

MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD REMOTELY (VIA ZOOM) AT 6.30PM ON MONDAY 17TH JANUARY 2022

PRESENT: The Mayor, Cllr Mrs M Jones (Chairman)
Cllrs: C Brockley, G Campbell, H Fleet, D Howcroft, C Hughes, M Jones, A Khan, C Matthews, R Owen, J Pearson, T Pearson (Dep Mayor), S Price, P Richards, K Swindon, M Tasker and M Worth

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

IN ATTENDANCE: County Cllrs: C Carlisle and B Cossey

312/21 Welcome and Apologies for Absence:

- (a) The Chairman welcomed all members and visitors to the meeting. Apologies for absence were received from Town Cllrs: G Baker, D Jones, A Mason, H Meredith, S Ryder and L Wilkins.
- (b) The Clerk read out a brief explanation in relation to concerns expressed about a member's non-attendance at meetings. It was noted that the absences were due to a change in work patterns, as a result of the pandemic.

313/21 Announcements:

- (a) The Mayor updated the Council and informed them that three charity events were in the planning, but no dates set as yet.
- (b) The Clerk reminded councillors that applications to the Youth Grants close on 31st January, and asked members to encourage local groups to apply.
- (c) Nominations to the Volunteer of the Year awards also close on the 31st January and the Clerk encouraged members to nominate groups/people in the community. A list of previous nominees and winners is available on request.

314/21 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. Declarations of interest were received from:

- (i) Cllr P Richards – personal and prejudicial interest in Item 6(h) Event Grant, as organiser of the Uke a Bay event.
- (ii) Cllr D Howcroft – personal and prejudicial interest in Item 6(h) Event Grant, as member of Colwyn Bay Cricket Club.
- (iii) Cllr T Pearson - personal and prejudicial interest in Item 6(h) Event Grant, as member of Colwyn Bay Cricket Club.

315/21 Visitors to the Council:

- (a) Members noted that Marc Roberts, Colwyn Victoria Pier Trust, has requested to attend the next Council meeting to give an update to the Town Council.
- (b) Members considered a request to invite Kate Surry, Biodiversity Officer, CCBC, to a future meeting of either the full Council, or the Colwyn in Bloom Committee (Cllr D Howcroft).

Resolved to refer the invitation to the Colwyn in Bloom Committee. Members were invited to send questions to the Clerk for forwarding to Kate Surry prior to the meeting.

- (c) The Chair invited the County Councillors present to give a brief report. Cllr Bran Cossey updated members regarding the CCBC Finances/Budget following a T&CC Forum the previous week. The Welsh Government Hardship Fund for lost income ends at the end of March creating some financial risk to Conwy CBC. They have received a provisional figure of 75% of what the Welsh Government assesses Conwy CBC needs to deliver its services. It works out as a £16 million increase this year but doesn't compensate for the years of austerity. In response to a question of teachers having their pay awards funded from school reserves, Cllr Cossey stated that the schools currently held £5million in reserves and were being asked to pay £300,000.

The Chair thanked the County Councillors for attending.

316/21 Minutes:

- (a) ***Resolved to receive, approve and sign, as a correct record, the minutes of:***
 - (i) ***The last ordinary meeting of the Council, held on 6th December 2021, subject to a minor amendment to the sentence in the police report about attendance at the youth justice board - which was a query and not an invite.***
- (b) ***Resolved to receive and note the minutes of the following meetings:***
 - (i) ***The General Purpose & Planning Committee, held on 14th December 2021 and 11th January.***
 - (ii) ***The Policy & Finance Committee, held on 5th January and 12th January 2022.***

317/21 Matters Arising from Those Minutes:

- (a) **Min. 271/21(b) – Climate Change Actions:** The Clerk gave a brief report following a Climate Change workshop session arranged by the Clwyd Branch of the Society of Local Council Clerks in December. The Clerk reported that the Council seemed to be well advanced when compared to some. The advice is to continue to review and update the Action Plan quarterly, in light of new information, best practice and experiences of others. Clwyd branch Clerks to have this as an agenda item for each meeting, for Clerks to share ideas/information. Also awaiting T&CC forum that CCBC are intending to set up.
- (b) **Min. 271/21 – Self- assessment Toolkit:** The Clerk and Working Group members gave a

brief report following its meetings in December/January.

The Toolkit was well-received and the theme we were given to look at (Community Engagement and Partnerships) was relevant and thought provoking. The Questions in that section were considered by the working group and would result in a few actions, if they are the same in the final version (expected to be released ready for new Councils post May elections), e.g. review of all Council policies required on regular basis and consider which need to be in public domain (on website). Members agreed that a Working Group should be set up to go through one theme per year in depth, with a review of all related policy/governance documents alongside this. This exercise could then be repeated every five years, after each election.

Resolved to recommend a Working Group be formally set up to go through each theme, one by one, when the final toolkit is released.

