

# Towyn & Kinmel Bay Town Council

Minutes of the Full Council held on Monday 28<sup>th</sup> January, 2019 at 7pm at the Community Resource Centre Kinmel Bay

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**Present Cllrs:** T Bibby, G Corry, B Griffiths, A Hodgson, D Johnson, M Jones (Deputy Mayor), J McKenna, B McLoughlin, K Redhead, M Smith & N Smith

**Clerk:** D Thomas

## 1. Apologies

Apologies for absence were received from Cllrs: T Curran, D Dickin, L Knightly & P Miller.

## 2. Declaration of Interest

Cllr N Smith declared an interest in agenda item 7- Planning, as he is a member of Planning Committee at Conwy CBC, he withdrew from the meeting whilst the agenda item was being discussed.

## 3. Public Participation

Six residents/representatives from CARA were at the meeting regarding agenda item 8 – Cader Avenue – Town Council Statement/Letter.

## 4. Minutes

**Resolved that the minutes of the Full Council meetings held on 28/11/18, 04/12/18 and 09/01/19 be approved and signed.**

**The Chairman agreed to change the order of the agenda, so that agenda item 8 – Cader Avenue – Town Council Statement/Letter, could be discussed next, for the benefit of the residents/CARA representatives present.**

## 8. Cader Avenue – Town Council Statement/Letter

Cllr Corry indicated that whilst he fully supported CARA and the proposed draft Town Council Statement, he and a number of local residents, which he has spoken to, were concerned with any resilience measures being considered in general. He and the residents feel that the proposed resilience measures for new property developments could have an adverse effect on existing properties within the whole of the Towyn and Kinmel Bay area. Cllr Corry said that rather than concentrate on new build resilience, Planning should concentrate on resilience for the whole community, i.e. flood defences, to ensure that it is safe environment for all.

Cllr B Griffiths indicated that moving forward that all new properties/developments are likely to be subject to certain resilience measures.

Cllr M Smith indicated that with regards to flooding concerns and property prices, the property index is presently showing a positive trend for properties within Conwy, as a whole.

Cllr N Smith advised that at a recent Senior Conwy Committee meeting, the Conwy Officers indicated that a new report was due from NRW, which apparently indicated that the risk of flooding is not potentially as great as previously thought.

A local resident/representative of CARA advised that he had recently received his home insurance renewal, and the cost of cover had increased due to flooding risks.

Cllrs Corry & McLoughlin both requested that their concerns regarding the impact of resilience

measures for new properties/development, effecting the value and/or insurance cost for existing properties, be recorded in the meeting minutes.

**Resolved that:**

- a) **The proposed Town Council Statement regarding be approved.**
- b) **That the approved Town Council Statement and the CARA statement be sent to Conwy.**

Three of the 6 residents/CARA representative left the meeting.

## **5. Matters Arising**

**Meeting 28/11/18**

**180926/9 & 181128/5 – Abergele Joint Burial Board**

Noted that the Welsh Audit office have given the Joint Burial Board 6 months to locate the documents which would demonstrate that the WAO analysis is incorrect.

**181128/5 – Mayor and Deputy Mayor Donations**

Noted the donations which have been made by the Mayor and Deputy Mayor.

The donations are as follows: -

- £1,000 – St David’s Hospice
- £750 – Maes Owen – towards additional learning needs provision
- £100 – Tony’s Sequence Dancing Club – towards their Summer trip/lunch
- £505.75 – New Year Lunch for local residents/club members
- £229.74 – Games and chocolates for the Children’s Wards at Glan Clwyd, for Christmas.
- £81 – Chocolates & biscuits for the 5 Nursing Homes within Towyn & Kinmel Bay, for Christmas.
- £194.32 – Purchased suitable items for the Local Food Bank – for Christmas
- Total £2860.81 (Budget £2900)

**181128/18 – Towyn & Kinmel Bay Improvements**

- a) Noted trees still to be planted – awaiting guidance from Conwy where to plant within the park at the back of the Community Centre in Kinmel Bay.
- b) Noted that the picnic benches have not yet been ordered as TKBTC has nowhere to store the benches.
- c) Discussed the two quotes received.

