

Towyn & Kinmel Bay Town Council

Minutes of the Full Council held on Wednesday 27th March, 2019 at 7pm at the Community Resource Centre Kinmel Bay

Present Cllrs: T Bibby, G Corry, B Griffiths, M Jones (Deputy Mayor), L Knightly (Mayor)
D Luke, B McLoughlin, P Miller, K Redhead & M Smith

Clerk: D Thomas

1. Apologies

Apologies for absence were received from Cllrs: T Curran, A Hodgson, D Johnson, J McKenna and N Smith.

2. Declaration of Interest

There were no declarations of interest.

3. Public Participation

There were 4 residents at the meeting representing Cader Avenue Residents Association to discuss agenda item 7 – Cader Avenue.

4. Minutes

The Minutes of the Full Council meetings held on 28/01/19 and 25/02/19 were approved and signed.

7. Cader Avenue

One of the members of CARA advised that they had recently attended a meeting with Conwy officers to discuss the introduction of suitable parking restrictions on Cader Avenue. The resident confirmed that CARA are happy with the proposals which they have agreed with Conwy, and that they are extremely similar to the parking restrictions which the Town Council discussed with Conwy back in November, 2018.

Another member for CARA advised that at the same meeting with Conwy, they also discussed the ongoing issues with parking at the two schools, and the Conwy officers have apparently agreed to review/revisit. The member of CARA also indicated CARA'S concerns regarding the state of the road and pavements on Cader Avenue.

The Clerk advised that two County Councillors (Cllrs G Corry & N Smith), had both highlighted to Conwy their concerns regarding the state of the roads on Cader Avenue, and both Cllrs have requested for Cader Avenue to be added to the Conwy Priority List for re-surfacing for 2019-20, however this did not guarantee that Cader Avenue would be added to the Conwy Priority List for 2019-20.

A member of CARA advised that they were concerned that the proposed development/planning application at Cader House would have a further negative impact on the state of the road at Cader Avenue.

Resolved that:

- a) **The Clerk would write to Conwy for a list of the roads, which are presently scheduled to be re-surfaced within Towyn & Kinmel Bay during 2019-20.**
- b) **The Clerk would forward a copy of the above list, once received from Conwy to CARA.**

Three of the four representatives from CARA left the meeting.

5. Matters Arising

190128/8 – Town Council Statement/Letter

Noted that an acknowledgment has been received from Conwy.

Noted the up to date position regarding the Conwy Planning Re Cader House – Certificate of Lawfulness.

180926/9, 181128/5 & 190128/5 – Abergele Joint Burial Board

Noted that the update from the Welsh Audit Office/Burial Board regarding the confirmation of Status Documents is still awaited.

181128/23 & 190125/5 – GDPR Action Plan Review

Noted the up to date position.

181204/5 & 190128/5 – Tir Prince Park – Play Equipment

Noted that the details of an alternative playground company are still awaited from Cllr Hodgson.

190128/9 – Kinmel Bay Bowling Club & Playing Field on St Asaph Avenue

Noted that Conwy have requested that the four County Councillors, Mayor, Deputy Mayor and Clerk attend an informal meeting on Monday 8th April, 2019, to review the overall Towyn & Kinmel Bay Services to the whole community and visitors.

Noted that an update will be provided following the above mentioned meeting at the next appropriate Town Council meeting.

190128/25 – Appointed of advisor for the Community Place Plan

Noted the emails from Abergele's Community Place Plan advisor and the Conwy officer.

Resolved that: The Town Council will continue as they are with the Community Place Plan.

190128/26 – Towyn & Kinmel Bay Planning Restrictions

Noted that a meeting has been arranged by Darren Millar, between Darren, TKBTC Councillors, Conwy & NRW on Friday 10/05/19 at 10:30am at the TKBTC Community Resource Centre, and that all TKBTC Councillors are welcome to attend the meeting.

Noted that an update will be given to members at the next appropriate Town Council meeting.

6. Minutes of Committees

Noted the Draft minutes re the following committee meetings.

- Environmental 11/03/19
- PFR & Planning 04/03/19
- HR 25/02/19

8. Payments for the period 01/01/19 to 28/02/19

Resolved that: The list of payments for the period 01/01/19 to 28/02/19 be approved as presented, and to be signed by the Chairman.

9. Bank Reconciliations as at 31/01/19 & 28/02/19

Resolved that: The balances as at 31/01/19 & 28/02/19 be approved as presented, and be signed by the Chairman.

