

CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



To all members of Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held at the Council Chambers, Community Centre, Penmaenmawr on the 18th June 2019 at 6.30pm.

18891 Present: Cllr U. Abbott, Cllr M. Baines, Cllr S. Banwell, Cllr M. Brewer, Cllr J. Edwards, Cllr D. Fisher, Cllr K. Prior.

18892 Apologies: Cllr K. Beard (work), Cllr L. Coleman (recuperating), Cllr E. Davies (work), Cllr R. Holmes (unwell), Cllr J. Jones (annual leave), Cllr Lloyd-Borland (prior engagement).

18893 Code of Conduct/Declaration of Interest.

The importance and location of the Declaration of Interest forms was highlighted by the Chair.

18894 Public Participation – The Council received an interesting presentation from Warrior Training Fitness on its ambitions and objectives to initiate indoor and outdoor fitness activities in the area and specifically cardio fitness on the promenade.

COUNCIL ADMINISTRATION

18895 Ratification of the minutes of the meeting held on 7th May 2019.

The minutes of the meeting of the 7th May 2019 were ratified.

Proposed: Cllr Edwards Secoded: Cllr Brewer Voting: Unanimous.

18896 Matters arising from the meeting held on 7th May 2019:

- i. 18879. It was reported that work on reviewing the asset register had taken place earlier in the day and as a result certain mislaid item had been located.
- ii. 18880. The Community Centre had been contacted with regard to formalising the rent agreement for the office and appeared amenable to the concept.

18897 Signing the minutes of the meeting of 7th May 2019.

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

Proposed: Cllr Edwards Secoded: Cllr Brewer Voting: For 6 Abstained 1 (not present on 7th).

18898 Report on Outstanding Actions on Action Log.

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

- i. Item 2. Pen to Paper – It was confirmed that as there was an approved budget line for this item in this year's account, it can be progressed. Councillors were asked to submit any potentially interesting article to Cllr Fisher.
- ii. Item 13. Foliage Above the Paddling Pool – As the paddling pool was not in operation, this item cannot be progressed over the summer. It was agreed to obtain quotations in preparation for the work to be carried out next winter.
- iii. Item 18. Harry Jones Memorial Bench – It was confirmed that the bench had been located as agreed.
- iv. Item 24. the Relocation of the Prom Barrier – A quotation had been received from the original supplier to relocate the prom barrier. However, as this quotation is over £1,000 further quotations will be required, prior to a final decision being made.

18899 Social Media News

Signed: _____ (Mayor)

Date: _____

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

- i. The area around the paddling pool in the promenade has now been sandblasted by representatives of CCBC and it is reported that this has increased grip. The matter will continue to be monitored.
- ii. The Mayor held a civic ceremony on Sunday the 23rd June 2019, at St Paul's Church, followed by a buffet lunch in Maen Alaw Community Centre. Dignitaries from eleven local towns and cities joined residents at the event.

ACTION: Clerk to advise social media manager`

18900 Mayor's Report

FOR INFORMATION: The Mayor reported that she had recently attended the twentieth anniversary celebration of St David's Hospice on the 3rd of June together with her Consort. She had also joined the Happy Eaters during one of their fortnightly lunches at Maen Alaw Community Centre. Finally, the Mayor announced that all Councillors and their partners were invited to attend her Civic Event on the 23rd June, at St Paul's Church.

18901 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
12/06	03744	s.19	Gareth Baxter (welcome flag design work)	£48.00
19/04	03750	s.112	PAYE/NIC	£591.80
19/05	03751	s.112	PAYE/NIC	£591.60
01/05	03743	s.150	A.D. Roberts (moving barriers for skip day)	£60.00
15/05	03742	s.173	Councillor Allowance 2018-19	£150.00
31/05	03741	s.173	Councillor Allowance 2019-20	£150.00
31/05	03748	s.173	Councillor Allowance 2019-20	£150.00
19/05	03745	s.19	TmZ Property Care	£1800.00
30/04	03746	s.137	Happy Eaters (Remembrance Tree)	£222.00
30/04	03748	s.137	Pen Food Bank (Remembrance Tree)	£222.00
28/05	03749	S.111	Viking (stationary and stamps)	£183.86
15/05	Card	s.150	WiSS (hosting and domain renewal, Peneye)	£86.23
21/05	03752	s.19	Community Skip for April	£240.00
05/06	03753	s.150	Office Rent (July/Aug/Sept)	£910.00
30/04	03754	s.173	Councillor Allowance	£150.00
30/04	03755	s.173	Councillor Allowance	£150.00
30/04	03756	s.173	Councillor Allowance	£150.00

Councillor Edwards declared an interest in the Pen Food Bank and abstained from the vote. This resulted in the Council not being quorate for this payment.

Three Councillors declared an interest in the Councillor Allowances and abstained from the vote. This resulted in the Council not being quorate for these payments.

With the exception of Councillor Allowances and the Pen Food Bank, the list of payments was approved.

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

ACTION: Clerk to arrange payments.

