

Towyn & Kinnel Bay Town Council

Minutes of the Full Council held on Wednesday 28 June at 7:00pm 2017 at the Community Resource Centre & Town Hall Kinnel Bay.

Present Cllrs: N Smith (Mayor), E Bateman, D Dickin, G Corry, B Griffiths, D Johnson, L Knightly (Deputy Mayor), B McLoughlin, M Smith, S Anderson, T Curran, K Redhead, M Jones & A Hodgson.

Clerk: Dylan Thomas

1. Apologies

There were no apologies, as all councillors were present.

2. Declarations of Interest

The following declarations of interest were received;

- a) Cllr Griffiths declared an interest in Agenda item 18, as he is on the Management Committee at the Leisure Centre
- b) Cllr N Smith declared an interest in Agenda Item 19, as he is a member of CCBC Planning, and left the room whilst all applications were discussed.
- c) Cllr T Curran declared an interest in Agenda items 8 Travellers as she lives on the Owain Glyndwr Estate.
- d) Cllr D Dickin declared an interest in Agenda item 8 Travellers, as she lives on the Owain Glyndwr Estate.
- e) Cllr K Redhead declared an interest in Agenda item 14, as she is a parent governor at Ysgol Maes Owen.
- f) Cllr M Jones declared an interest in Agenda item 14, and did not take part whilst the agenda item was being discussed.
- g) Cllr A Hodgson declared in interest in Agenda item 19, due to his line of business, and left the room whilst all applications were discussed.

3. Public Participation

Mr G Jones & Mr A Jones, both local residents requested to address the committee regarding unauthorised traveller encampments within Towyn & Kinnel bay.

Mr G Jones said that he has no problem with travellers as long as they adhere to the laws of the land and as long as they pay their dues, but he feels that there are issues in Kinnel Bay. Tir Llwyd which is an important employment facility yet unauthorised encampments happen 2 to 4 times a year and has done for the last 17 years. Mr Jones asked what the council are doing about it, given that that there are several laws which he feels that the encampments break, Mr Jones provided a disk of photos which he has taken regarding the mess and contamination the travellers have left at the Tir Llwyd site, he said that he did not feel that it was fair for the local residents to have to keep paying the for the cleaning up and securing of the site. Mr Jones said that he felt frustrated that the travellers appear to have been moved on quicker when they encamped at the Green Owain Glyndwr, the Park at the rear of the bowling club and the beach car park by Asda, however when it comes to Tir Llwyd there do not appear to be any rush to move them on, is it because Tir Llwyd is out of sight? Mr Jones said that the Council should publicise what they are doing, as in his opinion they council do not appear to have done much in the last 17 years. Mr Jones said that in his opinion, the travellers clearly don't want to pay to stay on a site, because if they were happy to pay, there are numerous sites in North Wales.

Mr A Jones asked what was the latest regarding the Green at Owain Glyndwr.

Councillors advised the residents that they are equally frustrated with the encampments and that many actions have been taken and are being taken by the Town Council, however there are processes and procedures which must be followed when dealing with travellers.

The councillors are equally disappointed, that Conwy & the Police do not appear to be acting as quickly as we would like them to, and that we are in the process of arranging a meeting with Conwy to address our concerns.

8. **Travellers** (Chairman moved to Agenda item 8 for the benefit of the local residents in attendance).

Traveller Updates

Asda – 4 x Caravans plus vehicles now parked in beach car park near Asda – Conwy have confirmed that they have commenced the eviction process for this site.

Towyn Way East – Town Council has a 25 year lease on this land, and the land has therefore been secured via Local Businesses parking trucks and placing concrete boulders to block access. In the proposed meeting with Conwy we need to ask Conwy what is the process that the Town Council would need to undertake, if the travellers set up an unauthorised encampment on the land which is presently subject to a lease.

Letter of Thanks to be sent to Charles Holden re securing land at back of Tir Prince/Towyn Way East?

Tonight's Meeting - No representative from Conwy able to attend tonight's meeting

Tir Llwyd: - Clean up work approved by Conwy and Replacement/Reinforced Fencing plus Rock armour has approved by Conwy to secure the site.

Review of Process -Conwy have advised that they are presently reviewing their processes with regards to Unauthorised Encampments.

