

**COFNODION O GYFARFOD HYBRID PWYLLGOR POLISI A CHYLLID CYNGOR TREF BAE
COLWYN A GYNHALIWYD AR-LEIN (TRWY ZOOM), NOS FERCHER, 24^{AIN} AWST 2022 AM
6.30 P.M.**

YN BRESENNOL: Yr Is-Gadeirydd: Cyngropydd H. Fleet
Cynghorwyr D. Carr, N. Coverley, D. Jones, A. Khan, S. McAllister, J. Nuttall, S. Price, G. Wynne.

SWYDDOGION: Mrs C. J. Earley, Clerc y Dref a'r Swyddog Ariannol Cyfrifol

148/22 Croeso ag Ymddiheuriadau am Absenoldeb:

Croesawyd yr Aelodau i'r cyfarfod gan yr Is-Gadeirydd. Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth y Cynghorwyr D. Howcroft (Cadeirydd), C. Hughes, R. Parry.

149/22 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.

150/22 Cofnodion: Penderfynwyd

- Cymeradwyo a llofnodi cywirdeb Cofnodion cyfarfod diwethaf y Pwyllgor a gynhalwyd ar 13.7. 2022 fel y gwelir yn Atodiad A sydd gyda hwn.*
- Derbyn Cofnodion cyfarfodydd yr Is-Bwyllgor Staffio a gynhalwyd ar 27.2.22 a 17.8.22 (drafft).*

151/22 Materion yn Codi o Gyfarfodydd Blaenorol:

- Cofnod 96/22(b) Gwaith Atgyweirio ar Neuadd y Dref:** Cyflwynodd y Clerc adroddiad yn cynnwys diweddariad am y gwaith atgyweirio ar Neuadd y Dref.

Penderfynwyd

- Cadarnhau penodi Ymgynghoriaeth Dewis, Penseiri Cadwraeth, i roi cyngor a chefnogaeth barhaus am y gwaith, yn unol â gofynion Cadw ynglŷn â'r cais am arian am gost o £75 yr awr.*
- Nodi diweddariad ar lafar gan y Clerc yn dilyn ei sgwrs gyda Cadw yn gynharach heddiw am y cyllid ar gyfer Adeiladau Hanesyddol (sydd ar hyn o bryd ar gau i geisiadau newydd ond yn debygol o ail-agor yn yr Hydref). Holi'r Pensaer Cadwraeth / Peiriannydd Strwythurol am gyngor a fydd angen unrhyw fesurau dros dro i gynnal y strwythur er mwyn caniatâu i'r gwaith atgyweirio gael ei ohirio hyd nes y gellir cyflwyno cais am arian grant i Cadw (25,000 tuag at gost y gwaith) ac i'r cais cael ei ystyried gan Cadw.*
- Derbyn adroddiad gwerthuso dros dro gan y Pensaer Cadwraeth ar y tri thendr / dyfynbris a dderbyniwyd a GOHIRIO penodi contractwr i weithredu fel Prif Contractwr ar gyfer y gwaith atgyweirio tan gyfarfod y Cyngor ar 5/9.*

iv. Cymeradwyo talu'r anfoneb derfynol ar gyfer cam blaenorol y gwaith (ailaddurno cwteri, pibellau dŵr a ffenestri, tynnu llystyfiant o'r anecs cefn a chlirio tramwyfa / draen wedi'i blocio) - £7,362.15 + TAW - cymeradwywyd.

b. Cofnod 96/22(c) - Cofeb Ryfel Hen Golwyn: Cafwyd diweddariad ar lafar gan y Clerc am yr hyn a wnaed i gyflogi saer maen / pensaer i ddarparu adroddiad ar gyflwr presennol cofeb rhyfel Hen Golwyn cyn dechrau ar drafodaethau gyda'r Eglwys ynghylch ei mabwysiad. Nodwyd y cysylltwyd â thri chwmni:

A - Wm. Taylor Seiri Maen - argymhellwyd y dylid cysylltu â phensaer cadwraeth

B - Rob Chambers Cadwraeth - derbyniwyd dyfynbris

C - Ymgynghoriaeth Dewis (Pensaer Cadwraeth presennol) - yn aros am ddyfynbris, ond y cyfraddau arferol yw £75 yr awr.

