



CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL

Minutes of the meeting of PENMAENMAWR TOWN COUNCIL MEETING held on the 28th February 2023, at 18.30 pm. at the Council Chambers.

Present: Cllrs: M. Bleasdale, S. Consterdine, L. Goodier, G. Parry, J Priestnall, R. Snell, J. Sterriker Ellis, C. Williams (Mayor), S. Williams, D. Wyke and C. Brooks Williams.

Officers: M Hadley-Smith Town Clerk, H. Stewart BEM (Locum Clerk)

In Attendance: (Remote Councillor Anne McCaffrey) James Cook

1. Apologies for Absence:

2. Declaration of Interest

None.

3. Co-option

Mr James Cook as listed in the attendance above, having confirmed he met the criteria had put himself forward for Co-option. The Mayor asked Mr Cook to give a short presentation on why he wanted to join the Town Council and what he wanted to achieve. Questions were asked by several councillors after which Mr Cook left the room. Members discussed the Co-option and a vote took place.

RESOLVED that: Mr James Cook be Co-opted.

The Mayor, Cllr Chris Williams welcomed Mr Cook to the Council. Mr Cook duly signed the Declaration of Acceptance.

4. Public Participation

There were no requests for public participation.

5. Mayors Report

The Mayor, Cllr Chris Williams reported that no functions had been attended since the last Meeting. The Mayor reported that due to no Planning Committee in place planning applications had been discussed following the working group on Tuesday 21st February and agreed that the following representations made to Conwy Council:

- a) Application number 0/50398 + 0/50399 St Seiorl's Church conversion to single dwelling. The Council raised concerns that the fundamental character of the Church should not change. Features such as stain glass windows, doors etc should be retained.
- b) Application number 0/50411 Fodwen Bangor Road Penmaenmawr Renovation of existing empty high street building to create 4 self-contained flats. The Council raised concerns that no parking exists for 4 additional dwellings. The character of the building should not alter in particular windows and balustrade at the front of the building.

RESOLVED that: The above be noted as a true reflection of the discussion that took place Tuesday 21st February and representations that have been made to Conwy Council.

6. Members Questions

No questions raised.

7. Minutes

Matters arising Helen Stewart BEM (Locum Clerk) pointed out that a payment was missing from the schedule. The amendment was made accordingly.

RESOLVED that: The minutes of the meeting held on the 31st January 2023 subject to the amendment be signed as a correct record of the meeting.

8. Matters Arising

Cllr Parry raised a question regarding correspondence from the minutes in relation to the invite from the Community Centre in correspondence. Discussions took place regarding the meeting that took place at the Community Centre on the 22nd February 2023. It was proposed that a vote to appoint two Council members to the Board of Trustees of the Community Centre take place. The Mayor asked members to express their interest. Cllr Parry and Priestnall expressed their interest.

RESOLVED that: Cllr Parry and Cllr Priestnall be appointed to the Community Centre Board of Trustees.

Cllr Snell updated Council on the costs and requirements of the environmentally friendly prompts/signs for pavements. It is unclear at this time who is responsible for the footpath at Maes-Y-Llan where dog fouling is a issue. Cllr McCaffery has made requests to Conwy Council to establish ownership but as yet has not had a reply.

RESOLVED that: The Clerk contact Cartrefi to establish proprietorship of the lane and seek permission for the prompts. Work to start as soon as is practicable if permission granted.

9. Clerks Report

The Clerk reported that all appointments listed in the minutes of 31st January 2023 had been completed. One additional place was available for One Voice Wales. Progress had been made regarding Barclay Card and mobile phone contract. Becoming a signatory and online banking was still in progress. A termination letter for the employment of Environmental Warden would be issued and employment end 31st March 2023. A specification for Maintenance Contractor had been drafted as had one for an administration assistant. Conwy Council have been contacted regarding street furniture so that it can be established what is owned by Conwy and what is owned by Penmaenmawr Town Council.

RESOLVED that: The specification for Maintenance Contractor and Administration Assistant be presented to Council for approval. Cllr Wyke to join Cllr Parry and the Clerk on One Voice Wales.

10. Planning

The appointment of a planning committee and terms of reference was deferred until the meeting to take place on Monday 6th March 2023

11. Community Plants

Cllr Sterriker Ellis gave a presentation regarding the number of hanging baskets and planters around the parish highlighting the possibilities of reducing the total number to reduce the cost implications. The matter will be discussed once the appropriate committee is in place.

12. Christmas Working Group

Cllr Sarah Williams updated the Council regarding progress on the Working Group so far.

13. Community Skips

The Clerk reported to Council that the budget set for Community Skips during this financial period was £2600.00 However, the projected expenditure to the end of the financial period was projected to be £4420.00 it was unclear if skips for other projects had been incorrectly allocated. To keep within the allocated budget (subject to no increases in cost from Conwy Council) would be 9 skips per year. Meaning a 6 week cycle at alternate locations.

RESOLVED that: Skips will be on a six-week cycle at alternate locations. Costs and cycle to be reviewed subject to any cost increases.

14. Kings Coronation

Discussions took place regarding the kings Coronation.

RESOLVED that: A working group set up to look at implications and costs. The Clerk to investigate funding possibilities.

15. Payments

To approve payments as listed.

Staff Salaries	4339-4403	£5,818.04	
Staff Salaries	S/O	£1535.50	
Barclaycard	D/D	£ 2.99	
HMRC	4404	£1,889.08	PAYE
One Voice Wales	4405	£ 866.00	Annual Subscription
Brooks & Sons Tarpaulin	4406	£ 11.76	Aerosol Paint
Telefonica Ltd (O2)	4407	£ 22.25	Final payment mobile contract
CCBC	4408	£ 288.00	Skip invoice - 244313369
Cllr Priestnall	4409	£ 150.00	Allowance
Cllr Consterdine	4410	£ 150.00	Allowance
Cllr Parry	4411	£ 150.00	Allowance
Cllr Brooks	4412	£ 150.00	Allowance

RESOLVED that: The schedule as listed is approved.

16. Independent Remuneration Panel Report 2023.

The Council considered the report regarding remuneration for the coming financial year.

RESOLVED that: The allowance for 2022-2023 up to a maximum be £156.00 as mandated by the Independent Remuneration Panel. Any claims for office consumables are made via the office. Any claims for travel or overnight stays be approved by Council prior to travel. The Mayors and Deputy Mayors allowance remain at £1,500.00 and £500.00.

17. Set dates for working groups

RESOLVED that: Relevant Committees will review policies once in place.

18. Lifetime Achievement Award

Cllr Chris Williams (Mayor) presented the Council with a proposal for a Lifetime Achievement Award. Discussions took place around the implications and costs.

RESOLVED that: The Mayor and Locum Clerk investigate the awarding of the above.

19. Correspondence

The Clerk reported that Play out summer had been in contact with the Council regarding funding for this year. Ramblers Cymru wanted to locate a bench within the parish and had asked for a suitable location.

RESOLVED that: Funding for Play out Summer be considered at next full Council. Placing of Ramblers bench to be decided by appropriate Committee.

20. Social Media News

- New Councillor
- Office opening times

- Kings Coronation
- Community Skips
- Vaccination information when available

21. Date of next meeting

Tuesday 28th March at 18.30

The meeting concluded at 20.30

Signed Chairman 28th March 2023 _____