOD PWYLLGOR POLISI A CHYLLID, CYNGOR TREF
BAE COLWYN A GYNHALIWDYD O BELLTER (TRWY ZOOM), NOS FERCHER,
10^{FED} CHWEFROR 2021 AM 6.30 P.M.**

YN BRESENNOL: Y Cynghorydd C. Hughes (Cadeirydd)
Cynghorwyr H. Fleet, D. Howcroft, M. Jones, T. Pearson, P.
Richards,

SWYDDOGION: Mrs C. J. Earley, Clerc y Dref a'r Swyddog Ariannol Cyfrifol
Ms L. Austin, Swyddog Gweinyddol Cynorthwyol

246/20 Croeso ag Ymddiheuriadau am Absenoldeb:

Croesawyd yr Aelodau i'r cyfarfod gan y Cadeirydd. Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr A. Khan, H. Meredith a K. Swindon.

247/20 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 4(b)(i) - Offer Chwarae - cysylltiad personol (ond nid yn un oedd yn rhagfarnu) fel aelod o Grŵp Tasg a Gorffen Cyngor Bwrdeistref Sirol Conwy (CBSC).

248/20 Cofnodion:

Penderfynwyd cymeradwyo a llofnodi cywirdeb Cofnodion:

(a) Cyfarfod diwethaf arferol y Pwyllgor a gynhaliwyd ar 6^{ed} Ionawr 2021.

(b) Cyfarfod Arbennig y Pwyllgor a gynhaliwyd ar 13^{eg} Ionawr 2021

249/20 Materion yn Codi o Gyfarfodydd Blaenorol:

a) Cofnod 144/20 – Gwaith ar Neuadd y Dref:

(i) Fe nodwyd bod y Clerc wedi cyfarfod pensaer cadwraeth yn ddiweddar i ofyn am amcan bris am gynllun cynnal a chadw mwy manwl ar gyfer yr adeilad (gwaith brys a gwaith nad oes brys amdano); gofynnwyd hefyd am gyngor ynglŷn â chaniatâd adeilad rhestredig (e.e. newid y cwteri) ac am restr o gontractwyr gyda phrofiad o weithio ar adeiladau rhestredig. Cysylltwyd â phensaer arall ac fe ddisgwylir galwad yn ôl ganddo i drefnu apwyntiad i weld y safle a rhoi amcan bris yn y man.

(ii) Cyfeiriodd y Clerc at yr ebost a anfonwyd ar y 9^{fed} Chwefror, yn cadarnhau y derbyniwyd tri amcan bris, ynghyd a chyngor gan yr Awdurdod Cynllunio Lleol am eu dewis hwy o gadw'r cwteri haearn bwrw gwreiddiol. Am fod y prisiau'n uwch na £5,000, bydd y Cyngor Llawn yn gorfod eu hystyried / dyfarnu.

Trafododd yr Aelodau'r dilema rhwng y cyfyngiadau ar adeilad rhestredig a dymuniad i ddiogelu / cadw'r nodweddion gwreiddiol a'r budd o ddefnyddio deunyddiau adeiladau mwy cyfoes, megis cwteri alwminiwm newydd. Fel newid arwyddocaol (i alwminiwm) byddai hyn yn golygu cael Caniatâd Adeilad

Rhestredig, a holodd yr Aelodau a fyddai'r pensaer yn gallu rhoi amcan bris o'r gost o baratoi achos i fynd gerbron yr awdurdod cynllunio.

Penderfynwyd gofyn i'r Clerc cael amcangyfrif o'r gost o baratoi achos gan y pensaer.

(b) Cofnod 188/20 – Offer Chwarae:

(i) Nodwyd gan yr Aelodau bod grant uwch o £2,000 dros dro wedi cael ei gynnig i'r Cyngor Tref (yn disgwyl am gadarnhad ar bapur), tuag at yr offer chwarae ar Faes Chwarae isaf Eirias a bod amcan bris is wedi cael ei dderbyn am y gwaith (£47,950).

