

MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD VIA ZOOM AT 6.30^{PM} ON MONDAY 05TH DECEMBER 2022

- PRESENT:** The Mayor, Cllr C Matthews (Chairman)
Cllrs: C Brockley, D Carr, J Clayton, J Higgins, C Hughes, P Hughes, N Coverley, H Fleet (Deputy Mayor), L Kennedy, A Khan, T Maclean, S McAllister, S Ryder, D Wilkins and G Wynne
- OFFICERS:** C Earley, Town Clerk and RFO
R Dudley, Assistant Clerk
- VISITORS:** Rachael Gill, Conwy CBC
County Cllr Cheryl Carlisle

258/22 Welcome and Apologies for Absence:

The Chairman welcomed members and visitors to the meeting. Apologies for absence were received from Cllrs: D Howcroft, D Jones and S Price. Apologies for absence were also recorded for Cllr R Parry, as due to technical issues the Council members couldn't see or hear him.

259/22 Announcements:

- (a) The Clerk thanked all members who attended and supported the Mayor at the council's annual Civic Service, held on Sunday 4th December 2022.
- (b) The Clerk reminded members that nominations are now being sought for the annual Volunteer Awards. Members are requested to consider making nominations themselves and to also help publicise the awards / encourage others within their community to make nominations.

260/22 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. The Clerk noted the County Councillors present needed to declare a prejudicial interest in respect of item 261/22 – Visitor to the Council.

261/22 Visitors to the Council:

- (a) The Chair welcomed Rachael Gill from CCBC to give a presentation about the upcoming major summer events for Colwyn Bay area in 2023.

Rachael thanked the Council members for giving her the chance to present and for their previous support for events in the town and also thanked the Mayor for attending the GOGS Film Festival, which had taken place at Theatr Colwyn recently.

For the benefit of newer members, Rachael introduced herself and gave apologies from Adrian LeTrobe, the officer now responsible for major events in Conwy, before giving a brief rundown of some of the concerts that had been held in Colwyn Bay since 2011. She said that the cancellation of one major artist and Covid had set the Promoter back, but the major sports/music events had definitely put Colwyn Bay on the map. Google ratings for Colwyn Bay are so much higher than they were in 2011. The 3 major acts last year: Noel Gallagher's

High Flying Birds, Pete Tong and his Symphony Orchestra's Ibiza Classics and Simply Red, had brought an estimated £444,000 to the area (based on data from previous studies about overnight stays and spend). Hotels, pubs, restaurants and shops will all have benefitted from the influx of people, with around 50% of the audience attending thought to have been from out of the area.

Looking ahead, one Act had already been announced for 2023 – NDubz, who will attract a younger audience. Ticket sales are slower than anticipated, but it is anticipated that another two acts will be announced in the next couple of weeks. A three-day weekend event is being planned, to help make the most/share the cost of the event infrastructure. This will bring a major economic boost to the area and the Town Council's funding support of £10,000 per event is vital, to help keep the risk to the promoter (from lower than anticipated ticket income) to an acceptable level. Rachael then asked if any members had any questions/observations.

In answer to a question about more affordable ticket options, Rachael said that costs to stage the events were raising all the time – staging is £15,000 more this year. It's a very expensive industry. PayPal give the option of spreading the cost of your ticket over three payments and its interest free. If any free tickets are made available (if the events do not sell out) these will be allocated to worthy causes such as veterans, hospices, refugees and looked after children. Rachael also said that staging events locally rather than Liverpool/Manchester cuts down on travel and hotel costs for local people, so that saves money.

In answer to a question about risk: Rachael explained the background and how the original contracts were set up. Welsh Government would not help financially, so the promoter does take all the risk. The current contract ends in 2023. Rachael offered to send the previous data/stats about benefits for the area to Tina, for circulation to members. Rachael also gave an example of the wider benefit, in that a local business had been contracted to provide all the printed promotional material (posters, flyers etc) for the event.

Concerns about recent publicity regarding NDubz and security were raised. Rachael said that there is always a multi-advisory safety advisory group that meet to discuss all these issues before any major events and any concerns about safety or security will be addressed at those meetings.

Rachael was praised for all her dedication and hard work over the years and for persuading promoters to bring such big acts to Colwyn Bay.

The Chair thanked Rachael for the interesting presentation and she retired from the meeting.

- (b) Members noted that representatives from Colwyn Victoria Pier had asked to defer their visit to the Council, to give an update on the Trust's vision and key objectives, until February/March 2023.