Fe nodwyd ymhellach bod Mark o Farmers Bronze eisoes wedi darparu adroddiad manwl ar y gofynion glanhau a chynnal a chadw parhaus, ond nad oedd hyn yn cynnwys y strwythur ei hun.

Penderfynwyd rhoi awdurdod dirprwyol i'r Clerc / Cadeirydd i dderbyn naill ai dyfynbris B neu C, unwaith y bydd y derbynir y dyfynbris terfynol gan C.

c. Yr Is-Bwyllogor Staffio: Nododd y cofnodion drafft a chanlyniad y cyfweliadau a gynhaliwyd ar 17^{eg} Awst gan yr Aelodau. Yna rhoddodd y Clerc diweddariad ar lafar, yn dilyn sgwrs a gafodd gyda'r ymgeisydd a ffafrir (CS) yn gynharach yr wythnos hon. Nodwyd bod cyfarfod brys o'r panel penodi wedi ei gynnal ddoe i ystyried gwneud cynnig cyflogaeth ddiwygiedig, oherwydd ansawdd yr ymgeisydd a hithau wedi derbyn ail gynnig o gyflogaeth, ar delerau gwell (pwynt cyflog cychwynnol uwch a mwy o oriau'r wythnos). Ceisiwyd a derbynwyd cyngor gan Un Llais Cymru i gadarnhau y gellid cynyddu'r oriau cytundebol o 22.5 awr yr wythnos i 28 awr yr wythnos, heb orfod ail-hysbysebu'r swydd. Bydd hyn yn rhoi mwy o sicrwydd oriau / cyflog i'r gweithiwr, gyda'r oriau ychwanegol i'w hariannu o'r gyllideb goramser o £5,000 a gymeradwywyd yn flaenorol mewn cysylltiad â gwaith ychwanegol y Cynllun Lle. Cytunwyd hefyd i gynnig cyflog cychwynnol iddi ar yr uchaf o'r ddau bwynt cyflog a hysbysebwyd, oherwydd ei phrofiad gweinyddol blaenorol a'i chymwysterau.

Penderfynwyd cymeradwyo'r disgrifiad swydd ar gyfer y rôl ac awdurdodi'r Clerc i baratoi cytundeb cyflogaeth diwygiedig (yn amodol ar dderbyn tystlythyrau boddhaol), fel yr argymhellwyd gan y panel penodi, h.y. penodiad ar bwynt 7 (o raddfa G03, pwyntiau 6 -7, ar hyn o bryd yn £20,444 y flwyddyn, pro-rata) am 28 awr yr wythnos, i'w gweithio dros 4 diwrnod.

152/22 Cyllid:

- (a) *Penderfynwyd rhoi awdurdod am y taliadau a wnaed ar ran y Cyngor am y cyfnod o 1.4.2022 i 31.5.2022 fel y dangosir yn Rhestr 'A' sydd gyda hwn.*
- (b) *Penderfynwyd rhoi awdurdod i'r Cadeirydd a'r Clerc i wirio a dilysu datganiad(au) cysoni'r banc fel yr oedd ar 31.5.2022.*

c) Cyflwynodd y Clerc yr adroddiad incwm / gwariant am y cyfnod yn diweddu ar 31.7.22 (4 mis). Nodwyd nad oedd unrhyw achosion o bryder sylweddol, ac eithrio cyllideb Colwyn yn ei Blodau, gyda'r pwylgor yn rhagweld gorwariant o tua £1,000 (oherwydd prynu 36 o blanwyr rhwystr newydd yn gynharach eleni a chostau dyfrio / porthiant uwch).