Bu'r Cynghorydd C. Hughes yn bresennol yng nghyfarfod Tasg a Gorffen Chwarae gyda'r Cynghorydd M. Worth, ac fe nodwyd bod Cynghorydd Sir wedi cynnig y gallai'r Cyngor Tref gwneud archebiant o £47,000 pob blwyddyn heb sylweddoli bod cyllideb y Cyngor Tref o £60,000 wedi cael ei gasglu dros 3-4 blynedd. Ni chefnogwyd y cynnig.

Penderfynwyd nodi'r wybodaeth / adroddiad.

(ii) *Penderfynwyd argymhell trosglwyddo gweddill y balans ar gyfer offer chwarae (trwy arian wrth gefn a glustnodwyd) i 2021/22.*

250/20 Cyllid:

a) *Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor am y cyfnod o 1.1.2021 i 31.1.2021 sy'n ymddangos yn Rhestr 'A' sydd gyda hwn.*

b) *Penderfynwyd rhoi awdurdod i'r Clerc a'r Cadeirydd gwirio a dilysu datganiadau cysoni'r banc fel yr oedd ar 31/12/2020.*

c) *Penderfynwyd nodi'r ohebiaeth a ganlyn oddi wrth CCLA:*

i) *Datganiad Cronfa Adnau'r Sector Cyhoeddus*

ii) *Gwybodaeth am Gronfa Eiddo Awdurdodau Lleol*

ch) Cyflwynodd y Clerc adroddiad ysgrifenedig am DAW ac enghreifftiau o gyfrifon ryddhad rhannol, yn seiliedig ar wir gostau llynedd ac amcangyfrif o gostau eleni a'r flwyddyn sy'n dod, parthed y gwaith trwsio / cynnal a chadw arfaethedig ar safle Neuadd y Dref (gweler Rhestr 'B' sydd gyda hwn).

Rhoddyd adroddiad ar lafar hefyd i egluro'r oblygiadau posibl TAW os na wneir rhywbeth i liniaru hyn. Nodwyd gan yr Aelodau, os bydd unrhyw TAW ar wariant mewn perthynas ag unrhyw fusnes, lle mae gweithgareddau eithriedig o DAW (e.e. llogi ystafelloedd, prydlesau) yn fwy na £7,500 mewn unrhyw flwyddyn ariannol, yna ni ellir adennill yr holl DAW a wariwyd mewn perthynas â'r gweithgareddau hynny. Byddai hyn yn cynnwys yr holl DAW a dalwyd ar gyflenwadau gan wasanaethau cyhoeddus, gwaith trwsio, cynnal a chadw, cyflenwadau a.y.b. i bob rhan o safle Ffordd Rhiw, am fod yr incwm a dderbyniwyd am gytundebau prydles / rhent ag incwm o logi ystafelloedd yn syrthio i ddsbarth gweithgareddau busnes gan Dollau a Refeniw Ei Mawrhydi (TREM).

Gofynnodd y Clerc i'r Aelodau ystyried, o gofio'r risg o fynd yn uwch na'r cyfartaledd o £7,500 y flwyddyn os / pan dderbynnir biliau trwsio mawr eraill yn ystod y 5 mlynedd nesaf, a ddylai'r Cyngor hepgor y swm bychan (£10) a gyflwynwyd rhai blynyddoedd yn ôl am logi ystafelloedd gan fudiadau nid-er-elw a pheidio derbyn mwy o geisiadau i logi gan unrhyw grwpiau / mudiadau eraill. Byddai hyn felly yn gwneud y cyfnodau llogi hyn, ac felly'r holl neu ran o'r adeilad sydd ym meddiant y Cyngor Tref, yn ddefnydd 'dim busnes' yn hytrach na'i ddefnydd am weithgareddau eithriedig. Cost net hyn byddai £3,860 yn seiliedig ar wir lefelau incwm 2019/20, ond fe allai olygu arbedion o £7,500+ y flwyddyn o ran TAW. Fe nodwyd cafodd cyllideb o 'DIM' incwm ar gyfer llogi ystafelloedd ei gynnwys yng nghyllideb 2021/22, yn rhannol oherwydd yr ansicrwydd o allu agor Neuadd y Dref yn ddiogel, ond hefyd tra bo hyn yn cael ei ystyried.