10. Budget Reports x 2 and required/proposed adjustment to the 2018-19 and 2019-20 Budgets

Resolved that:

- a) The 2 x year to date budget reports, be approved, as presented by the Clerk.
- b) That the proposed budget changes for 2018-19 and 2019-20 be approved, as presented by the Clerk.

11. Remuneration Panel for Wales Allowances for 2019-20

Section 13 of the Remuneration Allowances relates specifically to Town Council and Community Councils, and all Councils have been asked to discuss the determination contained within the section.

- **Determination 40:** All Community and Town Councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Decision – APPROVED

- **Determination 41:** Community and Town Councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Decision – APPROVED TO MAKE 2 X £500 PAYMENTS AVAILABLE (1 X CHAIR PFR & PLANNING COMMITTEE & 1 X CHAIR ENVIRONMENTAL COMMITTEE)

- **Determination 42:** Community and Town Councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Decision – N/A

- **Determination 43:** Community and Town Councils can make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:
 - **45p per mile up to 10,000 miles in the year**
 - **25p per mile over 10,000 miles**
 - **5p per mile per passenger carried on authority business**
 - **24p per mile for private motor cycles**
 - **20p per mile for bicycles**

Decision – APPROVED

- **Determination 44:** If a Community or Town Council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:
 - **£28 per 24-hour period allowance for meals, including breakfast where not provided**
 - **£200 – London overnight**
 - **£95 – elsewhere overnight**
 - **£30 – staying with friends and/or family overnight**

Decision – APPROVED

- **Determination 45:** Community and Town Councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties.
 - **Up to £54.00 for each period not exceeding 4 hours**
 - **Up to £108.00 for each period exceeding 4 hours but not exceeding 24 hours**

Decision – NOT APPROVED

- **Determination 46:** All Community and Town Councils must provide for the reimbursement

of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.

Decision – APPROVED (HOWEVER NO ACTUAL BUDGET HAS BEEN SET AT THIS STAGE).

- **Determination 47:** Community and Town Councils can provide a Civic Head payment to the Mayor/Chair of the Council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Decision – APPROVED – £1500 – MAYOR

- **Determination 48:** Community and Town Councils can provide a Deputy Civic Head payment to the Deputy Mayor/Deputy Chair of the council up to a maximum amount of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Decision – APPROVED – £500 – DEPUTY MAYOR

12. Policies

The Clerk explained that the Treasury Management Policy had now been merged/included within the Financial Management Policy.

Resolved that: The revised Financial Management Policy be approved as presented, without the need for any amendments.

13. LDP

Councillor Griffiths indicated that he was concerned that the replacement LDP only focused on the A55 Towns, and that Towyn & Kinmel Bay was not included/mentioned in the plan.

Cllr Griffiths advised that the Town Council need to look to put together a well presented case for Towyn & Kinmel Bay to be included in the LDP. Cllr Griffiths said that he feels that a Full Council Statement regarding why Towyn & Kinmel Bay should be included in the plan should be prepared by the Town Council, and that the statement should cover topics such as 21st Century Schools, Sea Defences and Planning.

The remaining representative from CARA advised that it was important that the Town Council also considers and includes the Youth of Towyn & Kinmel Bay (14 to 19 year olds) in the Full Town Council LDP Statement.

Resolved that:

- a) **The Clerk would invite Owen from the Conwy Flood Team to the next Environmental meeting, so that he can present his simulation to all Councillors.**
- b) **All Councillors would be asked to forward to the Clerk within the next 14 days, their suggestions of what they feel should be included in the Full Town Council LDP Statement.**
- c) **Once the suggestions have been received from the Councillors, the Clerk would forward the suggestions to all Councillors.**

Noted that Conwy has advised that the Land at Clwyd Bank was not suitable for inclusion in the replacement LDP.

14. Asset Register 2018-19

Resolved to approve the updated 2018-19 Asset Register, as presented by the Clerk.

15. Solar Farm Grants

The Clerk presented how the 2017-18 and 2018-19 Solar Farm Grant monies had been allocated/spent to date.

Resolved to approve the schedule of how the grant monies have been spent/allocated to date.

Noted that the sum of £18,847.26 has been spent/allocated as at 27/03/2019, and there is a residual balance of £1,452.74 which is still to be allocated, and that this sum will be rolled over into 2019-20 as Ear Marked Reserves – Solar Farm Grant Monies.

