MINUTES OF A HYBRID MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD AT 6.30PM ON MONDAY 27th APRIL 2026, IN THE COMMITTEE ROOM, TOWN HALL AND ONLINE, VIA ZOOM

PRESENT:	The Mayor, Cllr Jo Nuttall (Chair) Cllrs: P Ashe, C Brockley, J Clayton, T Davies, H Fleet, J Higgins, C Hughes, A Jones, T Lee, J Nuttall, R Owen, D Wilkins, and L Wilkins, G Wynne
OFFICERS:	R Gill, Town Clerk P Everley, Deputy Clerk & RFO
COUNTY CLLRS:	none
ABSENT:	Cllrs: C Bell, K Roberts

500/25 Welcome and Apologies for Absence:

The Mayor welcomed members to the meeting. Apologies for absence were received from Cllrs D Carr, N Coverley, P Hughes, D Jones, A Khan, T Maclean, S McAllister, and S Price, and County Cllr C Carlisle.

501/25 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests.

- Cllr D Wilkins advised he has been selected to lead the list in the upcoming Senedd elections as the Liberal Democrat candidate. As there were no items on the agenda in which Cllr DW could be deemed as having a prejudicial interest, he remained in the meeting for its entirety.

502/25 Visitor(s) to the Council:

(a) Members welcomed Yuliia Bond, a displaced Ukrainian citizen and representative of both the Displaced People in Action organisation and the Welsh Refugee Council, and received a presentation on the work of the organisation.

Yuliia advised that the most effective way to support the local Ukrainian community would be to engage directly with individuals to better understand the specific challenges they are facing.

503/25 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 March 2026.***

(b) ***Resolved to receive and note the minutes of the following committee/sub-committee meetings:***

(i) ***The General Purpose & Planning Committee, held on 17th March & 7th April (draft).***

(ii) ***The Place Plan Advisory Committee, held on 13th March 2026 (draft)***

(iii) ***The Staff Sub Committee, held on 19th March 2026 (draft)***

(iv) ***The Colwyn in Bloom Committee, held on 25th March 2026 (draft)***

(v) ***The Old Colwyn War Memorial Committee, held on 25th March 2026 (draft)***

(vi) ***The Policy & Finance Committee, held on 25th March 2026 (draft)***

(vii) ***The Volunteer Awards Committee, held on 16th April 2026 (draft)***

504/25 <u>Matters Arising from Those Minutes</u>

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

(b) Min. 442/25 Code of Conduct/Civility & Respect Pledge;

(i) Members noted the request and reminder for promoting respectful conduct and collaborative working at Council meetings from Cllr Tom Maclean

(ii) ***Resolved to approve and adopt the updated Civility & Respect Pledge, and to do this as part of the Annual Meeting, once the Welsh version is available.***

(c) Min. 481/25(f) Wild About Colwyn – Tender Outcome; The Clerk informed members that two tenders have been received, in line with Standing Orders and Financial Regulations, opened in the presence of Cllrs J Nuttall and H Fleet. When the outcome of the Pride in Place Impact Fund application is known the tender scoring will be presented to Policy & Finance.

(d) Min. 485/25(a) – Local Members Ward Allowances; Members received the final summary for 2025/26 and noted the balance of unspent allowances was transferred to the small grants budget, in accordance with Council practice.

(e) Min. 486/25(a) – Small Grants;

(i) ***Resolved to ratify the small grant to the Upper Colwyn Bay Community Centre***

(ii) ***Resolved to ratify the year-end donations to the Sir John Henry Morris Jones Trust and the Llandrillo Ancient Charities (£2309 each).***

(f) Volunteer Awards Presentations;

(i) ***Resolved to ratify the recommendations of the committee regarding awards to be presented for 2025/26 and agreed for the presentation of the Volunteer Awards to be held immediately following the Council's Annual Meeting, on Monday 18th May at 6:30pm.***

(g) Min. 423/25(b)(viii) – Section 106 Funding "Wild About Colwyn"; The Clerk reported that the request to CCBC to release £27,000 of Section 106 funding has been approved.

505/25 <u>Events:</u>

(a) Fireworks Event 2026; The Clerk gave a verbal report following a meeting with Judith Sharpe (JS, CCBC events officer) regarding arrangements for the 2026 Fireworks Event. Members noted that, due to tidal conditions, the two possible event dates are 29 or 30 October 2026. Members agreed that Friday, 30 October, would be the preferred date, subject to confirmation of tidal suitability.