Holodd yr Aelodau a fyddai tenantiaid eraill Neuadd y Dref megis CVSC yn gallu gosod eu hystafelloedd cyfarfod am rent [Clerc: na, mae'n rhan o'u cytundeb prydles ac ni chaniateir iddynt gael isbrydles]; a fyddai'r Cyngor Tref yn gallu creu Ymddiriedolaeth i reoli'r adeilad [Clerc: mewn egwyddor byddai hyn yn bosibl ond ni fyddai'r Ymddiriedolaeth yn gallu adennill unrhyw DAW felly ni fyddai llawer o fudd o wneud hyn]; a fyddai'r safle yn gymwys am ryddhad trethi busnes bychan [Clerc: na am fod safle Neuadd y Dref gyda gwerth ardrethol o dros £12,500].

Cynigiwyd ac eiliwyd bod y Cyngor Tref yn newid y polisi, a llogi ystafelloedd i fudiadau lleol nid-er-elw yn rhad ac am ddim, ac i gyfeirio mudiadau eraill i fannau cymunedol eraill. Byddai hyn yn helpu i gadw cyfran TAW mewn perthynas â gweithgareddau eithriedig yn is na'r trothwy o £7,500 y flwyddyn, gan sicrhau y gellir parhau i'w adennill.

Yna cafwyd trafodaeth am yr angen i greu polisi clir ar gyfer llogi ystafelloedd er budd y staff sy'n ymdrin â'r llogi ac er mwyn egluro'r canllawiau i'r mudiadau hynny sy'n gallu llogi Neuadd y Dref yn rhad ac am ddim.

Penderfynwyd argymhell bod y Cyngor Tref yn rhoi'r gorau yn ddi-oed, i logi ystafelloedd lle codi'r pris, ac i gynnig defnydd rhad ac am ddim i fudiadau lleol nid-er-elw. Fe benderfynwyd ymhellach i bolisi cael ei ddrafftio / cymeradwyo i egluro pa fudiadau byddai'n gymwys i gael llogi yn rhad ac am ddim.

- (c) **Arian wrth gefn a glustnodwyd:** Cyflwynodd y Clerc adroddiad, i gael ei ystyried, parthed creu / defnyddio arian wrth gefn a glustnodwyd. Gofynnwyd i'r Aelodau ystyried argymhell creu nifer o gronfeydd wrth gefn a glustnodwyd fel paratoad am gyfrifon diwedd y flwyddyn 2020/21 (gweler Rhestr 'C' sydd gyda hwn).

Penderfynwyd cymeradwyo'r defnydd o arian wrth gefn a glustnodwyd a chytuno i greu'r 5 a restrwyd yn yr adroddiad sydd gyda hwn ar gyfer y flwyddyn ariannol bresennol.

251/20 Llywodraeth Cymru:

Cyflwynodd y Clerc yr ymgynghoriadau / gohebiaeth a ganlyn i gael ei ystyried:

- a) **Adolygiad o Gofrestrfa tir Ei Mawrhydi:** Fe nodwyd bod y Clerc wedi cwblhau a dychwelyd yr adolygiad o ddaliadau tir Cyngorau Tref a Chymuned (yn cadarnhau mai un daliad tir yn unig sydd gan y Cyngor Tref, sef safle Neuadd y Dref).
- b) **Archwilio:** Fe nodwyd bod y dyddiadau ar gyfer cwblhau a chyhoeddi cyfrifon blynyddol 2020/21 wedi cael eu derbyn gan eu hymestyn yn unol â'r estyniadau a ganiatawyd llynedd.

Fe nodwyd ymhellach bod archwiliad allanol 2019/20 wedi cael ei gwblhau ac fe gyhoeddwyd barn archwiliad diamod (glan).