**Resolved that:**

**The cheaper of the two quotes (Barneys) for the sum of £287.50 plus vat per picnic bench be approved.**

- e) Refer to agenda item 17 Bollards

**181128/23 – GDPR Action Plan Review**

Noted that the GDPR Action Plan is still awaited from the Internal Auditor.

**Meeting 04/12/18**

**181204/5 – Tir Prince Park – Play Equipment**

- a) Noted that the repair to the two swing bays is still to be completed by Conwy.
- b) **Resolved that: The Clerk would obtain a quote from an alternative company to Conwy’s preferred contractor, so that prices could be compared.**

## **6. Minutes of Committees**

Noted the minutes of the following Committee meetings: -

- PFR 05/11/18
- Environmental 12/11/18

- PFR 14/01/19 (Draft)
- Environmental 21/01/19 (Draft)

**7. Planning  
0/45886**

Outline Planning application for the siting on 3 no. dwelling houses with associated landscaping.  
**Resolved that: - No Objection to the outline planning application, subject to any subsequent planning application fully meeting the requirements set by Conwy, NRW and any other appropriate agencies.**

**9. Kinmel Bay Bowling Club & Playing Field on St Asaph Avenue**

Cllr Johnson advised that he had requested for this item to be added to the agenda, as he was aware that Conwy have a number of Assets on their register, and he feels that the Town Council could do more with the assets if the Town Council held leases for them.

The Chairman of the two Kinmel Bay & Towyn Charities, was present in the meeting, as he was also representing CARA, advised that his Charities already held leases for both of these pieces of land.

The Chairman of the two charities went on to say that he did not feel that the Town Council were following the correct protocol, as he feels that the Town Council is undermining the Charities and their Trustees.

The Chair of the charities indicated that in his opinion, this is not the first time that the Town Council has undermined his charities, as in 2017 complaints were made against the Morfa.

The Councillors noted the Chair of the Charities Comments.

Cllr McLoughlin advised that the Town Council were simply enquiring to determine, exactly what is the Management Structure of the Bowling Club.

The Chair of the Charities said that he was going to report the Town Council and the Councillors to the Ombudsman.

The Chair of the Full Council advised the Chair of the Charities that he would have to ask him not to speak if he was going to continue shouting and pointing.

Cllr N Smith asked the Chair of the Charities why he did not declare his intention to speak concerning this Agenda Item when Agenda item 3 – Public Participation was being discussed.

Cllr N Smith went on to say that he was aware that Conwy were looking to save monies, and could potentially cash in and sell off/lease parcels of land in their ownership, and he was concerned that these valuable community assets may be lost, if the Town Council does not look to protect them. Cllr N Smith explained that at this stage the Town Council is simply investigating/considering the option of taking over the leases, and once the information/implications and costs are known, the Town Council can make an informed decision, in the interest of the whole community.

The Chair of the Charities stated that in his opinion, Cllr McLoughlin had lied twice regarding his Charities, and he went on to say that he did not feel that the Town Council was being transparent, and he indicated that the agenda for tonight's meeting was not on the Town Council Notice Board on Wednesday Evening last week when he looked and was not on the Town Council Website. The chair of the charities went on to say that until this evening at the start of the meeting, when he was provided with a paper copy of tonight's meeting agenda, he has not been

aware that the Bowling Club & the playing field were on the agenda of tonight's meeting. The Clerk advised that the Town Council was presently changing IT providers, and as a result the Town Council had been unable to update the website over the last few days, however the Clerk stated that the agenda had been displayed on the Notice Board from last Wednesday, this was confirmed by the Chair of the meeting, as he had been in the Clerks' office on Wednesday, when the assistant had placed the agenda on the Town Council's Notice Board.

The Chair of the Charities got up to leave the meeting, he indicated that the Town Council had not approached or asked either of his two Charities anything concerning the two parcels of land.

As the Chair of the Charities walked out of the meeting he again advised that he was intending to report the Town Council/Councillors.

The Chair and the two remaining Residents/CARA representatives left the meeting.

Cllr Johnson stated that he is aware from Conwy that there are numerous parcels of land presently in Conwy ownership, where there are no leases in place.