At the Informal Full Council Meeting held on Thursday 22nd June 2017, it was agreed that the following proposed actions/recommendations would be presented to the Full Council Meeting to be held on Wednesday 28 June, 2017 for approval.

- 1) The 4 County Councillors and the Clerk request a meeting with the Chief Executive of Conwy and ask him to revisit/review the County's Policy with regards to unauthorised encampments.
- 2) That Councillors Griffiths, Corry and the Clerk request a meeting with Jonathon Williams the Flood Officer for all Counties in North Wales to discuss the possibility of Towyn & Kinmel Bay becoming an exclusion zone for Travellers, due to potential flooding implications.
- 3) Once ownership of the land is established with regards to the Green at Owain Glyndwr that the Council agree to cover the £2000 + VAT cost for wooden posts to be erected to prevent/restrict future unauthorised access to the Green. This is subject to confirmation that Conwy will cover the cost to secure the Park at the back of the Bowling Club in Kinmel Bay.
- 4) That we request from Conwy a copy of the 2009/2010 minutes for the meeting held at Venue Cymru in Llandudno regarding Tir Llwyd Preferred Traveller site for Conwy, when the decision was made that the land was deemed to be unsuitable as it was in a flood area.

- 1) **Resolved that: A small group would be set up to prepare suggested questions at the proposed meeting with the Chief Executive from Conwy, and it was agreed that the group would be made up of the 4 County Councillors, Cllr L Knightly, Cllr M Jones, Cllr B Griffiths, the Clerk & any other Councillor who would like to be involved. The first meeting would be held on Monday 3/7/2017 at 7pm at the Resource Centre.**
- 2) **Resolved that: A meeting would be arranged with John William's replacement (as John Williams has retired) to discuss the possibility of Towyn & Kinmel Bay becoming an exclusion zone for traveller, due to the flooding implications..**
- 3) **Resolved that: Whilst there was concern from some Councillors that paying towards the cost of deterrents was setting a precedence, it was agreed that the Town Council would cover the costs of the wooden Posts at Owain Glyndwr estimated at £2000 plus VAT, subject to Conwy covering the costs for similar deterrents at the Park at the rear of the bowling club in Kinmel Bay.**
- 4) **Resolved that: The clerk would request the minutes from Conwy for the meeting held at Venue Cymru.**
- 5) **Resolved that: A letter of Thank You would be sent to Charles Holden by the Clerk, to thank him for his support with securing the land at the rear of Tir Prince and the field at Towyn Way East.**

4. Urgent Matters

- Councillors expressed their concern that the travellers are apparently due to move from Rhuddlan Road encampment on Thursday 29th June 2017, and the Councillors were concerned where they might move to.
- Councillors also expressed their concern at the road junction at Gors Road/Abergele Strait, as they have been advised by a number of residents how dangerous the junction is due to the overgrown hedge. The Council felt something needs to be done as a matter of urgency to avoid any further accidents, apparently police records indicate that there were 16 reported accidents at that junction between April and October last year.

Resolved that: The Clerk would contact ERF at Conwy to express the Council's concerns and to ask them to undertake a site visit to see what work needs to be undertaken. Cllr Johnson also agreed to take this forward with Conwy.

- The Clerk advised that due to holidays during the month of June and July that there would be times and days when the Town Council office would be closed.

5. Mayor's Report

The Mayor advised that since the last meeting he had attended the following events:-

A Function at St Mary's Church Towyn was to promote local organisations.

An Afternoon Tea Party at Kinmel Bay Church which was raising money for a group of children near Harlech.

Numerous visits were made last weekend to the Unauthorised Traveller Encampment at the Green at Owain Glyndwr, to speak to and reassure local residents.

6. Minutes

The minutes of the meeting held on 17 May 2017 were approved and signed.

7. Matters Arising

170517/10 – Committees

Following the restructures within the PFR, Environmental & HR Committees, changes need to be made to the Terms of References as the Committee Sizes have changed:-

1) PFR – No Changes required

2) Environmental – Needs to change from 6 Elected members plus Mayor & Deputy Mayor to 7 Elected members plus Mayor & Deputy Mayor

3) HR – Needs to change from Mayor, Chair of each Standing Committee plus 2 additional Councillors to Mayor, Chair of each Standing Committee plus 3 additional Councillors.