- c) **Cymdeithas Cyngorau Lleol Gogledd a Chanolbarth Cymru (CCLIGChC):** Cyflwynodd y Clerc ymgynghoriad i gael ei ystyried, ar losgi tanwydd solet, ynghyd ag ymateb drafft CCLIGChC. Roedd yr Aelodau yn hapus gyda'r ymateb ond fe wnaed y sylw nad oedd gwahaniaeth rhwng llosgi tanwydd mewn ardaloedd gwledig ac ardaloedd trefol.

Penderfynwyd anfon y sylw hwn at CCLIGChC ac awgrymu y dylai'r polisi gwahaniaethu rhwng llosgi tanwydd solet mewn ardaloedd gwledig a threfol.

252/20 Cyngor Bwrdeistref Sirol Conwy (CBSC):

- (a) **Meysydd Chwarae:** Cyflwynodd y Clerc gohebiaeth a dderbyniwyd oddi wrth Bryn Shiland, CBSC, mewn ymateb i gais iddo ddod i gyfarfod yn y dyfodol. Fe nodwyd gan yr Aelodau, yr adroddiad ar lafar a gafwyd yn gynharach gan y Cyngorydd C. Hughes yn dilyn cyfarfod diweddar y Grŵp Tasg a Gorffen ar Feysydd Chwarae.

- (b) **Prom Xtra:** Cyflwynodd y Clerc diweddariad i gael ei ystyried, am ddigwyddiad 2021 ynghyd a chais gan GBSC yn gofyn a ellir cynnig cyllid tuag at ddigwyddiad rhithiol (allan o £10,000 y gyllideb digwyddiadau).

Penderfynwyd argymhell cefnogi digwyddiad rhithiol Prom Xtra gyda grant o £1,000, allan o'r gyllideb a glustnodwyd tuag at y digwyddiad (£10,000).

253/20 Clwb Syrffio Achub Bywydau Bae Colwyn:

Cyflwynodd y Clerc cais i'w ystyried, am llythyr o gefnogaeth i Glwb Syrffio Achub Bywydau Bae Colwyn.

Penderfynwyd gofyn i'r Clerc ysgrifennu llythyr o gefnogaeth at y Clwb Achub Bywydau.

Fe benderfynwyd ymhellach i ofyn i'r Clerc cysylltu â'r Harbwr Feistr i sicrhau bod asesiadau risg ag archwiliadau rheolaidd yn cael eu cynnal o'r offer achub bywydau ar lan y môr Bae Colwyn.

254/20 Lwfansau Ward Aelodau Lleol:

Cyflwynodd y Clerc y cynigion canlynol a dderbyniwyd am brosiectau i gael eu hystyried:

- (a) Cynghorydd M. Worth - £300 tuag at ddwy fainc newydd yng Ngerddi'r Frenhines
- (b) Cynghorydd G. Campbell - hyd at £600 ar gyfer gwobrau cystadlaethau celf / ysgrifennu stori Dydd Gwyl Dewi.

Penderfynwyd cymeradwyo cynigion (a) a (b) i gael eu talu, gyda'r amod ar gynnig (b) mai un digwyddiad yn unig yw hwn i gymryd lle Gorymdaith Dydd Gwyl Dewi a ohiriwyd (oherwydd y pandemig Covid-19).

255/20 Cardiau Pleidleisio Isetholiadau:

Cyflwynodd y Clerc cais oddi wrth GBSC am gyfarwyddiadau os oedd cardiau pleidleisio i gael eu dosbarthu ar gyfer isetholiadau Wardiau Colwyn a Rhiw (anfonwyd manylion am y costau trwy ebost ar 4.2.21). Roedd yr Aelodau o blaid defnyddio cardiau pleidleisio er mwyn annog mwy o bleidleiswyr i bleidleisio.

