

MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD VIA ZOOM AT 6.30^{PM} ON MONDAY 24TH OCTOBER 2022

PRESENT: The Mayor, Cllr C Matthews (Chairman)
Cllrs: C Brockley, D Carr, J Clayton, C Hughes, N Coverley, H Fleet (Deputy Mayor), A Khan, B Madden, S Price, J Hurst, T Maclean, S McAllister, J Nuttall, R Owen, S Ryder, D Wilkins and G Wynne.

OFFICERS: C Earley, Town Clerk and RFO
R Dudley, Assistant Clerk

VISITORS: Dylan Jones, Elen Edwards, Caroline Tabberer and Andy Wilkinson from Conwy County Borough Council (CCBC)

216/22 Welcome and Apologies for Absence:

The Chairman welcomed all members and visitors to the meeting. Apologies for absence were received from Cllrs: J Higgins, D Howcroft, P Hughes, D Jones, L Kennedy and R Parry.

217/22 Announcements:

The Clerk asked all members to note that the council's annual Civic Service will be held at St Paul's Church at 11am on Sunday 4th December, with a buffet lunch afterwards in the Town Hall. The Clerk explained the historical importance of the Civic Service to the local community and asked members to attend, if possible.

218/22 Declarations of Interest:

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

219/22 Visitors to the Council:

(a) The Chair welcomed the visitors from CCBC and invited Dylan Jones to update the council about progress with the Town Centre Investment and Recovery Plan for Colwyn Bay.

Dylan gave a brief overview of where the project was up to and how it is progressing. The assistance of the Town Council was sought to help progress the scheme to the more detailed design phase, by engaging with the public through the Place Plan process. Three recent studies had been undertaken by consultants in respect of various elements of the scheme (active travel, greening up and the station forecourt/station steps area) and three potential approaches with regards to Station Road were being considered. Dylan stressed that these were indicative drawings only, developed to show the three different approaches which could be taken, and they are not detailed/proposed designs, as the design phase had not yet taken place.

CCBC will now need to bring together these 3 pieces of work and come up with a preferred concept option for engagement purposes and as a catalyst for the detailed design. A Project Manager will be appointed to undertake the procurement of external services and overall management of the scheme. The objectives of the scheme will need to be identified and

agreed upon. The option of using the Place Plan objectives will be considered, as this will have already been agreed upon by the public and stakeholders. It is proposed that only one concept design will be put forward to public consultation and feedback from the engagement will then inform the detailed design.

The key stakeholders would be (but not limited to): Transport for Wales (land owner of the Railway Station), Bay of Colwyn Town Council (to be consulted with, prior to the concept design development, to agree objectives), local members, local business forums, members of the public and special interest groups, such as cycling groups and access groups.

Potential funding opportunities include: Active Travel, Transforming Towns and Conwy CBC (Project Match Funding). Dylan gave a brief overview of the risks involved: land owner consent, funding and stakeholder support.

The Chair thanks Dylan for his presentation and invited questions/comments from members. These are summarised as follows:

In answer to a question about linking the Town to the promenade, Dylan said this was a key objective and further discussions would be had with Network Rail. Members agreed that improved connectivity between the centre and the beach/waterfront was very important.

A member asked about the 2019 study: Dylan said that lessons had been learnt from that study and that's why they were starting afresh this time. They just want to get it right.

Members commented that the High Street was changing and large chain shops were moving on-line and away from town centres. The pandemic had accelerated what was already happening. Change of Use planning costs were a huge barrier for other types of businesses who might want to open up new premises on Station Road. It was noted that Colwyn Bay had had seen improvements in recent years, as a result of the 2010 masterplan and particularly with new build apartments and a reduction in HMOs.

Safe areas for families were important in the Town Centre.

Andy Wilkinson (CBC) commented that it was good to hear all the views. He added that he would circulate the active travel study/report and said that it was good that TfW/Network Rail were now on board and that the Town Council's support will be needed for them to progress a preferred option.

The Clerk added that the Place Plan Team were meeting later this week and that a second stakeholder event was taking place in November, where further views on the preferred approach (for Station Road) could potentially be gathered/evidenced, and the report from Andy would be circulated.

The Chair thanked all the visitors and they retired from the meeting.

(b) The Chair invited any County Councillors present to give a report.

Cllr H Fleet reported that the Rhos Promenade consultation response would be published and discussed soon and the funding pressures on the Council continued.

Cllr C Brockley reported that homelessness was a huge problem and that affordable housing was in very short supply and there was a desperate need for this.