(c) The Chair then invited any County Councillors present to give any report(s):

Several County Councillors present reported that the County Council faced tough choices with regard to budgets over the next two years, due to increasing costs for major services like education and social services and the settlement amount from the UK Government. Savings will have to be made across the board and the Town Council will be asked for contributions to help with maintaining local services. The County Council has tried to keep any precept increase low over the past years, but this has now resulted in very low levels of reserves.

262/22 Minutes

(a) ***Resolved to receive, approve and sign, as a correct record, the minutes of the last ordinary meeting of the Council, held on 24th October 2022.***

(b) ***Resolved to receive and note the minutes of the following meetings:***

(i) ***The General Purpose & Planning Committee, held on 1st & 22nd November 2022 (draft).***

(ii) ***The Policy & Finance Committee, held 16th November 2022 (draft).***

263/22 Matters Arising from Those Minutes:

(a) **Min. 219/22(a)– Town Centre Investment and Recovery Plan:** The Clerk gave a verbal report regarding the Place Plan Stakeholder Engagement event, which took place on 24th November 2022. The afternoon workshop was attended by around 35-40 key local stakeholders (from a list of over 200 invitees). Planning Aid Wales (PAW) gave a presentation on the findings from the community engagement activities/events which had taken place earlier this year and each table then had facilitated workshop discussions about 4 topics chosen from 8. The outcome of these discussions was recorded/fed back by facilitators (members of the steering group) and will now be used by PAW to consider what additional evidence may be required and to prepare the draft Community/Place Plan, which should be ready for the Town Council to consider for adoption early in the New Year (by March). It was noted that PAW are also going to try and arrange a meeting with Conwy CBC to discuss the issues around Station Road, as there are some strong opposing views about how that area might be developed/improved, for the benefit of the wider town centre

(b) **Min. 221/22 (a) Town Hall Tower:** The Clerk gave a brief verbal update regarding a further response from Cadw and Conwy's Conservation Officer about potential grant funding towards the repair work:

(i) Cadw's repairs and maintenance fund has not reopened for applications, but may open again in the Spring

(ii) The CCBC Conservation Officer has confirmed that the Town Hall now has a status of 'vulnerable', which will enable an expression of interest to be submitted to Cadw's Heritage Buildings Capital Fund, for funding of up to 50% of the cost of repairs (based on lowest of three tenders). Deadline for submissions is 23rd December and stage 1 decisions will be issued by 10 February (then requiring a full application).

Resolved to delegate authority to the Clerk to liaise with the Conservation Architect and prepare/submit an EOI for a capital grant towards the cost of the works

(iii) Members noted that Clerk is awaiting a response from the principal contractor regarding scheduling the works for next Spring

- (c) **Min 221/22(b)– Old Colwyn War Memorial:** The Clerk submitted a report from the Committee Meeting held on 30th November and asked members to consider any recommendations from that meeting:
- (i) ***Resolved that the Old Colwyn War Memorial Committee should become a formal committee of the Town Council. The Clerk will draft the Terms of Reference for approval at a future meeting.***
 - (ii) ***Resolved that the Town Council continues to apply for the road closure for the annual service of remembrance in Old Colwyn, but to note the need for a Committee Member to take responsibility for liaising with the Traffic Management Operative(s) about when to instigate the road closure, to ensure that the pavements do not become too overcrowded, thus reducing the risk of any safety incident, whilst enabling access to be maintained to the petrol station forecourt for as long as it is possible/safe to do so.***
 - (iii) Members noted that the results of the recent survey had been shared with the war memorial committee and quote(s) would be obtained for the works identified (with an earmarked maintenance reserve currently being held by the Old Colwyn Residents Association). Contact would also be made with the new owner of the former Church to ascertain responsibility for maintenance of the boundary wall and hedge.
 - (iv) Members noted that the Clerk had agreed to send the church representative a copy of the Colwyn Bay War Memorial lease in order to progress the formal transfer process.
- (d) **Min. 221/22(e) – Digital Screens:**
Resolved to authorise payment of the invoice from CCBC for the re-siting of the Bay View Centre screen (works previously approved, plus additional expenses relating to electrical works required in connection with the replacement of the faulty screen).
- (e) **Min. 221/22(f) – Equipment for Hybrid Meetings:**
- (i) The Clerk gave a verbal report after receiving advice from Cllr C Brockley and a representative from Coleg Llandrillo with regard to the supply/installation of hybrid equipment in the Committee Room/ Council Chamber to facilitate hybrid meetings. Four quotes had been obtained. The advisors had recommended a large (75”) TV screen be used in the Committee Room, together with an all-in-one camera/audio solution (one has been loaned to try out) and either an updated short-throw laser projector with existing screen, or a larger TV screen (86”) for the Main Chamber. It was noted that the current projector was unreliable and needed to be updated, but this is also used by room hirers and for presentations at outside events. It was therefore preferable to replace this with an updated projector, rather than a large/fixed TV screen. The hybrid camera/audio equipment currently on loan had been trialled at the Old Colwyn War Memorial Committee Meeting with good results.
Resolved to recommend that a budget of up to £4,500 be approved for the Clerk to place an order, to include delivery, set up/installation and a minimum 3-year guarantee, to provide the equipment needed to facilitate hybrid meetings in the Committee Room and the Council Chamber.
 - (ii) The Clerk submitted a quote for installation of two additional twin power sockets in the Committee Room. Members noted that, due to the listed status of the building, the Conservation Officer had recommended antique brass sockets, to be more in keeping with and minimise the impact on the wood panelled walls in the Committee Room.

