

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 4th February 2020 at 6.30 pm.

19160 Councillors Present: Cllr U. Abbott, Cllr M. Baines, Cllr K. Beard, Cllr M. Brewer, Cllr E. Davies, Cllr J. Edwards, Cllr L. Goodier, Cllr R. Holmes, Cllr Lloyd-Borland, Cllr J. Jones, Cllr C. Williams.

Officer Present: M. Hanks (Clerk and RFO)

In Attendance: Six members of the public

19161 Apologies: Cllr S. Banwell (unwell), Cllr L. Coleman (previous engagement).

19162 Code of Conduct/Declaration of Interest.

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

- i. Councillor Baines declared an interest in item 19184, Grant Application for Pen in Bloom, and left the room prior to the debate and, as such, took no part in the deliberations or the vote.
- ii. Councillor Lloyd-Borland declared an interest in item 19184, Grant Application for Pen in Bloom, and left the room prior to the debate and, as such, took no part in the deliberations or the vote.

19163 Public Participation – None

COUNCIL ADMINISTRATION

19164 Ratification of the minutes of the meeting held on 14th January 2020.

RESOLVED: to ratify the minutes of the meeting of the 14th January 2020.

19165 Matters arising from the meeting held on 14th January 2020:

- i. 19150. Request for Public Meeting – It was reported that correspondence to local County Councillors regarding their request for a Public Meeting was not yet finalised but will be sent prior to the next meeting.
- ii. 19151. Amendments to Standing Orders and Financial Regulations - Proposals to amend elements of Standing Orders and Financial Regulations, in line with the Council's wishes, have been prepared and will to be discussed later on this Agenda.
- iii. 19155. Stand Alone Handrail in Dwygyfylchi – The successful supplier has now been commissioned to undertake this work.

19166 Signing the minutes of the meeting of 14th January 2020.

RESOLVED: to sign the minutes of the 14th January 2020 as a true record of the meeting.

19167 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 3. Protocol for Text Local Service – The Clerk confirmed that Councillor Lloyd-Borland had attended a meeting to discuss this item but due to unforeseen circumstances, the Clerk could not complete the meeting. Another meeting will be scheduled in the coming weeks.
- ii. Item 5. Children's Competition – It was agreed to remove this item.

- iii. Item 6. Foliage Above Paddling Pool – It was confirmed that this item will be discussed at the meeting of the 25th February, in conjunction with other promenade matters.

19168 Social Media News

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

- i. The Town Council Consultation on Public Services has now closed and over 300 respondents have submitted their views. The Council would like to thank everyone who engaged with the Survey, the results of which will be published shortly.
- ii. The Town Council announced that it was funding the erection of a standalone handrail from the pavement onto the concrete area outside the shops in Dwygyfylchi, to assist with access and egress.

19169 Mayor’s Report

FOR INFORMATION: The Mayor reported that she, together with her Consort, Cllr Baines, had attended ‘a very moving service’ at the Holocaust Memorial Day at Emmanuel Christian Centre in Llandudno, on the 26th January.

19170 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
17/01	03838	s.19	CCBC - Community Skips Oct & Dec	480.00
17/01	03839	s.19	CCBC – Community Skips Nov	240.00
15/01	03828	s.150	SLCC	408.00
01/01	03840	s.19	A. D. Roberts – Skip Barrier	60.00
08/01	03837	s.150	D2P – Printing Consultation Forms	90.00
21/01	03841	s.150	D2P – Printing Consultation Forms	90.00
15/01	03843	s.173	Councillor Allowance 2019-20	150.00
15/01	03844	s.173	Councillor Allowance 2019-20	150.00

RESOLVED: the payment list was approved.

ACTION: Clerk to arrange payments.

19171 Finance Committee Report.

FOR INFORMATION: The Chair of the Finance Committee reported that five grant applications were still outstanding. Two of these applications required further documentary responses and the Chair was in contact with the relevant organisations. The applications from the remaining three applications had been approved by the Finance Committee and were on the Agenda for consideration (see items 19182-19184).

19172 HR Matters.

There were no HR matters raised.

19173 Planning Committee Report.

FOR INFORMATION: The Chair of the Planning Committee summarised recent planning applications within the Penmaenmawr Area and detailed the Committee’s responses to CCBC.

19174 9 Months Budget versus Actual Report.

The Nine Months Budget versus Actual financial report had been pre-circulated to Councillors for their information.

