

MINUTES OF A HYBRID MEETING OF THE BAY OF COLWYN TOWN COUNCIL HELD IN THE COMMITTEE ROOM, TOWN HALL, AND ONLINE (VIA ZOOM) AT 6.30^{PM} ON MONDAY 5TH JUNE 2023

- PRESENT:** The Mayor, Cllr H Fleet (Chair)
Cllrs: C Brockley, J Clayton, J Higgins, C Hughes, P Hughes, J Hurst, L Kennedy, A Khan, S McAllister, T Maclean, C Matthews, J Nuttall, R Owen, R Parry, S Ryder, D Wilkins and G Wynne
- OFFICERS:** C Earley, Town Clerk and RFO
R Dudley, Assistant Clerk

34/23 Welcome and Apologies for Absence:

The Chair welcomed members to the meeting. Apologies for absence were received from Cllrs: D Carr, N Coverley, D Howcroft, D Jones and S Price.

35/23 Announcements:

The Mayor gave a brief report on the engagements she had attended, since her inauguration, informing Members that she had attended 7 engagements which included a “Choirs for Good” concert held in aid of Air Ambulance. The concert had raised over £853 and was exceptional. The Mayor had also met with Chief Thomas Bikebi of the Democratic Republic of Congo (DRC) and reported that there is a long history of links between the DRC and Colwyn Bay, with 100 African students having studied at the Colwyn Bay Congo Institute, a few of whom are buried in Llanelian Road Cemetery and many of whom returned to take up influential roles in the DRC. The Chief is keen to strengthen links between Colwyn Bay and a town in the DRC. The Mayor had presented the Chief with a slate plaque.

36/23 Declarations of Interest:

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

37/23 Visitors to the Council:

- (a)** No reports or verbal updates were received from County Councillors present.
- (b)** Public Participation: No members of the public were present.

38/23 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 24th April 2023.**
 - (ii) The Annual Meeting held on 15th May 2023.**
- (b) Resolved to receive and note the minutes of the following meetings:**
 - (i) The General Purpose & Planning Committee, held on 2nd & 23rd May 2023.**
 - (ii) The Policy & Finance Committee, held on 10th May 2023.**
 - (iii) The Colwyn in Bloom Committee, held on 23rd May 2023.**

39/23 Matters Arising from Those Minutes:

- (a) Min. 450/22(b) – Vacancy in Eirias Ward:** It was noted that no applications for co-option had been received by the closing date.

Resolved to re-advertise the vacancy and extend the closing date for a further two weeks.

(b) Min. 455/22(a) - Town Hall Tower:

- (i) The Clerk gave a brief verbal report following a meeting with the builder to discuss the schedule of works and the commencement date for the repairs. Due to the delays in commencing the work, to await a decision on the grant application to Cadw, the builder was now having to search for an alternative stone mason, as the original one had now been employed on a large project and would not be available until October.
- (ii) The Clerk gave a verbal update on the ongoing dispute between the builder and the scaffolder. It was noted that the Clerk is seeking to arrange a meeting with the scaffolder to mediate to resolve the dispute and will report back to the Council in due course.

(c) Min. 455/22(b) – War Memorials: Members noted a brief report from the contractor, following completion of the bronze cleaning works and replacement sealant.

Resolved to approve payment of the invoice.

(d) Min. 455/22(e) - Summer Concerts: The Clerk submitted a draft poster and terms and conditions for a social media competition to allocate the five pairs of free tickets to see N-Dubz.

Resolved to launch the social media competition subject to a small amendment to the terms and conditions.

(e) Min. 8/23 - Annual Meeting: Members were asked to consider the following items, deferred from the Annual Meeting held on 15th May:

(i) Standing Orders:

Resolved to adopt the revised Standing Orders, updated following publication of new Model Standing Orders, to include incorporating the requirements of the Local Government and Elections (Wales) Act 2021.

(ii) Financial Regulations: Members approved the continuation of the current document.

(iii) The appointment of representatives to Outside Bodies was reviewed and members noted the arrangements to provide reports back to the Council.

Cllr Higgins asked to be swapped from Ysgol T Gwyn Jones governing body to Ysgol Hen Golwyn

Resolved to approve the swap and to list the vacancy on T Gwyn Jones governing body until the new Eirias ward member is appointed.

(iv) Members received and noted a copy of the updated asset register, as at 31.3.23.

(v) Members received and noted confirmation of arrangements for cover for insurable risks.

(vi) Members reviewed the annual subscriptions.

Resolved to approve renewal of subscriptions to:

- 1. The Society of Local Council Clerks (Clerk's membership)***
- 2. Community and Voluntary Services Conwy***
- 3. Information Commissioners Office (registration as a Data Controller/Processor)***

Further resolved not to renew membership of the North and Mid Wales Association of Local Councils for 2023/24, as the Town Council is now in membership of One Voice Wales and the quarterly meetings (other than the Transport Committee) are thought to have been of little value during the past year.

(vii) Members noted that a summary of the other policies/procedures adopted by the Council had previously been distributed in Councillor Information packs.

