



**Cyngor Tref
Towyn and Kinmel Bay
Town Council**

Summons to Attend the Meeting of the Full Council

To All Members of Towyn & Kinmel Bay Town Council

Cllrs: T Bibby, G Corry, L Gledhill, B Griffiths, L Griffiths, T Jenkins, M Jones, D Johnson, L Knightly, A Macauley, B McLoughlin, D Mulvaney (Mayor) K Redhead, M Smith & N Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

Date and Time: Wednesday 18th June, 2025 at 7:00pm

Venue: Hybrid Meeting – TKBTC Community Resource Centre

If any member of the public wish to participate in this Hybrid meeting, and/or should any member of the public and/or press wish to VIRTUALLY attend this meeting, please contact the Clerk prior to the meeting, so that an appropriate meeting access code/password can be provided

PUBLIC NOTICE

The Council, members of the public and the press may film/record/photograph or broadcast this meeting only when the public and the press are not lawfully excluded.

Anyone wishing to record a meeting is requested to let the Chairman/Clerk of the meeting know prior to, or at the start of, the meeting and recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive.

Any member of the public who attends a meeting and objects to being filmed/recorded/photographed should advise the Clerk (in advance) who will instruct that they are not included in the filming/recording/photographing.

For further information/rules – please refer to the Town Councils Audio/Visual Recording and Photography at Council Meetings Policy, which can be found on the Town Council Website, and/or paper copies can be requested from the Clerk.

AGENDA

1. Apologies

To receive any apologies for absence.

2. Declaration of Interest.

Members to declare the existence and nature of any interest in items on the agenda.

3. Public Participation

To receive representations from the public in respect of any item of business included on the agenda.

4. Minutes

To confirm and approve the minutes of the Council meeting held on 11/06/2025.

5. Matters Arising

To consider any matters arising from the minutes not included on the agenda.

6. Co-Option - Community Place Plan Committee – Non-Councillors

To discuss/consider the Community Place Plan Committee Co-Option Expressions of Interest Applications received for the vacant Non-Councillor positions.

7. Planning

0/52593

Reference: Proposed single storey side extension.

Location: 1 Moelwyn Avenue East, Kinmel Bay Conwy, LL18 5DE.

Closure Date: 30/06/2025.

0/52607

Reference: Ms Katie Raven

Proposal: Erection of a premium purpose built cattery within garden for business use.

Location: 12 Dulas Avenue, Kinmel Bay LL18 5LB.

Closure Date: 07/07/25.

- **Notification of called in Planning Application – 0/51155 – 37 Cader Avenue, Kinmel Bay LL18 5HU.**

- To note that planning application 0/51155 has been called in by the Welsh Government.

8. Payments and Receipts

To review/approve the payments and receipts for the period 01/05/2025 to 31/05/2025.

9. Bank Reconciliation

To review/approve the bank reconciliations as at 31/05/2025.

10. 2025-26 Proposed Budget Changes

To review/consider/approve any proposed amendments to the 2025-26 budget as at 31/05/2025.

11. 2025-26 Budget Monitoring Reports

To review the 2025-26 year to date budget monitoring reports as at 31/05/2025.

12. Draft 2024-25 Town Council Annual Report

To discuss/consider/approve the draft 2024-25 Towyn and Kinmel Bay Town Council Annual Report.

13. Community Support Expenditure

To receive an update regarding the year-to-date Community Support Expenditure for 2025-26.

14. Policies

To discuss/consider/approve the following Health & Safety related policies and documents: -

- 2025 - Health & Safety Statement & Policy
- 2025 - Fire Safety Policy
- 2025 - Fire Risk Assessment Review
- 2025 – Fire Risk Assessment
- 2025 - COSHH & Maintenance of Work Equipment Policy & Standards Manual

- 2025 - First Aid Policy
- 2025 - First Aid Needs Risk Assessment
- 2025 - Standard for Lone Workers
- 2025 - General Internal Building Risk Assessment & Action Plan
- 2025 - Maintenance of Work Equipment Policy Manual
- 2025 - Resource Centre Risk Assessment & Action Plan

15. PFR Work Schedule for 2025-26

To discuss/review the updated 2025-26 PFR Work Schedule.

16. Repair Café

To receive an update regarding the proposed Repair Café.

17. Committee Members

To receive an update following the recent Community Place Plan Committee meeting.

18. Draft Microsoft Teams Risk Assessment

To discuss/consider/approve the draft Microsoft Teams Risk Assessment.

19. Small Grant Applications

To discuss/consider/approve any small grant applications received.

20. Tourism Levy

To discuss/consider the email/reports received from Cllr B Griffiths regarding Tourism Levy.

21. Community Boundary Review 2025 and Public Consultation

To discuss/consider the letter and covering email received from Conwy CBC regarding their 2025 Community Boundary Review and Public Consultation.

22. Benches

To discuss/consider/approve the quotes received for the proposed additional benches.

23. Welsh Government Funding – Grant Applications

To receive an update/discuss the grant applications which have been recently submitted (provisional applications) to Conwy CBC by the Town Council relating to: -

- Ffordd Y Berllan – Proposed dog walking area
- Kendal Road Park – Proposed dog walking area
- Clwyd Park Park – Proposed accessible additional path

24. Ffordd Y Berllan – Proposed Dog Exercise Area

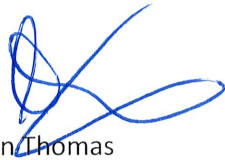
- To receive an update following the recent public consultation
- To discuss/consider the proposed location of the dog exercise area

25. Clwyd Park – Proposed accessible additional path

To receive an update including the results of the Public Consultation.

26. Conwy County Borough Councillor Updates/Reports

To receive/discuss/consider reports and/or updates from Conwy County Borough Council Councillors that represent Towyn & Kinmel Bay.

A handwritten signature in blue ink, appearing to read 'Dylan Thomas', with a stylized, looping flourish extending to the right.

Dylan Thomas

Town Clerk & R.F.O.