Cllr B Griffiths said that he felt, that given the two Charities are responsible for the Leisure Centre, the Bowling Club and the Football Pitch, in his opinion, the Town Council should show more interest in the Leisure Centre.

Councillor Alex Hodgson suggested that to avoid any confusion going forward, the Town Council could consider photographing the Agendas once they have been displayed on the Town Council Notice Board by way of proof.

A number of Councillors advised that they had attempted to show interest in the Charities, however the Chair of the Charities has barred/refused access to them.

The majority of the members agreed that these two community assets were at risk, and could be lost.

**Resolved that:**

**The Clerk would approach Conwy to request details regarding the two parcels of land, so that the Town Council could explore the Financial Implications and terms of any proposed leases. (Cllr B Griffiths requested that it be recorded in the meeting minutes, that he abstained from voting on this agenda item).**

**10. Property Revaluation**

**Resolved that:**

**Given that the Town Council's Insurance is due for review shortly, that the revaluation of the Community Resource Centre be approved, and that a budget of £400 be marked to cover the cost of the re-valuation in the 2018-19 Budget.**

**11. Bank Reconciliations as at 30/11/18 & 31/12/18**

**Resolved that:**

**The balances as at 30/11/18 & 31/12/18 be approved as presented, and be signed by the Chairman.**

**12. Payments for the period 01/11/18 to 31/12/18**

**Resolved that:**

**The lists of payments for the period 01/11/18 to 31/12/18 be approved as presented, and to be signed by the Chairman.**

**13. Budget Reports x 2 - 2018-19 Year to Date**

**Resolved that:**

**The 2 x Year to Date Budget Reports, be approved, as presented.**

**14. Interim Internal Audit 2018-19**

The Clerk presented/explained the 2018-19 Interim Audit Report and Completed Action Plan to the members.

**Resolved that:**

**a) The 2018-19 Interim Internal Audit Report and completed Action Plan be approved, as presented.**

**Resolved that:**

**b) John Henry, the Town Councils Internal Auditor be appointed as the Internal Auditor for 2019-20.**

**15. Lift**

Whilst the Town Council were concerned at the cost of the repairs to the lighting in the lift, given that it was a specialist job which could only be undertaken by an authorised lift contractor, the Councillors agreed for the work to be undertaken, as if not approved the lift could not be used.

**Resolved that:**

**a) The quote from Otis Lift, for the sum of £1,888.72 plus vat, be approved.**

**b) That a budget for the Lift for 2018-19 be increased from £1,000 to £2,500.**

**16. Blanket Authority of Regular Payments and Direct Debits**

The Clerk presented the updated list and explained the reasons for the proposed changes.

**Resolved that:**

**The revised/updated blanket authority for 2018-19, be approved, as presented and signed by two councillors.**

**To enable the Councillors to consider Agenda item 17 - Bollards, the Chairman agreed for agenda item 20 – Policies – Financial Regulations be discussed/considered next.**

**20. Policies (part 1)**

The Clerk advised the members that given the number of projects/work presently being undertaken/to be undertake, the Town Council may wish to consider revising the Current Financial Regulations (11.1g – Contracts) regarding the need to obtain 3 quotes, when entering into a contract from the current limit of £5,000, to a revised increased limit of £7,500.

The Clerk advised the Councillors that it was becoming more of a problem to obtain quotes for items in excess of £5,000, but less than £7,500, as a number of our suppliers offer a specialist service, and obtaining 3 quotes is proving to be very difficult in some cases.

**Resolved that:**

**The proposed change to the Financial Regulations be approved as presented (from £5,000 to £7,500).**

**17. Bollards**

The Clerk advised the Councillors that despite requests to numerous companies, it had proved to be very difficult to obtain 3 quotes, as it was quite a specialist service.

The Clerk presented 2 quotes which had been received.

**Resolved that:**

**The cheaper of the 2 quotes, estimated at £5,055.41 plus vat (NW Fencing) be approved.**

**18. Financial Support Request from Conwy**

The Councillors expressed their frustration that Conwy had sent the letter to the Town Council after the Town Council and most other Town Councils had set their budgets/approved their precept figures for 2019-20.