Cllr C Hughes reported that working people/families were being priced out of the property market. The Local Authority was awaiting the UK Settlement (to the Welsh Government) but were looking at a possible £18Million budget shortfall and ongoing austerity measures.

220/22 Minutes

- (a) ***Resolved to receive, approve and sign, as a correct record, the minutes of the last ordinary meeting of the Council, held on 5th September 2022.***
- (b) ***Resolved to receive and note the minutes of the following meetings:***
 - (i) ***The General Purpose & Planning Committee, held on 4th October 2022 (draft).***
 - (ii) ***The Policy & Finance Committee, held 28th September 2022 (draft).***
 - (iii) ***The Staffing Sub-Committee, held on 5th October 2022 (draft).***

221/22 Matters Arising from Those Minutes:

(a) Min. 164/22(a)– Town Hall Tower:

- (i) Members received and considered the report from Dewis and the tenders received for the repairs to the structure of the tower. It was noted that these were now like for like quotations. Both contractors had been used by the Council previously, one for external building repairs and one for more minor internal repairs.

In answer to background questions, the Clerk confirmed that along with being the Town Council offices, the Town Hall had a number of tenants who were active in the local community. The Clerk was asked by one member to monitor spending on the building and to supply annual statistics of the building's usage.

(ii) Resolved to confirm the appointment of D L Williams as the principal contractor.

- (iii) Members approved the undertaking of an inspection of the existing scaffolding (for safety purposes) and it was noted a report will now be requested from the appointed contractor on the scheduling of the works and any additional safety measures which may be necessary. The Clerk confirmed that the weekly charge for scaffolding had only previously been charged for periods when it was in use / requiring inspection.

(b) Min. 164/22 (c) Old Colwyn War Memorial:

- (i) Members received the condition report from Chambers Conservation and noted that some minor work was needed.

Resolved to approve payment of the invoice for the inspection/report of £602.50 +VAT and recommend that a meeting is convened with the Old Colwyn War Memorial Committee to consider the report, establish responsibility for the maintenance/repairs of the boundary wall and agreed how to proceed with transfer of custodianship of the memorial from the Church to the Town Council.

- (ii) Members considered a quote of £970 for routine maintenance of the bronze plaques, prior to this year's services of Remembrance and considered the need to re-fix one of the Old Colwyn Memorial plaques. The bronze plaques were last cleaned/waxed in 2021 at a cost of £915 and the Clerk advised that the current maintenance budget was £500 per annum, allowing for one clean/wax every two years.

Resolved to recommend that the cleaning of the plaques be deferred to 2023 (and every 2 years thereafter).

(c) **Min 167/22– Events:** The Clerk asked Members to note the arrangements and consider any urgent decisions required in relation to the forthcoming events:

(i) Eirias Park Bonfire and Fireworks Display – 4th November 2022:

The Clerk reported that, due to lack of volunteer stewards this year, additional security staff would have to be brought in for safety reasons and asked members to approve an amended order for the additional stewards. The Clerk advised members that there could be a potential overspend this year, due to these additional costs, but that would also be dependent on weather conditions and cash donations on the night.

A discussion ensued about the future of the event, with Members debating if/how the Council should progress the annual display with regards to environmental /animal welfare issues, but also public safety.

Resolved to approve the additional expenditure for security/stewards, so that this year's display could go ahead, but requested that all members are invited to attend the initial Bonfire Sub-Committee Meeting early next year. Proposals would then go to Council and a decision will be made about the display for 2023.

(ii) Remembrance Services (Colwyn Bay and Old Colwyn) – Sunday 13th November: Members noted the arrangements for both events and were asked to support either one of the events.

(iii) ***Resolved to accept the quote from Absolute Sound & lighting for PA provisions for both events, plus the Tree of Lights switch-on.***

(d) **Min. 169/22– Councillor Training:**

Members received the guidance from One Voice Wales on the preparation of Council Training Plans and noted the need for to all Members to complete and return column one of appendix 3 by mid-November, to assist the Clerk to assess training needs prior to drafting the budget and training plan for 2023/24.

(e) **Min. 170/22 – Digital Screens:**

Members noted the positive feedback from Old Colwyn Resident's Association on the impact of the new digital screens.

(f) **Min 176/22 – Remote/Hybrid Meetings:**

(i) Members noted the guidance/procedures previously adopted in respect of remote meeting attendance.

(ii) The consideration of quotations for new equipment to facilitate hybrid meetings in the Committee Room was deferred to a further meeting.

(a) **Min 184/22(c) - Rear Annexe:**

Members noted a pre-application enquiry has been submitted to Planning in respect of the request by Mens Shed to convert the former office in the ground floor of the rear annexe

into a kitchen area.

