

**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 11th December 2018 at 6.30pm.

18676 Present: Cllr Lloyd-Borland, U. Abbott, Cllr M. Baines, Cllr K. Beard, Cllr L. Coleman, Cllr D. Fisher, Cllr R. Holmes, Cllr J. Jones.

18677 Apologies: Cllr S. Banwell (family issues), Cllr M. Brewer (unwell), Cllr E. Davies (work commitments), Cllr J. Edwards, (work commitments), Cllr K. Prior (other commitment).

18678 Code of Conduct/Declaration of Interest.

The location of the Declaration of Interest forms was highlighted.

18679 Public Participation – Mr Richard Crow asked the Council for their support in initiating a recycling project. This project involved the collection and recycling of plastic, which would subsequently be used to build eco-friendly children’s play equipment to refurbishment the Kalle Kopec play park.

COUNCIL ADMINISTRATION

18680 Ratification of the minutes of the meeting held on 27th November 2018.

The minutes of the meeting of the 27th November were ratified.

Proposer: Cllr Fisher

Seconded: Cllr Holmes

Voting: Unanimous

18681 Matters arising from the meeting held on 27th November 2018.

18656 The Finance Committee – It was reported that the amendments to the financial policies, requested by the Council, have been completed and will be discussed until item 18687.

18658 Modern Slavery Policy – The Anti-Slavery Policy was distributed to Councillors following the previous meeting and will be discussed under item 18689.

18659 Welsh Language Policy – The changes to the Welsh Language Policy have been incorporated into PTC Policies and will be advertised through the website, along with the changes to other policies, in January 2019.

18663 Parish Online Maps – the date for Councillor training is to be notified. Therefore, this item has been moved to the Action Log.

18665 A0 Signs at Spar – Further to the proposal to split the noticeboard into four segments, to be used to advertise PTC policies, funding opportunities and upcoming events, the cost of printing (and laminating) poster size information was between £10-£12 each. Therefore, to fill the noticeboards with useful information would total around £40.

18666 Speedwatch – The Speedwatch coordinator had been in contact with the North Wales Police and was expecting their policy ‘zero tolerance’ of abuse to operators imminently. Item moved to Action Log.

18667 Dwygyfylchi Lights Repair – The successful contractor had been commissioned to complete the repairs as approved by Council. Item moved to the Action log.

18668 Dog Walking Areas – CCBC were contacted and Lianne Martin will attend the Council meeting on the 22nd January.

Signed: _____ (Mayor)

Date: _____

- 18673 i. Cllr Abbott visited Oxford Arcade and will present her report under item 18694.
- ix. The vote for the High Sheriff of Clwyd Community Awards will be discussed under item 18698.

18682 Signing of the minutes of 27th November 2018.
The minutes were signed as a true record of the meeting.

18683 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. Items discussed included:

- i. Item 2. Pen to Paper – It was reported that work had begun on preparing the next edition of Pen to Paper. The editor asked any Councillors who had any photographs of local events, such as the Christmas Fayre or Wish Tree Event, to forward her a copy.
- ii. Item 3. Council Storage – It was reported that further to discussion with the Penmaenmawr library, the Hanson Quarry manager had been contacted about locating a container at the quarry.

18653 Social Media News.

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

1. Festive Faye – The Festive Faye, held on the 1st December, which was very popular and proved a tremendous success.
2. Wish Tree – On Friday 30th November the Town Council held the Wish Tree event at the Penmaenmawr Library, which was attended by pupils from Ysgol Capelulo and Ysgol Pencae. The children hung Christmas wishes onto the Christmas Wish Tree. They were entertained by Kim the Entertainer and were given refreshments, which were donated by the Spar convenience store.
3. Civic Pride Warden – In response to a request by the Council Civil Pride Warden to reduce her working hours, which the Council have approved, a second warden has been employed to fill the void. Mr Garland began work on the 3rd December and will primarily be based in and around Dwygyfylchi and Capelulo.
4. Christmas Message – the PTC would like to wish everyone a peaceful and enjoyable Christmas and New Year.

18654 Mayor’s Report.

The Mayor thanked the Council and the Deputy Mayor for their support during his period of absence. The Mayor subsequently reported that in recent weeks he had attended the Conwy Sports Awards, a civic event in Mochdre, the Remembrance Tree Service, the Wish Tree event and the Christmas Fayre. The Mayor had also held meeting with CCBC regarding the purchase of the Fernbrook Road Car Park, the upgrade of the CCTV system and its potential benefits, and the flood risk to Penmaenmawr.