**Resolved that:**

- a) **As the letter was received so late, that the Clerk writes to Conwy to express the Town Councils disappointment regarding the lateness of the letter.**
- b) **That the Clerk advised Conwy, that due to the lateness of the letter, the only item which the Town Council has set a budget for in 2019-20, is for the CCTV, and that a budget of £843 is in place to cover this.**
- c) **That the Clerk advises Conwy that Conwy Library Service should consider allowing volunteers/friends of the Library manning the Library, so that it remains open at its current hours rather than consider closing it for one additional day per week.**
- d) **That a meeting has been arranged with a Conwy Officer in February to discuss the toilet provision in Kinmel Bay.**

#### **19. Conwy Library Service Consultation**

Noted the Consultation.

**Resolved that:**

**The Councillors will individually provide feedback/ideas to Conwy regarding the Library since before 10<sup>th</sup> March, 2019.**

#### **20. Policies (part 2)**

The Clerk presented the various new/revised/existing policies to the Councillors, and explained the reasons for any new and/or revised policies.

**Resolved that:**

**The following Policies, Documents and Terms of Reference be approved, as presented.**

- **TOR – Community Place Plan & Task and Finish Group – New**
- **Standing Orders – Delegations for all Committees added to the Standing Orders & expenditure limit for the Environmental Committee for Environmental related items be increased from £2,000 to £5,000**
- **TOR Environmental (Revised)**
- **2019 – Health & Safety Statement & Policy**
- **2019 – Fire Safety Policy**
- **2019 – Health & Safety Audit and Completed Action Plan**
- **Treasury Management Policy (Reviewed)**
- **Financial Management Policy & Strategy (Reviewed)**
- **Annual Investments Policy (Reviewed)**
- **Financial Reserves Policy (Reviewed)**
- **Financial Reserves Policy – Calculation Sheet (Reviewed)**

#### **21. Defibrillator Training for recently installed Community Defibrillator at ‘Creatasmile’ Towyn.**

**Resolved that:**

**A donation of £50 be made to Prestatyn and Rhyl First Responders, to cover the defibrillator training at ‘Creatasmile’.**

#### **22. £500 CVSC Summer Play Grant**

Noted that St Mary’s have been contacted regarding a possible Summer Play Grant from CVSC, and that a completed application form has been sent by the Town Council on the behalf of St Mary’s Church.

#### **23. Photocopier**

**Resolved that:**

- a) **The Clerk would obtain quotes for the next Full Council meeting, as the present photocopier lease is coming to an end.**

- b) **The Clerk would also obtain quotes for purchasing a photocopier so that the Councillors could consider/agree the preferred option (buy or lease).**

**24. Extra Lamp Motifs for Towyn**

**Resolved that:**

- a) **The quote for £2,493.70 per year from Festive Lighting for an additional 10 lamp post motifs for both Christmas 2019 and 2020 be approved.**
- b) **That the Clerk would obtain quotes from Festive Lighting for twinkling lights for 2019 and 2020.**

Cllr N Smith left the meeting early at 20:50

**25. Appointing an Advisor for the Community Place Plan**

**Resolved that:**

**The Clerk would discuss/explore the benefits and costs of employing an Advisor to assist with setting up the Community Place Plan with the Clerk from Abergele Town Council, as Abergele Town Council, appointed an advisor for their Community Place Plan. (Pilot – Funded by Welsh Government).**

Cllrs Johnson & McLoughlin left the meeting early at 20:55

**26. Towyn & Kinmel Bay Planning Restrictions**

**Resolved that:**

- a) **The document prepared by Councillor B Griffiths, be adopted by the Towyn & Kinmel Bay Town Council.**
- b) **That the Statement be forwarded to Darren Millar.**
- c) **That Darren Millar be requested to intervene and arrange the necessary meeting.**

**27. Travellers**

**Resolved that the proposed Town Council reply prepared by Cllr B Griffiths, be approved and sent to the Leader of the House and Chief Whip, at the Welsh Government.**

Meeting Closed at 21:05

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Signed by the Chair of the meeting held on 27/03/19