

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 11th SEPTEMBER 2023

PRESENT: The Mayor, Cllr H Fleet (Chair)
Cllrs: C Bell, C Brockley, J Clayton, N Coverley, J Higgins, C Hughes, P Hughes, L Kennedy, A Khan, S McAllister, T Maclean, C Matthews, J Nuttall, R Owen, D Wilkins and G Wynne

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

ABSENT: Cllrs: J Hurst, S Price and L Williams

131/23 Welcome and Apologies for Absence:

The Chair welcomed members to the meeting, including Cllr Chris Bell, who was attending his first meeting. Tribute was paid to the Deputy Mayor, Cllr David Howcroft, who had sadly passed away recently. The Mayor commented that David had been a hardworking and well-respected councillor and he would be sadly missed. A minute silence was held as a mark of respect. Apologies for absence were received from Cllrs D Carr and D Jones.

132/23 Announcements:

- (a) The Mayor gave a brief report on the engagements she had attended since the last Council meeting, which included NWAMI – a Celebration of the Windrush generation; presenting trophies/awards at the Horticultural Society Show; laying a Wreath at Llandudno's Cenotaph respecting the role the Merchant Navy played in the War; CBRC Centenary celebration match and the Wales in Bloom Awards which took place in Denbigh, where Colwyn Bay win Gold and First in Class. The Mayor also praised the Uke-a-Bay Festival who had raised money for the Mayor's Charities at an event hosted by the Deputy Mayor, Cllr David Howcroft.
- (b) The Clerk informed members that a consultation letter about the proposed amendments to the Dog Control Orders had been received and would be considered at the next GPP meeting and any responses or further information received would be shared with the agenda pack for that meeting. The Clerk was also asked to share the link for the consultation with all members.
- (c) The Clerk reminded members about the day of accredited Climate Literacy training which will be held on Tuesday 14/11 from 9.30am – 5pm and asked members to let her know if they wished to register to attend (if they haven't already done so).

133/23 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. Cllr D Wilkins declared a personal interest in item 6(a) and left the meeting whilst this item was being debated.

134/23 Visitors to the Council:

- (a) County Councillor Reports:

Cllr C Hughes gave a brief report regarding the current difficult financial situation the County Council were facing, as they prepare for further budget pressures in 2023/24. National Pay Awards and pensions were having a significant impact. Social care pressures are increasing all the time. A deficit of between £30 - £40 million is currently anticipated.

(b) Public Participation: No members of the public were present.

135/23 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 July 2023.

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

(i) The General Purpose & Planning Committee, held on 8th August and 5th September 2023.

(ii) The Policy & Finance Committee, held on 16th August 2023.

136/23 Matters Arising from Those Minutes:

(a) Min. 90/23(a) – Council Vacancy in Dinarth Ward:

(i) Cllr D Wilkins retired from the meeting whilst this item was considered. Members noted that no election had been called and one application for co-option had been received by the closing date. Members were informed that 2 further expressions of interest had been received, but did not result in an application.

Resolved to co-opt Lisa Wilkins to fill the vacancy in Dinarth Ward.

(ii) Members noted that the Clerk will now inform Conwy CBC of the additional vacancy in Dinarth ward, as a result of the recent passing of Cllr David Howcroft.

(b) Min. 90/23(c) – Appointments:

(i) Representatives on Outside Bodies: Following the recent member resignations, members were asked to consider filling the vacancies.

Resolved to appoint:

Cllr John Clayton as the new representative on Llandrillo yn Rhos Charities

Cllr Lisa Wilkins as the replacement School Governor at Ysgol Llandrillo yn Rhos and Cllr

Jason Higgins as the additional representative (as agreed at the last meeting) on the Wellbeing Network.

Further Resolved to update the list and to defer filling any remaining vacancies until the next meeting.

Cllr John Clayton retired from the meeting at this juncture

(ii) Committees and Sub-Committees: Members were asked to consider current vacancies.

Resolved to appoint newly co-opted Cllrs Chris Bell and Lisa Wilkins to the Policy and Finance Committee and Cllr Lindsey Williams to the General Purpose and Planning Committee, Cllr Greg Wynne and Cllr Chris Bell to the Buildings Sub-Committee, Cllr Tom Maclean to the Colwyn in Bloom Committee and Cllr Jo Nuttall to the Volunteer Awards Sub-Committee.

(c) Min. 90/23(d) – Living Wall Project: The Clerk reported that there was no further progress with the project and that the Local Places for Nature Officer from Conwy CBC had recently left the Council.

(d) Min. 90/23(f) – Commercial Advertising on the Town Council's noticeboards: The Clerk gave a brief verbal update following recent conversations with the Head of Legal at Conwy CBC and an officer from Together for Colwyn Bay. Together for Colwyn Bay are considering

taking on a lease of the two boards in the Glyn Ward, which would then allow them to advertise commercial premises. As it has been confirmed that we do not have the legal power to accept commercial adverts, a suggestion was made to have a town map signposting parts of Colwyn Bay/Rhos on Sea and Colwyn Bay.

Resolved to recommend that a town map be considered at the next editorial meeting of the Digital Boards.

