

CYNGOR TREF PENMAENMAWR
PENMAENMAWR TOWN COUNCIL



To all members of Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held at Community Centre Chambers, Penmaenmawr on the 13th November 2018 at 6.30pm.

18615 Present: Cllr U. Abbott, Cllr M. Baines, Cllr K. Beard, Cllr M. Brewer, Cllr L. Coleman, Cllr R. Holmes, Cllr J. Edwards, Cllr D. Fisher, Cllr K. Prior.

18616 Apologies: Cllr Lloyd-Borland (unwell), Cllr S. Banwell (family issues), Cllr E. Davies (work), Cllr J. Jones (unwell).

18617 Code of Conduct/Declaration of Interest.

The location of the Declaration of Interest forms was highlighted.

18618 Public Participation – Jo Owen from Conwy Sea Rowing Club spoke to the Council in support of their project application, highlighting the health and wellbeing benefits of the club, emphasising the club's inclusivity for all members of society.

COUNCIL ADMINISTRATION

18619 Ratification of the minutes of the meeting held on 30th October 2018.

The minutes of the meeting of the 30th October were ratified.

Proposed: Cllr Beard Seconded: Cllr Fisher Voting: Unanimous.

18620 Matters arising from the meeting held on 30th October 2018:

18578 Purchase of Car Parks – It was reported that the ERF report on CCBC Parking Strategy had been re-distributed to Councillors electronically and will be discussed under item 18634.

18598 i. Pre-Circulation of Grant Applications – A PTC OneDrive account is operational and copies of future grant applications would be available to Councillors, in advance of meetings, via this system.

18598 ii. & 18603 See item 18627.

18608 Christmas Wish Tree Event – The Christmas lights have been checked and the community bus contacted regarding this event (see also item 18637).

18621 Signing of the minutes of 30th October 2018.

The minutes were signed as a true record of the meeting.

18622 Report on Outstanding Action Log Items.

The Action Log was distributed to Councillors, which appraised them of the progress of current and outstanding work. Items discussed included:

- i. Item 11. Mobile Cameras. It was reported that CCBC have responded to the Council's previous enquiry and stated that they are close to their limit for camera management. However, CCBC have proposed that each local council designate a specific dog exercise area, which it is hoped will reduce the dog fouling problem across the County.

ACTION: Clerk to add item to next agenda

- ii. Item 21. Town Banners. The Council asked if this item could be completed by 1st April 2019 to ensure it was in place for the beginning of the holiday season.

ACTION: Clerk to progress item over the winter.

- iii. Items 9 & 10. Foliage Above Paddling Pool & Safety Around Paddling Pool. It was proposed that these items be removed from the Action Log as no progress was expected for several months. However, following a detailed discussion the proposal was withdrawn.

The Council accepted the contents of the Action Log.

Proposed: Cllr Fisher Seconded: Cllr Prior Voting: Unanimous.

18623 Social Media News.

It was agreed to promote the following items through social media:

1. Gladstone Race – The Council resolved to approve financial support for the 2019 Gladstone Race in 2019.
2. Thank you by Guide Leader – Further to the Town Council’s recent grant to the local Girl Guides movement, Guide Leader, Heather Bonnerbaigt, attended a Council meeting, thanked them for their support, and proceeded to demonstrated some of the additional resources purchased by the grant.
3. A Time to Remember: 1918 – The Town Council organised, ‘Time to Remember: 1918’ event, held on the 9th of November, proved a huge success. The combination of informative talks, music and a singalong entertained the sell-out crowd. The event raised £170 for Help for Heroes’.
4. Remembrance Sunday - Services of Remembrance were held at Eglwys Dewi Sant and St Gwynan’s Church on Sunday the 11th November, as well as at the memorials in Pant yr Afon and memorial square, Dwygyfylchi. A large turn-out was witnessed at both locations. Betty’s café supplied hot drinks and cake after the Pant yr Afon service.

ACTION: Clerk to disseminate to the Social Media Manager.

18624 Mayor’s Report.

The Acting Mayor reported that she had attended the following events:

- i. A Time to Remember: 1918’ where she had welcomed all the guests and announced the speakers.
- ii. The Penmaenmawr Bonfire and Firework Display.
- iii. On Remembrance Sunday the Acting Mayor attended the service on memorial square and St Gwynan’s Church, in Dwygyfylchi.