Penderfynwyd nodi'r adroddiad ac argymhell cynyddu cyllideb Colwyn yn ei Blodau o £1,000 (o'r arian wrth gefn cyffredinol).

ch) Fe nodwyd yr ohebiaeth a ganlyn oddi wrth CCLA gan yr aelodau:

(i) Datganiad PSDF fel yr oedd ar 31.7.2022

(ii) Taflen Wybodaeth PSDF

(iii) Datganiad Cronfa Eiddo Awdurdodau Lleol fel yr oedd ar 30.6.2022.

d) Fe nodwyd bod mandad banc Lloyds wedi cael ei ddiweddaru o'r diwedd ar ddiwedd Gorffennaf.

Penderfynwyd cymeradwyo a llofnodi'r swp olaf o daliadau ar-lein, a oedd wedi'u hawdurdodi ar-lein gan gyn-gynghorwyr / llofnodwyr, fel y nodir yn Atodlen B sydd gyda hwn.

(dd) Fe nodwyd bod band llydan ffibr llawn yn Neuadd y Dref bellach yn weithredol.

Penderfynwyd cadarnhau taliad brys o £65+TAW i Computer World am lafur ar y safle i ailgysylltu'r parthau wi-fi cyhoeddus yn yr ystafell bwylgor a'r brif siambr ac awdurdodi taliad galw allan pellach (deunyddiau a llafur) o £164 i gyflenwi a gosod rac ychwanegol i'r cabinet TG newydd, gydag agorfa ychwanegol i gysylltu'r offer ffôn VOIP newydd.

153/22 Llywodraeth Cymru: Derbyniwyd ac fe nodwyd yr ohebiaeth ganlynol:

- (a) Ymgynghoriad ar ymestyn dyletswydd Ilesiant Deddf Llesiant Cenedlaethau'r Dyfodol.
- (b) Ymgynghoriad ar 'Treth Cyngor Tecach'
- (c) Datblygu fframwaith cenedlaethol ar gyfer rhagnodi cymdeithasol

154/22 Cyngor Bwrdeistref Sirol Conwy (CBSC): Cyflwynodd y Clerc yr ohebiaeth ganlynol i'w hystyried:

(a) Ymholiad am ddarpariaeth achubwyr bywyd ar gyfer traeth Bae Colwyn a'r ymateb a dderbyniwyd gan Matthew Forbes, Harbwr Feistr CBSC. Nododd yr aelodau fod gwybodaeth yn cael ei gasglu ar hyn o bryd gan CBSC, ac fe ystyriwyd yr ymholiad gan yr Harbwr Feistr ynghylch a fyddai'r Cyngor Tref yn ystyried darparu cyllid tuag at y gost o ddarparu gwarchodwr bywyd ar gyfer y traeth, pe bai angen hynny (amcangyfrif o £30,000 y flwyddyn).

Mynegwyd pryer bod y traeth yn brif ased twristiaeth sydd o fudd i ardal lawer ehangach na Bae Colwyn yn unig ac ni ddylai hyn, felly, fod yn gost sy'n disgyn ar drethdalwyr lleol yn unig.

Penderfynwyd

(i) **Gofyn am ragor o fanylion am y costau a ragwelir, h.y. faint o achubwyr bywyd y byddai hyn yn eu darparu ac am ba gyfnod(au).**

- (ii) *Gofyn i'r data o'r arolwg / arolygon cyfredol gael ei rannu, pan fydd(ant) ar gael.*
- (iii) *Awgrymu y dylid defnyddio incwm parcio o'r mesuryddion parcio a osodwyd ar y promenâd tuag at y gost o gael achubwyr bywyd.*

155/22 Atgyweirio a Chynnal a Chadw Neuadd y Dref:

Cyflwynodd y Clerc dau ddyfynbris am waith atgyweirio brys i'r gwresogydd dŵr a ddifrodwyd yn y gegin yn Neuadd y Dref.

Penderfynwyd derbyn y dyfynbris gan Martin Crossley (plymwr) i amnewid y gwresogydd dŵr a ddifrodwyd, am gost o £420.

156/22 Swyddfa Archwilio Cymru:

Cyflwynodd y Clerc manylion o ymholiad mewn perthynas ag archwiliad 2021/22 a chopi o'r ymateb a gyflwynwyd, ac fe nodwyd hyn gan yr Aelodau.

