

MINUTES OF A HYBRID MEETING OF THE BAY OF COLWYN TOWN COUNCIL, HELD AT 6.30^{PM} ON MONDAY 8th JUNE 2026, IN THE COMMITTEE ROOM, TOWN HALL AND ONLINE, VIA ZOOM

PRESENT: The Mayor, Cllr Greg Wynne (Chair)
Cllrs: P Ashe, C Brockley, T Davies, H Fleet, J Higgins, C Hughes, P Hughes, A Jones, T Lee, A Khan, T Maclean, S McAllister, J Nuttall, D Wilkins and L Wilkins

OFFICERS: R Gill, Town Clerk & Place Plan Officer
P Everley, Deputy Clerk & RFO
R Dudley, Assistant Clerk

COUNTY CLLRS: none

ABSENT: Cllrs: C Bell, J Clayton, N Coverley, R Owen, K Roberts and S Price

38/26 Welcome and Apologies for Absence:

The Mayor welcomed members to the meeting. Apologies for absence were received from Cllrs D Carr, D Jones and County Cllr C Carlisle.

39/26 Announcements:

The Clerk reported that Rob Dix, a former County Council employee, who had played a big part in the regeneration of Colwyn Bay and the Place Plan had sadly passed away. Condolences had been sent to his family.

40/26 Declarations of Interest:

Members were reminded that they must declare the existence and nature of any personal and/or prejudicial interests. Cllr C Hughes declared an interest in item 7 as a Director of Together for Colwyn Bay, but had dispensation to be able to address the Town Council. Cllr C Hughes also declared an interest in item 11(e)(v) and left the meeting during the debate regarding that agenda item

41/26 Visitor(s) to the Council:

- (a) No reports/verbal updates were received from any County councillors present.
- (b) Public participation: No members of the public present.

42/26 Minutes

(a) *Resolved to receive, approve and sign, as a correct record:*

- (i) *the minutes of the last ordinary meeting of the Council, held on 27th April 2026.*
- (ii) *The minutes of the Annual Meeting of the Council, held on 18th May 2026.*

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

- (i) *The General Purpose & Planning Committee, held on 5th May & 26th May (draft).*
- (ii) *The Policy & Finance Committee, held on 13th May 2026 (draft)*

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

43/26 Matters Arising from Those Minutes:

(a) Minute 507/25 (d) (ii): Members noted but were disappointed with the ERF email response. The Clerk said that she would continue to try to obtain costs for the Toilets. RG had shared the email with Cllr H Fleet as a County Council Cabinet Member. The Clerk said she was attending the 'Here to Listen' roadshow organised by the Leader of the County council, Julie Fallon and would raise the matter again at the next Town and Community Liaison meeting. The Clerk will report back to the next council meeting.

(b) Minute 505/25 (d) St David's Day 2027: Members noted feedback from Town Team and Business forum and agreed the date as 1st March 2027.

(c) Minute 510/25 (a) (i) Ysgol Swyn y Don School Governor vacancy:

Cllr Paul Hughes seeks approval from Council to be appointed to the Ysgol Swyn y Don board of Governors. Cllr Paul Hughes would like to meet with the other Governors and school management, once Council approval has been given, before confirming this role.

Resolved that Cllr Paul Hughes be nominated to join the Board of Governors of Ysgol Swyn y Don, subject to meeting with the existing Governors and school leadership, and being satisfied that the role is a suitable fit for both himself and the school.

(d) Min. 8/25 and 11/25 – Annual Meeting: To consider the following items, deferred from the Annual Meeting held on 18th May:

(i) Standing Orders:

Resolved to approve the continuation of the current Standing Orders

(ii) Financial Regulations:

Resolved to approve the continuation of the current Financial Regulations.

(iii) ***Resolved to approve the following annual membership/subscriptions to:***

(1) Society of Local Council Clerks (Clerks' and Deputy Clerks' membership)

(2) Community and Voluntary Services Conwy

(3) Information Commissioners Office (registration as a Data Controller/Processor)

(4) One Voice Wales (renewed March 2025) for £6020.00.

(iv) Annual Report 2025/26: The Clerk reported that this was nearly completed and the forward plan would be for the apprentice (due to start in September once the recruitment process had finished) to collate the information during the year ready for its publication.

Resolved to receive and approve the draft report for publication once completed. The annual report will then be published on the website.

(e) Min. 530/25 (b) – Events Grants:

Resolved to ratify approval of grants to applicant F (BCTC Wild About Colwyn), as detailed in Schedule 'A' to those minutes.

(f) Min. 530/25 (a) – Small Grants:

Resolved to ratify approval of grants to applicants A and C, as detailed in Schedule 'B' to those minutes.