(viii) Annual Report 2022/23: Members were asked to consider the draft report. The report would now be sent for translation and then published.

- (f) **Min. 466/22(b) – Festoon Support Columns, Penrhyn Avenue, Rhos on Sea** Members were asked to consider whether Conwy CBC should be requested to remove the five support columns on Penrhyn Avenue, which are used solely for the annual festoon lighting, to ensure there is safe and adequate pavement access for wheelchairs/ pushchairs etc, (if it is not possible for them to be re-located to remove the obstruction being caused).

Resolved that Conwy CBC be requested to remove the five columns, if they cannot be relocated, to avoid causing an obstruction.

- (g) **Min. 478/22 – Year-end Finance:**

- (i) Members received and noted the final statement of accounts for 2022-23
- (ii) Members received and noted the report from the Internal Auditor, to include the recommendation to request receipts for BACS payments for grants and donations paid electronically, to ensure payment has been received. In answer to a question, the Clerk confirmed that any recommendations from last year's internal audit had been followed up and instigated, as required. The Audit Sub-committee receives the report and an update on implementation of any recommendation(s) when it meets annually.
- (iii) Members were asked to consider and approve the annual governance statements in Part 2 of the annual return, which would then be submitted to the Wales Audit Office (once the audit is called).

Resolved to approve the annual governance statement ready for submission for external audit.

- (h) **Min. 481/22(a) – Small Grants:**

Resolved to approve payment of small grants A (OCRA -Centenary of War Memorial event) and B (Conwy Mind), as detailed in Schedule B to those minutes.

- (i) **Min. 481/22(c) – Youth Grants:** ***Resolved to approve payment of a Youth Grant to Autonomy Dancers, as detailed in Schedule C to those minutes.***

- (j) **Min.15/23(a) – Boat Sculpture:** The Clerk gave a brief verbal report, explaining the background to the Boat Sculpture, which was part of the original Imagine project and is proposed for a site adjacent to the community orchard in Rhos on Sea. In answer to a question, the Clerk confirmed that the sculpture will need to be within the Earmarked Reserve budget and its overall cost had been reduced, as the CIB Committee members had agreed to help with designing and supplying the planting scheme for around the sculpture and finding volunteers to help with some aspects of the installation.

Resolved to approve, in principle, an order for a skeletal boat sculpture, to be made from reclaimed wood/ materials by Small World Theatre, as an addition to the Imagine funded sculpture trail, and to be sited adjacent to the orchard area at the rear of the Rhos Fynach (subject to being within the EMR budget and to Conwy CBC (landowner) giving approval, once detailed designs/dimensions/risk assessments have been received).

- (k) **Min.15/23(c) – Living Walls –** The Clerk submitted a report about a proposed project to install a living wall to the rear annexe boundary wall (facing Douglas Road car park). It was noted that the Clerk had arranged a site meeting with Rachel Carter, Local Places for Nature Officer with One Voice Wales, who would support the project with advice and assist with an application for 100% funding, to include any community engagement activities and maintenance costs for the first 12 months. It was noted that Planning consent would be needed, as the Town Hall site is listed and within a conservation area.

Resolved to support the project, in principle, and request that the Clerk proceeds with the actions, as listed in the report.

(l) Min. 15/23(d) – S6 Biodiversity Action Plan:

Resolved to ratify approval of the updated plan for the period 2023-25 (as recommended by the Colwyn in Bloom Committee).

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

40/23 Welsh Government:

It was noted that no correspondence had been received for consideration.

41/23 Conwy CBC:

(a) Theatr Colwyn Joint Management Committee:

Resolved to defer this item, as the amended draft terms of reference for the committee had not been received.

(b) The Clerk submitted an email request from Wilde Consultants Ltd, asking for the Council's views in relation to the three elements of the scheme for the Town Centre. It was noted that schemes for improving the Town Centre had been proposed on several occasions previously, but had always come up against objections. It was felt that feedback from these previous consultations should be taken into account and lessons should be learnt, especially with regard to the one-way system, opening up Station Road and access for pedestrians/cyclists. Several members expressed disappointment that requests for more than one option to be put to public consultation had not been taken on board by Conwy CBC.

Resolved to reply to Wilde Consultants Ltd to:

(i) *Suggest that alternative options to present for public consultation would have been preferred, as this would help generate the best overall option.*

(ii) *Request that any concept design(s) presented for consultation are deliverable, due to public frustration following cycles of previous consultation and a perceived lack of action.*

(iii) *Reiterate the previous comments of the Town Council that it does not support a one-way system, or any traffic scheme which may result in rat-runs around side streets, and that is supports the Welsh Government policy of putting people and cyclists first.*

(iv)

(c) Members noted that the play equipment repairs/replacements are underway.

