

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 30th October 2018 at 6.30pm.

18591 Present: Cllr U. Abbott, Cllr M. Baines, Cllr K. Beard, Cllr M. Brewer, Cllr L. Coleman, Cllr R. Holmes, Cllr J. Edwards, Cllr D. Fisher, Cllr J. Jones, Cllr K. Prior.

18592 Apologies: Cllr Lloyd-Borland (personal reasons), Cllr S. Banwell (family issues), Cllr E. Davies (work).

18593 Code of Conduct/Declaration of Interest.

The location of the Declaration of Interest forms was highlighted.

18594 Public Participation – Heather Bonnerbaigt, from the Girl Guides movement, thanked the Council for their recent grant assistance. This grant assisted the Rainbows, Brownies and Guides to purchase new resources, which has allowed them to fulfil the new national Guiding requirements. The address included a display of the resources purchased.

COUNCIL ADMINISTRATION

18595 Ratification of the minutes of the meeting held on 16th October 2018.

The minutes of the meeting of the 16th October were ratified.

Proposed: Cllr Holmes Secoded: Cllr Prior Voting: Unanimous.

18596 Matters arising from the meeting held on 16th October 2018:

18577 Review of Council Tablet Use – The Clerk reported that two new tablets had been ordered and arrangements were underway to organise a further training course on the use of electronic devices.

18578 Purchase of Car Parks – The ERF report on CCBC Parking Strategy had been distributed to Councillors electronically. However, it became apparent that it had only been received by some Councillors.

ACTION: Clerk to arrange for a re-transmission of the ERF report.

18580 Purchase of additional Mobile Camera's – Clerk reported that communication had been sent to the Environmental Health Manager at CCBC but he was still waiting for a reply.

18581 Sheep Issues – The local PSCO was notified that while PTC was sympathetic to the difficulties caused by sheep wandering down from the hills, it was the opinion of the Council that this was a Trunk Road Agency and CCBC issue.

18582 Paving Around the Memorial Benches, Dwygyfylchi – Contact had been made with the contractor and following a detailed discussion it had decided to delay the work until after the Remembrance Sunday services.

18586 Student Bus fares – the Clerk reported that while the report that CCBC had resolved to examine the financial benefits of removing student bus fares for sixth form students was accurate, the decision has not yet received final ratification.

18588 Metal Poppies – This Item has been added to the agenda for this meeting (item 18609).

18588 Council Office Entrance Upgrade – The Community Centre have been advised that, while PTC supported the proposal to upgrade outer door in principal, it considered that an emergency exit from Council Chambers should be given a higher priority.

18589 Invite County Councillors to next meeting – Cllr McCaffrey and Cllr Stevens were present to discuss the Conwy West Local Area Forum.

18597 Signing of the minutes of 16th October 2018.
The minutes were signed as a true record of the meeting.

18598 Report on Outstanding Action Log Items.

The Action Log was distributed to Councillors, which appraised them of the progress of current and outstanding work. Items discussed included:

- i. Item 1. Pre-circulation of Grant Applications. It was reported that this item can now be completed by Cllr Edwards.
ACTION: Cllr Edwards to arrange set up of OneDrive.
- ii. Item 2. PTC Policies. It was reported that the Welsh policy had now been reviewed, leaving only the finance policies outstanding. Given the time constraints on Cllr Banwell, it was decided that the new Finance sub-committee would review these policies.
ACTION: Finance sub-committee to review finance policies.
- iii. Item 20. Iron Bridge Access Adjustment. It was clarified that the next phase of the A55 upgrade consultation would take place in the New Year. It was agreed that the Council include a comment on the Iron Bridge in their response to this consultation.
- iv. It was agreed that item 19, Flashing Speed Signs & item 21 New Pavement from Y Berllan be removed from the Action log.
- v. It was noted that the relocation of the Prom Barrier and preparing of Welcome Flags be included on the Action Log.

Following a detailed discussion, the Council accepted the contents of the Action Log.

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

18599 Social Media News.

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

1. Christmas Wish Tree – the Christmas Wish tree event will be held at the Penmaenmawr Library on Friday 30th November at 11am. Schoolchildren from Ysgol Pencae and Capelulo School's will attend and will place their wish on the wish tree. There will also be a children's entertainer present.
2. Following the success of the campaign to date, the Town Council have agreed the purchase of a further two mobile cameras, to deter dog fouling and littering of the Town
3. The Speedwatch Campaign is proving successful. To date there have been seven session (a further two were postponed due to extreme weather) during which 48 drivers were caught speeding (including one who was found to be travelling at 49mph in the 30mph area). Each of these drivers will received a warning letter from the North Wales Police. Anyone interested in giving a few hours a month to aid this road safety campaign, please, in the first instance, contact the Town Clerk.
4. On the 1st December, in conjunction with the Christmas Fayre, the Town Council will again be hosting its mulled wine event underneath the veranda in Pant yr Afon – residents are encouraged to come along to discuss any issues with your town councillors.
5. The new Ffordd Darbshire was unveiled on Wednesday the 24th December by two surviving members of the Darbshire family, Patricia Roberts & Annette Leyden. The flyover into Penmaenmawr from junction 16A of the A55 had not previously been named and this was seen as a fitting tribute (at no cost to the ratepayer) to the support shown by the Darbshire family to the community.

ACTION: Clerk to disseminate to the Social Media Manager.