(c) Min. 271/21(g) – Digital Noticeboards:

(i) Members noted the special grant conditions and consider any recommendations from the GP&P Committee meeting held on 11th January. The Clerk further updated members with the following:

1. A quote is awaited to add funders logos to the units (is a condition that WG TT logo is added and therefore makes sense to add others too, including 'Colwyn' brand, Town Council logo, T4CB logo and Heritage Lottery logo).

Resolved to delegate authority to the Mayor and Chairs of GPP and P&F to approve design/payment for this, in due course.

2. The joint Editorial panel (see (iii) below) will need to decide how to handle the condition that all content is bi-lingual (may be some additional translation costs in respect of this).

Resolved to request councillors who know of any local contacts that might be willing/able to help with small amounts of translation free of charge, for local clubs, organisations, and small businesses, to inform the Clerk.

3. Members noted a letter received from planning on the 11th January stating that consent is required for all four screens (under the Town and Country Planning (Control of Advertisements) Regulations 1991).

Resolved to recommend the Clerk to submit planning application as soon as possible, with Planning aiming to fast-track it through February's Planning Committee, to enable consent to be issued in time for installation late Feb / early March

(ii) ***Further resolved to authorise the Clerk to add the noticeboards to the council's insurance policy (from date of delivery/installation).***

(iii) The Clerk gave a report following a meeting with the funding partners on Friday 14th January for member to reconsider/approve the draft partnership agreement (deferred at the last meeting). The partnership agreement is being updated, in light of grant conditions, and will be brought back to a future meeting. The name is also to be changed to GWIL. Group recommends a joint 'editorial panel' is established to review/agree content each month, in line with pre-agreed policies on the type of notices to be accepted.

(d) **Min. 290/21(a) – Town Hall Works:** Members noted the update from the contractor. The Clerk informed members that she was meeting with builder / structural engineer at 9:30am on the 18th January, to review turret repairs and get update on all remaining works. The windows were fitted last week. One small pane in Committee Room leaded window (next to handle) was broken between Wednesday 5th and Friday 7th January. Has been boarded up by builder to prevent unauthorised access and reported to the police. Police came out to get statement and looked at blood on outside, but not certain if an attempted break-in or accidental (e.g. bird). Clerk awaiting quote for repairs.

Resolved to ratify payment for: (i) urgent repairs to the broken window, (ii) expenditure for builders to board up/make safe (cost to be confirmed), and (iii) for Hamilton Security who were called out to assist with reviewing CCTV footage (mouse required to f/f playback) at a cost of £60.

Further resolved to delegate powers to the Clerk to proceed with repair, if < £200.

(e) **Min. 291/21 (d) & 294/21: Earmarked Reserves:**

Resolved to authorise the transfer of unspent budgets from 2021/22 for the following items to earmarked reserves:

- (i) Civic Regalia - £500 (for future repairs/replacements)***
- (ii) Election Expenses - £5,000 (towards 2022 election costs)***
- (iii) Play Equipment - £19,000 (to add this year's budget allocation to the existing Earmarked Reserve)***
- (iv) Colwyn in Bloom - £5,000 (for additions to / maintenance of the Sculpture Trail)***
- (v) Colwyn Victoria Pier - £15,000 (approved in principle in March 2021 towards the development phase of a project to further develop/extend the Pier)***
- (vi) Community Wellbeing - £20,000 (possibly for a new local co-ordinator role)***

- Cllr A Khan joined at this juncture.

(f) **Min. 292/21 (a) – Local Government and Elections (Wales) Act**

Resolved to endorse the recommendation that:

- 1. The Council approves the submission of a brief response to the consultation questions, as summarised in the Minutes.***
- 2. The Clerk be requested to draft an appropriate form for all members and staff to complete after the elections in May, to inform the preparation of a more detailed training***

plan, in line with Welsh Government guidance.

(g) **Min.296/21(a) – Small Grants:**

Resolved to approve the payment of small grants to Llandrillo yn Rhos Mothers Union and Urdd Gobaith Cymru, as detailed in schedule A to those minutes.

(h) **Min. 296/21(b) - Large Grants & Events Grants 2022/23:**

Resolved to approve the recommendations of the Policy & Finance Committee, held on the 12th January, as detailed in Schedule B to those minutes.

- Cllrs P Richards, D Howcroft and T Pearson were placed into the Zoom waiting room while the Events Grants were being considered.

Further resolved to approve payment of Event Grants Applications C and D, as detailed in Schedule A attached.

(i) **Events Grants - Platinum Jubilee:** Members noted that the P&F Committee will be considering an augmented reality trail app, linked to the Queens Jubilee (which could be used to promote seven locations across the Town Council area).

(i) *Resolved to also make available any remaining Events Grant funding to support local community scale events to celebrate the Jubilee.*

(ii) Members noted a letter from the Department for Levelling Up, Housing & Communities requesting support for Queen's Platinum Jubilee celebrations.

(j) To note the resolutions of the Committees, as detailed in the Minutes.

318/21 Welsh Government: Members noted the following correspondence:

(a) Local Government and Elections (Wales) Act – General Power of Competence: Qualifications of Clerks Regulations.