157/22 Lwfansau Ward:

Fe nodwyd na chyflwynwyd unrhyw gynigion gan yr aelodau hyd yn hyn.

Penderfynwyd gofyn i'r ffurflen gynnig prosiect gael ei hanfon at yr holl aelodau, i'w hatgoffa.

158/22 Grantiau:

- a. **Grantiau Mawr:** Cyflwynodd y Clerc crynodeb o'r grantiau mawr a gymeradwywyd ar gyfer 2022/23 a gofynnwyd i'r aelodau ystyried cais hwyr (brys) gan Fenter Kind Bay. Nodwyd bod gwaith grwpiau fel Kind Bay yn debygol o gynyddu yn y misoedd nesaf, gan fod y cynnydd mewn costau byw yn effeithio ar fwy o aelwydydd.

Penderfynwyd argymhell cymeradwyo grant o £2,000 tuag at gostau trydan ychwanegol a rhent, er mwyn galluogi MKB i barhau i ddarparu cefnogaeth y mae mawr ei angen i'r gymuned leol.

b. Grantiau am Ddigwyddiadau:

- i. Cyflwynodd y Clerc crynodeb o Grantiau am Ddigwyddiadau 2022/23 a gofynnwyd i'r aelodau ystyried cais hwyr gan Gyda'n Gilydd dros Fae Colwyn am arian tuag at gostau'r Picnic Mawr. Cyflwynodd y Clerc e-bost hefyd yn egluro'r berthynas rhwng Gyda'n Gilydd dros Fae Colwyn a'r Ymddiriedolaeth Adeiladu Cymunedau a ariannwyd gan y loteri, a hysbysodd yr aelodau y gofynnwyd am ddatganiadau banc (nid oes cyfrifon blwyddyn lawn ar gael eto), ond heb eu derbyn eto. Fe nodwyd bod y digwyddiad wedi bod yn llwyddiant a bod dros 1,000 wedi mynchu yn ystod y dydd.

Penderfynwyd gohirio ystyried y cais tan gyfarfod y Cyngor ar 5^{ed} Medi, i aros i dderbyn y datganiadau banc mwyaf diweddar.

- ii. Grant am ddigwyddiadau 2012: Cyflwynodd y Clerc cais gan gyn Urdd y Brodwyd am ganiatâd i waredu eitemau a ariannwyd gan grant (drwy eu gwerthu os yn bosibl).

Oherwydd yr amser sydd wedi mynd heibio ers rhoi'r grant;
Penderfynwyd caniatáu i'r grŵp gael gwaredu â / gwerthu'r eitemau, ond rhoi gwybod iddynt na allwn helpu gydag unrhyw gostau gwaredu.

(c) **Llythyrau o Ddiolch:** Fe nodwyd gan yr aelodau, y llythyrau o ddiolch canlynol:

- (i) Kids Cancer Charity (grant bychan)
- (ii) Clwb Bowlio Min y Don (grant bychan)
- (iii) Elusennau Llandrillo yn Rhos (cyfraniad o gyllideb grantiau bychan)

Daeth y cyfarfod i ben am 8.15 p.m.

.....Cadeirydd

MINUTES OF A HYBRID MEETING OF THE POLICY AND FINANCE COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD ONLINE, VIA ZOOM, AT 6.30 PM ON WEDNESDAY 24th AUGUST 2022

PRESENT: Vice-Chair: Cllr H Fleet
Cllrs: D Carr, N Coverley, D Jones, A Khan, S McAllister, J Nuttall, S Price, G Wynne

OFFICER: C Earley, Town Clerk and RFO

92/22 Welcome and Apologies for Absence:

The Vice-Chair welcomed members to the meeting. Apologies for absence were received from Cllrs: D Howcroft (Chairman), C Hughes, R Parry

93/22 Declarations of Interest:

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

94/22 Minutes: *Resolved to:*

- (a) *Approve and sign as a correct record, the Minutes of the last meeting of the Committee, held on 13.7.22, as detailed in Schedule A attached.*
- (b) *Receive the Minutes of the Staffing Sub-Committee meetings held on 27.7.22 and 17.8.22 (draft).*

95/22 Matters Arising from Previous Meetings:

- a. **Min 96/22(b) - Town Hall Tower Repairs:** The Clerk submitted an updated report regarding the Town Hall Tower repairs.