18600 Mayor's Report.

The Acting Mayor reported that she had attended the following events:

- i. The Dwygyfylchi Art Exhibition and presented the award for the People's Choice. The Acting Mayor commented on the exceptionally high standard of exhibits and encouraged everyone to attend the exhibition in future years.
- ii. The Opening Ceremony of the World Shore Angling Championship, at Conwy Harbour, accompanied by Cllr Baines.
- iii. The unveiling of Ffordd Darbshire, in conjunction with other Councillors and members of the Darbshire family.
- iv. She had presented the new football strip, sponsored by the Town Council, to the Pen Phoenix under 10 years old football team. In their first game wearing the strip, the under 10s beat an older team 8-2.
- v. The closing ceremony of the World Shore Angling Championship at Venue Cymru, accompanied by Cllr Brewer.

18601 List of Payments.

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
30/10	03648	s.19	Donation to Pen Sailing Club - Fireworks	2500.00
01/11	03649	s.150	Karmic Synergy – Microsoft Office	820.80
16/10	03650	s.19	Cyan (Commemorative bench Harry Jones)	434.98
10/10	03651	s.137	Community Skips July, August & September	1332.00
16/10	03652	s.19	TMz Property – Penmaenan Railings (part inv)	389.00
15/10	03653	s.150	M. Forbes	35.00
16/10	03654	s.137	Urdd Gobaith Cymru	50.00
25/10	03655	s.137	Donation to Hope House - in memory of Jane Mary Davies	50.00
16/10	03656	s.112	PAYE	541.81
02/10	03657	s.137	Royal National Eisteddfod of Wales	2500.00

Proposed: Cllr Fisher Seconded: Cllr Prior Voting: For 9 - 1 Abstained (due to personal Interest)

ACTION: Clerk to arrange payments.

18602 Conwy West Local Area forum

FOR INFORMATION: County Councillors Anne McCaffrey and Ken Stevens delivered a presentation to the Town Council on the aims and objectives of the newly formed Conwy West Local Area forum. The forum, which includes representatives of CCBC, Conwy Town Council, Glan Conwy Community Council and Llanfairfechan Town Council, is designed to improve communication and generate closer working links within the region.

18603 Finance Sub-Committee

The Terms of Reference for the Finance Sub-committee was discussed in detail It was resolved that, subject to minor amendments, the document be approved. It was further resolved that the chair of the Finance Sub-committee be elected by the sub-committee.

Proposed: Cllr Holmes Seconded: Cllr Prior Voting: Unanimous

ACTION: Clerk to arrange the first meeting of the Finance Sub-committee.

18604 Responses to Consultation Event.

This item was deferred to allow for the responses to be collated.

18605 HR Forum Manchester

The Chair of the HR Committee notified the Council that the Council's Human Resource advisors were hosting a free HR forum, in Manchester, to discuss the latest legislation. The Council decided that the chair of PTC HR should attend.

Proposed: Cllr Edwards Seconded: Cllr Beard Voting: Unanimous

ECONOMIC WELLBEING

18606 Purchase of Car Park

Following a full discussion on the ERF Parking Strategy Study, the Council question some of the conclusions contained within it. It was felt that the Report lacks robust detail and is overly optimistic in its targets for the Fernbrook Car Park to generate income. It was decided that the Council consult with DVS Property Services and agree how best to move the matter forward with the Local Authority.

Proposed: Cllr Baines Seconded: Cllr Prior Voting: Unanimous

ACTION: Clerk to contact DVS Property Services.

ENVIRONMENTAL WELLBEING

18607 Purchase of more Mobile Camera's

This item was deferred until the Council received a response from CCBC regarding managing the cameras.

SOCIAL WELLBEING

18608 The Christmas Wish Tree Event

It was reported that the Christmas Wish Tree Event would be held at 11am on Friday the 30th November at the Penmaenmawr Library. The library had been booked and Ysgol Pencae and Capelulo School had been contacted regarding this event. The Christmas lights for the tree had been located but still required checking. Work was ongoing to locate a tree and the Community Bus was still to be contacted. A children's entertainer had been contacted and had quoted £135 to attend.

ACTION: Clerk to arrange for Christmas lights to be checked.

ACTION: Clerk to contact Community Bus.

ACTION: Clerk to arrange for Christmas trees to be erected.

ACTION: Clerk to book children's entertainer.

18609 Metal Poppy Commemoration

FOR INFORMATION: It was report that the Acting Mayor and Clerk had held a meeting with Jacovelli Landscapes, who prepare individualized commemorative gardens, that contain changeable heads for different occasions/seasons. A number of possibilities for Penmaenmawr and Dwygyfylchi were discussed and Jacovelli Lanscapes would return with detailed proposals and costs.

18610 Grant Application Gladstone Race.

A grant application was received from Gladstone Race for an amont of £300 to help fund the 2019 race. It was decided to support the application.

Proposed: Cllr Coleman Seconded: Cllr Fisher Voting: Unanimous

ACTION: Clerk to arrange payment.

EXEMPT ITEM

18611 HR Matters

It was resolved to explore the costing involved in employing a part-time administrative assistant.

Due to the reduction in hours of the existing Civic Pride Warden. It was decided to advertise locally for a part-time Civic Pride Warden to cover the hours being reduced. Application deadline was agreed as 9th November 2018.

18612 Any Other Business.

- i. Remembrance Tree – Councillors volunteers were requested to assist with the serving of light refreshments at the Remembrance Tree Event.
- ii. Councillors were asked to bring the money for their Christmas meal to the next meeting.

18589 Items for the Next Meeting Agenda.

- i. Purchase of Car Parks
- ii. Finance Sub-Committee
- iii. Responses to Consultation Event
- iv. Mobile Camera's

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

18590 Date and Time of the Next Meeting: 6.30pm 13th November 2018.