

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 22nd October 2019 at 6.30pm.

19072 Councillors Present: Cllr U. Abbott, Cllr M. Baines, Cllr K. Beard, Cllr M. Brewer, Cllr L. Coleman, Cllr J. Edwards, Cllr L. Goodier, Cllr R. Holmes, Cllr J. Jones.

Officer Present: M. Hanks (Clerk and RFO)

In Attendance: Seven members of the public

19073 Apologies: Cllr S. Banwell (family commitment), Cllr E. Davies (working) Cllr Lloyd-Borland (work).

19074 Code of Conduct/Declaration of Interest.

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

Cllr M. Baines declared an interest in item 19092. This Councillor is a member of the Committee of the Penmaenmawr Museum and did not participate in the vote.

19075 Public Participation – None

COUNCIL ADMINISTRATION

19076 Ratification of the minutes of the meeting held on 1st October 2019.

The minutes of the meeting of the 1st October 2019 were ratified.

19077 Matters arising from the meeting held on 1st October 2019:

- i. 19054. Councillors were advised that the first meeting of the website review sub-committee had taken place, with positive steps being agreed.
- ii. 19055. Work on a draft response to the A55 Presentation Team had begun, but further work was required.
- iii. 19059. It was reported that the A3 printer had not yet been purchased.
- iv. 19061. The local PSCO had been informed of the Council's decision not to relocate the Eden Hall bench at this time. However, they were asked to keep the Council updated on any further incidents in this vicinity.

19078 Signing the minutes of the meeting of 1st October 2019.

It was resolved to sign the minutes of the 1st October 2019 as a true record of the meeting.

19079 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 2. Pen's Got Talent – It was agreed to defer this item.
- ii. Item 4. Bus Stop in Llanfairfechan – It was proposed that LTC be approached with a view to requesting permission to move the covered bus stop to the east of the surgery to be re-located to outside the surgery. Information received suggests that CCBC would be willing to undertake the re-location.

Signed: _____ (Mayor)

Date: _____

- iii. Item 10. Wall Outside Dwygyfylchi Shops – The County Councillor for Capelulo Ward, who was present at the meeting, offered to intervene to bring this matter to a conclusion. Her assistance was warmly welcomed by the Town Council.
- iv. Item 12. Path Adjacent Former Grand Hotel – Cllr Edwards advised the Council that it was his hope that this would be completed before the next meeting.
- v. Item 14. Town Banners – It was reported that a supplier had now been identified and a quotation had been requested.

19080 Social Media News

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

- i. The Council are pleased to announce the arrival of a newly elected Councillor. Councillor Lisa Goodier was elected unopposed last week to represent the Capelulo Ward.
- ii. The Council are pleased to announce that they have donated £500 grant to the Penmaenmawr Bowling Club.
- iii. The Council have begun a reverse advert calendar and will be donating the proceeds to the Penmaenmawr Food Bank.
- iv. PTC would like to thank Conwy County Borough Council for swiftly replacing the vandalised swing in Maes y Llan play park, which the Council reported to them recently.
- v. The Council supported Playing Out project, which ran on the Promenade over the summer holidays, was again a success. Each session attracted an average of 33 children, with over 160 individuals taking part. The Council would like to thank everyone involved for their contribution to this worthwhile project.

19081 Mayor’s Report

FOR INFORMATION: The Mayor reported that since the last meeting she had, in conjunction with Cllr Prior who proposed the donation, attended Capelulo School to present the £300 grant, awarded recently by the Council. The presentation was made at the school assembly in front of all the children. She also reported that she had recently attended the Dwygyfylchi & District Art Society, in conjunction with Cllr Baines, and awarded the prize to the winning entry, a picture entitled ‘I only have eyes for you’. Last Sunday the 20th October, again accompanied by her consort, Cllr Baines, the Mayor represented the Town at a Civic Sunday in Colwyn Bay and had been made most welcome.

19082 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
09/10	03799	s.150	CCBC – Cost of CCTV	£843.00
03/10	03800	s.150	Wiss – Hosting of penmaenmawr.org	£96.00
30/09	03801	s.19	Library Support Group Grant	£500.00
01/10	03802	s.19	Penmaenmawr Bowling Club Grant	£500.00
01/10	03803	s.19	Penmaenmawr Sailing Club Firework Grant	£2,000.00

The payment list was approved, with a condition being placed on the last payment (see minute 19091 below)

ACTION: Clerk to arrange payments.

