

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council - (Hybrid Meeting) held on Wednesday 11th June, 2025 at 7:00pm

Present Cllrs: T Bibby, G Corry, B Griffiths, L Griffiths, T Jenkins, D Johnson, M Jones, A Macauley, B McLoughlin, K Redhead, M Smith & N Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs L Knightly and D Mulvaney. Cllr L Gledhill was absent without apology.

2. Declarations of Interest

Cllr L Griffiths declared a prejudicial interest in agenda item 6 – Planning – 0/52540, as she is the applicant of the planning application, and she withdrew from the meeting whilst this planning application was being discussed.

Cllr B Griffiths declared a non-prejudicial interest in agenda item 6 – Planning – 0/52540, as he is a Volunteer at Kinmel Bay Football Club, and therefore he took part in the Council business.

Cllrs A Macauley, L Griffiths, B Griffiths and B McLoughlin all declared a non-prejudicial interest in agenda item 22 – Small Grant Applications as they are LEA Governors of Ysgol Y Foryd and they took part in the Council business

3. Public Participation

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

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 14/05/2025 be approved and signed by the Chairman.

5. Matters Arising

There were no matters arising from the above-mentioned meeting minutes.

6. Planning

0/52527

Proposal: Proposed part change of use of B8 – Storage containers to Part B1 – Light Industrial. Erection of replacement steel framed building and alterations of 2 no office buildings.

Resolved that: - Whilst the Town Council has no objection regarding the change of use of the storage containers, they feel a time restriction on opening hours should be considered (8am to 6pm and no Sunday hours).

0/52531

Proposal: Variation of condition no 4 of planning approval 0/40995 (Variation of condition No 3 of planning permissions 0/27200 to allow for the siting of 23 static caravans in place of the touring caravan park) to allow for the change to wording to read the static caravans shall not be occupied between 8th January and 1st March in any one year.

Resolved that: -No Objection

0/52540

Proposal: Erection of 2 x 40ft converted shipping containers as football spectator stands with seating for 50 people, wheelchair and disabled access.

Resolved that: - No Objection

7. TKBTC Newsletter

Resolved that: - The second edition of the TKBTC Newsletter be approved as presented by the Clerk.

8. Summer Play Schemes

Noted the locations and dates of the Playing Out sessions provided by Conwy CBC, and funded by TKBTC.

9. Llais Report

Noted: -

- a) The March Public Forum Event Report received from Llais Cymru following their event in Kinmel Bay.
- b) Llais Cymru are raising the Kinmel Bay residents' concerns with Betsi Cadwaladr University Health Board and will update the Town Council once they have received the feedback.

10. Pen Uchaf Proposed Railway Bridge CCTV

Noted: -

- a) The Email correspondence between Conwy CBC and Network Rail regarding potential funding sources for the installation of CCTV at the proposed new railway bridge.
- b) The Email correspondence between Towyn and Kinmel Bay Town Council and Abergele Town Council, suggesting a cost-sharing arrangement for the installation of CCTV and the ongoing annual monitoring costs managed by Conwy CBC, subject to Network Rail funding the installation and ongoing cost of the required power supply.
- c) The Email response received from Abergele Town Council confirming their agreement to cover 50% of the costs.

Resolved that: -

- a) Towyn and Kinmel Bay Town Council will share the cost of installing CCTV on the proposed new railway bridge at Pen Uchaf and the ongoing annual monitoring costs payable to Conwy CBC, with Abergele Town Council (50% split) subject to Network Rail funding the

installation and the ongoing cost of the required power supply. The estimated costs are approximately £1,000- £1,500 for the CCTV installation and £272 per annum for Conwy CBC's monitoring service.

- b) It was agreed to allocate a New CCTV EMR budget of £2,000.
- c) It was agreed that the Clerk will also write to Conwy CBC to request that they ask Network Rail if they would consider installing a CCTV camera on Sandbank Road Bridge at the same time as the Pen Uchaf Bridge, as this would be beneficial to local residents.