(g) Climate and Nature Sub-Committee: Min. 531/24(b) – Climate Action Plan:
Resolved to receive and approve the updated Action Plan (Environment (Wales) Act 2016 Part 1 – Section 6 The Biodiversity and Resilience of Ecosystems Duty)

(h) Colwyn Place Plan Activities – Colwyn Place Plan Activities – The Place Plan Manager provided a verbal update on ongoing Place Plan activity. To improve focus and efficiency, a number of the themed working groups are now jointly meeting. The re-establishment of the Police and Youth Liaison Group has contributed to a significant reduction in local crime and strengthened partnership working between agencies. The Colwyn Bay Regeneration Task Force has now met twice and agreed a number of key actions to support town centre regeneration. These include commissioning regeneration specialist to develop proposals for Station Road that look at how the space can be used and what is possible in terms of Temporary Urbanism, with an initial proposal due to be presented to the Place Plan Advisory Committee on 12 June 2026. The Task Force continues to bring together key stakeholders to identify practical solutions and investment opportunities for the future of Colwyn Bay. A proposal to have a pilot with Tape Music and Film that builds on the Creative Agency idea is also being discussed at the meeting on the 12th.

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

44/26 Events:

Members considered T4CB's request to have the Christmas Lights Switch on Saturday 28th November. Last year it had been on Friday at 6pm. Members questioned if schools would take part if it wasn't on a school day. Workshops will take place in the schools to make the lanterns for the parade, so children will hopefully want to display/parade them. There will be a market, parade, entertainment and the Christmas Lights Switch on.

Resolved to agree to have the Christmas lights switch on Saturday 28th November and to nominate the Clerk to attend any working group to report back to Council.

45/26 Policy Review: The Clerk reported that a lot of Policies held by the Council needed reviewing. These will be approved by Policy & Finance then referred to Council for ratification. There is now a need for a Sponsorship policy as the Clerk had sought advice from One Voice Wales about being able to accept sponsorship, which we are able to do as a Town Council.

46/26 Welsh /UK Government - No correspondence was submitted.

47/26 Conwy CBC: Members received and noted the following correspondence:

(a) Members noted the email correspondence re: Visitor Levy engagement sessions: The Clerk updated the members that an extra evening session had been added to allow working people to attend.

(b) To receive and consider Visitor Levy Consultation questions: Members felt that this was such an important issue and that as well as individual responses, the Council should send one. The Clerk encouraged all members to attend the sessions prior to the extra-ordinary meeting.

Resolved to delegate authority to the Clerk to convene an extra-ordinary

meeting of the Council to collate a response from the Council on behalf of their residents.

- (c)** Members noted the request for nomination of Community/Town Councillor for Membership of the Standards Committee.
- (d)** A request had been submitted for nomination of Community/Town Councillor for an additional Community Governor on the Temporary Governing Body (TGB) of the agreed amalgamation of Ysgol T Gwynn Jones and Ysgol Iau Hen Golwyn. Cllr A Jones said it was important that the Town Council should have representation on the TGB and as no Old Colwyn councillors had come forward, she would put herself forward, however, if an Old Colwyn Councillor wanted the role in the future, Cllr A Jones will stand down.

Resolved that Cllr Ann Jones be nominated as a Community Governor on the TGB to report back to Council on the agreed amalgamation of Ysgol T Gwynn Jones and Ysgol Iau Hen Golwyn.

48/26 Finance and Governance:

- (a)** Year-end Finance and Governance Statements:
 - (i)** ***Resolved to receive the final statement of accounts for 2025-26 and to note the changes as reported by the Clerk.***
 - (ii)** ***Resolved to approve the report from the Internal Auditor.***
 - (iii)** ***Resolved to complete the annual governance statements in the annual return and approve this for signature by the Chair and submission to Audit Wales for External Audit.***
 - (iv)** ***Resolved to ratify the list of regular payments for 2026-2027 as per financial regulation 6.6.***
 - (v)** ***Resolved to approve the year virement for £2000 from the Community Eng/Place Plans (code 4311) to the IT budget (code 4041) to allow for purchase and set up of the full Microsoft package for 36 months.***
- (b)** Members noted ward allowances balances and funds must be spent by December 2026 due to elections in 2027.

Resolved to approve laundry costs for Hi Viz Jackets and Hi Viz Vests (£160.50).
- (c)** ***Resolved to authorise/ratify the following orders/payments (all costs excl VAT):***
 - (i)** ***Tina Earley, invoice for April 2026 £681.26***
 - (ii)** ***North Wales Plumbing and Heating (emergency Toilet repairs) £280 excl Vat***
 - (iii)** ***Oriel / CCBC, annual contribution (budgeted), £10,000***
 - (iv)** ***CAIS, annual meeting/volunteer awards catering (budgeted), £627.00***
- (d)** Approval is sought from the Town Council for funds to be transferred from the Sir John Henry Morris Jones (SJHMJ) Trust Fund bank account to the Town Council's Lloyds Bank account, to enable payment of grant awards to the 2026 Trust beneficiaries. Under normal arrangements, SJHMJ Trust grant awards are issued by cheque. However, this year there are eight beneficiaries and only six unused cheques remaining in the Trust cheque book. Whilst additional cheques will be ordered, this will not allow awards to be distributed within the desired timescale. The Responsible Financial Officer therefore seeks Council authorisation for the total value of the approved grant awards (£6,800.00) to be transferred from the SJHMJ Trust Fund account to the Town Council account and subsequently distributed to individual beneficiaries by electronic bank transfer. Whilst the Town

