

Towyn & Kinmel Bay Town Council

Draft Minutes of the Community Place Plan Committee Meeting - (Hybrid Meeting) held on Wednesday 9th September, 2026 at 6:00pm

Present Cllrs: M Jones, D Mulvaney & N Smith

Present Co-Opted Non-Cllrs: J Sharp, J Cook, S Scullion, S Stanco, M Roberts

Deputy Clerk: Katherine Evans

Conwy CBC Officers: S Wetton

1. Apologies

Apologies for absence were received from Cllrs B Griffiths, L Griffiths, T Jenkins, M Smith & B McLoughlin. Non-Councillor members P Scott, A Williams & N Oakley.

Absent without apology: - Non-Councillor members C Sheward.

2. Declarations of Interest

There were no declarations of interest.

3. Public Participation

No members of the public were present.

4. Minutes

Resolved that: - The minutes of the Community Place Plan Committee meeting held on 08/06/2026 be approved and signed.

5. Matters Arising

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

6. Proposed Christmas Market

Noted that: - A proposal had been received to hold a Christmas Market at Kinmel Bay Community Centre, with local stallholders invited to attend and sell locally made crafts and products.

Resolved that: -

- a) The proposal to hold a Christmas Market at Kinmel Bay Community Centre be approved.**
- b) The Christmas Market will take place on Sunday, 6th December 2026, from 10:00am to 4:00pm.**
- c) Stallholders will be invited to attend the Christmas Market, with the stallholder fee to be determined once the anticipated running costs of the event have been established.**
- d) The draft Christmas Market Risk Assessment, Stallholder Safety Checklist Application Form, and Stallholder Terms and Conditions, as presented by the Deputy Clerk, be approved. The Deputy Clerk and Non-Councillor Member Judith Sharp will work together**

to finalise the documentation and ensure that all necessary licences, permissions and other event requirements are identified and put in place prior to the event.

- e) The stallholder fees will be used to cover the running costs of the Christmas Market, with any remaining balance donated to a charity selected by the Mayor.
- f) Stallholders will be responsible for providing their own risk assessments, evidence of appropriate food hygiene certification, allergen information and compliance with relevant food labelling requirements. Copies of all relevant documentation must be provided to the Town Council prior to the event.

7. Towyn Allotments

Noted: - Conwy CBC's response to the request for clarification regarding the number of vacant allotment plots in Towyn. Conwy CBC confirmed that there are currently nine vacant plots at the Towyn Way West Allotment site. Site inspections will be undertaken to identify any tenanted plots that are not being maintained and to assess and improve the condition of currently vacant plots. Once these works have been completed, Conwy CBC will contact residents on the Towyn Way West allotment waiting list and invite them to view the available plots.

8. Proposed Music Event

Resolved that: - The proposed music event will be postponed until 2027-28.

Supports 'A Wales of Vibrant Culture and Thriving Welsh Language' as music is a cultural expression and strengthens identity, creativity and community.

9. Sandy Cove Drains

Resolved that: - This agenda item be referred to the Town Council for consideration rather than the Community Place Plan Committee, as Members considered that it would be more appropriately dealt with by the Full Council. The Deputy Clerk will contact Cllr M Smith and ask him to provide an update for a future Town Council meeting.

10. Land Parcels owned by Welsh Government within Towyn and Kinmel Bay

Noted that: -

- a) The response received from the Welsh Government regarding the requested information on land parcels owned by the Welsh Government within Towyn and Kinmel Bay, which will assist the Community Place Plan Committee in developing its understanding of land ownership within the area and support future community planning, regeneration and engagement initiatives.
- b) The Welsh Government confirmed that Property Infrastructure does not own or manage any land within the area identified in the Council's request. However, Welsh Government's Place Division, who manage Welsh Government-owned land within the area, have been copied into the correspondence but no response has been received from the Place Division to date.

Resolved that: - This agenda item be referred to the Town Council for consideration once the information has been received rather than the Community Place Plan Committee, as Members considered that it would be more appropriately dealt with by the Full Council.

Meeting Closed: 18:34

Signed by the Chair of the next Community Place Plan Committee on 09/12/2026.

DRAFT