

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council – (Hybrid Meeting) held on Wednesday 18th June, 2025 at 7:00pm

Present Cllrs: G Corry, L Gledhill, B Griffiths, L Griffiths, D Johnson, T Jenkins, M Jones, B McLoughlin, D Mulvaney, K Redhead, M Smith & N Smith.

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs A Macauley and T Bibby. Cllr L Knightly was absent without apology.

2. Declarations of Interest

Cllr G Corry declared a prejudicial interest in agenda item 6 – Co-Option (Non-Councillor) Community Place Plan Committee as he is employed by one of the applicants, and he withdrew from the meeting whilst this agenda item was being discussed.

Cllr K Redhead declared a prejudicial interest in agenda item 7 – Planning, as she is a member of the Planning Committee at Conwy CBC, and she withdrew from the meeting whilst this agenda item was being discussed.

Cllr B Griffiths and L Griffiths declared a prejudicial interest in item 7 – Planning as applicant 0/52607 is their neighbour and they withdrew from the meeting whilst this item was being discussed.

3. Public Participation

There was one member of the public present as part of the Co-Option (Non- Councillor) process of the Community Place Plan Committee.

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 11/06/25 be approved and signed.

5. Matters Arising

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

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

Noted: -

a) Four Co-Option (Non-Councillor) Expression of Interests for the Community Place Plan Committee have been received.

b) One Expression of Interest was not fully completed; the Conflict-of-Interest section will need to be completed at the next Community Place Plan Committee meeting.

Mrs Judith Sharp attended the meeting to deliver a brief presentation in support of her Expression of Interest to become a Co-Opted (Non-Councillor) member of the Community Place Plan Committee.

Resolved that: -The four Expressions of Interests all be approved, and that the applicants be Co-Opted onto the Community Place Plan Committee as non-Councillor members.

7. Planning
0/52593

Proposal: Proposed single storey side extension

Resolved that: - No Objection.

0/52607

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

Resolved that: - No Objection.

Cllr B McLoughlin joined late at 19:40.

0/51155

Notification of called in Planning Application

Noted that Planning application 0/51155 has been called in by the Welsh Government. A 'Comments on Case' form is available should members wish to submit any additional comments on the application.

8. Payments and Receipts

Resolved that: - The list of payments and receipts for the period 01/05/2025 to 31/05/2025, which has been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

9. Bank Reconciliation

Resolved that: - The balances as at 31/05/2025, which have been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

10. 2025-26 Proposed Budget Changes

Resolved that: - The proposed budget changes for 2025-26, be approved as explained by the Clerk.

11. 2025-26 Budget Monitoring Reports

Noted: - The 3 x 2025-26 year to date budget monitoring reports as at 31/05/2025, including one with explanations for reportable/notable variances, as presented and explained by the Clerk.

12. Draft 2024-25 Town Council Annual Report

Resolved that: - The draft 2024-25 Town Council Annual Report be approved as presented by the Clerk.

13. Community Support Expenditure

Noted the 2025-26 Community Support Expenditure presently stands at £612.15.

14. Policies

Resolved that: - The following Health and Safety related policies be approved, as presented by the Clerk with no amendments required:

- 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

Noted the updated PFR work related Work Schedule for 2025-26.

16. Repair Café

Noted the progress regarding the Repair Café initiative. Three volunteer fixers have been successfully recruited, and plans are underway to hold the first Repair Café event in September 2025.

Support 'A Resilient Wales' by reducing waste by repairing electronics, clothing, furniture, and household items, cutting landfill contributions.

17. Committee Members

Noted the revised Committee Members following the recent Community Place Plan Committee meeting as presented by the Clerk.

18. Draft Microsoft Teams Risk Assessment

Resolved that: - The Draft Microsoft Teams Risk Assessment be approved as presented by the Clerk.

19. Small Grant Applications

Noted the small grant application received from the Rhys Avenue Residents (Sandy Cove).

Resolved that a small grant of up to £200.48 be approved for the Rhys Avenue Residents (Sandy Cove) to purchase timber to repair broken planters on the green. The Clerk will source equivalent quotes to the one provided in order to ensure best value for money, and will contact the Sandy Cove Charity to obtain written permission. The Town Council will then purchase the items on behalf of the residents.

Support 'A More Equal Wales' as grants made available to all community groups, regardless of size or status, helping remove barriers to access and engagement.