Resolved to:

- i. *Ratify the engagement of Dewis Consultancy, Conservation Architects, to provide advice and ongoing support for the works, in accordance with Cadw funding application requirements, at a cost of £75 p.h.*
- ii. *Note a verbal update from the Clerk following a conversation with Cadw earlier today about the Historic Buildings funding (which is currently closed to new applications but is likely to re-open in the Autumn) and ask the Conservation Architect /Structural Engineer for advice about whether any temporary measures may be necessary to support the structure, to allow the repair works to be delayed until a grant funding application to Cadw (for £25,000 towards the cost of the works) can be submitted and considered.*
- iii. *To receive an interim evaluation report from the Conservation Architect on the three tenders/quotes received and DEFER appointing a contractor to act as Principal Contractor for the repairs to Council meeting on 5/9.*
- iv. *To approve payment of the final invoice for the previous phase of works (redecoraction of gutters, downpipes and windows, removing vegetation from rear annexe and clearing a blocked passageway/drain) - £7,362.15 + VAT -*

approved

- b. **Min. 96/22(c) - Old Colwyn War Memorial:** The Clerk gave a verbal update on progress with the engagement of a stonemason/ architect to provide a report on the current condition of the Old Colwyn war memorial, prior to entering into negotiations with the Church regarding its adoption. It was noted that three companies have been approached:

A - Wm Taylor Stonemasons - recommended a conservation architect be approached
B - Rob Chambers Conservation - quote received
C - Dewis Consultancy (current Conservation Architect) - quote awaited, but usual rates are £75 p.h.

It was further noted that Mark from Farmers Bronze has previously provided a detailed report on the cleaning and ongoing maintenance requirements, but that this did not cover the structure itself.

Resolved to delegate authority to the Clerk/Chair to accept either quote B or C, once the final quote from C has been received.

- c. **Staffing Sub-Committee:** Members noted the draft minutes and outcome of the interviews, held on 17th August. The Clerk then gave a verbal update, following a conversation with the preferred candidate (CS) earlier this week. It was noted that an urgent meeting of the appointment panel had been held yesterday to consider making a revised offer of employment, due to the quality of the candidate and her having received a second offer of employment, on better terms (a higher initial pay point and more hours per week). Advice had been sought and received from One Voice Wales to confirm that the contractual hours could be increased from 22.5 hours p.w. to 28 hours p.w, without having to re-advertise the post. This would provide the employee with greater certainty of hours/pay, with the additional hours to be funded from the overtime budget of £5,000, previously been approved in connection with the additional Place Plan work. It was also agreed to offer her a starting salary at the higher of the two pay points advertised, due to her previous administrative experience and qualifications.

Resolved to approve the job description for the role and authorise the Clerk to issue a revised contract of employment (subject to receipt of satisfactory references), as recommended by the appointment panel, i.e. to be appointed on pt 7 (of scale G03, pts 6-7, currently £20,444 p.a., pro-rata) for 28 hours per week, to be worked over 4 days.

96/22 Finance:

- (a) ***Resolved to authorise payments made on behalf of the Council for the period 1.4.22 to 31.5.22 as detailed in Schedule A attached.***
- (b) ***Resolved to authorise the Chairman and Clerk to carry out the checking/authenticating of the bank reconciliation(s) as at 31.5.22.***
- (c) The Clerk submitted the income/expenditure report for the period ended 31.7.22 (4 months). It was noted that there were no significant areas of concern, other than the

Colwyn in Bloom budget, with the committee forecasting a projected overspend of around £1,000 (due to the purchase of 36 new barrier planters earlier this year and increased watering/feed costs).

Resolved to note the report and recommend that the Colwyn in Bloom budget be increased by £1,000 (from general reserves).

