

**MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD AT 6.30^{PM} ON MONDAY
18TH JULY 2022**

PRESENT: The Mayor, Cllr C Matthews (Chairman)
Cllrs: C Brockley, D Carr, N Coverley, H Fleet (Deputy Mayor), J Higgins,
C Hughes, D Jones, L Kennedy, B Madden, S McAllister, J Nuttall, R Owen, R
Parry, S Price, T Maclean, D Wilkins and G Wynne.

COUNTY CLLRS: Cllr C Carlisle

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

VISITORS: Mr A Pritchard, RGC Wales

103/22 Welcome and Apologies for Absence:

The Chairman welcomed all members and visitors to the meeting. Apologies for absence were received from Cllr D Howcroft and A Khan.

104/22 Announcements:

The Mayor gave a brief update on his engagements and asked members for their support with any future charity events.

105/22 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. The Clerk advised members that she had sought advice from the Monitoring Officer with regard to the Co-option on tonight's agenda. If any members have a close/personal relationship with any of the applicants, then they need to declare it and not take part in the vote. Cllr D Wilkins declared a personal interest in the Rhiw Ward Co-option and did not take part in that vote.

The Clerk asked all Councillors who have not yet submitted their completed notification of interests, which we are required to be published on the website, to return them as soon as possible. Paper forms will be sent out later this week.

106/22 Visitors to the Council:

(a) The Chair invited Mr Alan Pritchard, General Manager of RGC, North Wales Rugby, to give a brief presentation on RGC current activities. Mr Pritchard introduced himself and explained his role. The full name of the team is RGC 1404, with RGC being Rygbi Gogledd Cymru and the year signifying the date of the first Welsh parliament, led by Owain Glyndwr. RGC was play in the National League System in the Welsh premiership. The team's aims and objectives are to progress in the league, develop players and develop the women's team. RGC have a holistic approach and believe in developing well-rounded individuals who will add to the society they live in. They actively engage with the community and have to generate 50% of their budget through their own activities. At home matches they use local

suppliers for food/drink, so visitors get to sample what North Wales has to offer. Their goals are to produce more professional players like Sam Wainwright and to expand the female team. They want to encourage more people to play and to support rugby. The season starts on 3rd September and the first home fixture is 10th September, against Newport. Mr Pritchard thanked for the opportunity to speak and said that they may approach the Council for support in the future.

The Chair thanked Mr Pritchard for his presentation and he retired from the meeting.

(b) No reports were given by any County Councillors present.

107/22 Minutes:

- (a) ***Resolved to receive, approve and sign, as a correct record, the minutes of:
The last ordinary meeting of the Council, held on 6th June 2022.***
- (b) ***Resolved to receive and note the minutes of the following meetings:***
 - (i) ***The General Purpose & Planning Committee, held on 14th June 2022 and 5th July 2022 (draft).***
 - (ii) ***Colwyn in Bloom minutes held on 8th June 2022.***
 - (iii) ***The Policy & Finance Committee, held 13th July 2022.***
 - (iv) ***Staffing Sub-Committee minutes held on 24th June 2022.***

108/22 Matters Arising from Those Minutes:

- (a) **Min. 35/22 – Casual Vacancies in Rhiw and Rhos Wards:**
 - (i) The Clerk reported that 3 applications for co-option for Rhos Ward had been received. Members were asked to vote by secret ballot, in accordance with the Standing Orders. *County Councillor C Carlisle was admitted to the waiting room for this item.*
Resolved to co-opt Joshua Hurst to fill the vacancy for a member for Rhos Ward
 - (ii) The Clerk reported that 4 applications for co-option for Rhiw Ward had been received. Members were asked to vote by secret ballot. *Having declaring a personal and prejudicial interest, Cllr David Wilkins was admitted to the waiting room for this item.*
Resolved to co-opt John Clayton to fill the vacancy for a member for Rhiw Ward

Cllr D Wilkins and Cllr C Carlisle were then re-admitted to the meeting and Cllr L Kennedy retired from the meeting at this juncture.
 - (iii) Requests were considered from Cllrs J Nuttall and S Price to swap to the Policy & Finance Committee, due to them having been appointed to the CCBC Planning Committee and therefore being unable to vote/speak on planning applications being considered by the Town Council.
Resolved to approve the request.
 - (iv) ***Resolved to appoint the two newly co-opted members to fill the vacancies on the General Purposes and Planning Committee.***

(v) Cllr C Matthews informed the Council that he had withdrawn his request to switch to the Policy and Finance Committee.

