

# CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



To all members of Council: -

Minutes of a PENMAENMAWR TOWN COUNCIL MEETING

held at Community Centre Chambers, Penmaenmawr on the 14<sup>th</sup> August 2018 at 6.30pm.

**18452** Present: Cllr U. Abbott, Cllr M. Baines, Cllr M. Brewer, Cllr L. Coleman, Cllr E. Davies, Cllr D. Fisher, Cllr K. Prior.

**18453** Apologies: Cllr D. Lloyd-Borland, Cllr S. Banwell, Cllr K. Beard, Cllr J. Edwards, Cllr R. Holmes.

**18454** Code of Conduct/Declaration of Interest.

**18455** Public Participation

- i. Rebecca Miller (St Paul's Action4Youth) has resigned from this position to take up a teaching career and wished to thank the Town Council for their support and assistance during her time in post.
- ii. Royce Warner (St Paul's United Church) invited the Councillors to a dinner on the 12<sup>th</sup> September to thank them for the work they do for the community. He also announced that the Mayor, the Deputy Mayor and five other Councillors will be asked to give a short talk on their motivations and challenges of being Councillors.

## COUNCIL ADMINISTRATION

**18456** Ratification of the minutes of the meeting held on 24<sup>th</sup> July 2018.

**Proposed: Cllr Fisher Seconded: Cllr Prior Voting: Unanimous.**

**18457** Matters arising from the meeting held on 24<sup>th</sup> July 2018

The Council was updated on actions arising from the previous meeting. In response to re-locating the promenade height barrier (see minute 18433), the clerk reported that he had contacted all the interested parties, some of which had not responded. Of the responses received, the Penmaenmawr Sailing Club were, overall, opposed to a relocation of this barrier citing, among other things, the likelihood of increased problems around the top of the slip. In contrast, all other responses were in favour of, or at least, not against a relocation of the height barrier, including the Harbour Master, the Police and the County Councillor for the Ward. It was therefore resolved to move the height barrier to the east of the sailing club.

**Proposed: Cllr Coleman Seconded: Cllr Fisher Voting: For 6 Against 1.**

**ACTION: Clerk to arrange for height barrier to be relocated to the east of the Sailing Club.**

**18458** Signing of the minutes of 24<sup>th</sup> July 2018.

The minutes were signed as a true record of the meeting.

**18459** Report on Outstanding Actions on Action Log

The Action Log was distributed to Councillors, which appraised them of the progress of current and outstanding work. Following a detailed discussion, the Council accepted the contents of the Action Log.

Councillor Coleman left at 18.50 due to ill health.

**18460** Social Media News

It was agreed to promote the following through social media:

- The Town Council vacancy in the Capelulo Ward.

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

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

- The Town Council have awarded the Penmaenmawr Rainbows, Brownies and Guides a donation grant of £450, to assist them prepare for the new Guiding programme.
- Responding to public comments and consultation with other organisations, the Town Council have resolved to move the promenade height barrier to the other side (i.e. to the east) of the Penmaenmawr Sailing Club.

**ACTION:** Clerk to notify the Social Media Manager

**18461** Mayor's Report.

In the Mayor's absence the Deputy Mayor addressed the meeting and advised the Council that she had attended a, well attended, farewell service for the departing youth leader of Action4Youth at St. Pauls' United Church on Sunday 12<sup>th</sup> August.

**18462** List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
24/07/18	03605	s.137	Grant - Library Youth Club	£300.00
27/07/18	03606	s.150	Karmic – Two x Amazon tablets	£348.00
24/07/18	Direct Debit	s.150	Peninsula – HR Investigation.	£1194.00
26/07/18	03607	s.150	Brian Lawrence Signs – update Mayor's board	£54.00
25/07/18	03608	s.19	Flagmakers – 4 x flags	£427.99
26/07/18	03609	s.150	Community Centre – Rent of chambers	£310.00
25/07/18	03610	s.19	CCBC – Contribution to Playing Out project	£1300.00
19/06/18	03611	s.19	G-Mec – Repair of memorial lights	£587.83
08/08/18	03612	s.19	Snowdonia Nurseries – Pen in Bloom – Flowers	£637.50
13/06/18	03613	s.19	Plantscape – Pen in Bloom - Barrier flower baskets & 3 tier flower towers	£1365.18
01/08/18	03614	s.19	A.D. Roberts – Pen in Bloom – various work inc daily watering, moving planters, etc	£1305.00
01/08/18	03615	s.19	A.D. Roberts – Move skip barriers, fit two litter bins and gardening	£300.00
02/08/18	03616	s.150	Viking – Stationary order	£104.26
02/08/18	03617	s.150	SLCC Conference for Wales	£57.00
25/07/18	Debit Card	s.150	Petty cash	£200.00
31/07/18	03618	s.112	PAYE, NIC & ENIC	£520.22
09/08/17	03619	S.19	Hire of Penmaenan Committee Centre (inc. tea & coffee)	£20.00