Resolved to approve the quotation of £494 for two twin antique brass flush fitted sockets to be installed in the Committee Room.

(f) **Min 223/22 & 243/22– Conwy CBC Contributions for 2023/24:** The Clerk submitted an updated list of the financial service contribution requests received to date for CCBC services and facilities for 2023/24 and asked members to consider the level of contribution they were willing to consider for each of the requests. Members gave approval, in principle, for all of the requests received to date, subject to any additional requests which may be received before the final budget is approved. It was noted that the Clerk would use these figures to prepare the draft budget, which would be submitted to the Council for approval in January.

(g) **Min 230/22(a) – Interactive Traffic Speed Signs:**

The Council considered the recommendation of the General Purpose & Planning Committee for approval of funding of up to £8,000 for two interactive traffic speed signs for Dolwen and Llanellian Roads. It was noted that the speed limit reduces from 60mph to 30mph in this area and concerns have been raised about the dangerous speed of some vehicles. A members enquired who had funded the interactive speed sign on Llandudno Road, Rhos on Sea. Members also mentioned Welsh Government guidance/procedures for signage on Trunk Roads and the Community Speed Watch Scheme, which is manned by volunteers with support from the Police. It was noted that the Welsh Government is bringing in 20mph limits in all residential areas next year, but that the signs can be amended to reflect any change to the speed limits. Staggered warning signs were also suggested, as an alternative to Interactive Traffic Signs. Another member stated that, should this be approved, he would be submitting a request for similar signage at a problem location within his ward.

Resolved to defer this item and to ask the Clerk to make enquiries as to who funded the sign on Llandudno Road, Rhos on Sea (by the College) and also to enquire whether any alternative effective speed reduction signage has been considered at these locations.

(h) **Min 240/229 (c) – Electrical Inspection Reports:** Members noted that quotes were still awaited.

Resolved to recommend that approval is delegated to the Policy & Finance Committee to approve works once the quotes have been received.

(i) **Min. 245/22(b) - Basic Councillor Payments:**

Resolved to approve that any unclaimed basic payments be added to member's ward allowances from 2022'23 onwards.

(j) **Min 247/22(b) – Chamber of Trade Window Competition:**

The Clerk submitted a recommendation that the Christmas Window Competition is reintroduced and run by the Town Council this year, with Ward members being asked to assist by each nominating their favourite Christmas window display(s) in their local community. A winner will then be chosen by the Mayor for each community. One overall winner will then be selected by the Mayor and awarded the Chamber of Trade trophy plus a £50 cash prize, and the two runner ups will be awarded a £25 cash prize and a certificate

each. Members were asked to take photographs of festive windows in their wards and to email to Town Council and share on Chamber of Trade Facebook page.

Resolved to approve that the Town Council reintroduces and runs the Christmas Window Competition this year (with prizes of £100 total to be funded from the Christmas budget).

(k) Min. 247/22(d) – Christmas Events:

(i) The Clerk submitted a request for funding of up to £560 for Christmas entertainment activities related to the Artisan Christmas Market.

Resolved to approve funding of £560 towards Christmas Entertainment for the Artisan Market.

(ii) Members noted/ratified the match funding of £3,000 approved, under delegated powers, towards the cost of providing a Santa's Grotto in the Bay View Centre (to be paid for from the Christmas event budget).

(iii) Members noted that TAPE were planning a launch event, with entertainment, outside the Bay View Centre on Saturday 17th December to raise awareness of the Lumiere project and encourage people to view the projections on Station Road.

(l) Min. 248/22(a) – Small Grants:

(i) The Clerk submitted the response from Food share NW and asked members to consider the deferred application for funding of up to £1,250 towards food to supply 250 Christmas meals to local families (with up to £750 of this having been offered in match funding by the Llandrillo Charities).