- (d) Members noted the following correspondence from CCLA:
 - (i) PSDF Statement as at 31.7.2022
 - (ii) PSDF Factsheet
 - (iii) Local Auth Property Fund statement as at 30.6.22
- (e) It was noted that the Lloyds bank mandate had finally been updated at the end of July.
Resolved to approve and sign the final batch of online payments, which had been authorised online by former councillor/signatories, as detailed in Schedule B attached.
- (f) It was noted that the full fibre broadband at the Town Hall is now up and running.
Resolved to ratify an urgent onsite labour charge of £65+VAT for Computer World to reconnect the public wi-fi zones in the committee room and main chamber and to authorise a further call-out (materials and labour) charge of £164 to supply and install an additional rack to the new IT cabinet, with additional ports to connect the new VOIP telephone equipment.

97/22 Welsh Government: The following correspondence was received and noted:

- (a) A consultation on the extension of the Wellbeing of Future Generations Act wellbeing duty.
- (b) A consultation on 'a Fairer Council Tax'
- (c) Developing a national framework for social prescribing

98/22 Conwy County Borough Council: The Clerk submitted the following correspondence for consideration:

- (a) An enquiry about lifeguard provision for Colwyn Bay beach and the response received from Matthew Forbes, the CCBC Harbourmaster. Members noted that data is currently being gathered by CCBC and considered the enquiry from the harbourmaster as to whether the town council would consider providing funding towards the cost of providing lifeguard cover for the beach, should this be required (estimated at £30,000 p.a.).
Concern was expressed that the beach is a major tourist asset that benefits a much wider area than just Colwyn Bay and this should not, therefore, be a cost that falls just on local council taxpayers.

Resolved to:

- (i) ***Request further details on the projected costs, i.e. how many lifeguards would this provide and for what period(s).***
- (ii) ***To request that the data from the current survey(s) is shared, when available.***

(iii) ***To suggest that parking income from the parking meters installed on the promenade should be used towards the cost of lifeguard provision.***

99/22 Town Hall Repairs & Maintenance:

The Clerk submitted two quotes for the urgent repair of the damaged water heater in the Town Hall kitchen.

Resolved to accept the quote from Martin Crossley (plumber) replace the damaged water heater, at a cost of £420.

100/22 Wales Audit Office:

The Clerk submitted details of a query in relation to the 2021/22 audit and a copy of the response submitted, which was noted by Members.

101/22 Ward Allowances:

It was noted that no proposals had been submitted by members as yet.

Resolved to request that the project proposal form be sent out to all members, as a reminder.

102/22 Grants:

a. **Large Grants:** The Clerk submitted a summary of the large grants approved for 2022/23 and members were asked to consider a late (urgent) application from the Kind Bay Initiative. It was noted that the work of groups such as Kind Bay is likely to increase in the coming months, as the cost of living increases affect more households.

Resolved to recommend approval of a grant of £2,000 towards the additional electricity costs and rent, to enable KBI to continue to provide much needed support to the local community.

b. **Events Grants:**

i. The Clerk submitted a summary of Events Grants for 2022/23 and members were asked to consider a late application from Together for Colwyn Bay for funding towards the costs of The Big Picnic. The Clerk also tabled an email, explaining the relationship between Together for Colwyn Bay and the lottery funded Building Communities Trust, and informed members that bank statements had been requested (a full years accounts are not yet available), but not yet received. It was noted that the event had been a success and over 1,000 had attended during the day.

Resolved to defer consideration of the application to the Council meeting on 5th September, to await receipt of the recent bank statements.

ii. Events grant 2012: The Clerk submitted a request from the former Embroiders Guild for permission to dispose of grant funded items (by sale if possible).

Due to the time that has elapsed since the grant was given, it was

Resolved to permit the group to dispose of / sell the items, but to advise that we cannot help with any disposal costs.

- c. **Letters of Thanks:** It was noted that letters of thanks had been received from the following:
- i. Kids Cancer Charity (small grant)
 - ii. Min y Don Bowling Club (small grant)
 - iii. Llandrillo yn Rhos charities (donation from small grants budget)

The meeting closed at 8:15pm Chairman

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