

**CYNGOR TREF PENMAENMAWR**  
**PENMAENMAWR TOWN COUNCIL**



To all members of the Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held at the Council Chambers, Community Centre, Penmaenmawr on the 25<sup>th</sup> February 2020 at 6.30 pm.

**19194 Councillors Present:** Cllr U. Abbott, Cllr M. Baines, Cllr S. Banwell, Cllr K. Beard, Cllr M. Brewer, Cllr L. Coleman, Cllr J. Edwards, Cllr L. Goodier, Cllr J. Jones, Cllr C. Williams.

**Officer Present:** M. Hanks (Clerk and RFO)

**In Attendance:** Five members of the public

**19195 Apologies:** Cllr E. Davies (work), Cllr D. Lloyd-Borland (unwell).

**19196** Code of Conduct/Declaration of Interest.

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

**19197** Public Participation – None

Members of the public were reminded that to align Penmaenmawr Town Council regulations with those recommended by the National Association of Local Councils (NALC), there had been a recent change to Council Standing Orders. The consequence of this is that members of the public may speak on any item on the meeting agenda during this item without pre-notifying the Clerk.

**COUNCIL ADMINISTRATION**

**19198** Ratification of the minutes of the meeting held on 4<sup>th</sup> February 2020.

**RESOLVED: to ratify the minutes of the meeting of the 4<sup>th</sup> February 2020.**

**19199** Matters arising from the meeting held on 4<sup>th</sup> February 2020:

- i. 19176. The 2020 – 2021 Precept – The Council was advised that CCBC had been notified of PTC's precept requirements from 2020-2021.
- ii. 19177. Amendments to Standing Orders and Financial Regulations – The amendments to Council Standing Orders and Financial Regulations have now been incorporated and the amended version of these documents published on the website.
- iii. 19178. CCBC Services at Risk – It was reported that all the CCBC departments have now been informed of PTC resolutions regarding each service and the proposed financial contribution to each.
- iv. 191810. Community Noticeboard – The Community Centre had been notified of the proposal to replace the noticeboard in front of the Community Centre with PTC's stock noticeboard. The matter will be discussed at their next meeting.

**19200** Signing the minutes of the meeting of 4<sup>th</sup> February 2020.

**RESOLVED: to sign the minutes of the 4<sup>th</sup> February 2020 as a true record of the meeting.**

**19201** Report on Outstanding Actions on the 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 6. Town Banner – In response to questions the Council were advised that the work on a replacement Town Banner was underway. The substance of the Banner was being

prepared, free of charge by Brookes Tarpaulins. On completion, some printing would be required.

- ii. Item 7. Services at Risk – the Council were updated on the latest developments, which included a recent meeting between CCBC and the Town Clerks of Llanfairfechan, Llandudno, Colwyn Bay and Penmaenmawr. During this meeting, the T&CC's were assured that, if all four Councils agreed to support approximately 30% of the contribution originally suggested by CCBC in October 2019, the paddling pools each all four areas would remain open for the full 2020 summer season. The figure equated to around £2,200 for Penmaenmawr. Discussions on Station Road car and public toilets were ongoing.
- iii. Item 9. Response to A55 Upgrade – Cllr Beard reported that she had begun work on this item but it was not yet finalised.

#### 19202 Social Media News

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

- i. Despite increasing costs, the Town Council have agreed to restrict the rise in next year's precept to 3%. This equates to an increase of about £2 per year for a band D property.
- ii. To ensure that the promenade paddling pool remains open all for the full 2020 summer season (2<sup>nd</sup> week of May to 2<sup>nd</sup> week of September), the Town Council have agreed to contribute £2,000 towards CCBC running costs.
- iii. The Town Council are pleased to announce that it has awarded Capelulo Hall Association a grant of £800.
- iv. The Town Council are pleased to announce that it has awarded Pen in Bloom a grant of £4,300.

#### 19203 Mayor's Report

FOR INFORMATION: The Mayor reported that in response to an invitation from the Mayor of Prestatyn, she, and her Consort, Cllr Baines, attended a concert, where they were entertained by pupils from Prestatyn High School. The Mayor wished to extend his sincere thanks to Mayor Flynn for what she described as 'a wonderful evening'.

