

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



Minutes of a PENMAENMAWR TOWN COUNCIL MEETING  
held remotely using Zoom Video Conferencing on the 20<sup>th</sup> October 2020 at 6.30 pm.

**19415 Councillors Present:** Cllr K. Beard (Chair), Cllr U. Abbott, Cllr M. Baines, Cllr S. Banwell, Cllr L. Coleman, Cllr J. Jones, Cllr Lloyd-Borland, Cllr J. Sharples, Cllr C. Williams.

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

**In Attendance:** Ten members of the public attended remotely.

**19416 Apologies:** Cllr M. Brewer (technical issues), Cllr E. Davies (work), Cllr L. Goodier (work).

**19417 Code of Conduct/Declaration of Interest.**  
None.

**19418 Public Participation –**

- i. A prospective co-option candidate gave a presentation on her vision for Penmaenmawr and discussed the attributes that she would bring to the Council. The presentation covered a number of initiatives, including a youth council, a parent's network and a youth garden club.

**COUNCIL ADMINISTRATION**

**19419** Ratification of the minutes of the meeting held on 29<sup>th</sup> September 2020.

**RESOLVED: to ratify the minutes of the meeting of the 29<sup>th</sup> September 2020.**

**19420** Matters arising from the meeting held on 29<sup>th</sup> September 2020.

- i. 19406. Councillor Vacancy – It was reported that one of the original three candidates withdrew their candidacy.
- ii. 19408. Covered Bus Stop in Llanfairfechan – The Council advised that both CCBC and LTC have been contacted regarding this matter but, to date, no replies have been received.
- iii. 19413v. The Request from OGVRA to clean the area of the Dwygyfylchi War Memorial – It was confirmed that the Council's proposal that OGVRA work in conjunction with PIB on the area around the War Memorial had been communicated to the Chair of OGVRA.

**19421** Signing the minutes of the meeting of the 29<sup>th</sup> September 2020.

**RESOLVED: to sign the minutes of the 29<sup>th</sup> September 2020 as a true record of the meeting.**

**19422** List of Payments.

03/10	03943	s.150	Community Centre ( <i>quarterly rent</i> )	910.00
06/10	03944	s.150	EE ( <i>final bill</i> )	558.96
29/09	03945	s.19	Light Up Pen ( <i>part of the approved grant</i> )	2500.00

**RESOLVED: to approve the list of payments.**

Action: Clerk to arrange payment.

**19423** To Vote for Co-option Candidate to Fill Councillor Vacancy.

This item was deferred to ascertain the reason why one candidate was not present.

**19424 To Accept a Report from the Finance Committee**

The Chair of the Finance Committee appraised the Council on the matters discussed at a recent Finance Committee meeting, which included an update on the Resilience Application to CCBC and the recommendation that the Council approve a grant application from Our Green Village Resident's Association (see item 19426 below). The Chair also reported that financially, the Council was stable and that the Committee recommended transferring £30,000 into the Allocated Reserve Fund for the promenade project (see next agenda, item 19425)

**RESOLVED: To accept the Report.**

**19425 To Transfer £30,000 to Allocated Reserves**

It was proposed to transfer £30,000 into Allocated Reserves to be used solely as the match funding element for the WEFO grant to begin the upgrade of the promenade.

**RESOLVED: It was resolved to transfer £30,000 to Allocated Reserves.**

**19426 Grant Application from Our Green Village Resident's Assn.**

A grant application had been received from the Our Green Village Resident's Association, requesting £500 to assist with the stocking of plants and equipment for a community allotment.

**Resolved: to award the Association a grant of £500.**

**19427 To Accept a Report from the Covid-19 Resilience Committee.**

FOR INFORMATION: The Council were appraised that work was progressing on an amendment to the CCBC Resilience Grant, following variations in the guidelines. It was further reported that no new applications had been received by the Committee.