RESOLVED: to accept the 9 Months Budget v Actual Report.

In line with Standing Order Regulations 10.a.xv. and 27a., a motion was introduced that, to facilitate an uninterrupted and considered discussion on the coming items, Standing Orders be set aside from the perspective of Public Participation.

RESOLVED: to set aside Standing Orders for public participation.

19175 To Accept the 2020 – 2021 Precept.

A draft 2020 – 2021 budget had been pre-circulated to Councillors for consideration. The draft budget was discussed at length and some amendments made to the draft.

RESOLVED: it was agreed to accept the budget as amended.

19176 To Agree the 2020 - 2021 Precept.

A proposal to maintain the 2019 – 2020 precept level was rejected as this would mean, in real terms, a reduction in the available funds and given the uncertainty around CCBC's funding and the need to protect services in Penmaenmawr, it was considered a small precept rise was necessary around the anticipated level of inflation. It was calculated that a 3% rise in the precept would equate to around an additional £2 per year on a Band D household.

RESOLVED: to implement a 3% rise in the precept.

Action: Clerk to advise CCBC of the 2020 – 2021 precept.

19177 Amendment to Standing Orders and Financial Regulations.

Leading from Minute 19151 of the last Council meeting a series of proposed amendments to Standing Orders and Financial Orders were detailed. These changes included raising the financial limit of requiring three quotations (as recommended by the auditor), raising the amount of expenditure the Clerk can authorise and returning the wording of Standing Orders, in sections on public participation and Council quorum, to match those proposed in NALC 2018 Model Standing Orders.

RESOLVED: to accept the proposed changes in their entirety.

Action: Clerk to amend and publish revised Standing Orders and Financial Regulations.

19178 Update on CCBC Services 'At Risk'.

The Council were updated on a recent meeting and subsequent communication with CCBC regarding the various Services at Risk, service by service.

- i. For legislative reasons the suggested contribution to maintain CCTV service had been reduced to only include maintenance of the cameras.
- ii. Following detailed discussions with Penmaenmawr Library Support Group, it was reported that, if the current levels of PTC financial support was maintained, there would be no negative impact on the Library opening hours even if CCBC request was rejected.
- iii. Latest information suggested that, without some form of contribution, CCBC would curtail the number of weeks the promenade paddling pool would be open. CCBC has advised PTC that the cost to run the paddling pool for a full season is circa £6,700. The Council was advised that the majority of costs associated with the paddling pool revolved around its initial seasonal setup and end of season shut down.
- iv. Discussions with CCBC were ongoing regarding the provision of playpark maintenance and management of public conveniences. Recent discussions involving the latter had been particularly productive and uncovered a number of options for PTC to consider, once further information was available.
- v. Recent correspondence confirms that without some form of agreement with PTC, CCBC is considering selling Station Road Car Park for development. To prevent this PTC have been advised that they can purchase the car park for around £150,000, or lease the car park from CCBC with or without a maintenance agreement.

RESOLVED: PTC to accept CCBCs' rise in the cost of providing CCTV coverage.

RESOLVED: To reject CCBC request to support the Library Service.

RESOLVED: To offer CCBC £2,000 to keep the promenade paddling open for the full season.

RESOLVED: To initiate negotiations with CCBC to lease/rent the Station Road Car Park for a period of 10 years or more.

RESOLVED: To continue discussions with a view to a transfer of management of public toilet and playparks.

Action: Clerk to communicate these resolutions to the relevant departments of CCBC.

Action: Clerk & Councillors to continue to liaise with CCBC regarding services.

19179 Rotation of Locations of Council Meetings.

It was proposed that the location of Council Meetings be rotated between each Ward of the Council area, to facilitate accessibility and improve attendance. The potential difficulties of this proposal were discussed, including access to additional information during meetings and confusion regarding which location to attend. It was highlighted that if there was a significant item to be discussed that primarily to one Ward then it was already custom and practice to arrange for a meeting in that Ward.

The motion was defeated.

19180 Community Noticeboard

As the intended location to position the community noticeboard, which is in PTC stock, is no longer a viable option, it was proposed that the Penmaenmawr Community Centre be approached with a view to using this noticeboard as a combined information board to replace the existing ageing noticeboard currently in that position.

RESOLVED: To discuss positioning the noticeboard outside the Community Centre.