Council would not ordinarily make payments to individuals on behalf of another fund, an explicit Council resolution approving this one-off arrangement will provide a clear audit trail and demonstrate that the transactions have been properly authorised and undertaken solely for the purpose of distributing the approved Trust awards. It is further proposed that, once additional cheques have been obtained, future SJHMJ Trust beneficiaries be offered the choice of receiving their award either by cheque or by bank transfer.

Recommendation:

Members are requested to: Authorise the transfer of the total approved SJHMJ Trust grant awards (£6,800) from the Trust Fund bank account to the Town Council's Lloyds Bank account for the purpose of distributing awards to the eight approved beneficiaries by bank transfer.

Resolved that the total value of the approved 2026 Sir John Henry Morris Jones Trust grant awards (£6,800) be transferred from the Trust Fund bank account to the Town Council's Lloyds Bank account and distributed to the approved beneficiaries by electronic bank transfer, due to insufficient cheques being available for all beneficiaries. Whilst the Town Council would not ordinarily make payments to individuals on behalf of another fund, an explicit Council resolution approving this one-off arrangement will provide a clear audit trail and demonstrate that the transactions have been properly authorised and undertaken solely for the purpose of distributing the approved Trust awards.

- (e) Approval is sought from the Town Council for the Deputy Town Clerk/RFO (Pamela Everley) to be added to the CCLA investment accounts and for the previous Clerk (Tina Earley) to be removed. These changes will be made via the CCLA 'Change of correspondent form', and signed by Cllrs Hannah Fleet and Chris Hughes. A minute is required to support this request with CCLA.

Resolved to approve for the Town Council for the Deputy Town Clerk/RFO (Pamela Everley) to be added to the CCLA investment accounts, and for the previous Clerk (Tina Earley) to be removed via the CCLA 'Change of correspondent form'. The form will be signed by Cllrs Hannah Fleet and Chris Hughes.

49/26 Representatives on Outside Bodies:

- (a) To receive any reports from the Clerk and/or Members who are representatives of the Council on outside bodies, to include:
Bay of Colwyn Business Forum – Cllr C Hughes and Tom Maclean are both representatives on this Forum.

50/26 One Voice Wales / NALC / Society of Local Council Clerks:

- (a) Members noted the National Conference 1st July information.
(b) Members noted Issue 2 of the new e-bulletin.

51/26 Other Correspondence: To receive/note any additional correspondence:

Due to an issue on the beach, Cllr Maclean was asking for the Council to give consideration to a First Aid facility on the seafront. There is currently no facilities on the promenade. Colwyn Bay Beach was withdrawn from the Blue Flag accreditation as the criteria had not been met with regard to life guards. If Porth Eirias/Business had first aid facilities, perhaps the council could provide signage?

Resolved for the Clerk to contact the County Council to ask what (if any) first aid facilities they have and to feedback to the Council.