**19428 To Accept a Report from the HR Committee.**

In the absence of the Chair of HR, Cllr Banwell appraised the Council of the recent recruitment of an Assistance Administrative Officer. The Council had received a total of ten applications, which, overall, were of a particularly high standard. Six candidates had been invited to interview and following a difficult assessment process, a candidate had been offered the post and had accepted. The successful candidate will begin work, on 15 hours per week, the week beginning 26<sup>th</sup> October.

**RESOLVED: To accept the Report and to welcome the successful candidate.**

**19429 2018-2019 Audit Report.**

FOR INFORMATION: The Council were advised that the 2018 – 2019 Audit Report had now been finalised and would be distributed in time for the next meeting. The Council were advised that the Report, which contained historical information that had been addressed, would be in the public sphere before the meeting.

**19430 Photographic Competition**

It was proposed to hold a photographic competition, the top entries of which will be used to fill the frames on the Penmaenmawr Railway Station. Details of the competition can be finalised over the coming weeks.

**RESOLVED: To hold a photographic competition between now and the spring, with the theme being photographic of or from Council area of Penmaenmawr.**

Action: Clerk to liaise with advisers to prepare guidelines.

**19431 Community Centre Lease**

Given the difficulties experienced recently by the Community Centre in finding volunteer staff, together with the Centre's continued reliance on the Council for financial support, both with annual grants and rent, concerns were raised about its long-term viability. It was acknowledged that the current

committee had served Penmaenmawr admirably and diligently but there appeared little in the way of a long-term plan for the Centre.

**RESOLVED: To open informal discussions with the Community Centre Committee to explore long-term viability.**

Action: Clerk to liaise with the Community Centre Treasurer.

**19432** Provision for Technical Drawings for Promenaded Project.

To fund the next stage of the promenade project, which is the preparation of technical drawings, the Council were asked to approve an allocation of £5,000. It was highlighted that such an allocation would come from the promenade project fund and was not an additional expenditure.

**RESOLVED: To approve £5,000 for the preparation of technical drawings.**

Actions: Clerk to liaise with potential suppliers.

**19433** Update on Remembrance Sunday Commemoration

The Council were advised that guidance from the North Wales Police and the unitary authority included a cautionary note that if more than the maximum number of people allowed turned up for the Commemoration, organisers would be in break of the Coronavirus Laws. Further advice from the Welsh Government was expected in the coming days.

**RESOLVED: To promote attendance at an online religious Service and for the Mayor and Deputy Mayor only to lay wreaths at the two War Memorials in the area. This resolution is subject to change on receipt of new Government guidelines.**

**19434** Revised Date of Workshop for Future Priorities.

FOR INFORMATION: Following the postponement of the original meeting the Council were advised that the workshop to discuss the Council's future priorities will be held remotely on the 3<sup>rd</sup> November at 6.30 pm.

## Correspondence

**19435** Thank you from Cylch Meithrin

FOR INFORMATION: The Council were notified that correspondence had been received from Cylch Meithrin thanking them for the recent grant.

## Highways

None Received

**19436** Social Media News

- i. The Town Council is delighted to announce that it has awarded Our green Village Resident's Association a grant of £500 to assist with its community allotment.
- ii. Due to the continuing spread of the Coronavirus, and following advice, the Town Council regrets that it will not be holding a live event on Remembrance Sunday. Details of an online Service will follow shortly.
- iii. The Council is pleased to welcome Izzy Hart, who has been appointed to the position of Assistant Administrative Officer.
- iv. The Council will shortly be announcing the details of a photographic competition. Entries can be photographs of or from Penmaenmawr. Further details will be published soon.

**19437** Any Other Business

- I. The Council were advised that the 24<sup>th</sup> October was World Polio Day and it was requested that the colour purple be promoted to raise awareness.
- II. It was reported Groesford Lane is more than a little overgrown and needs trimming back.
- III. It was requested that the Council receive an update on the discussions with CCBC regarding local maintenance work by the next meeting, as this will impact on the employment of an Environmental Warden.
- IV. It was reported that the Museum would like a response to its correspondence, which informed the Council that it did not require a grant this year.

**19438** Date and Time of the Next Meeting - **6.30 pm 10<sup>th</sup> November 2020**

Meeting ended at 8.10 pm