Resolved to authorise payment of the invoice(s) received for works completed to date:

(i) *Cantilever swing repairs – Play & Leisure Ltd £2,774.72 + VAT*

(ii) *Youth Shelter for Eirias Park Playground – D L Jones £14,750 + VAT*

(d) Conwy & Denbighshire PSB –Members noted the Local Wellbeing Plan for 2023-28 and the objectives therein, which the Town Council, under the Wellbeing of Future Generations Act 2015, has a duty to take all reasonable steps to meet.

42/23 Representatives on Outside Bodies: The Council received reports from the Clerk and/or Members who are representatives of the Council on outside bodies, to include:

(a) Bay of Colwyn Place Plan Steering Group: The Clerk gave a brief verbal report from the meeting held on 25th May. It was noted that the Draft Place Plan is currently being edited and it will be submitted to the Town Council once the final draft has been approved.

(b) Eirias Centenary Project: Cllr C Hughes gave a brief verbal update. It was noted that the

project had been progressing well, but the group is now having to consult with Sustrans and Wilde Consultants, as their proposals for three paths through the park coincided with work on the proposed route for the running trail. The aim is for an initial launch in September, linked to the Heritage Trail, with interpretation panels to be provided alongside existing QR codes.

- (c) Notes were submitted from the Bay of Colwyn Community Wellbeing Network Meeting, held on 11th May 2023, including a copy of the presentation slides about the Douglas Road Family Centre, a timetable of activities and an invitation to hold a future meeting at the Centre, to view the facilities. The Clerk reported that the July meeting topic would be concentrating on youth and inter-generational activities. The Chair added that the 'Wee Ones and Wise Ones' intergenerational Group had recently restarted, which was a positive step forward.

- (d) Colwyn Bay Business Forum – 23rd May: Cllr D Carr (Town Council representative) had submitted apologies for this meeting.

Colwyn Bay Town Team meeting: It was noted that no report was available from the meeting held on 3rd May, as our representatives had been unable to attend. However, an email was submitted giving details of the draft Town Team Action Plan and members were asked to consider support for a proposed funding bid to the Shared Prosperity Fund.

Resolved to note the draft Action Plan and support the proposed funding bid to the shared Prosperity Fund.

- (e) Diolch am 20: Cllr J Higgins gave a verbal report on the meeting he attended on 17th May. Cllr Higgins reported that the meeting was well attended and Sustrans were represented. The meeting was hosted by Anna Semelyn National Campaign Manager for Wales who said that from 17th September this year, most 30mph roads would become 20mph. The Local Authority can make exemptions to this. The primary purpose of the change in the law is road casualty reduction. The scheme is not 'anti-car' but 'pro-people'. The reduced limit will have a positive effect on increasing the number of people walking and cycling. The broad message was we should take advantage of and promote the opportunities presented by the 20mph speed limit in our local area.

The Chair thanked all the representatives for their reports.

43/23 One Voice Wales / NALC / Society of Local Council Clerks:

- (a) The Clerk submitted an updated copy of the Good Councillors Guide to Employment which was noted by members. It was also noted that a copy of this should be retained, for reference, by members of the Staffing Sub-Committee.
- (b) Members noted an invitation to submit motions to the OVW AGM and Members were asked to consider whether to submit a motion requesting that the membership fees for councils should be based on the relevant council tax base figure for each council and not simply on the number of properties (reflecting actual precept raising ability more accurately and taking in to account those properties that pay reduced or no council tax).

Resolved to request that the Clerk submits a motion to the OVW AGM requesting that the membership fees for councils should be based on the relevant council tax base figure for each council and not simply on the number of properties (reflecting actual precept raising ability more accurately and taking in to account those properties that pay reduced or no council tax).

- (c) Members noted interim advice from One Voice Wales/NALC on commercial advertising for

local businesses on either the digital noticeboards and/or flyers and received and noted a request for financial support for advertising/flyers from the Bay View Centre. The Clerk informed members that a follow-up enquiry has been submitted regarding potential use of the General Power of Competence.

Resolved to defer this matter pending the receipt of further legal advice from OVW.

44/23 Neighbourhood Watch: The Clerk submitted an email inviting the Council to sign up to the Community Safety Charter. The Community Safety Charter had been launched at the Neighbourhood Watch Crime and Community Conference held in 2022. By signing up to the Charter, 4 pledges are made: to promote a culture that does not tolerate harmful language, antisocial behaviour and hostility towards others; to enable others to identify and take an active stance to prevent harassment, antisocial behaviour and intimidation within their community; to actively encourage and support others to report harassment, antisocial behaviour and intimidation and to share intelligence about these crimes with the relevant authorities and; to support those affected by harassment, antisocial behaviour and intimidation and refer victims to relevant support agencies.

Resolved to approve the signing up to the Community Safety Charter.

45/23 Communications:

(a) Website: Members were asked to review/approve the content for a new web page on Volunteering (to go in the Wellbeing section of the website) and provide links to support from CVSC. The Chair asked if a link/information about 'Amdani' could be included on the web page.

Resolved to approve the publication of the new Volunteering section on the website and to include a paragraph about Conwy CBC's new Amdani project.

The meeting closed at 8.55 pm.

..... Chairman