

**MINUTES OF A MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD ONLINE (VIA ZOOM) AT
6.30^{PM} ON MONDAY 21st OCTOBER 2024**

PRESENT: The Mayor, Cllr R Owen (Chair)
Cllrs: C Bell, C Brockley, D Carr, H Fleet, J Higgins,
P Hughes, A Jones, T Maclean, I Mitchell, J Nuttall, S Price, D Wilkins and G
Wynne

OFFICERS: C Earley, Town Clerk and RFO
R Gill, Place Plan Officer and Deputy Clerk
R Dudley, Assistant Clerk

VISITORS: John Baxendale, Army Cadet Force

ABSENT: Cllr P Ashe and L Kennedy

233/24 Welcome and Apologies for Absence:

The Chair welcomed members & visitors to the meeting. Apologies for absence were received from Cllrs J Clayton, N Coverley, C Hughes, D Jones, A Khan, C Matthews and S McAllister. It was noted that the Clerk and Assistant Clerk would be joining the meeting later, as they were traveling back from the Britain in Bloom Awards, which had been held in Manchester.

234/24 Announcements:

The Mayor had attended the Colwyn in Bloom Presentation Evening and congratulated the Committee and staff on hosting such a positive evening. The Mayor reminded members that volunteer stewards were required for Remembrance Sunday.

235/24 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. Cllr Jason Higgins and Tom Maclean declared personal/prejudicial interests with regard to item 6g(ii) (NWAMI).

236/24 Visitor(s) to the Council:

- (a) The Chair welcomed John Baxendale, Army Cadet Force, who had been asked to report back following the summer visit by some of the Cadets to Wormhout, supported by a small grant from the Town Council. The Cadets had also visited the Dunkirk Museum and attended a Civic Reception. The Cadets were thanked by members for their commitment and the work that they do. John Baxendale thanked the Council for their ongoing support. Pictures of the visit will be shared.
- (b) No Reports or verbal updates from any County Councillors were received.
- (c) Public participation: no members of the public were present.
- (d) Members noted that Tom Ward (Community Hwb) will be attending the December Meeting to give a presentation on activities being facilitated at the Hwb.

237/24 Minutes

- (a) Resolved to receive, approve and sign, as a correct record, the minutes of the last Ordinary Meeting of the Council, held on 9th September 2024 and the Extra-Ordinary Meeting of the Council, held on 25th September 2024.**
- (b) Resolved to receive and note the minutes of the following meetings:**
 - (i) The General Purpose & Planning Committees, held on 8th October 2024 (draft).**
 - (ii) The Policy & Finance Committee, held on 25th September 2024 (draft).**
 - (iii) The Place Plan Steering Committee, held on 20th September 2024 (draft)**
 - (iv) The Staffing Sub-Committee, held on 11th & 15th October 2024 (draft)**

The Town Clerk/Assistant Clerk joined the meeting at this juncture

238/24 Matters Arising from Those Minutes:

- (a) Min. 176/24(a) – Town Hall Tower Repairs:**
 - (i) Members noted that the installation of the Cintec ties had been completed earlier this month and the Clerk gave an update on progress with the stonework repairs.
 - (ii) Resolved to approve payment of the third interim invoice for the works totalling £30,308.41 (plus VAT).**
 - (iii) A quotation was submitted for Helibars, together with an email from the Structural Engineer confirming the need for these alongside the Cintec ties.
Resolved to delegate authority to the Clerk to approve the order for Helibars, after confirmation is received from the Conservation Architect (Dewis).
 - (iv) Resolved to approve payment of an invoice to upgrade three lights in the Town Hall to LED fittings, at a cost of £219.49 + VAT (two of which were urgent).**
- (b) Min. 176/24(e) – Fireworks Event:** The Clerk gave an update on event preparations and the draft event budget. The Clerk clarified that some of the figures included in the budget were estimates and not actual figures, with several (including security and medical provision) likely to be less than quoted. It was noted that the amount quoted for parking included the road closure fee (of approx. £2,800). The rest was loss of parking for the set-up of the event space. It was stressed that this was a pilot event, so all of the costs will be fully considered as part of the event debrief and before any decisions are taken regarding next year's event. The Clerk asked for Members to attend (as stewards) to seek feedback on the event from attendees.
- (c) Min. 176/24(f) – Douglas Road Community Garden (Gardd Pawb):**
 - (i) The Clerk gave a brief update on progress with the garden project and told members that the emphasis now was to encourage local residents in the vicinity of the garden to get involved. Glyn Ward members had participated in a leaflet drop regarding the next gardening session.
 - (ii) Members were asked to consider/approve a quote for the garden entrance archway and art/signage structures around the garden. It was noted that the Clerk has not yet had chance to update the budget, following receipt of the invoice for resurfacing works.
Resolved to delegate authority to the Clerk to confirm an order for the features, once the finance report has been updated and the available budget has been checked/confirmed.