18655 List of Payments.

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
26/11	03675	s.19	Community Centre (Remembrance Tree Svc).	36.50
30/11	03676	s.19	Autotop Sign (Photo Comp Winner Sign).	144.00
30/11	03677	s.19	Autotop Sign (Wish Tree Banner).	60.00
26/11	03678	s.19	Allan & Eirwen Evans (6 small Christmas Trees).	138.00
03/12	03679	s.150	A.D. Roberts (Moving Barriers and erecting trees).	305.00

Signed: _____ (Mayor)

Date: _____

27/11	03680	s.137	Intensive Care Ysbyty Gwynedd (Match Funding Promise for Aliscraft).	300.00
-------	-------	-------	--	--------

Proposed: Cllr Fisher Seconded: Cllr Coleman Voting: Unanimous

ACTION: Clerk to arrange payments.

18687 Finance Sub-Committee.

Further to item 18656 of the last meeting, the Finance Committee have now incorporated the agreed amendments. It was therefore resolved that the revised financial policies and regulations be adopted.

Proposed: Cllr Fisher Seconded: Cllr Abbott Voting: Unanimous

ACTION: Cllr Edwards/Clerk to arrange for policies to be incorporated and distributed.

18688 Council E-mail Signatures.

It was proposed that Councillors adopt standardized email signatures for all Council emails. A sample of such a 'corporate' signature was distributed for information. The Council decided to adopt email signatures.

Proposed: Cllr Lloyd-Borland Seconded: Cllr Abbott Voting: Unanimous

ACTION: Cllr Edwards to liaise with the Council's I.T. contractor.

18689 Modern Slavery Policy.

Further to item 18658, a draft of the proposed Anti-Slavery Policy was distributed to Councillors prior to the meeting. The Council resolved to adopt said policy.

Proposed: Cllr Fisher Seconded: Cllr Coleman Voting: Unanimous

ACTION: Clerk to incorporate the Modern Slavery Policy into PTC policies document.

ECONOMIC WELLBEING

18690 Penmaenmawr Community Lottery.

This item was deferred until the meeting of the 22nd January 2019.

ACTION: Clerk to add this item to January meeting agenda.

18691 CCTC / Wi-fi.

It was reported that the CCTV system in Penmaenmawr had recently undergone an upgrade. This upgrade included an improved Wi-fi signal to transmit the camera images to CCBC. As a consequence of this upgrade, the possibility has arisen that facilitates the introduction a Town wi-fi system. Such a system could offer free wi-fi to residents and visitors and would also serve to promote the Town Council. The cost of establishing this wi-fi coverage, to include Pant Yr Afon, the Promenade and Penmaenan is around £3,000. The purchase of additional CCTV cameras, at a cost £1,500 each, could extend this area of coverage substantially. It was decided to explore the availability of any external funding to assist with the cost of such a project.

Proposed: Cllr Beard Seconded: Cllr Baines Voting: Unanimous

ACTION: Clerk to look into funding possibilities.

ACTION: Cllr Lloyd-Borland to arrange a visit to CCBC

18692 Car Park.

It was reported that representatives of the Council had again met with CCBC regarding the County Council's intention to introduce pay and display machines to Fernbrook Road Car Park from April 2019. It became clear that CCBC were willing to discuss the possibility of PTC taking control of the car park, under anyone of three options;

a) a 99 year lease in favour of PTC,

b) a short-term lease of around 3 or 5 years, with the car park being maintained by PTC or

c) a short-lease with the car park being maintained by CCBC.

There was a further option of PTC subsidizing the parking charges, with controlling remaining with CCBC. It was reported that there was still a significant difference between the valuation of a 99 year lease placed on the car park by CCBC and the valuation obtained by PTC. However, it was confirmed that CCBC were willing to revisit this valuation, under certain circumstances. Following a detailed discussion, it was proposed that PTC continue to negotiate with CCBC, with a view to securing the lowest price possible for the purchase of the 99 year lease for Fernbrook Road Car Park and to purchase the car park at that price. The RFO, during the discussion, advised the Chair (the Mayor) that to proceed with the resolution, in its current format, prior to the PTC budget meeting on the 8th January was, in his view, financially irresponsible. It was resolved to proceed with the proposal.

