

MINUTES OF A MEETING OF THE PLACE PLAN STEERING COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD AT THE TOWN HALL AND REMOTELY (VIA ZOOM) AT 11AM ON FRIDAY 20TH SEPTEMBER 2024

PRESENT: David Masding (Chair)
Cllrs: Ricki Owen, Hannah Fleet, Jason Higgins, Philip Ashe, Cty Cllr Cheryl Carlisle
Co-opted Community/Business Representatives: Brian Cossey, David Sewell, Jeff Pearson, Monty Slocombe

OFFICERS: Tina Earley, Town Clerk
Rachael Gill, Place Plan Manager
Shane Wetton, Place Plan Officer, Conwy CBC
Natalie Hughes, Creu Conwy (CCBC) and Colwyn Bay Town Team

194/24 Welcome and Apologies for Absence:

Apologies were received from Rob Dix, Tracy Toulmin and Helen Jackson (CCBC).
Cllrs Colin Matthews and Chris Bell were absent.

195/24 To receive and approve the minutes of the last meeting

Resolved to approve and sign, as a correct record, the minutes of the last meeting, held on 15th August 2024.

196/24 To receive an overview of work undertaken since Rachael Gill started on 2nd September 2024:

RG gave a verbal report on progress to date since starting in post
RG highlighted that she had been getting up to speed with work so far and organising catch-ups with working groups (5 scheduled so far and 1 to be arranged – Getting Around) – these will be informal meeting to introduce RG and discuss priorities for each group.

Booking meetings with key CCBC officers and key players, e.g. Amanda B, business, Natalie E, Town Team, Melissa, Shane etc, plus Aled, CVSC (funding), TAPE RG had been lucky to gain a place on the Smart Towns Ambassador Training - working with people across Wales to look at projects. 5 sessions in total until Feb 25

Autumn Edition of Place Plan Newsletter published earlier this week. Four needed during the year - winter, spring and summer. Plan to make more pictorial and bullet points in future editions but the key was to get the current edition so that information is communicated about the work going on behind the scene.

DM, TE and RG had attended a new Conwy Place Plan Network Forum organised by SW earlier this week. On the agenda was a presentation on funding opportunities from Aled at CVSC and discussions re progress in each area, adoption as SPG (PAW holding future sessions about this, with SW.

RG explained as part of her role as Deputy Clerk she had been supporting TE with Beach of Dreams team while they were in town last week - interesting discussions re event in May 25

Other meeting/discussions re: Terry Jones statue and discussions re further opportunities to link to, e.g. a laughter trail, museum. CBHG "Then and Now" meeting in November and will discuss does CB need a museum and, if so, how can this be developed? RG felt that, from discussions so far, the role is being well received and generally people see the need for this new role. Challenge to maintain momentum now. Opportunity to co-ordinate actions as lots of 'cross over' between working groups too.

Resolved to note the progress to date.

197/24 To agree priorities for Place Plan Manager for next three months

RG highlighted the following as the main areas she believed to be the priorities for the next three months:

- a) Set up diary of regular meetings with 6 working groups** - key to keep in contact and maintain membership (funding condition). Date for one meeting per quarter to be fixed in advance, with additional meetings arranged, as required. Plus will fix the next 4 Steering Committee meeting dates in advance.
- b) Funding application to extend post.** One year will not be enough! Intention was to look for longer term support for a further 2 years (missed deadline for larger pot last year). Apps needed by end Feb and panel will meet in June 2025. REG meeting with Aled in next couple of weeks to discuss process and begin prep on the bid. Will also discuss other funding opportunities for group projects. RD assisted with initial bid and could support again.
- c) Develop Communication and Engagement Strategy** - essential to pull all of the different strands of work together. Role is a conduit and will need input from all of the groups, before testing concept/ideas with this Steering Committee.
- d) Review all mini reports and create one action plan** from the action lists/ reports for each working group.
- e) Identify potential funding opportunities** to help bring projects to life, e.g. CVSC, Natalie and Town team etc.
- f) Support Town Clerk with key projects,** budgets/identify match funding etc and with other events/projects.
- g) Winter Newsletter** - preparation underway and style will be developed to include more images. RG noted that around 470 people have subscribed and only a couple have dropped off. Getting comments/feedback after recent one. Good to maintain a dialogue and be transparent / manage expectations.
- h) Get out and about!** - RG requested that members of the group let he know re: any other contacts/groups she should meet, e.g. T4CB, TAPE etc
Keen to ensure transparency and share information about what is happening
Action: Group members to send contacts to RG
- i) Get a social media presence for the Place Plan** - FB, instagram etc and hopes to get some imagery/resources to assist with this
- j) Contacting commercial agents,** re promoting Colwyn Bay for investors and national organisations, plus having conversations with landlords - 'open for

business’.

Resolved to note/agree the priorities as being appropriate

198/24 General Group discussion:

Planning Guidance (SW) - CCBC has appointed PAW to work on a conformity document - aim is to provide a template to help PPs be adopted as Supplementary Planning Guidance (SPG) – Place Plan then has to be taken into consideration when development proposals come forward - can influence a development at the early stages, e.g. re how it could improve facilities, services and open spaces etc. Using the work already done on Colwyn Place Plan as the guidance for how the conformity will be produced - we are well placed therefore to have ours adopted as SPG

Cllr CC - Local Area Forum 11th October - Active travel and RLDP teams back to present updates, re dovetailing of the two plans - might be some feedback for the Place Plan. Is there a place for REG to sit on that group? - this will be discussed at the next meeting and CC will put REG forward. SW - understands that now Regen Boards folded up, this may open the door for wider membership.

SW general update:

- Good to see RG appointments and recognise her past experience and contacts within CCBC
- SW will still be link officer with CCBC, officially, and will continue to support us and establish links/meetings for RG with key people within CCBC
- New network is establishing and minutes will be shared - good to share experiences and learn from what has and hasn't worked elsewhere
- Currently 3 PPs in Conwy - more than most/any other authority. Some regeneration-led plans are being created - called 'Placemaking Plan' - causes some confusion. TT funding is associated with these.
- 4 towns have 'kick-starter' plans and some of these may go on to look to develop a Place Plan
- Only T&KB adopted as SPG so far

JP - request for information on what is going on this month that they can share it on local radio?

- RG suggested best way is to use the Visit Conwy site - 'what's on' tab - has info on all of the events across the County - has around 400 on there and frequently updated. Paper copies no longer exist.
- Conwy CBC also looking to update their site with an events page - JS leading on this

TE mentioned Open Doors Event at TH tomorrow (21st Sept) - heritage walks, garden session, courtroom scenes etc please share information widely to encourage participation.

Meeting closed at approximately 12:00 noon

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