19083 Finance Committee Report

The Chair of the Finance Committee reported that the main items discussed at the recent Finance Committee meeting were on the agenda of this meeting as individual items and will be discussed later. However, he also reported that, following the recent councillor resignation, there was a vacancy on the Finance Committee. Initially three Councillor volunteered to fill the vacancy.

Signed: _____ (Mayor)

Date: _____

Following the withdrawal of one candidate it was resolved that Cllr Banwell and Cllr Goodier be appointed to the Finance Committee.

Action: Clerk to add new members to the Finance Committee.

19084 HR Matters.

There were no HR matters raised.

19085 Planning Committee Report

FOR INFORMATION: The Chair of the Planning Committee reported that the committee had sat earlier that day and evaluated three applications. One was for a building change of use, the second was to trim two sycamore trees and the third was to build a dormer extension. The Planning Committee had no objections to any of the applications

19086 Councillor Resignation.

FOR INFORMATION: Further to the recent councillor resignation the Council were informed that CCBC Democratic Services had been informed and the initial notices asking residents if they wished a by-election had been displayed. It was further reported that a complaint contained within the resignation notice had been dealt with under the Council's internal Complaint Procedure.

19087 6 Month Budget vs Actual Report

The Council were presented with the six months Budget vs Actual Report, which demonstrated that the Council were well within the financial budget for 2019-2020. The combined Council bank accounts, as of the 30th September, held a total of £79,800. The Council were also presented with a breakdown of the petty cash for the first 6 months of the financial year.

It was resolved to accept the 6 months Budget Report vs Actual Report

Action: Clerk to ensure the Report is published on the Council website.

19088 Financial Risk Assessment Review

The Council, using the up to date financial information contained in the 6 Month Budget vs Actual Report, reviewed and assessed the financial risks to the Council.

It as resolved that the Council accept the Finance Committee recommendation that the current financial situation is stable. The Council has adequate reserves to meet its legislative guidelines and sufficient funds to meet its budgetary requirements.

19089 PentoPaper Progress Report

It was reported that articles for the next edition of PentoPaper have been prepared in draft form.

Action: Cllr Edwards to begin working on the design of PentoPaper.

Action: Cllr Goodier to work with Cllr Beard to prepare information on the flood resilience project for the publication.

Action: Clerk to contact the Post Office and obtain quotations for delivery of PentoPaper and a timetable that ensures delivery prior to Christmas.

19090 Penmaenmawr Community Centre Grant

The Penmaenmawr Community Centre's request for a grant of £4,800, which was reported by the Finance Committee at the last meeting, has since that time been amended. The Community Centre have, to assist the Council, offered to include twelve months rent for the Council Office as part of this application.

It was resolved to approve the Community Centre a grant of £4,800 on written confirmation of the inclusion of a year's rent.

Action: Clerk to liaise with the Community Centre and arrange payment of the grant.

19091 Penmaenmawr Sailing Club – Grant for Firework Display

A grant application from the Penmaenmawr Sailing Club for a contribution towards the annual Firework and Bonfire night, as recommended by the Finance Committee was discussed.

It was resolved to approve the grant application, subject to the arrival of some additional paperwork.

Action: Clerk to liaise with the Sailing Club and arrange payment.

19092 Remembrance Sunday Arrangements

Arrangements for the traditional Remembrance Day services were detailed. Locations to hold the post service tea and coffee were discussed. It was conveyed that the Penmaenmawr Museum had issued an invitation for the Council to attend their premises.

ClIr M. Baines declared an interest in the discussion on accepting the Museum invitation as she is a on the Penmaenmawr Museum Committee and abstained from the vote.

It was resolved to accept the Penmaenmawr Museum invitation.

Action: Clerk to notify the Museum.

19093 Christmas Window Display Competition Proposal

Due to the cessation of the Penmaenmawr Tourist Association (PenTA), it was proposed that the Town Council adopt the traditional Christmas Retail Window Display Competition.

It was resolved to organise the Window Display Competition and it was approved to allocate £100 towards the event.

Action: Clerk/Councillors to arrange the competition.