Resolved to approve the request for permission for the conversion, subject to the Mens Shed applying for and receiving any planning/listed building consent(s) required.

(g) **Min 191/22(a) – Wynn Gardens:**

Resolved to approve support for the installation of new solar lighting in Wynn Gardens (funded by others) and to agree to take on responsibility for future maintenance costs for the lighting

(h) **Resolved to note the resolutions of the Committees, as detailed in the Minutes.**

222/22 Welsh Government: No correspondence was submitted.

223/22 Conwy CBC:

(a) It was noted that negotiations were currently underway to bring two major concerts to Eirias stadium in 2023, together with a possible third major event at the beach/waterfront. Funding support/sponsorship will be requested formally at the next meeting but an early indication of ongoing support would be welcomed. Members agreed that the events brought people onto the town and were in support of the events.

Resolved to inform Rachel Gill of the support in principle, subject to further information at the next meeting.

(b) Town and Community Forum – The Clerk gave a brief report on the meeting that she attended on 3/10/22. The County Councillors present had already reported on the financial pressure and the homelessness issues that were facing the Local Authority. The Local Authority would be looking to the Town Council for funding help with some of their discretionary services and the Clerk would report back to the next meeting on any requests received (all services had been informed that T&CC budgets would be prepared in December, so any requests for support for 2023/24 need to be made as soon as possible).

(c) Service Contributions for 2023/24: The Clerk gave a verbal report and shared with members the list of the Conwy CBC services that we will possibly get contribution requests towards, based on historical requests received. It was noted that the council would need to consider each request on its own merits. The potential list of services included:

(i) Rhos Paddling Pool – awaiting update on support requested

(ii) Public Conveniences

(iii) Car parks

(iv) CCTV cameras

Resolved to ratify payment of the invoice of the approved contribution of £11,088 for 2022/23 and await details of the request for 2023 after a meeting scheduled next week.

(v) Street Cleaning / Litter bins

(vi) Others, e.g Oriel Colwyn, libraries, events etc

(d) Conwy & Denbighshire PSB: Members received and noted the draft Wellbeing Plan for 2022-2028.

(e) Creu Conwy Culture Strategy – members gave brief verbal reports on the recent learning journeys undertaken to Wrexham, Oswestry and Newtown.

(f) Elections 2022 -

Resolved to approve the payment of the invoice for election costs £16,455.84 for May 2022.

224/22 Representatives on Outside Bodies: The following verbal reports were received:

- (a) Colwyn Bay Regeneration Programme Board – The Clerk gave a brief report. The board had received the same presentation that had been given tonight. The Imagine Project had delivered their closing report and the board received an update from the Clerk on progress with the Place Plan.
- (b) Colwyn Bay Business Forum – Cllr D Carr reported that it had been a vibrant meeting and a few businesses had attended. There were strong views expressed, especially with regard to the regeneration on Station Road. Businesses had asked if they be informed of any events in the Town. There was concern about the number of empty shops/units in the Town.
- (c) One Voice Wales Larger Councils Committee – The Clerk asked that this item be deferred to the next meeting.
- (d) Theatr Colwyn Management Committee – Cllr D Carr (Chairman) gave a brief report, confirming the meeting had gone ahead.
- (e) Colwyn Bay Team Town – Cllr C Hughes gave a brief report. The Team were engaged in developing the regeneration of Colwyn Bay in accordance with the priorities and objectives of the Conwy Culture Strategy.

225/22 Festive Lighting and Events:

- (a) Members noted that the Town council's festive lighting displays would be switched-on on Friday 25th November at 4pm.
- (b) Members noted that Rotary will be holding a switch-on event for the Tree of Lights on Sunday 27th November 2022.
- (c) Lumiere Event planned by Tape – The update meeting had been postponed, due to illness, so this item was deferred.
- (d) Members noted that Traders on Penrhyn Road were organising late night events during the festive period 10th November – 22nd November.
- (e) Members noted that town centre businesses were looking for funding support towards the cost of mini Christmas trees for outside their premises. Interest is still being gauged so costs are not yet known.

Resolved to approve the early switch-on of the festive lighting on Penrhyn Road during this period.

Glyn/Rhiw Members were asked to consider the request and to let the Clerk know if they wanted to support this from ward allowances.

226/22 Independent Remuneration Panel for Wales:

- (a) Members noted the draft Annual Report for 2023/24.
- (b) The Clerk updated members and reported that further advice/confirmation is awaited from One Voice Wales / HMRC regarding the tax status of the proposed working from home and consumable allowances.

The meeting closed at 9.40pm.

..... Chairman