Action: Clerk to liaise with the Community Centre.

19181 Damaged Uplighter in Quarry Gardens

It was reported that two of the up lights in Quarry Gardens have been damaged.

RESOLVED: To confirm who owns the Garden lights and, if owned by PTC, to obtain quotations for the repair.

Action: Clerk to contact CCBC and ascertain ownership of Quarry Garden Lights.

Action: Clerk to obtain quotations for the repair of the lights.

19182 Grant Application Capelulo Hall

A grant application for £1750 in favour of Capelulo Hall was discussed. The Chair of Finance highlighted that all the associated paperwork required for the application had now been received. It was reported that over the last twelve months, grants to similar organisations had been reduced from previous years by an average of 50%. In keeping with grants to similar organisations and to maintain equity it was proposed that a similar reduction apply here.

RESOLVED: To award £800 grant to Capelulo Hall.

RESOLVED: To apologies to Capelulo Hall for the delay in processing this application, which came about as a result of communication issues and the postponement of a number of Finance Committee meetings.

Action: Clerk to include on the next payment list.

Action: Clerk/Chair of Finance to pass on the Council's apology as per the resolution.

19183 Grant Application Dwygyfylchi Art Society

A grant application for £500 in favour of Dwygyfylchi & District Art Society was discussed. The Chair of Finance highlighted that while all the essential associated paperwork required for the application had now been received, the Committee would have liked to have seen quotations for the proposed expenditure on noticeboards.

RESOLVED: To award £500 grant to Dwygyfylchi & District Arts Society, on receipt of quotations for the planned expenditure.

Action: Clerk/Chair of Finance to liaise with the Dwygyfylchi & District Art Society and inform them of this decision.

Action: Clerk/Chair of Finance to pass on the Council's apology as per the resolution.

19184 Grant Application Pen in Bloom

A grant application for £4,300 in favour of Pen in Bloom was discussed. The Chair of Finance highlighted that all the essential associated paperwork required for the application had now been received. It was highlighted that this application contained an element to cover the watering of plants during the summer of 2020, which had been considered separately in previous years.

- iii. Councillor Baines, as Secretary of Pen in Bloom, declared an interest in this item and left the room prior to the debate and, as such, took no part in the deliberations or the vote.
- iv. Councillor Lloyd-Borland, as Chair of Pen in Bloom, declared an interest in this item and left the room prior to the debate and, as such, took no part in the deliberations or the vote.

RESOLVED: To award £4,300 grant to Pen in Bloom, on sight of quotations for plants and tenders for watering of plants.

Action: Clerk to advise Pen in Bloom of this resolution.

CORRESPONDENCE

19185 Request for Support for Holocaust Memorial Trust.

The Council have received a request for support from the Holocaust Memorial Trust, following the recent Holocaust Memorial Day, attended by the mayor and her Consort.

RESOLVED: To award £75 to the Trust (under s.137 regulations.)

Action: Clerk to arrange payment.

19186 JDH – Internal Audit Plan

JDH, the Council's internally appointed auditors, have submitted their 2019-2020 Audit Plan for consideration. It recommended that an interim audit be arranged during February or March, which would reduce the workload following the end of the financial year.

RESOLVED: To accept JDH's proposed Action Plan, including the interim audit.

Action: Clerk to liaise with JDH.

Highways Notifications

19187 Fernbrook Road, between Jnc with Merton Park to Ardre – will be closed to traffic between 9 am and 3 pm on the 5th – 7th February 2020. BT work.

19188 Temporary Traffic Regulation. Station Road East, Voelas to Jnc with Marine Terrace from 26th – 28th February 2020 for Electric Work.

19189 Grants & Donation

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
15/01	03847	s.137	Holocaust Remembrance.	75.00

RESOLVED: the payment was approved.

ACTION: Clerk to arrange payments.

EXEMPT ITEM

19190 Councillor Complaint

It was unanimously resolved to submit a formal complaint to CCBC regarding a County Council Member.

19191 Any Other Business

- i. Report from One Voice Wales quarterly meeting.
- ii. Pen to Paper update.
- iii. Meeting in Glasdir

19192 Items for Next Meeting Agenda

- i. Promenade Upgrade
- ii. Council Communication

Please contact the Clerk with an item for the next agenda

19193 Date and Time of the Next Meeting - 6.30 pm 25th February 2020.

Meeting ended at 9.25 pm