20. Tourism Levy

Noted the: -

- a) Email correspondence received from Cllr B Griffiths.
- b) Report received from Cllr B Griffiths.
- c) Letter received from Mark Drakeford MS to Cllr B Griffiths.
- d) Email received from Conwy CBC to Cllr B Griffiths.

Proposal – Cllr B Griffith proposed that Towyn and Kinmel Bay Town Council write to Conwy CBC to express their interest and determination for the proposed levy.

Resolved that: - The Town Council will not write to Conwy CBC to express their interest and determination for the proposed levy at this time as it was felt that insufficient information available regarding the proposed levy.

21. Community Boundary Services 2025 and Public Consultation

Noted the: -

- a) Email received from Conwy CBC informing the Town Council that they are undertaking a Community Boundary Review.
- b) Formal consultation will run from the 23rd May 2025 to 11th July 2025.
- c) Members are encouraged to make representations by completing the questionnaire on Conwy CBC website. (A questionnaire will need to be completing for each community ward that comments being made for).
- d) Draft proposals will be published in October 2025.

22. Benches

Resolved that: -

a) The quote for £1,640.00 plus VAT (1.7m Vertical Back Bench £385 each and Picnic bench £485) from Plastecowood to purchase four benches (three standard benches and one picnic bench) be approved. Out of the two quotes received it was deemed to be excellent value for money.

b) The quote for £1790.00 from Dig It to install concrete bases for the benches be approved. Although it was the only quote received it was deemed excellent value for money and Dig It have carried out previous works for the Town Council to a high standard with no reported issues.

Noted that the Clerk will note on the order that the previously purchased benches were not bonded sufficiently and did not last as long as expected.

23. Welsh Government Funding – Grant Applications

Noted that three grant applications have been submitted to the Regeneration Fund at Conwy CBC for the following projects:

- Ffordd Y Berllan field enclosed dog exercise area
- Kendal Road Park enclosed dog exercise area
- Clwyd Park accessible footpath and LED solar lighting

Public consultations have been completed, and if successful, notification is expected by 27th July 2025. Due to the short deadline, the applications were submitted prior to tonight's meeting (deadline: 16th June 2025).

24. Ffordd Y Berllan – Proposed Dog Exercise Area

Noted the Public Consultation results from Residents on Ffordd Y Berllan and surrounding areas.

Resolved that: - A site meeting will take place at Ffordd Y Berllan Field on the 24/06/2025 at 2pm to discuss/reassess the location of the proposed fenced area.

25. Clwyd Park Park – Proposed accessible footpath and LED solar lighting

Noted the Public Consultation results from Residents on Clwyd Park and surrounding areas.

26. Conwy County Borough Councillor Updates/Reports

Cllr B McLoughlin reported that she had attended the Conwy CBC Planning Committee meeting earlier that day and informed members that, unfortunately, the planning application relating to Jacksonville Farm in Towyn was not successful.

Cllr N Smith reported that a number of complaints have been received from local residents and businesses regarding black smoke coming from Tilery Estate. Emails concerning the issue have been circulated to Natural Resources Wales and Conwy CBC's Environmental Enforcement Department.

Conwy CBC is working on measures to mitigate the projected £20,000,000 budget shortfall for the 2026/27 financial year.

Cllr K Redhead reported that a memorial bench, funded through local fundraising to commemorate the recent passing of the young Chester Avenue resident, will be installed on Cartrefi Conwy land at Chester Avenue.

The amalgamation of the two primary schools, Ysgol Y Foryd and Ysgol Maes Owen, is now in its final stages. The consultation will be presented to the Education Scrutiny Panel and then to Cabinet in August 2025. A new Governing Body will be established in readiness for September 2025.

Following recent incidents of anti-social behaviour in the area, a portable CCTV camera has been installed on Chester Avenue. Cllr Redhead has been collaborating with local schools, Conwy CBC, and North Wales Police to address these issues.

The recent planning applications relating to Y Morfa Leisure Centre were approved at the Planning Committee Meeting earlier today.

Cllr M Smith reported that following the sudden closure of Towyn Fun Club, local childcare facilities have stepped in to provide after-school provision for many families, and the local primary schools have introduced breakfast club provision.

Meeting Closed: 20:32.

Signed by the Chair of the next Full Council meeting on 30/07/2025.