(b) Min. 40/22 (a) Town Hall Works:

(i) The Clerk submitted a copy of an update report recently submitted to the Policy & Finance Committee, together with an extract from the Policy & Finance Minutes showing the recommendation.

Resolved to

(1) Ratify the appointment of Eryri Consulting as Principal Designer for the works, to oversee the H&S aspects of the work, in accordance with the CDM Regulations, at a fixed cost of £600.

(2) Agree with the recommendation of the Structural Engineer to proceed on the basis of a partial dismantling and rebuilding of the upper section (parapet walls) of the tower. Defer consideration of the quotations received for the proposed works until the third quotation has been received (and note that the third contractor is awaiting further information from the Principal Designer).

To then arrange a special meeting of the Committee, to consider the quotes and appoint a principal contractor, should the third quotation be received prior to the next meeting.

Members also noted that the Clerk has also obtained information about Historic Buildings grant funding available from Cadw for repairs to listed buildings in public use and asked members to consider the submission of a grant funding application for £25,000 towards the Town Hall tower repairs.

Resolved to approve the submission of a grant application for funding towards the Town Hall Tower repairs from Cadw.

(ii) Members noted that the Town Hall PAT testing had now been completed.

(c) Min 40/22(b) – Rhiw Road Leases:

The Clerk gave a verbal update and reported that one lease had now been received for signature and the other two should be completed within the next few months.

(d) Min. 40/22(d) – Bank Signatories:

(i) To note that confirmation of the updating of the bank mandate is still awaited from Lloyds Bank and former Councillors continue to sign payments. The Clerk has contacted Lloyds to chase progress and the mandate amendment form, submitted on 24/5, was not considered until 11/7. One of the signatories has been asked to visit the branch with ID, as his signature has changed.

(ii) To note that there were no further urgent payments for authorisation at this meeting.

(e) Min. 40/22(e) – Reps on Outside Bodies:

The Clerk asked members to consider any remaining vacancies. All vacancies were filled apart from Raynes Quarry, which was deferred to await further information.

Resolved to update the list and send a copy to members to put in their Councillor's packs.

(f) **Min 40/22(g) – Old Colwyn War Memorial:**

The Clerk submitted a copy to the report to the P&F Committee on a meeting she had attended with interested parties. Members considered the recommendation from the Policy & Finance Committee that the Town Council declines to take over full responsibility for the war memorial from the Church, but recognises its significance and importance to the local community and therefore offers continued support (including funding by grant application) to the local voluntary committee, which looks after the ongoing maintenance. Old Colwyn members felt very strongly that the Town Council should take over full responsibility for the War Memorial, due to its importance to the community. The question of costs of any maintenance over the past few years was raised and it was agreed that a structural survey would be needed to assess its current condition. As the Memorial was still situated on Church land, it was noted that the Memorial would have to be either leased, or formally transferred to the Town Council. This is just the start of the process and further meetings would need to be held with the Church and the voluntary committee.

Resolved to ask the Clerk to proceed to arrange for a structural inspection/survey and, subject to the outcome, to support in principle the Council taking over responsibility for the War Memorial.

(g) **Min. 44/22 – Hospitality:**

The Clerk reported that two remaining spaces for Simply Red Hospitality remained.

Resolved to offer the two remaining tickets to the 2 newly appointed Councillors.

(h) **Min. 71/22 – Christmas Lights Sub-Committee:**

The Clerk asked members to consider the two vacancies on the sub-committee. As current members were either Glyn/Rhiw wards, nominations were requested from Rhos/Old Colwyn Wards.

Resolved to appoint Cllrs Jo Nuttall (Rhos Ward) and Cllr S Price (Colwyn Ward) to fill the vacancies on the Christmas Lights Sub-Committee.

(i) **Min. 78/22 – Staffing Sub-Committee:**

(i) ***Resolved to approve the recommended updates/additions to the Sub Committee Terms of Reference.***

Resolved to appoint Cllr D Jones and Cllr D Carr to the Staffing Sub-Committee.

(ii) Members were then asked to consider the appointment of a separate Appeals panel.

Resolved to appoint Cllr S Price to the Appeal Panel.

(iii) The Clerk updated members on the recruitment of a new part time Administrative Assistant. It was noted that the Closing date for applications was last Friday and a meeting of the Staffing Sub-committee will be convened next week to shortlist candidates.

(j) **Policy & Finance Committee:** To consider any further matters from the Policy & Finance Committee Meeting held on 13th July 2022. The draft minutes had been emailed to all members.

(i) **Min 100/22 – Resolved to ratify approval of the signing of the new/replacement leases by the Mayor and Deputy Mayor (witnessed by the Clerk), in accordance with the Council's Standing Orders.**

(ii) **Min 102/22 – Grants:**

(1) Resolved to approve the small grants, as recommended in the schedule to those minutes.