(e) Min. 92/23(c) – Town Hall Address: Members noted that the address has now been formally registered with Royal Mail, as required by the Auditor.

(f) Min. 95/23 – Insurance Renewal: Members noted a response from Zurich to a query about whether supplier/cyber fraud is covered under our policy (as identified in the risk assessment updated earlier this year) and the Clerk asked members to consider whether to seek a quote for a standalone policy from BHIB.

Resolved that the Clerk seek a quote from BHIB for a standalone supplier fraud policy.

(g) Min. 96/23(b) – Working from Home Payments for Members: The Clerk informed members that she had received a response from One Voice Wales regarding the tax status of the new payments confirming that they are still awaiting a response from HMRC. The Clerk will be attending a HMRC webinar which covers working from home payments and will report back after that.

Resolved to defer commencing payment of allowances to Members until the Clerk receives advice/information after attending the webinar and/or any further update from OVW.

(h) Min. 117/23 – Payment Approvals: To ratify any payments made of £5,000 or over, as approved by the P&F Committee and detailed in those minutes. A list confirming all of the payments above this amount was tabled by the Clerk.

Resolved to ratify the payments, of £5,000 or over, as approved by the P&F Committee.

(i) Min.119/23(b) – Transforming Towns Placemaking Grant:

(i) Members noted the submission of a funding application to cover additional consultancy support from Planning Aid Wales, to support the Plan through its adoption and into the delivery phase, and considered a request from the Clerk to include additional administrative support from the Town Council (7hrs per week) for the period October 2023 to March 2024.

Resolved to approve additional administrative support from the Town Council (7hrs per week) for the period October to March 2024.

(ii) Members noted the response from CCBC, confirming that Brilliant Basics Funding has been awarded to conduct an audit of fingerpost signage in four of towns, including Colwyn Bay. It was noted that this audit would not include other highways signs, or road name signs.

Resolved that Cllr H Fleet and Cllr C Hughes request at the next Regeneration Board Meeting that an audit of street signs/other signs is also undertaken.

(j) Min. 120/23 – Open Doors Event: The Clerk gave a brief overview of the day's activities and asked for authorisation of any costs incurred (up to the £1,000 budget approved) with regard to activities on the day and refreshments. Members approved costs received to date: TAPE £190 (photo editing workshop) and Magic Light Productions £285 (Drama Courtroom Scene), plus a small budget for refreshments (£20 maximum).

(k) To note the resolutions of the Committees, as detailed in the Minutes.

137/23 Welsh Government: No correspondence had been received for inclusion.

138/23 Conwy CBC:

- (a) Town Centre Improvements: Members received and considered a response from Dylan Jones to a request for any update on the public consultation. The aim is to hold the public consultation by the end of September. He also confirmed that CCBC intends to set up a meeting with the Town Council and local county councillors to enable them to see the designs in advance of the public consultation being launched.
- (b) Members noted that the next Conwy CBC/Town and Community Forum meeting is being held on Wednesday 13th September (the agenda was tabled). The Mayor will let the Clerk if she is able to attend; if not the Past Mayor, Cllr Colin Matthews will be asked to attend. *Due to internet connection problems, Cllr N Coverley retired from the meeting at this juncture.*
- (c) Members received a further update regarding the refurbishment of Conwy's Paddling Pools (tabled) and noted that the pools will all be refurbished ready for reopening in 2024.

139/23 One Voice Wales / NALC / Society of Local Council Clerks:

- (a) Members noted the minutes of the OVW Conwy & Denbighshire Area Committee meeting, held in July.
- (b) Members noted that the Clerk had registered to attend the SLCC/OVW Joint Conference on 8th November and would report back in due course.
- (c) Members noted details of the OVW Annual Conference and AGM, to be held on Saturday 30th September. The Clerk and Cllr Wynne were unable to attend. A reply was awaited from Cllr S Price with regard to attendance.

140/23 Reports from Outside Bodies- Members/Officers were invited to give reports on meetings of outside bodies and the following reports were received:

- (a) Colwyn Bay Town Team: Members received the notes from the meeting held on 5th July. Cllr C Hughes reported that attendance had been very low. An update was given on the Place Plan. The Chair thanked Cllr Hughes for his report.

141/23 Nature Wise: Members noted the Nature Wise toolkit for community groups, published by Cynnal Cymru / WCVA.

142/23 IT and Equipment:

- (a) Members were asked to consider and approve an order for the supply and installation of two new wi-fi devices in meeting rooms (to replace the current outdated models), which will improve security during any public/hirer's use.
- (b) Members were asked to ratify the purchase of a new vacuum cleaner for the Town Hall (£155).

Resolved that both purchases (wi-fi devices and vacuum cleaner) be approved.

143/23 CONFIDENTIAL BUSINESS: *In accordance with the Public Bodies (Admission to Meetings Act) 1960 and with Standing Order 3(d), in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and instructed to withdraw.*

Town Hall Repairs:

(a) The Clerk gave a confidential verbal update regarding the Town Hall scaffolding and members were asked to consider the recommendation(s) therein.

Resolved to approve the recommendations, as detailed in the confidential report from the Clerk.

The meeting closed at 8.25 pm.

..... Chairman