19094 Council and Community Websites: Future Management and Information.

FOR INFORMATION: The Council were advised that the inaugural meeting of the website upgrade sub-committee had taken place the previous Thursday the 17th October and significant progress had been made on updating the new website. A further meeting of the sub-committee has been arranged for the 6th November.

19095 PTC Promotion of Local Business

- i. A proposal to prepare a promotional publication listing local businesses was discussed.

It was resolved to defer this item for six months.

- ii. The Council were advised that the local business Pen Gifts, was organising a Trick or Treat event on the 26th October between 11am and 1pm. This event was running parallel to the Artisan Market.

The Council resolved to purchase and present prizes to all the children taking part in the event. A

Budget not exceeding £150 was allocated for the purpose.

Action: ClIr Edwards/the Clerk to obtain prizes for all participants.

19096 Response to WAO Report

The recently published Wales Audit Report in the Public Interest into the Use of Financial Reserves by PTC was discussed. The Report details the requirement for the Council to hold a meeting to discuss the Report within one month, which must be open to the public and to respond in writing to the Auditor General. The Town Council accepted the conclusions contained within the Report and had already implemented the majority of the recommendations prior to the Wales Audit Office investigation. The final recommendation being implemented in the spring of this year.

It was resolved to accept the finding of the Report in full. It was further resolved to hold drop in sessions to allow members of the public to ask questions on the topic.

Actions: The Finance Committee to prepare a draft written response to the Auditor General to be discussed at the next meeting.

Actions: The Clerk and the Chair of the Finance Committee to hold drop-in sessions for members of the public to ascertain information.

Action: The Clerk to include this item on the agenda of the next meeting

19097 Environment (Wales) Act 2016 - Biodiversity Report – preparation of PTC Compliance
FOR INFORMATION: It was reported that under the 2016 Environment (Wales) Act the Town Council will need to submit a report by the end of this year detailing how it plans to reduce its carbon footprint. It will be a requirement of the Act that this plan be updated every three years.

19098 Report from Town & Community Council Meeting
FOR INFORMATION: The Council were advised that at a recent meeting of Conwy Town & Community Councils, Conwy County Borough Council announced that, due to a £12.5 million budget deficit, they were cutting a range of non-legislative services in the next financial year. These cuts will impact on a range of services including the maintenance of playgrounds, public conveniences and the paddling pool among others. Further information will be forthcoming over next couple of weeks, during a number of CCBC organised workshops.

19099 Local Government and Election (Wales) Bill 2019 – Impact on Town & Community Councils.
FOR INFORMATION: It was reported that the Local Government and Election (Wales) Bill is likely to become law before the end of this year. This Bill contains proposals that include further training for community Councillors and more autonomy for local Councils if they achieve ‘general powers of competency’.

Correspondence

19100 Bobath – request for Support

Following a recent request for support the Council resolved to grant Bobath £75.

Action: Clerk to organise payment.

19101 Welsh Air Ambulance – request for Support

Following a recent request for support the Council resolved to grant the Welsh Air Ambulance £75.

Action: Clerk to organise payment.

19102 Any Other Business

- i. The Council asked the clerk to clarify with the A55 Liaison Officer that the current A55 ‘D’ sign, showing the possibility of entry and exit into Penmaenmawr from the bypass would be replaced following the proposed junction alterations.
- ii. The Rotary Club wished to thank the Council for their assistance in promoting World Polio Day. While all the proposals had not come to fruition, it was noted that the quarry clock was lit in purple and purple ribbons were displayed throughout the Town. Many shopkeepers had also taken part by displaying the colour purple in their windows.
- iii. It was reported that the Council Bus Pass initiative, being run on Thursday afternoons in conjunction with Penmaenmawr Library, had proved very popular. In the first two weeks of drop-in sessions, over 100 residents had been assisted to amend their bus passes.
- iv. It was reported that the power outage affecting the street lights in Church Road had been reported to Conwy County Borough Council, who had, in turn liaised with Scottish Power. Scottish Power have responded that they aim to resolve the problem by mid-November.

19103 Items for the Next Meeting Agenda.

- i. Response to WAO Report in the Public Interest.
- ii. Relocation of the Promenade Barrier.
- iii. PentoPaper.
- iv. Town Banner.

- v. Christmas Mulled Wine Event.

Please notify the clerk of any other items for the agenda.

19104 Date and Time of the Next Meeting: 6.30pm 12th November 2019.

Signed: _____ (Mayor)

Date: _____