

CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held remotely, using Zoom Video Conferencing, on the 2nd of November 2021, at 6.30 pm.

19710 Councillors Present: Cllr K. Beard (Chair), Cllr U. Abbott, Cllr M. Baines, Cllr S. Banwell, Cllr J. Jones, Cllr K. Loustan-Lalanne, Cllr J. Sharples, Cllr C. Williams, Cllr L. Hart, Cllr L. Goodier,

Officers Present: M. Hanks (Clerk and RFO) & I. Hart (Admin Officer)

In Attendance: This meeting had 4 members of the community present.

19711 Apologies: Cllr L. Coleman (work), Cllr M. Brewer, Cllr E. Davies, Cllr L. Hart(work).

19712 Code of Conduct/Declaration of Interest.

None Declared

19713 Public Participation – A representative from Cantrefi Conwy's new scheme, Independent Me, presented to the Council. The Council were informed about the new scheme and how it may benefit the community. This was an information-sharing presentation.

19714 Mayor's Report

The Mayor reported that she had recently hosted a successful awards ceremony for the winners of the Councils garden competition, certificates and shields were given out to the winners in recognition of the achievement.

The Council's successful Local Places for Nature grant is proceeding positively, the project has now been confirmed and some foundation work can commence, this will be starting shortly. The mayor highlighted that the work has recommenced on the prom. The Council was advised that the business manager from Plas Menai Surgery has approached the Council and requested a meeting, this meeting will be occurring later in the week. The Mayor also reported that "the Shoal" sculpture in affiliation with PenSIP (Penmaenmawr Sustainable Information Project) is ongoing, the TV for the library has been ordered and tote bags are in the process of being ordered. Lastly, the Mayor reported that there is an upcoming meeting with Conwy County Council regarding asset transfer.

19715 Deputy Mayor's Report

Nothing to report.

19716 Clerk's Report

The Clerk reported that the arrangements for Remembrance Day are underway, a 2-minute silence will occur at both memorials on the 11th of November, he advised that the Sunday services are also being organised and are in hand, the wreaths have arrived and road closures have been booked.

The Council were advised that the Remembrance Tree will be occurring on December 4th and donations and Remembrance names have started to arrive at the office. On a similar note, the Wish Tree will be occurring on December 10th. Schools, Spar and Entertainment have been contacted.

The Clerk informed the Council that the Christmas trees have been ordered and the lights have been booked, Light Up Pen and the Environmental Warden will be working together to put up the community lights.

No Bonfire event is being held again this year linked with Covid restrictions. The Clerk reported that he will be attending a meeting on Thursday with a Conwy County representative regarding community toilets and cemeteries. The Clerk advised that he has contacted IT support, Karmic to discuss the set up of hybrid meetings, a microphone can be purchased to support, Karmic to advise.

The Clerk informed the Council that he had been in communication with North Wales Ambulance Service regarding the community defibs, The Ambulance Service will support with maintenance, the Council has now signed up with their scheme.

Finally, the Clerk reported that Bangor University will be sending an ecologist to survey the pond in connection to the Parc Plas Mawr Project.

19717 Ratification of the Minutes of the Meeting held on the 5th of October 2021.

RESOLVED: to ratify the minutes of the meeting of the 5th of October 2021.

19718 Matters arising from the meeting held on 5th October 2021

None

19719 Signing the minutes of the meeting of the 5th of October 2021.

RESOLVED: to sign the minutes of the 5th of October 2021 as a true record of the meeting.

COUNCIL BUSINESS

19720 To receive a report from the planning committee:

The Council was advised that there has been one planning meeting since the last Council meeting, at which 3 applications were discussed. The committee had no objections to any.

RESOLVED: to accept the report.

19721 To receive a report from the finance committee:

The Chair of the Finance committee reported that the item reviewed at the recent finance meeting appears on this agenda as a separate item. Please see items 19684 below. The Committee approved the recommendation to Council

RESOLVED: to accept the Report

19722 To Approve the Purchase of Office Computers:

The Council were informed that both office laptops are experiencing issues, Karmic the IT support has recommended 2 new devices. The cost of replacement laptops is £500 +VAT plus set up cost.