Resolved to approve the small grant of £500 (plus £750 from Llandrillo Charities) towards food to supply local families with Christmas meals.

- Cllr A Khan declared a personal interest in the following agenda item and left the meeting at this juncture.

(ii) ***Resolved to ratify approval of £500 to NWAMI for the Lantern Parade.***

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

264/22 Welsh Government: No correspondence was submitted.

265/22 Conwy CBC:

(a) The Clerk submitted a request for financial support towards repairs/replacement play equipment for 2022'23 (from earmarked reserves) and an offer to attend site visits with the Clerk and ward members. A picture of an example of a replacement Youth Shelter for Eirias Park was also submitted.

Resolved to arrange a site visit at the 3 playgrounds with the Conwy CBC Playground Inspector and to invite Conwy CBC Play Development Officer and Ward Members to consider how funding can be maximised and some natural play incorporated.

(b) The Clerk submitted information from WLGA on decarbonisation and a response from Conwy CBC to a request for assistance/advice.

Resolved to seek quote for an Energy Performance Certificate for the Rhiw Road site and

to wait for further advice, once Conwy CBC has implemented its own carbon reduction strategy.

266/22 Welsh Rugby U20 Internationals: The Clerk submitted a request for funding support for promotional materials /street dressing for the U20 Rugby Internationals, which are coming back to Colwyn Bay in February/March 2023. Members questioned the relationship between RGC and WRU and one member expressed concern that the funding request appeared to be coming from the WRU, given the level of reserves they have.

Resolved to decline the request for funding support, due to a lack of clarity/information about the applicant and its/their financial standing.

267/22 Representatives on Outside Bodies:

(a) Citizens Advice Conwy – Cllr T Maclean gave a verbal report from the recent AGM. Cllr Maclean said that the Mayor had also been in attendance as a Trustee. The meeting had been split into two halves: the first mainly being presentations from 3 guest speakers. Cllr Maclean reported that the majority of people using the service were seeking advice about debt and benefits. Cllr Maclean was thanked for his report. A suggestion was made to invite a representative from CAB to attend a future meeting to give a presentation about their role/service. Nominations were also requested for a member to be appointed as the Town Council's representative for future CAB meetings.

Resolved to invite CAB to give a presentation on their services to a future meeting of the Council.

Further resolved to nominate Cllr Maclean as the Council's representative to attend future meetings and report back to Council.

(b) The Clerk asked members to consider a proposal to add the role of 'Play Ambassador / Play Champion' to the list of representatives on outside bodies and, if agreed, seek nominations for the role.

Resolved to add the role of 'Play Ambassador / Play Champion' to the list of representatives on outside bodies and to nominate Cllr S Ryder to become the Play Ambassador/Play Champion for the Council.

(c) Conwy CBC Central Forum Area Local Forum: It was noted that the Clerk will share the minutes from the recent meeting by email, as the representative is not present to give his report.

268/22 One Voice Wales/Society of Local Council Clerks:

(a) The Clerk submitted a request from NALC/OVW/SLCC asking Councils to sign up to the Civility and Respect Pledge. The Clerk also shared the a link for a short introductory video.

Resolved to adopt/sign up to the Civility and Respect Pledge.

(b) Members considered the renewal of the Clerks SLCC membership for 2023, at a cost of £458 p.a.

Resolved to approve the renewal of the Clerk's SLCC membership , at a cost of £458 p.a.

(c) ***Resolved to invite a representative from One Voice Wales to attend a future meeting to give a presentation on their services to/for local councils, prior to considering the renewal***

of membership for 2023'24.

269/22 CONFIDENTIAL MATTERS:

Resolved to exclude any public and press to consider the following item(s) of confidential business:

- (a) The Clerk gave a brief verbal update on an ongoing insurance claim in connection with the 2018 bonfire night event, held in Eirias Park. It was noted that the claim is to be settled, with a 35% / 65% split of responsibility agreed between the Town Council (as event organisers) and Conwy County Borough Council (as landowner).
- (b) It was noted that a complaint is being investigated by the Ombudsman into the conduct of a member of the Town Council. This relates to a post on social media and all members are reminded of the need to take care, especially when sharing posts of others.
- (c) It was noted that a letter has been received, addressed to the Mayor, appealing for assistance with tackling anti-social behaviour by young people in the Sea View Road area.
Resolved to recommend that a meeting be arranged at the Town Hall and that police, representative(s) of the affected businesses and a representative from the CCTV control room be invited, along with ward members, so their concerns can be heard/addressed

The meeting closed at 10pm.

..... Chairman