The list of payments was approved

**Proposed: Cllr Brewer    Seconded: Cllr Baines    Voting: 5 For. 1 Abstained (Cllr Prior due to personal interest with Pen in Bloom).**

**ACTION:** Clerk to arrange payments.

**18463** Bank current account reconciliation 30<sup>th</sup> June 2018.

The reconcile was checked and certified as correct by Cllr Davies and Cllr Fisher

**18464** Past Mayor's Jewel

It was proposed that a Past Mayor's Jewel, of the design no longer used by the Council, be donated to the Penmaenmawr Historical Society and Museum.

**Proposed: Cllr Fisher    Seconded: Cllr Abbott    Voting: Unanimous.**

**ACTION:** Clerk to arrange for the Past Mayor's Jewel to be donated to the Penmaenmawr Historical Society and Museum and removed from the asset register.

#### **18465** PTC Policies Update

All PTC policies (not connected to employment) have been distributed between groups, made up of two or three Councillors each. It was resolved that once a group have reviewed the policies allocated to it and submitted recommendations for amendments. These policies be distributed to all Councillors for their input.

**Proposed: Cllr Prior    Seconded: Cllr Davies    Voting: Unanimous.**

It was further proposed that the names of the Councillors who conducted each annual policy review be attached to each policy, assisting future allocations.

**Proposed: Cllr Brewer    Seconded: Cllr Prior    Voting: Unanimous.**

**ACTION:** Clerk to ensure PTC policies included on next meeting agenda.

**ACTION:** Clerk to distribute policies to all Councillors following amendment.

### **ECONOMIC WELLBEING**

#### **18466** Promenade

i. Project Update – Deferred until the next meeting

ii. Location of the two large deckchairs

A location to permanently site (during the spring & summer) the Town Council's two giant deckchairs was discussed. It was decided to position deckchairs between the round seating area and the adjacent paddling pool.

**Proposed: Cllr Prior    Seconded: Cllr Fisher    Voting: Unanimous.**

**ACTION:** Clerk to arrange to meet Councillors onsite to accurately pinpoint location.

iii. Promenade Height Barrier

See Matters Arising above (minute 18457).

#### **18467** Questions for Community Engagement Event

This item was deferred to the next meeting

### **ENVIRONMENTAL WELLBEING**

#### **18468** Town Map

Conwy County Borough Council Tourism Office, as part of funding arranged by NCompass, are upgrading some of the maps in the Conwy area. Following a proposal by NCompass, the Tourism Office are prepared to arrange and fund a town map of Penmaenmawr, for the Fernbrook Road, car park. A similarly prepared map of Conwy was distributed. PTC resolved to accept the offer.

**Proposed: Cllr Baines    Seconded: Cllr Brewer    Voting: Unanimous.**

**ACTION:** Councillors to advise the clerk of points of interest to be included on the map within seven days.

#### **18469** World Clean-up day

It was reported that the 15<sup>th</sup> September is World Clean-up Day, a global event to promote a cleaner future for the planet. Clean-up measurers are being organised in 150 countries worldwide. It was resolved that the Town Council actively support this initiative by organising a clean-up event within the PTC area. It was proposed that teams of volunteers, recruited from schools and local organisations,

work out of the three local community centres, where refreshments will be available. It was reported that the Rotary Club have organised a beach clean up for the same date.