(d) Min. 176/24(h) and 209/24(b) – Rear Annexe Heating:

- (i) The Clerk gave an update on the response from CVSC regarding the availability of any grant funding towards the repairs. The Clerk has now been advised that the Town Council can apply to the windfarm community fund, but would need to support the application with 20/25% match funding, either from own funds or from other grant(s).

Resolved to approve submission of a grant application to Gwynt y Mor to cover the full cost of the replacement boiler and heating controls, less match-funding provided from the Town Council's repair and maintenance budget (see below), if grant(s) from other sources cannot be secured within the next couple of months.

- (ii) Members received and considered quotes for the repair/ replacement of the heating controls and/or boiler.

Resolved to delegate authority to the Clerk to review/compare both replacement boiler quotes, check the guarantees and accept the better option.

Further resolved to approve up to 20-25% match fund from Town Council funds.

(e) Min. 206/24 – Payments:

Resolved to authorise/ratify the following payments of over £5,000:

- (i) ***Festive Lighting, new lamp column motifs - totalling £27,690.72, incl. VAT, plus new tree lights (written confirmation/quote awaited).***

- (ii) ***CCBC CCTV contribution for 2024/25 £13,860 (annual report awaited)***

- (iii) ***Dragon Civil Engineering £5,568 for works at Gardd Pawb, Douglas Road.***

(f) Min. 212/24 Ward Allowances: to receive the updated summary for 2024/25 and approve payment of £874.14 to OCRA for the installation of the defibrillator in Old Colwyn.

Resolved to approve payment of £874.14 to OCRA for the installation of the defibrillator in Old Colwyn.

(g) Min. 213/24(a) – Small Grants:

- (i) ***Resolved to approve payment of the small grants for Q2, as detailed in Schedule A to those minutes.***

- (ii) To consider any additional information received from NWAMI in respect of the deferred application.

Resolved to defer this item, as no further information had been received as yet.

(h) Min. 214/24 and (to follow): Staffing Sub-Committee - Members noted the re-evaluation of the Assistant Clerk post and received an update from the Staffing Sub-Committee, following the interviews held on 15th October. The new staff member is due to start on 19/11/2024.

(i) Place Plan Steering Committee:

- (i) Members noted a copy of the Autumn newsletter, distributed at the end of September.
- (ii) Rachael Gill, Place Plan Officer gave a verbal update on her progress to date with the Place Plan work, confirming meetings had been/ are currently being held with members of all six Working Groups. Rachael was also working on the first draft of the Bay of Colwyn Communication & Engagement Strategy, ready for review by the Place Plan Steering Committee.

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

239/24 Welsh Government: The Clerk submitted the following correspondence for information/consideration:

(a) One Voice Wales reply to the Senedd Wales Enquiry into Town and Community Councils:

The Clerk urged members to read the response to the Inquiry submitted by OVW, as it gave

background via a number of recent reports/recommendations regarding our sector of local government and also explains the background of why we are being asked to support local authority services much more than we have in the past. The Clerk is attending a discussion meeting with Senedd Members on October 23rd and will report back in due course.

240/24 Conwy CBC:

- (a) Members noted the report from a meeting of the Town and Community Council forum held on 2nd October 24.
- (b) Playing Out: Members noted a report on the playing out provision for 2024 and noted the 'ask' for support for 2025'26, which will be deferred for consideration alongside all other CCBC 'asks' in December.
- (c) Members noted the response from CCBC to the offer of financial support for the remainder of 2024'25 in respect of three public toilets and noted the closure of the Parisella's facility from 14th October.

Resolved to request a meeting with ERF to continue the conversation regarding saving costs /increasing income, to ensure the future sustainability of public toilet provision in the Bay of Colwyn area.