#### 19204 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
04/02	03848	s.150	A.D. Roberts	£140.00
26/02	03849	s.150	Text Local Renewal	£288.00
31/01	03850	s.150	Survey Monkey	£99.00
05/02	03851	s.150	Viking	£377.02
27/01	D/Debit	s.150	Talk Talk	£37.14
04/02	03852	s.19	Capelulo Hall	£800.00

**RESOLVED: the payment list was approved.**

**ACTION:** Clerk to arrange payments.

#### 19205 Finance Committee Report.

The Chair of the Finance Committee reported that the last of the recent project grant applications had been approved by the Finance Meeting and was on this agenda (see item 19211) for Council consideration. There was an outstanding Match Funding application, in favour of a local resident who raised money for Stepping Stones, a charity who assist adult survivors of child sexual abuse. The application is for £350. Due to a communications error, the application was not on this agenda.

Signed: \_\_\_\_\_ (Mayor)

Date: \_\_\_\_\_

The report also conveyed the availability of potential grant funding from the Tourist Improvement Fund, which could be utilised for the next phase of the promenade upgrade. Expressions of Interest are required by 28<sup>th</sup> February.

**RESOLVED: to submit an Expression of Interest to the Tourist Improvement Fund.**

**ACTION: Chair of Finance/Clerk to arrange Expression of Interest submission.**

**19206** HR Matters.

There were no HR matters raised.

**19207** Planning Committee Report.

There had been no planning application since the last meeting.

**19208** Councillor Resignation.

The Council were advised that Mr Richard Holmes had resigned as a Town Councillor. Correspondence from Mr Holmes detailed that the pressures of caring for his ailing partner and fulfilling the duties of a Councillor were too much and he had reluctantly taken the decision to step down to concentrate of his family.

**Action: the clerk to notify CCBC of the resignation and to write to Mr Holmes thanking him for his endeavours on behalf of the Council.**

**19209** Review of Council Communication.

The Council's methods of communicating with residents were reviewed and the protocols for the use of community noticeboards, the Text local service, social media and the website discussed. The difficulties connected to unratified reports, false or inaccurate information and unsubstantiated claims appearing on social media, were acknowledged. The lack of legal recourse to such inaccurate information is now being scrutinised nationally by various levels of government and, following a recent celebrity suicide, by society generally.

**RESOLVED: to renew the Textlocal service.**

**RESOLVED: to allow any Councillor who requested it, administrative access to the PTC Facebook page to post directly.**

**RESOLVED: to include social media links to Council Agenda and Minutes (which will be published on the Council website).**

**RESOLVED: to keep the noticeboard protocols unchanged.**

**Action: the clerk to arrange Textlocal renewal.**

**Action: Social Media manager to distribute log on details for PTC Facebook page.**

**19210** Promenade Upgrade.

The Council were updated on various aspects of the promenade update project. Items discussed included the trimming of the greenery above the paddling pool, the conditions of some of the wooden benches, the height barrier and the vegetation growing on the beach area.

**RESOLVED: to include an upgrade to the wooden benches and the greenery above the paddling pool to the upgrade project.**

**RESOLVED: to defer any decision on height barrier until September.**

**RESOLVED: to obtain specialist advice regarding the flora growing on the beach.**

**Action: Clerk to liaise with upgrade contractor, once nominated.**

**Action: Clerk to contact specialist advice regarding the flora.**

**19211 Grant Application Gladstone Race / Eryri Harriers.**

The annual Gladstone Race, arranged by the Eryri Harriers have submitted a grant application for up to £350 to assist with providing refreshments to the race marshals.

**RESOLVED: to approve a grant of £350 to the Gladstone Race.**

**Action:** Clerk to arrange for payment to be included on the next payment list.

**19212** The Future of BT Telephone Kiosks

The Council were advised that BT were undertaking a consultation on the viability of local public telephone kiosks in the area. There are two public telephones under review nearby, one on Penmaenan, which had been used to make one telephone call in the preceding 12 months and one in Dwygyfylchi, used 39 times in the same period.