Penderfynwyd gofyn i'r Clerc ymateb i GBSC a gofyn am gardiau pleidleisio ar gyfer yr isetholiadau yn wardiau Colwyn a Rhiw (amcangyfrif y gost yw £135 argraffu / amlenni a £1,175 am ddsbarthiad Post Brenhinol 2^{il} dosbarth ar gyfer Ward Colwyn a £200 argraffu / amlenni a £1,175 am ddsbarthiad Post Brenhinol 2^{il} dosbarth ar gyfer Ward Rhiw)

256/20 Yr Anecs Gefn:

Dywedodd y Clerc wrth yr Aelodau bod angen gwneud gwaith brys yn dilyn y difrod a achoswyd pan gwmpodd rhan o'r nenfwd yn yr anecs gefn sy'n cael ei ddefnyddio ar hyn o bryd ar gyfer storio (Prom Ally). Mae'r Clerc yn trefnu i gontractwr(wyr) ymweld â'r safle i roi pris(iau) ac mi fydd yn rhoi adroddiad yn y cyfarfod nesaf sydd ar gael.

Penderfynwyd nodi'r wybodaeth a gofyn i'r Clerc cyflwyno'r prisiau yn y cyfarfod nesaf.

257/20 Grantiau:

- a) **Grantiau am Ddigwyddiadau:** Cyflwynodd y Clerc cais hwyr, a dderbyniwyd ar gyfer Grantiau Cyllid Cyfranogol Ieuentid i gael ei ystyried, a gofynnodd i'r Aelodau ei ystyried fel grant am ddigwyddiad pe byddai'r ymgeisydd eisiau gwneud cais. Cefnogwyd y syniad gan yr Aelodau oherwydd gwaith yr ymgeisydd ag amcanion y grant.

Penderfynwyd gofyn i'r Clerc gwahodd yr ymgeisydd i gyflwyno cais am grant am ddigwyddiad a bod y cais yn cael ei rannol gwblhau gyda'r wybodaeth a gyflwynwyd eisoes.

- b) **Grantiau Mawr 2020/21:** Cyflwynodd y Clerc mwy o wybodaeth a dderbyniwyd gan ymgeiswyr am grantiau mawr i gael eu hystyried:

- (i) **Radio Bayside:** Roedd yr Aelodau yn ymwybodol o'r anawsterau o asesu nifer y gynulleidfa radio FM, ond yn anfodlon, yn teimlo y dylid gwrthod y cais heb dystiolaeth am y nifer o drigolion lleol byddai'n elwa.

Penderfynwyd gwrthod y cais am grant mawr ar sail costau'r drwydded ac nad oes dim dystiolaeth gadarn ar gael am y nifer o / adborth gan wrandawyr.

- (ii) **Menter Bae Caredig (MBC):** Rhoddodd yr Aelodau ystyriaeth i'r grant diwygiedig a dderbyniwyd gan MBC ac fe gynigiwyd ac eiliwyd i gynnig grant llai o £3,000.

Penderfynwyd bod yr argymhelliad i dalu grant llai o £3,000 yn cael ei gymeradwyo fel mae'n ymddangos yn Rhestr 'D' sydd gyda hwn.

- (iii) **Ymddiriedolaeth Datblygu W:** Fe nodwyd gan yr Aelodau y disgwylir am gais diwygiedig.

- c) **Grantiau Cyllid Cyfranogol Ieuenctid:** Derbyniodd yr Aelodau'r nodiadau o gyfarfod cyntaf y panel grantiau ieuenctid, ac fe nodwyd bydd ail gyfarfod y panel yn cael ei gynnal ar 11^{eg} Chwefror.

- ch) Fe nodwyd gan yr Aelodau, y llythyrau / adroddiadau a dderbyniwyd oddi wrth:

(i) Uke a Bay – grant am ddigwyddiad (adroddiad gwerthuso)

(ii) Siop Cynghori ar Fudd-daliadau (grant mawr 21/22)

(iii) Happy Faces / Bryn Elian (grant mawr 21/22)

(iv) Cyngor ar Bopeth (grant mawr 21/22)

- (c) **Grantiau Bychan:** Fe nodwyd gan yr Aelodau bod TAPC wedi argymhell gwahodd cais am grant oddi wrth Conwy Connect o gronfa Grantiau Bach / Covid ar gyfer 2021/22 oherwydd y toriad yn eu cyllid gan GBSC sy'n ei gorfodi i ddod a thenantiaeth prydles yr anecs cefn i ben yn fuan.