JS confirmed that the fairground vendor is available to attend on either date, which would both generate income for the event and help attract more families. Members also noted an anticipated 10% increase in costs due to rising contractor wages. The Clerk advised that the budget has not yet been reviewed in detail and a further report will be presented to the Policy & Finance Committee and Fireworks Sub-Committee in due course.

(b) PromXtra 2026; The Clerk also reported that BCTC would be included in the Eco & Wellbeing Zone at PromXtra, as with last year.

Resolved for Officers to prepare activities to engage with the community and call for Cllrs to help support on the day.

(c) Cadw Open Doors 2026;

Resolved to pause participation in 2026, with a view to exploring a possible three-year rotation of themes from 2027 onwards, allowing for longer planning timescales and improved promotion.

(d) St David's Day Parade;

Resolved for the Clerk to work with the schools, Rev. Christine (St Paul's) and Dilwyn Price, to determine the best day for the Parade, and to ensure local businesses are advised well in advance to be able to take advantage of the increased footfall on that day.

506/25 **Policy Review:**

(a) ***Resolved to approve the Recording of Meetings Policy (v1), and to implement its use from the next Policy & Finance Committee meeting on 13th May 2026, with the following amendment:***

6.4 Notification

- ***Those wishing to record are requested to notify the Clerk prior to the meeting. ~~where possible.~~***
- ***The Chair will announce at the start of the meeting if recording is taking place.***

507/25 **Conwy CBC**:

Members received and noted the following correspondence:

(a) Correspondence from Dr Lowri Brown regarding the closure/amalgamation of Ysgol T Gwynn Jones and Ysgol Iau Hen Golwyn.

(b) The Clerk gave a verbal report from the Central LAF meeting held on 14th April 2026.

(c) The Clerk gave a verbal report from the CCBC Place Plan Network meeting held on the 21st April 2026. Discussion of note:

(i) Supplementary Planning Guidance (Place Plan) status is likely be approved later this year.

(ii) Town Boost – Abergele TC participated in a WG scheme called Town Boost, which was supported by CCBC. Businesses, Cllrs, volunteers CBC staff and Abergele TC staff worked together on one key area in Abergele (Library). It was interesting to see how the scheme brought everyone together and by doing so on that key project, were able to cut through some of the bureaucracy.

(iii) Following the Place Plan Network meeting, Clerks met and welcomed the Leader of CCBC, Cllr Julie Fallon. During discussions, Clerks from across the county shared concerns regarding challenges in engagement and collaborative working with CCBC.

(d) Public Conveniences;

(i) Members noted that discussions regarding the proposed public conveniences at Porth Eirias, funded through the Brilliant Basics programme, are ongoing. Whilst Members welcomed the provision of new-build facilities, concerns remain regarding the ongoing funding arrangements.

(ii) ***Resolved for the Clerk continue to request a breakdown of costs relating to the public conveniences and submit a detailed report to the next Council meeting to enable Members to consider the implications of paid versus free-to-use facilities.***

508/25 <u>Nominations for Mayor and Deputy Mayor and Committees for 2026/27:</u>

(a) The Chair asked members for nominations for the post of Mayor and Deputy Mayor (Elect), in preparation for the Annual Meeting on 13th May 2026.
The Clerk advised members that the 3 senior Councillors , Cllrs C Brockley, D Jones and S Price did not wish to be considered for Deputy Mayor (Elect) this year.

It was proposed by Cllr Jo Nuttall and seconded by Cllr Ann Jones that the current Deputy Mayor, Cllr Greg Wynne, be nominated as Town Mayor (Elect) for 2026/27.

It was proposed by Cllr Jo Nuttall and seconded by Cllr Ricki Owen that Cllr Tom Maclean be nominated as Deputy Town Mayor (Elect) for 2026/27.

It was noted that these nominations would be submitted formally to the Annual Meeting, to be held in the Town Hall on Monday 18th May.

Resolved that Cllr Greg Wynne be formally nominated for the office of Town Mayor and Cllr Tom Maclean for the office of Deputy Town Mayor at the annual meeting next month.

(b) The Chair asked members whether there were any requests to switch Committees.
Resolved to maintain current memberships.

(c) Vacancies on Committees and Sub-Committees were noted;
(i) Place Plan Advisory Committee – (2) business representative vacancies.
Resolved to advertise these with the Business Forum.
(ii) Old Colwyn War Memorial – (1) veteran representative vacancy; this may be filled at the next meeting.
(iii) Staffing Sub-Committee – Cllr H Fleet advised that, as she will shortly conclude her role as Chair of the Policy & Finance Committee, she wishes to be nominated for membership of the Staffing Sub-Committee.
Resolved for Cllr H Fleet to join the Staffing Sub-Committee.