**RESOLVED: to defer any decision until the type of telephone kiosk was ascertained.**

**Action:** Clerk to identify the type of telephone kiosks being discussed.

**19213** Flood Defences

It was proposed that, while responsibility for flooding was the remit of the County Council, the local community, led by the Town Council, could assist. Options were considered, including the purchase of more sandbags, the purchase of 15 meters of flood defences for £2.800, the construction of a metal grill to keep a culvert open and the establishment of a Flood Warden scheme.

**RESOLVED: To leave the flood store unlocked.**

**RESOLVED: To establish a Flood Warden scheme.**

**Action:** Clerk/Cllrs to arrange for the flood store to remain open.

**Action:** Cllr Goodier to lead the arrangements to establish a Flood Warden Scheme.

**19214** Financial Support for a Community Creche

A proposal for the Town Council to offer financial support to a local initiative to establish a community creche was discussed. The potential benefits of such a project were recognised and it was acknowledged that there is some assistance available from the County Council. However, concerns were raised that the project would get bogged down in a raft of legal requirements, including DBS checks, staff qualifications, stringent building requirements and the formal registration of the Creche.

**RESOLVED: to supply information to the organisers and to advise them that the Council may consider financial support in the future, if and when the project gets closer to being launched.**

**Action:** Clerk to notify the proposer.

**19215** One Voice Wales Membership Renewal

The Council's annual membership of One Voice Wales was due for renewal for £746.

**RESOLVED: To renew Penmaenmawr Town Council's membership.**

**Action:** Clerk to notify One Voice Wales and arrange for payment on the next payment list.

**19216** Report from CCBC Environmental Health – Dog Fouling.

The Council have received a report from CCBC Environmental Services detailing that the mobile cameras have been in service over recent months. However, as the finances for the Keep it Clean Campaign have been curtailed and with it the end of the Conwy Ambassadors, who erected these cameras. The project has come to an end.

**RESOLVED: To accept the report and thank the Conwy Ambassadors for their endeavours.**

**Action:** Clerk to liaise with CCBC for the return of the cameras.

**CORRESPONDENCE**

**19217** St David's Day Church Service Eglwys Dewi Sant.

FOR INFORMATION: It was announced that Eglwys Dewi Sant will be holding a special St David's Day service, at 11 am on Sunday the 1<sup>st</sup> March, as the Church was named after this Saint. The Mayor was invited to undertake one of the readings and all councillors were invited to attend.

**19218 Request for Support – Cancer Research Wales**

The Council have received a request for support from Cancer Research Wales.

**RESOLVED: To award £75 to cancer research Wales (under s.137 regulations.)**

**Action:** Clerk to arrange payment.

**Highways Notifications**

**19219 Temporary Traffic Regulation – Old Mill Road, Dwygyfylchi, from Dalar Cottage to junction with Rose Villa Access – Street Lighting Works. 30<sup>th</sup> 31<sup>st</sup> March 2020.**

The regulation was noted

**19220 Grants & Donation**

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
05/02	03853	s.137	Cancer Research Wales	75.00

**RESOLVED: the payment was approved.**

**ACTION:** Clerk to arrange payments.

**19221 Any Other Business**

- i. Insurance Renewal.  
The Council were notified that a meeting to arrange the annual insurance had taken place and the Clerk had secured a 5% discount on previous year's premiums while added additional features to the covering.
- ii. Lights on Promenade.  
It was reported that a section of the rope lights on the promenade are hanging very low and may need repairing.
- iii. Annual Audits.  
It was announced that the last two years external audit reports were due to be signed off by the Auditor General imminently. The Council can, therefore, expect to receive these accounts soon.
- iv. Traffic Notice – A traffic notice had been received following the publication of the agenda, which detail that Welsh Water would be undertaking work on Station Road East, between the hours of 08.00 and 17.00 on Monday the 2<sup>nd</sup> March. Temporary parking restriction will be in force.

**19222 Items for Next Meeting Agenda**

- i. Promenade Entertainment
- ii. Deeds Update

Please contact the Clerk with any other items for the next agenda

**19223 Date and Time of the Next Meeting - 6.30 pm 17<sup>th</sup> March 2020.**

Meeting ended at 8.25 pm