Penderfynwyd argymhell bod y Clerc i wahodd Conwy Connect i wneud cais am grant tuag at eu costau.

Fe nodwyd gan yr Aelodau bydd unrhyw gais am grantiau bychan terfynol yn cael eu hystyried yng nghyfarfod nesaf y Pwyllgor hwn ym mis Mawrth.

Daeth y cyfarfod i ben am 8.30 p.m.

.....Cadeirydd

**MINUTES OF A POLICY AND FINANCE COMMITTEE OF THE BAY OF COLWYN TOWN
COUNCIL, HELD REMOTELY (VIA ZOOM) AT 6.30 PM ON WEDNESDAY 10TH FEBRUARY 2021**

PRESENT: Chairman: Cllr C Hughes
Cllrs: H Fleet, D Howcroft, M Jones, T Pearson, P Richards

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

247/20 Welcome and Apologies for Absence

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

248/20 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 4(b)(i) Play Equipment – personal (non-prejudicial) interest, as a member of the CCBC Play Task & Finish Group.

249/20 Minutes:

Resolved to approve and sign, as a correct record, the Minutes of:

- (a) The last ordinary meeting of the Committee, held on 6th January 2021.***
- (b) The Special meeting of the Committee, held on 13th January 2021.***

250/20 Matters Arising from Previous Meetings:

(a) Min. 144/20 – Town Hall works:

(i) It was noted that the Clerk has recently met with a Conservation Architect to request a quote for providing a detailed maintenance plan for the building (for urgent and non-urgent works); and to request advice about listed building consent (e.g. for gutter replacement) and contractors with experience of working on listed buildings. Another architect has been contacted and a call back is awaited to arrange an appointment to attend the site and provide a quote in due course.

(ii) The Clerk referred to an email circulated on the 9th February, to confirm that three quotations, together with advice from the Local Planning Authority on their preference for the retention of the original cast iron gutters, had been received. As the quotations costs were over £5,000, the contract would need to be considered/ awarded by Full Council.

Members discussed the dilemma between the listed building restrictions and a desire to protect/retain original features and the benefits of using more modern building materials, such as the aluminium replacement gutters. As a material

change (to aluminium) would require Listed Building Consent, members queried if the architect could give an approximate cost to prepare a case for this to go to the planning authority.

Resolved to request the Clerk asks the architect for an estimate of costs for preparing a case.

(b) Min. 188/20 – Play Equipment:

(i) Members noted that an increased grant of £2,000 has provisionally been offered to the Town Council (awaiting written confirmation), towards the play equipment for lower Eirias Playground and that a lower quote has been received/accepted for the works (£47,950).

Cllr C Hughes had attended the Play Task & Finish Group with Cllr M Worth, and noted that a County Councillor had proposed that the Town Council could precept for £47,000 per annum, without realising that the £60,000 in the Town Council's budget had accumulated over 3-4 years. This proposal was not supported.

Resolved to note the information/report.

(ii) ***Resolved to recommend to carry forward the remaining balance for play equipment (via an earmarked reserve) to 2021/22.***

251/20 Finance:

(a) ***Resolved to authorise payments made on behalf of the Council for the period 1.1.21 to 31.1.21, 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 31.12.20.***

(c) ***Resolved to note the following correspondence from CCLA:***

(i) ***Public Sector Deposit Fund Statement***

(ii) ***Local Authorities' Property Fund information.***

(d) The Clerk submitted a written VAT report and examples of partial exemption calculations, based on past year actuals and estimated current and future year costs relating to the proposed repairs/maintenance works to the Town Hall site (see Schedule 'B' attached).