18625 List of Payments.

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
18/10	03658	s.19	Autotop (Remembrance Tree Banners)	96.00
03/10	BACS	s.150	WiSS (Web Hosting)	64.66
03/11	03659	s.19	A.D . Roberts (Moving barriers and storm debris)	130.00
01/11	03660	s.36	CCBC (By-Election costs)	1777.45
07/11	03661	s.19	M. Hanks (refund - purchase of stock)	79.90
06/11	03662	s.150	Viking (Stamps and Stationery)	172.50
31/10	03663	s.19	Richards, Moorehead & Laing (Prom upgrade project)	2970.00

Proposed: Cllr Fisher Seconded: Cllr Beard Voting: Unanimous

ACTION: Clerk to arrange payments.

18626 Conwy West Local Area forum

Signed: _____ (Deputy Mayor)

Date: _____

Further to the presentation made to the Town Council by County Councillors Anne McCaffrey and Ken Stevens at the PTC meeting of the 30th October, on the topic of the Conwy West Local Area Forum, the Town Council discussed the potential benefits of the Forum to Penmaenmawr. It was decided that, while the Forum appeared somewhat County orientated, the Town Council should be represented and therefore the Council will ensure representation at the next Forum meeting.

ACTION: Clerk to arrange representation at the next Forum meeting

18627 Finance Sub-Committee

FOR INFORMATION: The Council were presented with proposals for revised grant and project policy and application forms. Councillors were asked to review these proposals prior to the next Council meeting.

18628 Responses to Consultation Event.

This item was deferred to allow for the responses to be collated.

18629 Deputy Mayor's Allowance

It was resolved to allocate the Deputy Mayor an allowance of £400 to cover expenses connected to the position and permit the post-holder to issue a Citizen of the Year award.

Proposed: Cllr Prior Seconded: Cllr Brewer Voting: For 8 – Abstained 1 (Deputy Mayor)

ACTION: Clerk to arrange payment of allowance.

18630 Project Application Upper Limit

The Council were advised that the current project policy did not exactly match with other Council regulations. It was resolved that the Finance Sub-Committee be asked to prepare options to resolve the disparity.

Proposed: Cllr Edwards Seconded: Cllr Fisher Voting Unanimous

ACTION: Finance Sub-committee to prepare options for the Council.

18631 Pen to Paper

Proposals for items to be published in the next Pen to Paper were discussed and a number of suggestions put forward. Cllr Fisher volunteered to edit the newsletter.

ACTION: Cllr Fisher to prepare draft Pen to Paper.

18632 Storage Container

It was proposed that the Council purchase a container to assist with storage of equipment. Various locations to place such a container were discussed. It was decided that more information was required prior to finalising any resolution.

ACTION: Clerk to obtain quotes for a container and examine options for locating one.

18633 Planning for Real

A proposal to prepare a publicly led strategic plan for the Penmaenmawr Town Council area, led by Planning for Real, was discussed. It was concluded that the Planning for Real proposal be distributed to all Councillors prior to a final decision being made.

ACTION: Clerk to distribute proposal to Councillors

ECONOMIC WELLBEING

18634 Purchase of Car Park

FOR INFORMATION: It was reported that, following a consultation with DVS Property Services, a meeting is being arranged between CCBC and PTC to progress this matter.

18635 Letter of Support for Local Post Office Application

Following a request by the applicant, the Council resolved to offer its full support to the opening of a new Post Office in Penmaenmawr. Cllr Holmes offered to work with the clerk on preparing a letter confirming this stance.

ACTION: Cllr Holmes and Clerk to prepare a letter of support.

ENVIRONMENTAL WELLBEING

18636 Replacement of Wish Tree Banner and Town Council Merry Christmas Banners

The Council resolved to replace the now aging banner used for the Wish Tree event and the three general Merry Christmas banners.

Proposed: Cllr Prior Seconded: Cllr Brewer Voting Unanimous

ACTION: Clerk to arrange for replacements to be made.