RESOLVED: To purchase 2 new laptops including set up.

ACTION: Office to instruct Karmic to order the new devices.

19723 To discuss Lights for Remembrance Tree:

FOR INFORMATION: Following a recent conversation between The Clerk and Light UK, a replacement remote was unable to be found, Light UK quoted £8000+VAT for replacement lights of the required spec. The Clerk has however been able to get in contact with the original company of the lights, during a discussion this company have stated they feel confident in their ability to find a replacement control.

19724 To Update the Council on Llanfairfechan Twinning Committee Invitation.

FOR INFORMATION: Discussions with the Twinning Committee and the Council are ongoing. The Twinning Committee have offered an invitation for 3 Penmaenmawr Councillors to sit on the committee, this has been accepted and Cllr C. Williams, Cllr J. Sharples and Cllr S. Banwell have accepted these seats to represent the Council.

19725 To introduce First Aid Training for Staff and/or Councillors:

The Clerk informed the Council that as there are now 5 employees, there are legal health and safety governance that must be followed. The Council is meeting these structures by having formal risk assessments and first aid arrangements, however, as a majority of the staff lone work and/or are in the community it is prudent that they are given first aid training. 3 training providers of EFAW (Emergency First Aid at Work) and the costings were presented to the Council.

RESOLVED: to book staff onto an open course running in Penmaenmawr by a local training provider.

19726 To Appoint Councillors to Community Centre Committee.

It was reported that an invitation had been received from the Community Centre for 4 representatives of the Council to sit on the community centre committee. A vote was taken anonymously where each Councillor voted for the 4 representatives they would like.

ACTION: To appoint four nominees to the Community Centre Committee.

19727 To discuss the Queens Platinum Jubilee Preparations:

FOR INFORMATION: The Council were advised that the contract with HTC Events has been signed. A site meeting will be occurring on Thursday with HTC to discuss their vision for the event.

19728 To Explore the Feasibility of Re-establishing a Community Bus.

The Council explored the possibility of restarting a community bus. Llanrwst Town Council is having success with their community bus, The Council felt this endeavour would benefit the community.

RESOLVED: The Clerk is to seek more information on the structure Llanrwst are using and gather information.

Correspondence

19684 Request for Support – D.E.G

D.E.G (Dwygyfylchi Environmental Group) are a start-up group for environmental projects in the community. D.E.G are looking for some financial support to help them get started and to start improving the community green spaces. A Grant Proposal of £500 has been presented to the finance committee.

RESOLVED: A Grant of £500 was awarded to D.E.G

ACTION: The Clerk to action this.

19729 Highways Notifications:

Emergency Road Closure – Chapel Road, Between Medina Villa to Junction with Derwen Road due to a collapsed wall. The road is closed until further notice.

ACTION: The Clerk to approach CCBC highways to request improved signage to support traffic flow.

19730

List of Payments.

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
12/10	04136	s.19	HTC – 1 st payment to Event Organizers	£1,775.00

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Signed: _____ (Mayor)

Date: _____

02/07	0142	s.150	Viking Stationary	£91.37
21/10	Card	s.150	IT Equipment – Bluetooth speaker/headphones/case etc.	£192.98
18/10	04139	s.150	IT Support- Resolve email and software issues	£108.20
20/10	04140	s.19	CCBC – CCTV Maintenance Contribution	£1,008.00
01/10	4129	s.150	SLCC – Staff Training	£144.00
11/09	04141	s.150	Brookes Tarpaulins – Staff PPE	£165.60
15/10	04138	s.19	Pen Community support group	£2,150.00
22/10	Card	s.19	CPC (tv and stand) – Pensip project	£467.95

RESOLVED: to approve the list of payments.

ACTION: Clerk to arrange payment

19731 Social Media News:

- i. The Council is pleased to confirm that its remembrance tree event will be running again this year, forms are available at the post office and the Council office.
- ii. The Council are pleased to be able to support D.E.G by giving a grant of £500.00.
- iii. The Remembrance Sunday parade can occur this year. Events are being held at Penmaenmawr and Dwygyfylchi memorial.

19732 Date and Time of the Next Meeting - 6.30 pm December 7th, 2021

Meeting ended at 8.00 pm.