11. Owain Glyndwr Community Garden

Noted: -

- a) Cllr M Jones provided an update on the Community Garden. At the beginning of the project, there was strong community involvement, with residents helping to maintain the garden and attending meetings. However, interest has since declined, and the garden has now been open for two months without any usage. Cllr M Jones, the sole volunteer responsible for opening and closing the garden daily, is no longer willing to continue this role due to the ongoing lack of community engagement. It was suggested that the space may be better utilised as allotments.
- b) Noted that the official copy of the Register of Title for the Land presently specifies that the transferee shall use the land only as a public open space and for no other purpose.
- c) The email received from Conwy CBC regarding clarification/guidance on the change of use of the community garden to allotments.
- d) The Clerk has written to the Welsh Government and the Grant Funding Team at Conwy CBC to seek clarification and confirmation regarding the proposed change of use for the garden.
- e) As the Towyn Council owns the land, any future allotment leases would be managed in-house by the Town Council.

Resolved that: - The Community Garden will be closed to the public until a response is received from the Welsh Government and the Grant Funding Team at Conwy CBC regarding clarification/guidance on the change of use to allotments.

Supports 'a Healthier Wales' by offering physical and mental health benefits. It encourages physical activity, improves mental well-being by reducing stress, and provides access to fresh, nutritious food. Additionally, communal gardens often provide a space for residents to come together, promoting social health. The project encourages equality by ensuring the garden is accessible to everyone and providing a shared space for all members of the community to contribute and benefit from the garden.

12. Conwy Smart Towns Free Wi-Fi

Noted: -

- a) The Kinmel Bay footfall Data Report from January 2025 – March 2025.
- b) The Towyn footfall Data Report from January 2025 – March 2025.

c) Email correspondence received from Conwy CBC providing an update on the proposed extensions to the existing public Wi-Fi scheme, specifically to include coverage along Sandbank Road and St Asaph Avenue.

The estimated costs for the proposed extensions are as follows: -

- £13,640.36 for the section from Glan Morfa to Gors Road (Sandbank Road).
 - £7,846.46 for the section from Bronwen Avenue to the entrance of the Kinmel Bay Beach car park. (St Asaph Avenue).
- d) Conwy CBC has advised that they are currently awaiting confirmation of grant funding for the 2025/26 financial year and at this stage Conwy CBC have indicated that they cannot confirm whether this proposal meets the SMART Towns Wi-Fi criteria.
- e) Email correspondence received from Conwy CBC providing an update regarding the street lighting columns on Sandbank Road. A statement from the Street Lighting department confirms that the current condition of the columns would likely result in failure if subjected to a structural inspection.

It has been suggested that any future proposed Wi-Fi installation should be carried out concurrently with the planned street lighting upgrades, which would be financed by the Street Lighting department in Conwy CBC.

Conwy CBC has confirmed that the upgrade of the street lighting columns on Sandbank Road, Towyn will be included in their Autumn/Winter works schedule and is expected to be completed within the current financial year. Conwy CBC will contact the Street Lighting team in August or early September to obtain a more precise timeframe for the works and will provide a further update to the Town Council once this information is available.

f) Wi-Fi Scheme Extension – Funding Considerations.

If external grant funding becomes available, a 25% match funding contribution would be required from the Town Council. Based on this estimate, the match funding amounts would be: -

- Sandbank Road extension - £3,410
- St Asaph Avenue extension - £1,962
- Total match funding for both schemes - £5,372
- Total cost of both schemes (before any grant funding) - £21,487.62

Members were asked to consider the following options: -

- Fund both schemes in full at a total cost of £21,487.62.
- Match fund one or both schemes once grant funding is confirmed and available.
- Defer the decision until further and more meaningful usage data is received for the existing public Wi-Fi scheme.
- Decide not to proceed with any extensions to the current Wi-Fi scheme.

Proposal One: - To match fund up to 25% of the proposed schemes (estimated cost £5,372) subject to Conwy CBC securing a grant to fund the remaining 75%, and subject to Conwy CBC replacing the existing street lighting on Sandbank Road.