509/25 <u>Finance and Governance:</u>

(a) Members noted that the 1st instalment of the Precept was received on 16th April 2026 (£190, 900.00).

(b) Large Grants;
Cllr C Hughes declared a personal and prejudicial interest, as a member of the Friends of Eirias Park, and left the meeting for the vote on ratifying their Large Grant payment, returning to vote on the rest of the grant payments.
(i) ***Resolved to ratify the payment of Large Grants as detailed in the Summary included as schedule A of the minutes.***
(ii) ***Resolved to approve the grant for the Colwyn Bay Heritage Group, to produce the Ethel Hovey film.***

(c) Event Grants;
(i) Members received the Event Grant Summary included as schedule B of the minutes.
(ii) ***Resolved to approve the grant for Conwy One Act Festival.***

(d) Members noted the Clerk continues to request financial information regarding the bus shelters.

(e) Members noted that work will be progressing on finalising the year-end accounts for 2025/26 during the next few weeks, in preparation for internal audit in May.

(f) ***Resolved to approve/ratify payments to CCBC as follows, and as per the summary (copy herewith):***

(i) ***Play Equipment Rhos paddling pool park match funding £2726.86 (ratify)***

(ii) ***NNDR payment for April 2026 (£744.50)***

(iii) ***Agreed annual CCTV contribution (£18,513.00)***

(iv) ***Agreed Theatr Colwyn payment (£27,500.00) – first half of annual contribution***

(v) ***Event Grant for Python on the Prom unveiling event (£7,500.00)***

(g) ***Resolved to ratify payments for the following invoices:***

(i) ***Rialtas finance software annual license (£733.00+VAT)***

(ii) ***IS Group digital noticeboard replacement installation (£6,680.00 + VAT)***

(h) Members were advised by the Clerk & RFO, that an IT fault has been lodged with Lloyds online banking as payments were made on Friday 24 April 2026 not in line with Financial Regulations due to a banking fault.

510/25 <u>Representatives on Outside Bodies:</u>

(a) ***Members received the updated list of representatives on Outside Bodies and resolved to:***

(i) ***Ask Cllr S McAllister to join Ysgol Swn y Don as Governor, following Cllr D Carr stepping down from this role.***

(ii) ***Await developments regarding the amalgamation of Ysgol T Gwynn Jones and Ysgol Iau Hen Golwyn, before appointing a Governor to the vacancy at Ysgol T Gwynn Jones.***

(iii) ***Further update the current list to remove Cllr J Higgins from Ysgol Iau Hen Golwyn (listed there in error), and remove Together for Colwyn Bay Youth Advocacy Network as this group does not currently exist.***

(b) The Clerk gave a verbal report from the Bay of Colwyn Business Forum on 4th March.

At 8.58pm, Members resolved to suspend Standing Order 3(v) and extend the meeting by a further 20 minutes beyond the usual 2.5 hours.

511/25 <u>One Voice Wales / NALC / Society of Local Council Clerks/ N&MWALC</u>**:**

(a) The Clerk gave a brief verbal report from the Larger Local Councils Committee Meeting 15 April, attended via Zoom by the Clerk and Cllr R Owen.

(b) Members noted feedback from Cllr Tom Maclean who attend the OVW Chair Training.

(c) Members noted the report from the Conwy and Denbighshire Area Committee meeting, held on 7th April.

(d) Members received the Once Voice Wales e-bulletin Issues 21 & 22.

512/25 <u>Other Correspondence</u>**:**

(a) Members received the request from the Mayor of Matadi seeking to establish a strategic partnership between the Town City of Matadi and Colwyn Bay, North Wales.
Resolved for the Clerk to respond on behalf of the Mayor/Council, to thank the Mayor of Matadi for the kind offer however, due to the priorities of the Town Council and our limited resources we are unable to commit to a more formal partnership as requested.

(b) The Clerk tabled a request from Cllr S McAllister for Eithinog Leonard Cheshire care home be included in the Colwyn in Bloom hanging basket scheme.
Members resolved to approve the care home's request for hanging baskets in 2026, and further resolved that the Colwyn in Bloom Committee review the scheme conditions in preparation for 2027.

(c) Members noted at a recent One Voice Wales training session, it was advised that solicitors recommend against the use of WhatsApp, or similar messaging services, by councillors during Council meetings. Such communications may be subject to Freedom of Information and Data Protection Subject Access requests, and could also raise concerns in relation to pre-determination under the Code of Conduct.

The meeting closed at 9.15pm ……………………………… Chair