SOCIAL WELLBEING

18637 The Christmas Wish Tree Event

Following discussions at the last meeting (see minute 18608), it was reported the children's entertainer was booked for the Christmas Wish tree event. However, the entertainer was also willing to split her day rate between this event and the Christmas Fayre the following day. It was further reported that three options for the Christmas tree (required for this event and the three trees used around the town), existed. 1. The Council could purchase the four trees required at a cost of £1500 and arrange for them to be safely erected, taken down and disposed of. Options 2 & 3 where quotations from contractors to complete the task. These quotes were for £2,152 & £3150, respectively.

Regarding the entertainer, the Council resolved to engage her services for both events.

Proposed: Cllr Beard Seconded: Cllr Brewer Voting Unanimous

ACTION: Clerk to confirm the booking.

Regarding the purchase of Christmas Trees, the Council resolved to accept the £2152 quotation.

Proposed: Cllr Prior Seconded: Cllr Fisher Voting Unanimous

ACTION: Clerk to liaise with contractor.

18638 Holocaust Memorial Day Grant Application

Holocaust Memorial Day is again being held in Llandudno, this time on the 27th January 2019. As well as inviting the Mayor to attend the event, the organisers have submitted an application for grant assistance for £50, to facilitate a speaker visiting local schools and disseminate information about the Holocaust. The Council resolved to approve this grant.

Proposed: Cllr Baines Seconded: Cllr Fisher Voting Unanimous

ACTION: Clerk to arrange payment.

18639 Dwygyfylchi & District Art Society Grant Application

The Council were advised that a grant application had been received from the Dwygyfylchi & District Art Society for the amount of £500. The Council resolved to approve the application.

Proposed: Cllr Beard Seconded: Cllr Baines Voting Unanimous

ACTION: Clerk to arrange payment.

18640 Project Application Conwy Sea Rowing Club

Further to the presentation made during the public participation at the beginning of the meeting, it was reported that the Conwy Sea Rowing Club had submitted a project grant application for the purchase of additional equipment, including two Ergo indoor rowing machines, a specialist trailer and wheelchair balloon wheels, totalling £5,000. Following a detailed discussion, the Council approved the application.

Proposed: Cllr Prior Seconded: Cllr Fisher Voting Unanimous

ACTION: Clerk to arrange payment.

EXEMPT ITEM

18641 HR Matters

FOR INFORMATION: The Council were notified that interviews for the Civil Pride Warden will be held on 20th November.

It was resolved that, from January 2019, the Council will meet at three weekly intervals.

18642 Any Other Business.

- i. It was proposed that the Council send letters of appreciation to PCSO Adams and CCBC's environmental collector Matt for all their efforts in assisting the people of Penmaenmawr.
ACTION: Clerk to arrange for letters to be sent
- ii. The Council were advised that there had been a number of power problems with the Dwygyfylchi memorial lights over Remembrance weekend. During the period G-MEC had attended the lights on three separate occasions and made temporary repairs in an attempt to keep the lights functioning. The invoice received for these callouts only reflected the cost of parts and the company staff had given of their time for free. The Council wish to sincerely thank the owner and the staff of G-MEC for their efforts to keep these lights working.
ACTION: Clerk to notify G-MEC.
- iii. To obtain more feedback from local residents regarding the Promenade upgrade project, it was resolved to run a public consultation event, during the Christmas Fayre.
ACTION: Clerk to book an additional space and arrange for a table at the Christmas Fayre.
- iv. Councillors were asked to bring the full remittance for their Christmas Meal to the next Council meeting
- v. Councillors were advised that the Council had engaged the services of a Secure shredding company, Antur Waenfawr, and therefore if individual Councillors had any confidential documents that required secured disposing of to bring them to the Council offices.
- vi. Councillors were advised that they had been invited to attend the World's Biggest Coffee Morning, to be held in Colwyn Bay on 24th November.

18643 Items for the Next Meeting Agenda.

- i. Dwygyfylchi Lights
- ii. Finance Sub-committee (including policies)
- iii. Grass Cutting
- iv. Pen to Paper

Councillors were asked to submit any further items to the clerk.

18590 Date and Time of the Next Meeting: 6.30pm 27th November 2018.