

Towyn & Kinmel Bay Town Council

Minutes of the Policy, Finance, Resources and Planning Committee held on Monday 5th November, 2018 at the Community Resource Centre, Kinmel Bay.

Present Cllrs: B Griffiths, D Johnson, M Jones, J McKenna & P Miller

Non Voting: M Smith

Clerk: D Thomas

1. Apologies

Apologies for absence were received from Cllrs G Corry, L Knightly & B McLoughlin. Cllr T Bibby was absent without apology.

2. Declaration of Interest

There were no declarations of interest.

3. Public Participation

There were no applications from the public to address the Council.

4. Minutes

Resolved that: The minutes for the PFR meeting held on 03/09/2018 be approved and signed.

5. Matters Arising

180305/12, 180430/5, 180604/7 & 180813/5 & 180903/5 – HMRC TAX/NI Query

Noted that there is still no update/conclusion from HMRC.

180604/14, 180813/5 & 180903/5 – Recent Planning Refusal

Noted that the Conwy Drainage Team are waiting for NRW to do further work on another study that could affect the outcome of the Conwy Tidal Flood Risk Study.

180813/6 & 180903/5 – IT

Noted that 3m cancellation notice has been given to our existing IT Company, the New Contract with the replacement IT Company will be with effect from 01/02/2019.

180813/10 & 180903/5 – Grants

Noted the up to date position regarding the Grants.

180903/7 – Community Awards

Resolved that: The Town Council would not introduce a Formal Policy relating to Community Awards.

6. Omission in Meeting Minutes of the 4th June 2018

Noted that following a recent Audit undertaken by the Clerk/Assistant of all Minutes and Declarations of interest, that Cllr Nigel Smith's declaration of interest form relating to the PFR Meeting of 04/06/18, was not recorded in the meeting minutes Cllr N Smith is not a member of the PFR Committee and therefore does not vote in the PFR meeting, however given that a declaration of interest form was completed at the meeting, the declaration should have been recorded in the meeting minutes.

Unfortunately, this omission was not picked up at the PFR meeting of 13/08/18, when the minutes were approved, seconded and signed by the Chair of PFR.

7. Planning

0/45594

Erection of first floor pitched roof extension & extension to side (accommodating staircase).

Letters of objection received from two local residents were shared with the members.

Resolved that: NO Objection, subject to Conwy Highways comments/recommendations being made a condition of sanction.

0/45597

Removal of existing pitched roof, erection of extension to front of dwelling and provision of new pitched roof to first floor living accommodation, including balcony to front.

Resolved that: No Objection

0/45621

Certificate of Lawfulness for proposed extension to dwelling.

Resolved that: No Objection

0/45633

Proposed erection of summerhouse and boundary fence (Retrospective Application).

Resolved that: No Objection

0/45623

Change of use of existing agricultural building to caravan storage in connection with Henllys Farm Camping and Touring Park. Transporting caravans to the proposed change of use building to be within the existing land owned by the applicant.

Resolved that: No Objection

0/45647

Removal of existing roof, provision of new roof with additional living accommodation at 1st floor level & erection of orangery at rear of dwelling.

Resolved that: No Objection

0/45669

Alterations and extension to dwelling.

Resolved that: No Objection

8. Policies

The Clerk presented the following revised Draft Policy.

- Grants Policy

Resolved that: The Draft Grants Policy be presented at the Full Council meeting at the end of November for review/approval.

9. 2018-19 Year to Date Report & Review of Budgets

Following a full in depth review by the Clerk of the 2018-19 YTD Budgets & Reports, a number of budget adjustments are required. The Clerk presented the various proposed changes and explained in detail the reasons for the required changes.

Resolved that: The two year to date reports (as at 31/10/18) and the proposed changes be presented at the Full Council meeting at the end of November for review/approval.

10. Bank Reconciliations as at 30/09/18 & 31/10/18

Resolved that: The reconciliations as at 30/09/18 & 31/10/18 be presented at the Full Council meeting at the end of November meeting for review/approval.

11. Payments for the period 01/09/18 to 31/10/18

The Clerk and Cllr B Griffiths Chair of PFR have reviewed/cross checked all payments made.

Resolved that:

- a) **The Clerk & Cllr Griffiths sign and date the Lists of payments to confirm that they have been reviewed.**
- b) **That the signed lists of payments be presented at the Full Council meeting at the end of November, for approval and signing by the Chair of the Full Council.**

12. Planning Restrictions for Towyn & Kinmel Bay

Cllr B Griffiths provided an update regarding his recent meeting with NRW and his emails to North Planning @ NRW and Darren Millar – Welsh Assembly Member.

Resolved that:

- a) **The Council would await the outcome of the meetings with Darren Millar and NRW before making a decision how to proceed.**
- b) **That planning restrictions for Towyn & Kinnel Bay would be added to the Agenda of the next Community Place Plan meeting.**

13. Work Schedule

The Clerk presented the up to date Work Schedule to members.

Noted the up to date position regarding the various 2018-19 projects.

Cllr D Johnson left the meeting early at 08:10pm

14. Draft Annual Report from the Independent Panel for Wales

Clerk presented the Draft Report, and explained the possible impact of the Independent Panel's recommendations to the Council.

Noted the Draft Annual Reports and the potential impact to the Town Council's 2019-20 Budget.

15. Solar Farm Grant

The Clerk presented the up to date position regarding the Solar Farm Grant monies/budgets.

Noted the up to date position of the Solar Farm Grant monies/expenditure.

Meeting Closed at 08:25pm

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Signed by the Chairman of the meeting held on 14/01/2019