319/21 Conwy CBC: Members received and considered the following reports/correspondence:

(a) **Bay Life Strategic Management Board:** The Clerk and Cllr C Hughes gave a brief report following the meeting on 10th January.

(i) Market Hall Site: a proposal had been received for part of the site to be sold to Wetherspools. There had been strong objections against the loss of parking provision in the centre of town and the matter had been referred to Glyn and Rhiw ward County Councillors for a decision.

(ii) Colwyn Bay Investment and Regeneration Plan: renamed Transforming Towns and Active Travel Approach and a presentation on options will be given to the Town Council, as a key stakeholder, prior to any further public consultation.

(iii) Waterfront Phase 2b Rhos on Sea: the additional comments had been taken on board and funding has been sought (from CCBC budgets) for the 2 replacement kiosks. A

planning application is being prepared/submitted shortly.

(iv) Old Colwyn promenade works: a planning application was submitted in November 2021 to extend the rock revetment from splash point to Porth Eirias. Additional funding has been identified and the proposed works will include new outdoor areas, and improved benches and lighting.

(b) Members noted that the Bay Life Board has been restructured and meetings of the former Bay Life Officers' group had recently been cancelled.

(c) **Town and Community Council Forum:** Cllr C Brockley gave a brief report following the meeting held on the 11th January.

A report had been given on CCBC's budgetary pressures: Schools: currently 3 schools in the area with PFI arrangements; NI expected to rise; pressures from teaching staff; other costs also rising, e.g. County has a duty of care to support a child's special needs education at a cost of £300,000pa.

Boundary Review: Rhiw and Rhos wards boundary alteration wouldn't affect the Town Council; was more of an administrative issue.

Public Toilets: Dolwyddelan had taken on their public toilets and were positive about the experience and assistance provided by ERF. They had a card machine to collect money which went directly to the Council; brown waste water was harvested; rather than ERF undertaking the works, some money had been devolved to the local council to keep contractors locally. This had worked well. Abergele Town Council had also been very positive about taking over car parks. To keep the parking free (for local residents) had cost £2 per resident through the precept. Some councils have done well from the asset transfers and have had no issues.

However, It was pointed out that moving assets was merely transferring the expenditure from the County budget line to the Town Council budget line, and that those (few) councils who had successfully taken over their public toilet only had one to take over, compared to larger councils like the Bay of Colwyn area, which had multiple toilets across the area.

(d) **Condition of Concrete Lamp Columns:** Members considered the concerns raised by Cllr C Hughes and Cllr G Baker regarding the condition of the concrete lamp columns on Conwy / Abergele Road.

Resolved to request the Clerk write to CCBC to request the replacement of these columns be prioritised.

(e) **Empty Houses Presentation for Local Area Forum:** Members noted the presentation slides.

(f) Members considered an offer from Helen Jackson (Imagine/CCBC) to assist with the organisation of a St David's Day parade again this year. It was noted that the Town Council would need to assist with Traffic Management (to be paid for) and possibly take on the full organisation of the event from 2023 onwards. It was agreed that this be considered after this year's event has taken place, when more information is available on the time/work involved.

Resolved to accept the offer to assist with St David's Day Parade in March.

320/21 Annual Estimates:

Resolved to:

- (a) approve the Annual Estimates for Income and Expenditure for 2022/23.***
- (b) approve the recommendation to retain the current level of precept request of £484,000 for 2022/23.***
- (c) authorise the Clerk to complete and submit the annual precept request form.***

321/21 Timetable of Meetings for 2022/23: Members noted the draft timetable of meetings, for approval at the Annual Meeting.

The meeting closed at 8.15pm.

..... Chairman

Events Grants 2022/23

Budget =	£50,000
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Ref:	Applicant:	Event:	Date(s):	Amount Requested:	Total Cost: (if known)	Amount Given 2021/22	Recommendation:	Approved (£):	Paid:	Report received?
A	CCBC Major Events	Prom Xtra	7 May 2022	£ 10,000.00			<i>Approved in principle Dec 2021 - see separate budget lines</i>			
		Access All Eirias	12th / 13th August 2022	£ 20,000.00						
		Extra Concert at Eirias	Sat 18th June 2022	£ 10,000.00						
B	Absolute Sound and Lighting	Live Music Events	30th April - 2nd May 2022	£ 5,000.00	£ 7,225.00		£ 5,000.00			
C	Colwyn Bay Cricket Club	Glamorgan CC Match	August 2022	£ 5,000.00	£5,000 - 11,000		DEFER to Council and seek further info re; bduget inc/exp and ticket costs for local residents			
D	Uke a Bay	Uke a Bay Festival	12-14th August 2022	£3,600.00			DEFER to Council £1,070.00(meeting not quorate)			
E	Queen's Platinum Jubilee	Platinum Jubilee Beacon Trail	30th April - 12th June 2022	£499.00			Seek further info			
F	TAPE	Luminaire	December 2022 - January 2023	£5,000.00						
				<u>£59,099.00</u>				<u>£0.00</u>	<u>£0.00</u>	