Resolved that: The above changes are made.

170517/12 – Schedule of Meetings

The Schedule needs to be amended as 7/5/2018 is a bank holiday and as the two required HR Committee Meetings had not been scheduled.

Resolved that: The above changes would be made to the 2017/18 Schedule.

8. Travellers

- See above.

9. Grants & Play Scheme.

a) £300 Grant request from Monday Club

Resolved that: This grant request would be looked at in the November PFR meeting, together with any other Grant requests received.

b) Update regarding 2016/2017 Grants & Play Scheme

Of the 7 Grants & 3 Play Schemes agreed in 2016/17 to be paid in various minutes, only three have been paid to date, therefore a full review of all grants was undertaken and the following actions were agreed:-

Grant - Kimmel Bay under 5's £500 – Resolved that: The Council would buy the required toys direct for the under 5 Group - Clerk to contact the group to take this forward.

Grant - Kimmel Bay Football Club - £425 – Resolved that: The Council would award, once the club confirm exactly what equipment is required. Clerk to Contact the club to take forward.

Play Scheme - Sports & Leisure Centre - £500 – Resolved that: The Council are to award, once a letter has been received confirming exactly what the funds are required are for.

Play Scheme- Another org £500- This was initially set aside for Kimmel Bay Church; however we have since been advised that no Play Schemes are going ahead at the church at this time. We have however received an approach from North Coast Church (letter dated 23/06/2017) for £500 - **Resolved that: The council are happy to pay the £500 grant to this club, Clerk to contact Luke Fleming to take forward.**

Grant – Benefits Advice Shop - £250 – Resolved not to award, as the group is no longer based in Kimmel Bay.

Grant – Ysgol Maes Owen - £250 – Resolved that: The Council are happy to award, and for the Clerk to contact the school to arrange payment.

Grant – Kinmel Bay Bowling Centre - £900 – Resolved that: The Council will purchase the mat on behalf of the group and gift it to the club, Clerk to contact the club to take this forward.

10. Environmental Improvement Committee

The minutes for the Environmental Committee Meeting held on 12 June 2017 were noted.

11. Policy Finance & Resource Committee

The minutes for the Policy Finance & Resources Committee held on 5 June 2017 were noted.

12. Business Cards

Resolved that: Business cards could be ordered for any Councillors who require business cards. The Clerk will send an email to all Councillors, to request confirmation which Councillors need cards ordering.

13. One Voice Wales

Resolved that: Given the cost involved the Council would not subscribe to One Voice Wales.

14. School Governor Request

Resolved that; The Council was happy for Cllr M Jones to become a Minor Authority Governor at Ysgol Maes Owen – Clerk to contact the school to request a formal request from the Chair of Governors at the School.

15. Internal Audit

The report of the Internal Auditor had been circulated to all Councillors

The accounts provided by the Council did not balance and the amounts entered on the draft annual return were incorrect.

The internal auditors have now reworked all the figures and whilst the figures have balanced, the audits have concluded that in their view the Council's system of internal control is not adequate for the purpose intended and are not effective.

The internal auditors have identified 13 issues with the 2016/2017 accounts and have also identified that 3 of the 6 issues identified in the 2015/2016 Internal Audit are still outstanding.

Given these issues the Internal Auditors have indicated that they will be following up later in the year to ensure that the Action Plan has been actioned.

Whilst there are a number of issues identified, there were no issues of great concern and the Council were happy for the new Clerk to work through the Internal Auditors Action Plan and a progress report would be given at the PFR & Full Council Meeting in September.

Resolved that: 1) The Internal Audit Report for 2016-17 be approved & 2) To pay Internal Auditors Bill for £497 plus VAT and also to pay a further awaited bill from the Internal Auditor which relates to the additional work undertaken by them to re-work the accounts.

16. Annual Return

a) The Council responded to the questions in the section of the Annual Return that related to the Annual Governance Statement.

Resolved that: The Annual Governance Statement reflected the position of the Council and the document was signed by the Mayor and the Town Clerk.

b) The Reworked Statement of Accounts for 2016-7 was presented.