**Proposed: Cllr Prior    Seconded: Cllr Abbott    Voting: Unanimous.**

**ACTION: Clerk to arrange for publicity for the event.**

**18470** Approve expenditure for

- i. Laying new concrete bases for two litter bins  
**Proposed: Cllr Davies    Seconded: Cllr Fisher    Voting: Unanimous.**
  
- ii. Reseating a bench on the path adjacent Conwy Old Road/Treforris Road  
**Proposed: Cllr Fisher    Seconded: Cllr Prior    Voting: Unanimous.**
  
- iii. Trimming and removing the overgrown ivy from Pant yr Afon Close.  
**Proposed: Cllr Baines    Seconded: Cllr Davies    Voting: Unanimous.**

## **SOCIAL WELLBEING**

**18471** Dwygyfylchi Bus Stop

This item was deferred until the next meeting

**18472** Defibrillators

It was reported that, following a recent incident at a primary school in Llanfairfechan, the Llanfairfechan and Penmaenmawr Rotary Club are proposing to purchase defibrillators to be located in the vicinity of each of the primary schools, in both villages. To facilitate this initiative the Rotary Club have requested that PTC purchase the associated defibrillator boxes (at £384 +VAT each) and arrange for installation of the defibrillators, which will be located in the Penmaenmawr schools.

**Proposed: Cllr Prior    Seconded: Cllr Fisher    Voting: Unanimous.**

**ACTION: Clerk to write to the Rotary Club and thank them for this initiative.**

**ACTION: Clerk to liaise with Rotary Club and local schools to arrange installation.**

**18473** Celebration of Women's Suffrage

It was resolved that PTC arrange a combined event which will celebrate the centenary of introduction of female suffrage, commemorate the end of World War and hail the campaigns of the Women's Institute. This event to be held on the 9<sup>th</sup> November at the Penmaenmawr Community Centre (6pm-9pm), will include talks, music and light refreshments.

**Proposed: Cllr Prior    Seconded: Cllr Baines    Voting: Unanimous.**

**ACTION: Clerk to assist Cllr Fisher to arrange event.**

**18474** Grant Application Cylch

The Council discussed an application from the Cylch to assist them with the re-decorating of the rooms used and for the purchase of new noticeboards. A grant of £831.61 was approved by Council.

**Proposed: Cllr Prior    Seconded: Cllr Abbott    Voting: For 5    Abstained 1 (Cllr Fisher, personal interest)**

**ACTION: Clerk to arrange payment.**

**18475** Grant Application Penmaenmawr Royals Majorettes

A grant application was received to support the re-establishment of the Penmaenmawr Royals majorettes. While there was widespread support for the overall concept, it was noted that there were no bank details registered on the application. The clerk was asked to obtain these details prior to a final decision being made.

**ACTION: Clerk to contact the applicants and obtain organisation's bank details.**

## EXEMPTED ITEM

### 18476 HR Matters

It was resolved to discuss a settlement agreement to finalise employment issues with a previous employee.

**ACTION:** Clerk to liaise with relevant parties

### 18477 Any Other Business

- i. It was reported that negative and inaccurate comments had appeared on social media regarding the Town Council's expenditure on website management and a social media manager. It was confirmed that the Social Media Manager does not and has never received any financial recompense for the tireless work they do. It was also reinforced that a recent payment to the website management company reflected an annual payment for the regular and significant work undertaken to maintain the Council's website.

**ACTION:** Clerk to ensure these points appear in the minutes.

- ii. It was reported that Penmaenmawr had been successful in obtaining three outlines designs of WW1 soldiers, under the 'there but not there' event initiative. These exhibits would be displayed for the period of 6<sup>th</sup> to 15<sup>th</sup> November. It was resolved to accept this offer of these WW1 memorials.

**Proposed: Cllr Prior    Seconded: Cllr Fisher    Voting: Unanimous.**

### 18478 Items for the Next Meeting Agenda

- i. Dwygyfylchi Beach.
- ii. Dwygyfylchi Bus Stop.
- iii. Questions for Community Engagement Events.
- iv. World Clean-Up Day.
- v. Female Suffrage and WW1 Commemoration event.

Councillors were asked to submit any further items to the clerk.

**18479** Date and Time of the Next Meeting: 6.30pm 4<sup>th</sup> September 2018