Proposal Two: - Not to extend the proposed Wi-Fi scheme.

Resolved that: - Proposal Two be approved – Not to extend the proposed Wi-Fi scheme.

Noted the following supporting documents: -

- a) Explanation of how footfall data is collected via the public Wi-Fi system.
- b) Report from Cllr B Griffiths.
- c) Email from Cllr L Griffiths.
- d) Email from Conwy CBC (Cllr L Griffiths) outlining key factors to consider when reviewing the footfall data reports.
- e) Towyn and Kinmel Bay footfall data reports for the May Bank Holidays.

Supports 'A More Equal Wales' as Data on how and when residents and visitors use public Wi-Fi helps local authorities and partners understand community needs, including identifying underserved areas or groups who may face barriers to digital access.

Supports 'A Wales of Cohesive Communities' as Data helps identify how public spaces are used and can guide improvements that foster stronger community connections and safer, more welcoming environments.

Cllr K Redhead joined the meeting late at 20:00.

13. 2025 Section 6 Biodiversity Report & Action Plan

Resolved that: - The 2025 Section 6 Biodiversity Report & Action Plan be approved as presented by the Clerk.

Supports 'A Wales of Cohesive Communities' by encouraging community engagement in biodiversity projects such as community gardens, tree planting, and habitat restoration.

Supports 'A Prosperous Wales' by supporting sustainable local economic activities through conservation and promotion of natural assets.

14. Benches

Resolved that: -

- a) The proposal to install one picnic bench and one standard bench at Tir Prince Park be approved. The standard bench will be installed outside the children's play area, and the picnic bench will be installed at the back of the defibrillator cabinet.
- b) The proposal to install two standard benches at Aled Gardens in Sandy Cove be approved. The exact locations will be confirmed by Cllr T Jenkins. The Clerk will write to the Sandy Cove Charity to obtain written authority for prior to installation.
- c) The Clerk will formally obtain quotes for the purchase and installation of the benches and will present the findings at next meeting on the 18/06/2025.
- d) It was agreed to allocate a new Bench budget of £3,500 for 2025-26.

Supports 'A More Equal Wales' as benches provide accessible resting places in public spaces, ensuring that people of all ages and abilities – including the elderly and those with mobility challenges – can comfortably enjoy community areas, promoting equality of access.

15. LED Solar Street Lights at Sandy Cove

Noted: -

- a) The Public consultation document results regarding the proposed installation of LED solar street lighting at Sandy Cove.
- b) The Proposed locations for the installation of LED solar street lights, as put forward by Cllr T Jenkins.
- c) Cllr T Jenkins statement to the residents of Sandy Cove.

Resolved that: -

- a) The proposed locations for the installation of LED solar street lights be approved, as put forward by Cllr T Jenkins.
- b) The Clerk will contact the relevant landowners/charity to obtain written authority for installation. A separate signed authority must be obtained for each light. Where a proposed location is between or near to two properties, written consent will be required from both property owners.
- c) The quote for £3,325.00 plus VAT from Wydels Electrical Wholesalers to purchase 10 x 20w solar lanterns and 4m posts be approved. Although it was the only quote received it was deemed to be excellent value for money as it includes a complete package of the lanterns and posts. Previous lantern packages purchased from Wydels have proven to be high-quality products with no reported issues.
- d) The quote for the sum of £1,700.00 plus VAT from Firdale Construction Ltd to excavate and install 10 x 4m lamp posts be approved, although it was the only quote received it was deemed to be excellent value for money and all the work previously undertaken by Firdale Construction Ltd has been completed on time, and to an excellent standard.

Supports 'A Resilient Wales' as the installation of LED lights enhances safety, which is directly linked to mental well-being and physical health, particularly for vulnerable groups, like the elderly or children, who are more at risk in poorly lit areas.