A verbal report was also given to explain the potential VAT implications, if no mitigating actions are taken. Members noted that if VAT on the expenditure incurred in relation to any business, VAT exempt activities (e.g. room hire, leases) exceeds £7,500 in a financial year, then all of the VAT incurred on expenditure relating to those activities cannot be reclaimed. This would include all VAT incurred on utility supplies, repairs, maintenance, supplies etc for the whole of the Rhiw Road site, due to the leases/rental agreements and room hire income being classed by HMRC as business activities.

The Clerk asked members to consider whether, given the risk of exceeding the £7,500 pa average if/when other large repair bills are received during the next 5 years, the Council should consider waiving the small (£10) fee which had been introduced a few years ago for hire of rooms by local non-profit making groups and stop taking bookings from any other groups/businesses, thus making these hire periods, and therefore the whole of the part of the building occupied by the Town Council, 'non-business' use, rather than exempt activity. The net cost of this would be £3,860, based on the actual income levels for 2019/20, but it could result in a potential saving of £7,500+ in VAT, per annum. It was noted that a budget of NIL income from room hire has been included in the budget for 2021/22, partially due to uncertainty over when the Town Hall can safely reopen, but also whilst this is being considered.

Members queried whether other Town Hall tenants, such as CVSC, could rent out meeting rooms [Clerk: no, it is in their lease agreement that they cannot sublet]; whether the Town Council could create a Trust to manage the building [Clerk: theoretically yes, but the Trust wouldn't be able to reclaim any VAT so there would be no benefit in doing this]; whether the site qualified for small business rate relief [Clerk: no, as the Town Hall site is over 12,500 rateable value].

It was proposed and seconded that the Town Council changes its policy and only hires out rooms to local, non-profit making organisations free of charge, and signpost other organisations to other local community venues. This would help to keep the proportion of VAT incurred in relation to exempt activities below the £7,500 p.a. threshold, ensuring that it can all continue to be reclaimed.

There followed a discussion on the need to create a clear room hire policy to clarify the criteria for those organisations able to hire the town hall free of charge, for the benefit of the staff taking the bookings.

Resolved to recommend the Town Council stop all chargeable bookings, with immediate effect, and offer free of charge use only to local, non-profit making organisations. Further resolved to request a policy is drafted/approved, clarifying which organisations would qualify for the free of charge hire.

- (e) **Earmarked reserves:** The Clerk submitted, for consideration, a report regarding the creation/use of earmarked reserves and members were asked to consider a recommendation that several earmarked reserves be created in preparation for the year end accounts for 2020/21 (see Schedule C attached).

Resolved to approve the use of earmarked reserves and agree to the creation of the five EMRs listed in the attached report for the current financial year.

252/20 Welsh Government:

The Clerk submitted the following consultations/correspondence for consideration:

(a) HM Land Registry Survey: It was noted that the Clerk had completed, and returned, the survey into Town and Community Councils landholdings (confirming that the Town Council only has one registered landholding, the Rhiw Road site).

(b) Audit: It was noted that the dates for the completion and publishing of the annual accounts for 2020/21 had been received, extending them in line with the extensions granted last year.

It was further noted that the external audit for 2019/20 has now been completed and an unqualified (clean) audit opinion had been issued.

(c) N&MWALC: The Clerk submitted, for consideration, a consultation and draft response from N&MWALC on the burning of solid fuels. Members were happy with the draft response but commented that there was no differentiation between the burning of fuels in rural and urban areas.

Resolved to submit this comment to N&MWALC and suggest that the policy should differentiate between the burning of solid fuels in rural and urban areas.

253/20 Conwy County Borough Council:

(a) Playgrounds: The Clerk submitted correspondence received from Bryn Shiland, Conwy CBC, in response to a request that he attend a future meeting. Members noted the verbal report made earlier in the meeting by Cllr C Hughes following the recent meeting of the CCBC Playground Task & Finish Group.

(b) Prom Xtra: The Clerk submitted, for consideration, an update on the 2021 event and a request from CCBC on whether any funding could be offered towards the virtual event (from the events budget of £10,000).