Proposed: Cllr Beard Seconded: Cllr Holmes Voting: For – 6 Against - 2

ACTION: Clerk to arrange for Cllr Lloyd-Borland, Cllr Beard & Clerk to meet with CCBC.

ENVIRONMENTAL WELLBEING

18693 PENTA.

Following a presentation by Mr Forbes-Buthlay to the meeting of the 27th November (see item 18648). The Town Council resolved to take-over responsibility for the Penmaenmawr Tourist Sign on the A55 and also to continue to run the Penmaenmawr retail window competitions.

Proposed: Cllr Beard Seconded: Cllr Coleman Voting: Unanimous

ACTION: Clerk to notify insurance company.

ACTION: Clerk to notify PENTA.

18694 Oxford Arcade Lighting.

Further to item 18673 and 18681 i. Cllr Abbott reported to Council that Oxford Arcade was not as well-lit as Central Arcade, due to the row of light under the canopy being unserviceable. While it was felt that this was a matter for the Arcade owner and/or CCBC. It was resolved that the clerk should contact the Arcade owner and encourage him to ensure that the lights are repaired.

Proposed: Cllr Abbott Seconded: Cllr Holmes Voting: Unanimous

ACTION: Clerk to contact Oxford Arcade owner.

18695 New Promenade Signage.

FOR INFORMATION: Under the auspices of Project Sparkle the signage on the Promenade will be standardized over the coming months. The Council were consulted on four potential design options.

18696 Refurbishment of Local Park.

Following the presentation by Mr Richard Crow earlier in the meeting (see item 18679) the Council resolved to support the project.

Proposed: Cllr Coleman Seconded: Cllr Holmes Voting: Unanimous

ACTION: Cllr Coleman to liaise with Kopec family.

ACTION: Clerk to notify Mr Crow.

SOCIAL WELLBEING

18697 Donation to Beulah Band

It was reported that the Beulah Band had attended and entertained at the Remembrance Tree event for four years and had not charged the Council for their attendance. It was therefore resolved to donate £120 to the Band.

Proposed: Cllr Fisher Seconded: Cllr Holmes Voting: Unanimous

ACTION: Clerk to arrange payment.

18698 Nominations for High Sheriff of Conwy Community Awards

The shortlist of nominations to be put forward by Penmaenmawr Town Council for the High Sheriff of Conwy Community Awards were revealed. Following a vote, the Council elected Liz Jackson from the six nomination, for the work she had undertaken for Pen Food Bank.

ACTION: Clerk to submission paperwork.

18699 St Gwynan's Pre-School Grant Application

A grant application was received from St Gwynan's Pre-School to assist with establishing an ICT area. It was resolved to donate 50% of the project cost.

Proposed: Cllr Baines Seconded: Cllr Fisher Voting: Unanimous

ACTION: Clerk to arrange payment of £321.

18700 Light Up A Heart Christmas Appeal

A grant application was received from Light Up A Heart Christmas Appeal. It was resolved to donate £50.

Proposed: Cllr Lloyd-Borland Seconded: Cllr Coleman Voting: Unanimous

ACTION: Clerk to arrange payment.

EXEMPT ITEM

18701 HR Matters.

There were no HR matters to discuss.

18702 Any Other Business.

- i. It was reported that the Council had been consulted on a proposed new building project. While it was acknowledged that the Council will also be consulted through the planning system, a considered response will be made directly to the request.

ACTION: Planning Committee to scrutinize application and prepare a response.

- ii. Councillors were advised that remembrance poppies that are attached to lighting posts are available directly from the Royal British Legion.

- iii. Councillors were notified of an invitation to visit the new CCBC offices at Coed Pella, Conway Road, Colwyn Bay on the 19th December 2018.

ACTION: Cllr to notify Clerk of an intention to attend.

- iv. The Council were notified of One Voice Wales published training courses for the next quarter. Councillors were encouraged to attend these courses.

ACTION: Clerk to circulated schedule of courses.

- v. Councillors were reminded that the Council Festive dinner will be held at Noddfa at 6.30pm (for 7pm) on the 18th December.

18703 Items for the Next Meeting Agenda.

The next meeting is budget and payments meeting only.

18704 Date and Time of the Next Meeting: 6.30pm 8th January 2019.