The meeting closed at 8.33pm

..... Chair

Events Grants 2026/27

Approved Budget =	£35,000
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Ref:	Applicant:	Event:	Date(s):	Amount Requested:	Total Cost: (if known)	Amount Rec'd 26/27	Recommendation:	Approved (£):	Paid:
<u>Considered on 14.1.26 & 19/1/26</u>									
	Chwilota	Grant approved under Min. 138/25(b); to be held as match-funding conditional upon the success of resubmission of application to the Arts Council Wales.	(tbc)	£ 2,500.00			Carried over from 2025/26 (P&F Min.138/25(b))	£2,500.00	
A	Colwyn Bowls Festival	Crown Green bowling festival - 6 days / 9 competitions. Arranged by Rhos Park and Min y Don BCs.	26/7/26 - 31/7/26	£ 500.00		£ 500.00	£500.00 (P&F) Min. 359/25(a)	£500.00 (FC) Min. 366/25(n)(iv)(1)	24/04/2026
B	Conwy Arts Trust	Terry Jones statue unveiling event. £5000 requested, however, event will be scaled to budget dependent upon amount offered.	25/4/2026	£ 5,000.00			tbc (P&F) Min. 359/25(a)	£7,500.00 (FC) Min. 366/25(n)(iv)(1)	24/04/2026
C	Theatr Colwyn	9 Cinema screenings aimed at our local Community, presented at Theatr Colwyn Cinema in Colwyn Bay. Screenings will be for different age groups, some for family, children or an older generation.	various / 9 sessions throughout the year	£ 5,000.00		£ 5,000.00	£5,000.00 (P&F) Min. 359/25(a)	£5,000.00 (FC) Min. 366/25(n)(iv)(1)	awaiting inv.
D	Together for Colwyn Bay	The Big Picnic	Saturday 8/8/2026	£ 5,000.00	£ 5,630.74	n/a	DEFER to allow time to consider accounts submitted	£5,000.00 (FC) Min. 366/25(n)(iv)(2)	24/04/2026
E	Together for Colwyn Bay	Christmas Collective 2 events - Lights Switch On & Lantern Parade, and Santa's Festive Funfair	Nov/Dec 2026	£5,000.00	£32,500.00	£5,000.00	DEFER to allow time to consider accounts submitted	£5,000.00 (FC) Min. 366/25(n)(iv)(2)	24/04/2026
<u>Considered on 19/2/26</u>									
F	Conwy Events	Prom Xtra - additional free activities PLUS core funding towards event costs (from separate Prom Xtra budget)	Saturday 9th May 2026	£3,000.00 £10,000.00	£7,000.00 £28,293.00	£2,980.90 £10,000.00	NIL (P&F Min. 388/25(c)) £10,000.00	£3,000.00 (FC) Min. 423/25(m)(iii)	awaiting inv.
<u>Considered on 27/4/26</u>									
G	One Act Festival - Wales Final	Wales Final Festival of One Act Plays to be held in Theatr Colwyn on 5th & 6th June 2026. Grant application made to Rhyll Flats, but declined, hence more urgent application submitted to the TC.	5 & 6 June 2026	£1,750.00	£2,081.00	n/a	£1,750.00	£1,750.00 (FC) Min. 509/25(c)(ii)	15/05/2026

To be ratified on 8/6/26							
F	BCTC	Wild About Colwyn Launch Event A vibrant, family-friendly launch event run by BCTC that transforms Station Road into a lively, immersive wildlife experience, celebrating the unveiling of the sculpture trail while promoting conservation, community pride and town centre activity. The event will act as a gateway moment, drawing visitors from the station into the town and encouraging exploration of the full trail. 2026/27 £6,500 plus 2027/28 £11,500 Plus Sponsorship £2,000	Mar-27	£6,500.00	£20,000.00	£6,500.00	£6,500.00
				(P&F) Min.530/25(b)(iii)			
				£34,250.00	£88,504.74	£10,500.00	£35,000.00
							£0.00
							Budget remainin

Summary of Small Grant Applications for 2026/27

Applicant:	Amount Requested:	Date Considered:	Rec: App/Dec	Amount Rec / Approved:	Purpose of Grant:	Exp Powers:	S137 or GPOC Total	Date Paid
To be ratified on 08/06/26								
A. Colwyn Bay Mens Touch Rugby	£500.00	13/05/2026	Approved	£500.00	We are establishing a new men's touch rugby team designed to create a welcoming, supportive environment for adults of all ages and abilities. The group focuses on building confidence, improving physical fitness, and developing teamwork through accessible, non-contact rugby sessions. Beyond sport, the team aims to foster positive mental health by offering regular social connection, routine, and a sense of belonging for men who may be isolated, inactive, or looking to re-engage with their community. Our sessions are structured to be inclusive, encouraging personal growth, resilience, and wellbeing in a fun, friendly setting. We would like to provide playing kit and equipment for the members so they feel apart of a team.			
B. INK Gallery	£500.00	13/05/2026	Defer / more information	£0.00	We are seeking a grant of £500 towards the performance fee for the London-based band Tugga War to perform at Ink ArtGallery & Lounge on 4th July 2026. The overall event costs will also include promotion, staffing, event management, accommodation and hospitality for the band, which will be covered by Ink Gallery Ltd. We intend to sell tickets at £12 each to help recover some of these costs. The event is expected to benefit local residents from Colwyn Bay, Old Colwyn and Rhos-on-Sea, with an anticipated audience of approximately 50 people. The event will also provide performance opportunities for local Welsh support acts and young musicians from the area. More information requested (via email, 12/5/26), no response received to date.			
C. Llangollen Eisteddfod	£250.00	13/05/2026	Approved	£250.00	Donation to the Llangollen International Musical Eisteddfod 2026, 7-12 July.			

ANNUAL BUDGET 2026/27 =	£10,000	TOTAL YTD=	£750	£0
plus any unspent ward allowances from 25/26	£2,736		£11,986	
	£12,736		£12,736	

REC: YEAR-END DONATIONS:

Sir John Henry Morris Jones Trust Fund
Llandrillo yn Rhos Ancient Charities - to be split between poor charities and education trust
£0