Resolved to recommend supporting the virtual Prom Xtra event with a grant of £1,000, from the budget set aside for the event (£10,000).

254/20 Colwyn Bay Surf Lifesaving Club:

The Clerk submitted, for consideration, a request for a letter of support for Colwyn Bay Lifesaving Club.

Resolved to request the Clerk writes a letter of support for the Lifesaving Club.

Further resolved to request the Clerk contacts the Harbourmaster to check if risk assessments and routine inspections of the Bay of Colwyn seafront lifesaving equipment are carried out.

255/20 Local Members Ward Allowances:

The Clerk submitted, for consideration, the following project proposals received from

members:

- (a) Cllr M Worth - £300 towards two new benches for Queen's Gardens
- (b) Cllr G Campbell – up to £600 for prizes for St David's Day art/story writing competitions.

Resolved to approve proposals (a) and (b) for payment, with the condition that proposal (b) is a one-off activity to replace the postponed St David's Day Parade (due to the Covid-19 pandemic).

256/20 By-election Poll Cards:

The Clerk submitted a request from CCBC for instructions as to whether poll cards are to be issued for the Colwyn and Rhiw by-elections (costs circulated by email on 04.02.21). Members were in favour of poll cards being issued to encourage voter turnout.

Resolved to request the Clerk responds to CCBC to request poll cards for the by-elections in Colwyn and Rhiw wards (at an estimated cost of £135.00 for printing/enveloping, and £1175.00 for Royal Mail 2nd class delivery for Colwyn ward; and £200 for printing/enveloping, and £1750.00 for delivery to Rhiw ward).

257/20 Rear Annexe:

The Clerk informed members that urgent repairs were needed following a partial ceiling collapse in a first floor room in the rear annexe, currently being used for storage (Prom Ally). The Clerk is arranging for contractor(s) to attend the site to provide quotation(s), and will be back to the next available meeting.

Resolved to note the information and request the Clerk presents the quotes to the next meeting.

258/20 Grants:

- (a) **Events Grants:** The Clerk submitted, for consideration, a late application that had been received for the PB Youth Grants and asked if members would consider the application as an Events Grant, should the applicant wish to apply. Members were supportive of the idea due to the work of the applicant and the purpose of the grant.

Resolved to request the Clerk invites the applicant to submit an events grant application and that the application be partially completed with the information already supplied.

- (b) **Large Grants 2021/22:** The Clerk submitted, for consideration, further information received from large grant applicants:

(i) Bayside Radio: Members appreciated the difficulties in in establishing FM radio audience figures but, reluctantly, felt the application should be declined without evidence as to how many local residents would benefit.

Resolved to decline the large grant application on the basis of the licence costs and no firm evidence of listener numbers/feedback.

(ii) Kind Bay Initiative: Members considered a revised application received from KBI; and it was proposed and seconded that a reduced grant of £3,000 is offered.

Resolved to recommend that payment of a reduced grant of £3,000 be approved, as detailed in Schedule 'D' attached.

(iii) W Development Trust: Members noted that a revised application is awaited.

(c) PB Youth Grants: Members received the notes from the first meeting of the youth grants panel, and noted that a second meeting of the panel would take place on the 11th February.

(d) Members noted that reports/letters of thanks have been received from:

- (i)** Uke a Bay – event grant (evaluation report)
- (ii)** Benefits Advice Shop (large grant 21/22)
- (iii)** Happy Faces / Bryn Elian (large grant 21/22)
- (iv)** Citizens Advice Bureau (large grant 21/22)

(e) Small Grants: Members noted that the PCRT had recommended that Conwy Connect be invited to apply for a grant from the Small Grant/Covid Grant pot for 2021/21 due to a cut in their funding from CCBC which is forcing them to consider an early termination of the lease of the rear annexe.

Resolved to recommend the Clerk invites Conwy Connect to apply for a grant towards their rent costs.

Members noted that any final small grants for 2020/21 will be considered at the next meeting of this Committee in March.

The meeting closed at 8.30pm.

..... Chairman