

Towyn & Kinmel Bay Town Council

Minutes of the Policy, Finance, Resources and Planning Committee held on Monday 29th April, 2019 at the Community Resource Centre, Kinmel Bay.

Present Cllrs: G Corry, B Griffiths, M Jones, J McKenna, & P Miller

Non-Voting: A Hodgson

Clerk: D Thomas

1. Apologies

Apologies for absence were received from Cllrs T Bibby, D Johnson, and B McLoughlin. Cllr L Knightly was absent with no apology.

2. Declaration of Interest

a) Cllr P Miller declared an interest in agenda item 6- Planning (0/46058), Belgravia, Kinmel Way, Towyn, as he has publically objected to the planning application and he left the room whilst this planning application was being discussed.

b) Cllr M Jones declared an interest in agenda item 11 – Community Awards, as he is a member of the Towyn & Kinmel Bay Show Committee (Non Prejudicial).

3. Public Participation

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

4. Minutes

Resolved that: The minutes for the PFR meeting held on 04/03/2019 be approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Planning

0/46062

Change of use from Sui Generis (Amusement Centre) and Class A3 (Coffee Shop) to Class A3 Takeaway (Chip Shop). Development includes internal layout changes (non-structural), installation of frying equipment including extract system, re-decorating front elevation and updating existing fascia signage. Existing coffee shop seating layout re-designed to suit new layout

Resolved that: No Objection

0/46060

Erection of first floor pitched roof extension above existing garage and utility room.

Resolved that: No Objection

0/46058

Change of use from garden to chalet park.

Resolved that: Objection due to flooding and traffic congestion concerns.

0/46059

Proposed extension, alterations & garage conversion.

Resolved that: No Objection

0/46061

Certificate of lawfulness for the existing use as a dwelling.

Resolved that: No Objection

0/46086

Proposed extension and alterations to dwelling and installation of air source heat pump.

Resolved that: No Objection

0/46063

Removal of existing pitched roof and provision of new pitched roof providing additional living accommodation at first floor level and provision of 3 no dormers to east elevation.

Resolved that: No Objection

0/46131

Extension to dwelling.

Resolved that: No Objection

7. Grants

All grant applications received for 2019-20 year to date were discussed/reviewed.

- a) **Resolved that the following grant & amount be awarded, subject to agreed conditions of grant/receipt of appropriate paperwork from the grant application.**

Organisation	Amount	Purpose
Ysgol Y Foryd	£670	Swimming Lesson & Pentrellyncymer

- b) **Resolved that the following grants be declined, as the decision was made to only award grants to small local groups and organisations.**

Organisation	Amount	Purpose
Llangollen International Musical Festival	Not specified	International Musical Festival
Wales Air Ambulance Service	Not specified	Donation
Carer Trust North Wales	Not specified	Donation towards running costs

- c) **Resolved that the decision regarding whether to award a grant to the Thursday Afternoon Dance Club would be deferred, so that it can be discussed/considered after 30/06/2019.**
- d) **Cllrs resolved that they would promote the Town Council Grants at every opportunity over the next couple of months, and that the clerk would send an email to all councillors to remind them of the closing date for completed grant applications, and to provide all councillors with a blank Grant Application Form.**

8. Payments from 01/03/19 to 31/03/19

The Clerk and Cllr Griffiths have reviewed/cross checked all payments and receipts during this period.

Resolved that:

- a) **The Chair and the Clerk sign and date the payments to confirm that they have been reviewed.**
- b) **That the signed lists of payments and receipts are presented to the Full Council at the next appropriate meeting for approval and signing by the Chair of Full Council.**

9. Bank Reconciliation as at 31/03/19

The Clerk presented/explained the Bank Reconciliation to the members.

Resolved that: The bank reconciliation as at 31/03/19 be presented to the Full Council at the next appropriate meeting for approval and signing by the Chair of Full Council.

10. Budget Monitoring Reports

The Clerk presented and explained the 2 x 2018-19 year end reports to the members.

Resolved that: The 2 x 2018-19 year end reports be presented to Full Council, at the next appropriate meeting for approval and signing by the Chair of Full Council.

11. Community Awards

Resolved that: The Town Council would add the following three categories to the 2019-20 Community Awards: -

- a) **Best kept garden, Kinmel Bay**
- b) **Best kept garden, Towyn**
- c) **Best kept community garden**

- d) **That the community awards evening would be held on 17th October, 2019, and that 2019-20 Grants will be presented on the same evening.**
- e) **That glass plaques would again be presented this year, as they seem to be popular with the recipients.**

12. 2018-19 Internal Audit & Action Plan

The Clerk presented the 2018-19 Internal Audit and Action Plan to the members.

Resolved that: The 2018-19 Internal Audit and the completed Action Plan would be presented to the Full Council at the next appropriate meeting for approval.

13. 2018-19 External Audit

Noted that the 2018-19 External Audit papers had been received from the Welsh Audit Office, and that the Clerk was working through the papers.

14. Planning Officers Society for Wales Survey

Resolved that: Cllr Griffiths & M Jones and the Clerk would complete the Online Survey, on behalf of the Town Council, by the cut-off date, which is 10/05/2019.

15. HMRC TAX/NI

Query relating to 2016-17/2017-18 - Tax Year.

Noted that the query has now been resolved by HMRC, and that a final payment of £514.84 has been made in full and final settlement.

16. Recent Planning Refusal

Noted that Conwy are presently in the process of updating the Conwy Tidal Flood Risk Assessment.

Noted that an Officer from the Conwy Flood Team will be at the Environmental Improvements meeting on Tuesday 07/05/19, to undertake a presentation/update to the members.

17. Fence at Gaingc Road

Noted that Conwy are in the process of serving a notice on the caravan park owner.

18. PFR Work Schedule

The Clerk presented/explained the 2019-20 PFR Work Schedule to the members' line by line.

Resolved that:

a/ The clerk would make enquiries with Conwy with regards to whether any 'Declaration of Interest' training could be arranged for the members.

b/ The Clerk would forward a copy of the Code of Conduct & The Good Councillor's Guide to all councillors as a reminder/refreshers.

Meeting Closed at 20:45

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Signed by the Chairman of the next PFR & Planning meeting held on 3rd June, 2019