

MINUTES OF A MEETING OF THE OLD COLWYN WAR MEMORIAL COMMITTEE OF THE BAY OF COLWYN TOWN COUNCIL, HELD AT ST JOHN'S AND ST CATHERINE'S CHURCH, OLD COLWYN AT 11AM ON 25TH MARCH 2026

PRESENT: Brian Cossey (Chair),
Town Cllr S McAllister, Tony Anderton (OCRA),
Reverend Gareth Erlandson (St Catherine's & St John's Church)

OFFICERS: Tina Earley, Town Clerk
Pam Everley, Assistant Clerk

456/25 Welcome and Apologies for Absence

The Chair welcomed members and apologies for absence were received from County Cllr C Carlisle and Town Cllr D Carr.

457/25 Minutes

Resolved to approve and sign, as a correct record, the minutes from the last meeting of the committee, held on 25th September 2025.

458/25 Matters Arising from those minutes

- a) Min. 187/25 – Terms of Reference – members noted a vacancy remains for a representative from the local Veteran community.
Resolved for B Cossey and S McAllister to discuss with their contacts, and for T Anderton to make contact with Woody's Lodge.
- b) Min. 189/25 – Old Colwyn Remembrance Sunday Service 2025 feedback
Members agreed all aspects of the Service were excellent and ran smoothly.
 - i. Event timings/publicity information – good turnout
 - ii. Event Risk Assessment – nothing to add; Scouts/Guides/schools have own RA's
 - iii. Traffic Management Plan and TM Support – excellent and one of the team on the day lives in Old Colwyn which was helpful
 - iv. Feedback from Head Steward – nothing of note
 - v. Number of stewards needed and steward briefing arrangements – nothing of note
 - vi. First-aid provision – Scouts and Guides attend and their leaders have relevant training
 - vii. Further support/equipment needed, to include PA Equipment – equipment loaned from TAPE gave excellent sound; Swyn Don have an identical unit which could also be borrowed; useful to ensure equipment is collected 2 days prior to event to give time for charging
 - viii. Any other feedback, to be considered for future events – members happy with all aspects of the event

459/25 Transfer of Ownership/Responsibility

Members received the draft Heads of Terms for the transfer of ownership from the Church in Wales and noted that the Town Council is in the process of appointing a

solicitor to handle the legal transfer of title, once the Heads of Terms are agreed.
The Town Council's legal fees will be paid from the Town Council budget.

460/25 Condition of Former Churchyard

Members received copies of the correspondence with the Church in Wales regarding the lack of maintenance in the neighbouring closed churchyard, advising that there is a covenant/condition that future owners are to maintain the grounds. The Church in Wales legal team agreed to write to the current owner to remind him of his obligations. A member of the committee informed the meeting that the Old Colwyn litter picking group were keen to assist with both litter picking and strimming, but need permission from the owner beforehand.

Resolved for the Clerk to contact the Church in Wales and ask that they pass on the offer of the Old Colwyn Litter Pick group to access and tidy up the grounds.

461/25 Maintenance of Memorial

The Clerk reported that the current balance of the earmarked reserve held by the Town Council is £1,174.00.

Members noted the Memorial is currently in good order, but pointing between the paving stones will need attention in the next few years.

Resolved to record as policy that wreaths be removed from the Memorial one month after the service, i.e. from 11-20 December.

Meeting closed at approximately 11:30am

..... Chairman