18902 Finance Committee Report

The Chair of the Finance Committee reported that the Council had received two grant applications since the last meeting. The details of one of these applications had been circulated electronically prior to the

Signed: _____ (Mayor)

Date: _____

meeting, together with the Finance Committee's assessment using the new scoring matrix. The second application had been deferred in order to obtain more information. With regard to the first of these applications the Council elected to defer their final decision to allow for greater scrutiny.

Proposed: Cllr Banwell Seconded: Cllr Baines Voting: For: 4 Against: 3

It was noted that, if several applications were to be assessed at the same Council meeting, the new scoring matrix would prove too onerous. The Finance Committee were asked to re-examine this procedure.

The Finance Committee recommended that a five-year financial strategy be prepared to clarify the Council's intentions once the minimum level of reserves had been restored. To assist with such a plan each Councillor was asked to submit details of works within their wards, which will be used to prepare an audit of regular works.

ACTION: Councillors to submit details of work to the clerk.

18903 HR Committee Report.

FOR INFORMATION: There was no HR Committee report submitted.

18904 Appointment to External Committees.

This item was deferred.

18905 Appointment of PTC Committees.

The item was deferred.

18906 Item Withdrawn.

18907 Social Media Protocols.

Following a report that over recent months several items had been posted on social media which contained factual inaccuracies it was resolved that future social media posts should be cleared via the clerk.

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

ACTION: Clerk to notify social media managers.

18908 Annual Accounting Statement

FOR INFORMATION: A copy of the Council annual audit and associated financial statement was presented to Councillors for their information.

18909 Rent Agreement.

FOR INFORMATION: The Penmaenmawr Community Centre have been contacted regarding the preparation of a formal lease agreement for the Council offices and it was reported that they are currently in discussions with their legal team over the preparation of the documents.

18910 Watering Pen in Bloom Plants

As the Council was not quorate once members of Pen in Bloom registered their interest. This item was deferred

18911 Painting Pant yr Afon Planters

For the same reason as 18910, this item was deferred.

18912 Lockable Filing Cabinet

To comply with GDPR regulations it was confirmed that the Council were in need of a lockable filing cabinet. The Council resolved to explore the viability of obtaining a second hand cabinet in the first instance.

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

ACTION: Clerk to look for a second-hand lockable cabinet.

18913 Social Media Managers.

The extensive work undertaken on a voluntary basis by the Social Media Managers was discussed and it was resolved that the Council thank them for their outstanding contribution to the community.

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

ACTION: Clerk to write to social media managers.

18914 Skips.

It was reported that Councillors have received complaints concerning the skip in Station Road, which is reportedly being used for commercial benefits. It was resolved that Councillors would volunteer to marshal the skip.

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

ACTION: Cllrs to arrange to marshal skip on a Station Road Car Park.

18915 Community Composting

FOR INFORMATION: It was reported that following an investigation by Cllr Edwards this matter was not considered to be currently viable, not least because of the extensive financial investment and the legislative and land requirements to get the project established.

18916 Broadband Upgrade

FOR INFORMATION: Quotations were still being collated by Cllr Edwards, with a view to upgrading the broadband system to one that would facilitate the live streaming of Council meetings.

18917 PTC Works Suspended in December.

FOR INFORMATION: To facilitate an informed discussion on which of the suspended PTC works could be re-launched the clerk had begun obtaining revised quotations for each project. The promenade barrier quotation was over a thousand pounds and therefore two further quotations are required. The same is true of painting Maes y Llan play equipment, although it was reported that CCBC may undertake this work.

18918 Any Other Business

- i. It was proposed that the Council organise an official unveiling of the Harry Jones commemorative bench.
- ii. Councillors were advised that Cartrefi Conwy had been approached with a view to replacing the dead trees in Dwygyfylchi, one which has already been removed and a second which is about to be removed.
- iii. It was reported that following a recent cutting of the grass in Maes y Llan play area, tin cans had been caught in the grasscutter and the resultant shredded cans had been left in the middle of the grass cuttings, which under recent CCBC policy is left at the scene. These shredded cans are considered a danger to children playing the area. The clerk was asked to report this matter to CCBC.
- iv. There had been a recent email enquiry regarding the Council's Welsh Language Policy, specifically in connection to the website. It was acknowledged that, while it was the Council's objective to increase the level of bilingualism in its overall communications, to undertake such project in the current financial situation was impractical. It was resolved to obtain update specialist advise on the matter.
- v. A letter of thanks was received regarding the defibrillator supplied to Pencae School by Rotary and PTC, together with instructions on gaining access.

- vi. Councillors were advised that a public information event on the A55 improvements was to take place on Tuesday 25th June and on Wednesday 26th of June in St Gwynin's Church Hall and Maes Alaw Community Centre respectively.

18919 Items for the Next Meeting Agenda.

- I. Items deferred from this meeting
- II. Councillors were asked to notify the clerk of any further agenda items

18920 Date and Time of the Next Meeting: 6.30pm 9th July 2019.