(2) The Clerk submitted two additional applications form Kind Bay Initiative, that had been omitted from the Policy & Finance agenda packs last week.

Resolved to approve the small grant award of £500, but to defer the large grant application (£2,000) and submit this to the Policy & Finance Committee for consideration.

(k) **Min 86/22 – Barclays Bank Closure – GPP Committee 5.7.2022:**

The Clerk informed the Council that the GPP Committee had referred this to Council for further consideration. David Jones MP, had requested free use of a meeting room at the Town Hall, which the Clerk had responded to decline, due to it not being in accordance with the council's policy on room hire (due to the VAT implications). Cllr T Maclean had also suggested a possible venue for alternative provision of services and alternative suggestions of the Library or Coed Pella had been made. Members had also questioned whether the bank could make mobile provision, as they do in rural areas.

Resolved that the Clerk write to Barclays Bank to express disappointment with their decision to close the Colwyn Bay branch and to ask them if/how they intend to provide any ongoing banking provision for the residents of Colwyn Bay.

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

109/22 Welsh Government: Member noted the following correspondence:

(a) Anti-Racism Wales Action Plan

(b) Letter about the launch of the Finance and Governance Toolkit.

Resolved to appoint the Mayor, Deputy Mayor and Chair of the Audit Sub-Committee to the Working Group, that will work through the Toolkit, as a self-improvement tool.

(c) Consultation on 'Shaping Wales' future: Using National Milestones to measure our Nation's progress (wave two)'

(d) summary report from the Clerk on the guidance issued on the Local Government and Elections (Wales) Act 2021.

(e) Correspondence from neighbouring Councils regarding the support needed to upgrade IT equipment to better facilitate hybrid meetings. It was agreed to wait for recommendations from Conwy CBC (who are trailing equipment with Abergele Town Council) before upgrading our hybrid equipment. Due to the possible expense, the right choices must be made.

110/22 Conwy CBC:

(a) Colwyn Bay Regeneration Board: The Clerk gave a verbal report following the first meeting of the new Board on 11th July. Topics that had been discussed included: Waterfront Project; Imagine Project; Family Centre; Housing; Town Centre Investment & Recovery Plan; plus Cllr CH had given an update on CCTV Cameras and the new adventure trail in Eirias Park.

(b) Members noted information on the Clwyd West Levelling Up Funding Bid for Eirias Stadium.

(c) The Clerk gave a brief update about the Digital screens and new people sensors installed in the town centre. The Bay View Digital screen, which has broken, will be replaced under

guarantee. The people sensors will collate footfall data. Becoming a ‘Smart’ Town, by collecting and sharing data, will help local businesses and other organisations to make more informed choices.

(d) The Clerk informed the members who had not completed their Code of Conduct training that, once she has received the slides/notes from CCBC, a further date will be provided.

(e) Local Members’ Forum (Central)– Cllr R Owen reported that the meeting had mainly been an introductory one and a Chair had been appointed.

111/22 Community Plan Team:

(a) The Clerk gave a brief update on the recent community engagement events which had now all taken place. The online survey is still open until Friday and members were encouraged to share the information.

(b) The Clerk circulated information about Together 4 Colwyn Bay’s summer event and asked members to consider whether the town council should request a stall at the event, manned by Cllrs. The Town Council could supply a gazebo and a rota would need to be arranged.

Cllrs Matthews, Brockley, Nuttall, Owen, Higgins and Maclean volunteered to man the stall.

Resolved to contact Together 4 Colwyn Bay to request a stall.

112/22 One Voice Wales:

(a) Cllr Greg Wynne gave a brief report from the Area Committee meeting held on 6th July. Cllr Wynne reported that the meeting had mainly been introductory. Cllr S Price had also attended the meeting and reported that the Police & Crime Commissioner had also been in attendance and had listed his priorities for the term ahead.

The Clerk asked for nominations for the Larger Council’s Committee.

Resolved to appoint Cllr S Price to be the Town Council representative for the Larger Councils’ Committee.

(b) Members received notes from a decarbonisation presentation, which they noted.

113/22 North & Mid Wales Association of Local Councils: Members noted the papers for the next meeting. Cllrs Matthews and Carr would attend and report back to the Council.

114/22 Old Colwyn Residents Association: Members noted the minutes of the meeting held on 7th June 2022.

115/22 Town Council Insurance:

Resolved to approve the renewal of the Town Council’s insurance with Zurich.

The meeting closed at 8.50pm.

..... Chairman