Resolved that: The Statement of Accounts for 2016/7 be approved.

c) Having accepted the figures and agreeing that the Annual Return should be amended to reflect those within the Internal Review Report, the Council Agreed the Annual Return.

Resolved that: The Annual Return be signed by the Mayor & Town Clerk.

17. Co-option

Following Bill Darwin's resignation the 14 days period has now elapsed and no signatures have been received at Conwy to request an election, therefore a co-option notice has been placed on our website, our two notice boards and various local places.

The notice for the co-option ends on 10/07/2017.

Any interested individuals have been requested to write to the Clerk to confirm their interest, and explain why they would like to become a Town Councillor for Kinnel Bay.

Resolved that: Any applications received for the vacancy will be considered at the next Full Council meeting in September.

Cllr Anderson advised that he intended to resign from the Town Council after 26 years of service, he said that he had greatly enjoyed being a Councillor and that his decision to resign was due to him presently having too many commitments.

Cllr N Smith said that Cllr Anderson had provided great public service over the years and that he would be greatly missed by both his fellow Councillors and the local residents, and he hoped that Cllr Anderson would keep in touch.

Cllr Anderson received a round of applause from all the Councillors and the Clerk.

Resolved that: The Clerk would advise Conwy of the resignation and take matters forward.

18. Leisure Centre

Given that the Leisure Centre is such an important asset to our Community. Councillors all agreed that the Council need to see what it can do to help support them. The Councillors also thought that it should be put on record how grateful the Council is to Bill Darwin, as he has worked so hard to keep the Leisure Centre open during difficult times, as a volunteer. If Bill hadn't taken on the work, the centre in all likelihood would have closed.

Resolved that: the Clerk would contact the Town Recreation Committee to ask, if they require any support and/or assistance from the Town Council.

19. Planning

Reference: 0/44034 - Demolition of existing conservatory and erection of single storey extension to rear of dwelling in its place.

Resolved that: No objection be recommended

Reference: 0/44042 - Alteration and extension to existing stores/workshop building to provide enclosed/covered facility for the inspection maintenance and servicing of site operators own commercial vehicles in connection with their construction and civil engineering business

Resolved that: No objection be recommended.

Reference: 0/44055 - Alterations, extensions and refurbishment of the Club House Building to also provide swimming pool and climbing wall.

Resolved that: No objection be recommended.

Reference: 0/44075 - Removal of existing conservatory and erection of pitched roof extension to rear of dwelling and erection of dormers to front and side of dwelling. Balcony to rear of dwelling, timber decking to rear and sides of dwelling, erection of triple garage.

Resolved that: No objection be recommended.

Reference: 0/44081- Variation of condition 2 of planning permission reference 0/41890 (proposed remodeling of existing holiday park to allow for the extension of the static element onto land with extant consent for touring caravans, the relay out of the entire existing site, a bandstand on site, a crazy golf course, demolition of existing buildings on site, a toilet/amenity block on the touring site and liquefied petroleum gas storage compound) to allow for revisions to the approved layout.

Resolved that: No objection be recommended.

Reference: 0/44091 - Construction of fence

Resolved that:- An objection be recommended, on the basis that it would not be in keeping with the area, as it relates to a 1.8m high fence in an open plan estate.

20. Correspondence

- Ysgol Y Foryd Summer – Reminder to all Councillors that the school’s ‘Summer Spectacular Performance’ is on Friday 30/06/2017 @ 10:45, and Clerk agreed to send an email to all Councillors to advise them of the event.

- North Wales Fire & Rescue Authority – An invitation received to take part in the North Wales Fire & rescue Authority’s Consultation to plan how fire & rescue services should be developed in North Wales in the future. The deadline for responses is 31/07/2017. – Clerk agreed to send the email from North Wales Fire & Rescue Authority to all Councillors.

- Pengwern Planters – Excellent news that the Cambrian Pengwern College who provide our hanging baskets this year, have won the Welsh Young Enterprise Team Award, and have been invited to represent Wales at the UK London Final. – Clerk agreed to write to congratulate them with their success.

The Mayor closed the meeting by presenting Cllr Bateman with a Past Mayor Medal and thanked him for undertaking the role of Mayor last year.

The meeting Closed at 9pm

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Signed by: Chairman of the Full Council Meeting – 27 September 2017