241/24 Finance and Governance:

- (a) Wales Audit Office: Members received notice of the completion of the audit for 2023/24. The Chair thanked the Clerk for her work on completing the Audit.
- (b) Men's Shed Service Charges 23'24 (overdue invoice)– the Clerk gave an update and asked members to consider a request for an extension to enable the Men's Shed to look for grant funding to assist with the higher gas costs, which had been incurred due to the faulty boiler/heating. It was confirmed that the Men's Shed (like all organisations) could submit a small grant to help with the extra costs.
- (c) ***Resolved to ratify acceptance of a quote for the supply, installation and removal of four large Christmas trees.***

242/24 Events:

- (a) Bonfire Night Event – The Clerk updated the members on the need for volunteer stewards for the event (to include seeking feedback from those attending on the pilot event at a new location).
- (b) Remembrance Sunday – The Clerk gave a brief update and asked members to note a request for volunteer stewards to help as Marshalls for the parade, in order for the event to operate safely.
- (c) Beach of Dreams –the Clerk gave a verbal update on progress with engaging with local groups in the run up to the May 25 event. It was noted that Rachael Gill is supporting the Clerk with the event. The appointed National Artist, Jason Singh, a nationally acclaimed Sound Artist, is currently working with TAPE Music and Film and the aim is for ten local organisations to get involved along the 3 miles of our coastline. Silk Pendants will be designed by each group, to visually tell the story of the coastline, and these will be part of a national exhibition, which will be displayed on Colwyn Bay beach at our PromXtra event next May. More details will be reported back to the next meeting, when it is hoped the ten organisations will have confirmed their involvement.

243/24 Representatives on Outside Bodies: Members received reports from the Clerk and/or Members who are representatives of the Council on outside bodies, to include:

(a) Llandrillo Ancient Charities: Members noted the minutes of the meeting held on 17th September.

(b) Andrew Fraser Memorial Clock Trust: Members noted the minutes of the meeting held on 7.8.24.

(c) Playful Conwy Training: to receive any report from Cllr J Higgins, H Fleet and/or T MacLean: Cllrs reported that Wales was the first country to have a national Play Policy. The training had focused on maintenance, as well as play. Members reported that children need opportunities to have spontaneous play.

244/24 One Voice Wales / NALC / Society of Local Council Clerks:

(a) Members noted a report from the Larger Councils Committee, held on 9th October.

(b) Members noted the presentation slides from the first meeting of the new Digital Community of Practice.

The meeting closed at 8.20pm

..... Chair

Summary of Small Grant Applications for 2024/25

Applicant:	Amount Requested:	Date Considered:	Amount Rec / Approved:	Purpose of Grant:	Exp Powers:	S137 or GPOC Total	Date Paid
A Ysgol Pen y Bryn	500	09/05/2024	500	Staff training and resources, to deliver safety sessions to pupils by River and Sea Sense	GPoC		21.6.24
B Clwyd & Gwynedd Army Cadets	£150	26/06/2024	150	Towards the cost for three representatives from Colwyn Bay detachment to attend commemorative events in Wormhout, France	GPoC		15.8.24
Considered on 25.9.24							
C Merched y Wawr	£300	25/09/2024	£300.00	Running costs to hold meetings			
D NWAMI	£500	25/09/2024	DEFER	Technical support to facilitate hybrid meetings <i>DEFER - more info needed re: what 'technical support' is? - and advise that more detail is needed in any future applications to prevent need to defer</i>			
E Rhos on Sea Bowling Club	£500	25/09/2024	£500.00	Repairs to stantions and new jacks etc			
F Conwy Mind	£500	25/09/2024	£500.00	Mental Elf 5K Fun-run in December in Eirias Park <i>Ask for poster/publicity info to share & ackn our support please</i>			
G <u>Cor Alaw</u>	£500	25/09/2024	£500.00	St Paul's Church Event on 30th November			

ANNUAL BUDGET 2024/25 =	£10,000	TOTAL YTD=	£2,450		£0
plus any unspent ward allowances					

£10,000

YEAR-END DONATIONS:

Sir John Henry Morris Jones Trust Fund
Llandrillo yn Rhos Ancient Charities - to be split between poor charities and education trust

£2,450

* S.137 of the Local Government Act 1972 gives the Council authority to incur expenditure which, in its opinion, is in the interests of, and will bring direct benefit to, its area or any part of it or all or some of its inhabitants, subject to an annual limit and certain restrictions and providing the benefit is commensurate with the expenditure to be incurred.
Note: This has been replaced by the General Power of Competence (GPOC), granted by the Local Gov't and Elections (Wales) Act 2021, following a resolution made to confirm eligibility on 16.5.2022