16. One Voice Wales Membership

Resolved that the membership fee for One Voice Wales was too expensive, even with the 50% discount for the first year, and therefore the Town Council would not again this year become a member of One Voice Wales.

17. Flood RE

The Clerk presented the Flood RE concept and website to members.

Noted the Flood RE website.

18. Sound Radio

Sound Radio who presently rent two rooms at the Resource Centre from TKBTC at a fixed All-inclusive rent of £40 per week per room, have asked that the Town Council consider reducing the rental fees by 50% for the next 12m period.

Resolved that:

a) Sound Radio would be offered the following options: -

Option 1 – To reduce the weekly rental to £40 per week, and cancel the lease on either of the two rooms which they presently rent.

Option 2 - Subject to them successfully obtaining an FM Licence the Town Council would be happy to consider, reducing the rent by 25% for 12m, subject to Sound Radio cancelling their existing lease on the one of the two rooms they presently lease, and them signing a new lease relating to the smaller upstairs meeting room next to the lift.

Option 3 – That the rent for both rooms remains at £40 per room, however the Town Council will look at a rent increase freeze on both rooms for a 12m period.

b) The clerk would write to North Wales Police to advise them, that as the room is hardly being used by them, the Town Council are no longer in a position to provide a permanent room for their exclusive use, however if a small meeting room is vacant at any time, they can request to use the room on an ad hoc basis.

19. New Mayors Board

a) Resolved to approve the quote for the sum of £625 from Racecraft Signs for a new Mayors board, subject to them including the writing of the 2019 Mayor's name on the existing board, within the price.

b) Resolved that: A budget of £625 be marked for 2019-20 to cover this.

20. Town Council Notice Board

Resolved that:

a) To approve the quote from XLdisplays.co.uk for 2 x 740 x 740 external notice boards for the sum of £356 per notice board.

b) That the budget for 2019-20 for replacing notice boards be increased from £600 to £750 to cover the cost of the two boards.

21. Day Time Music

Resolved that:

a) Cllr Knightly would contact the proposed event organiser to ascertain if he is still

looking to organise the event.

- b) **Cllr Knightly would update the Clerk following his conversation with the proposed event organiser, at which time, if required the Clerk would look to call an additional Full Council meeting to take matters forward.**

22. Town Council representative – Ysgol Y Foryd Governor Vacancy

Initially two Councillors had nominated themselves to represent the Town Council, however Cllr P Miller indicated that he was happy to withdraw his nomination, so that Cllr Jean McKenna's name could be put forward.

Resolved that: The clerk would contact Ysgol Y Foryd to advise that Cllr Jean McKenna has been nominated as the Town Councillor to represent the Town Council on the school's Board of Governors.

Noted that it would now be up to the Board of Governors at Ysgol Y Foryd to consider the Town Council nomination and approve if they are happy with the nomination.

Noted that the Cllrs thanked Cllr B McLoughlin for her valuable work as the previous Town Councillor representative for the Town Council on the school's board of Governors.

23. Conwy Play Provision Task and Finish Group

No Councillors wished to be nominated to attend the Play Provision Task & Finish Group meetings on the behalf of the Town Council.

Resolved that: The Clerk could contact Conwy to advise that unfortunately no Councillor nomination had been received for TKBTC.

The remaining representative from CARA left the meeting.

24. Insurance

The Clerk presented the three Insurance quotes received.

Resolved that:

- a) **The quote from Zurich (our existing Insurers) would be approved at a figure of £1,457.37 pa for a 3 year fixed price contract.**
- b) **The Contracts and Direct Debit Mandates relating to the Insurance Policy would be signed by two authorised Councillor signatories, and witnessed by the Clerk.**

25. Photocopier

The Clerk presented the various quotes from the three proposed photocopier suppliers.

Resolved that:

- a) **The quote from B2 for the sum of £191.49 re x 4 for 5 years, be approved.**
- b) **That the contracts and direct debits mandates relating to the replacement photocopier would be signed by two authorised Councillor signatories and witnessed by the Clerk.**

26. Replacement of Glass Block Wall at the Community Resource Centre

The Clerk presented the various options for the replacement of the glass wall, which is no longer weatherproof.

Resolved that:

- a) **The Town Council would approve the most basic/cheapest option, and that the quote of £1,250 from Trade Frames be approved.**
- b) **That a cover budget of £1,250 would be marked for 2019-20 to cover this work.**

Meeting Closed at 20:55

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Signed by the Chairman of the meeting held on 15/05/19