16. LED Solar Lights at Tir Prince Park

Resolved that: -

- a) The proposal to install an additional LED solar street light at Tir Prince Park, near the outdoor gym equipment, be approved. This installation will be carried out concurrently with the LED solar street light installations at Sandy Cove.
- b) The quote of £332.50 plus VAT from Wydels Electrical Wholesalers to purchase 1 x 20w solar lanterns and 4m posts be approved. Although it was the only quote received, it was deemed to excellent value for money as it includes a complete package of the lantern and post. Previous lantern packages purchased from Wydels have proven to be high-quality products with no reported issues.
- c) The quote of £170.00 plus VAT from Firdale Construction Ltd to excavate and install 1 x 4m lamp post be approved, although it was the only quote received it was deemed to be excellent value for money and all the work previously undertaken by Firdale construction Ltd has been completed on time, and to an excellent standard.
- d) The quote of £22.50 from CRJ Electricals to install 1 x solar lantern head be approved. Although it was the only quote received, CRJ Electricals are the approved Town Council Contractor for electrical work.

- e) It was agreed to increase the LED Solar Lights budget by £50.00, to a total budget of £5,800.

17. Community Assets

Noted: -

- a) The informal meeting notes from meeting with Conwy CBC held on the 15th May, 2025.
- b) The email received from Conwy CBC providing an update on the asset transfers.
- c) That for grant funding purposes, the Town Council would require ownership of Ffordd Y Berllan field, as only seven years remain on the existing lease.

Resolved that: - Members are supportive of further exploring the potential transfer of the Kinmel Bay Community Centre foot print (Full site to include Kinmel Bay Community Centre, Kinmel Bay Library, NHS Clinic, carpark and grassed areas) and Ffordd Y Berllan field to the Town Council.

Supports 'A More Equal Wales' by ensuring accessible, inclusive facilities for all residents.

18. Bus Shelter Survey 2025-26

Noted the 2025 H1 Internal Bus Shelter Survey which has been completed by the Clerk.

19. Tree Survey

Noted the Q2 Internal Tree Survey which has been completed by the Clerk.

20. Chester Avenue Woodland Benches

Noted the two remaining picnic benches have now removed Chester Woodland following the recent antisocial behaviour/fires, as per the advice received from North Wales Fire Service. As they were both damaged they are unable to be relocated elsewhere, and have therefore been scrapped.

21. 2025-26 Environmental Improvements Work Schedule

Noted the updated 2025-26 year to date Environmental Improvements Work Schedule as presented by the Clerk.

22. Small Grant Applications

Noted: -

- a) The Small grant application received from Trefor Avenue, Sandy Cove residents.
- b) The Small grant application received from Ysgol Y Foryd Parent and Teacher Association.

Resolved that: -

- a) A small grant of up to £191.48 be approved for the Trefor Avenue residents (Sandy Cove) to support the rejuvenation of the Trefor Avenue Green. The Clerk will contact the Sandy Cove residents charity to obtain written permission and the Town Council will purchase the items on behalf of the residents.
- b) A small grant of £140.00 be approved for Ysgol Y Foryd PTA to purchase a Numbots subscription (an online maths resource) for Years 1 and 2.

23. Draft Community Place Plan Committee Minutes

Noted the draft Community Place Plan Committee meeting minutes held on the 28/05/2025.

24. Community Defibrillators

Noted the update provided by Cllr M Jones.

- Some batteries will require replacement in the near future.
- Three defibrillators were taken out on the same night but were not used.

25. Kinmel Bay Multi Activity Community Extravaganza

Noted the email received from Conwy CBC inviting community groups to attend a community activity session at Y Morfa on Friday 11th July 2025, 4-8pm as part of the Active North Wales Place Based Initiative. Responses to this invite need to be submitted to ellis.jones@conwy.gov.uk by the 20th June, 2025. This email was circulated to members on the 11th May, 2025.

26. Conwy County Borough Councillor Updates/Reports

The County Councillors reported they had nothing to report.

Meeting Closed: 20:30

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Signed by the Chair of the next Full Council meeting on 18/06/2025.