

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council - (Hybrid Meeting) held on Monday 20th April, 2026
at 7:00pm

Present Cllrs: T Bibby, L Gledhill, B Griffiths, L Griffiths, T Jenkins, D Johnson, M Jones, L Knightly, K Redhead, M Smith & N Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

There were apologies received from Cllrs G Corry, L Derbyshire, B McLoughlin and D Mulvaney.

2. Declarations of Interest

Cllr N Smith declared a prejudicial interest in agenda item 6 – Planning, as he is a member of the Planning Committee at Conwy CBC, and he withdrew from the meeting whilst this agenda item was being discussed.

3. Public Participation

There were no members of the public present.

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 18/03/2026 be approved and signed by the Chairman.

5. Matters Arising

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

6. Planning

0/53322

Variation of condition no. 2 of planning approval 0/49256 (Alterations and construction of new roof to provide additional accommodation at first floor level within roof structure of new roof to provide additional accommodation at first floor level within roof structure together with single storey flat roof side extension in lieu of existing garage) to allow approval of adjusted design proposals.

Resolved that: - No Objection

Cllr K Redhead arrived late at 19:03

7. 2025-26 Asset Register

Resolved that: - The 2025-26 Asset Register, as at 31/03/2026, be approved as presented and explained by the Clerk.

8. 2025-26 Investment Register

Resolved that: - The 2025-26 Investment Register, as at 31/03/2026, be approved as presented and explained by the Clerk.

9. Payment & Receipts

Resolved that: - The list of payments and receipts for the period 01/03/2026 to 31/03/2026 which have been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented and explained by the Clerk and signed by the Chairman.

10. Bank Reconciliations

Resolved that: - The balances as at 31/03/2026 which have been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented and explained by the Clerk and signed by the Chairman.

11. 2025-26 Budget Monitoring Reports

Resolved that: - The 3 x 2025-2026 year to date budget monitoring reports as at 31/03/2026, including one with explanations for reportable/notable variances be approved as presented and explained by the Clerk.

Cllr M Smith arrived late at 19:07

12. Proposed Budget Changes for 2025-26 & 2026-27

Resolved that: - The proposed budget amendments for 2025-26 & 2026-27 be approved, as presented and explained by the Clerk.

13. 2025-26 Work Schedules

Noted the: -

- a) The completed/year end 2025-26 Environmental Improvements Work Schedule.
- b) The completed/year end 2025-26 Finance & General Work Schedule.

14. 2025-26 Internal Audit

Noted the 2025-26-year end Internal Audit Report/completed year end Action Plan, and the 2025-26 Internal Audit Report as presented and explained by the Clerk.

Resolved that: -

- a) **The Year End Internal Audit Report for 2025-26 be approved.**
- b) **The completed Action Plan, relating to the 2025-26 Year End Internal Audit Report, be approved and signed, as presented and explained by the Clerk.**
- c) **The 2025-26 Internal Audit Report be approved as presented and explained by the Clerk.**

15. Annual Return 2025-26

Resolved that: -

- a) **The Annual Governance Statement reflects the position of the Council, and that the document be signed by the Chairman of the Full Council and the Town Clerk/R.F.O.**
- b) **The Statement of Accounts/Audit for 2025-26 be approved and signed by the Chairman of the Full Council and the Town Clerk/R.F.O.**

- c) **The Annual Return be signed by the Chairman of the Full Council and the Town Clerk/R.F.O.**

16. TKBTC Meeting Days for 2026-27

Resolved that: - The meeting times and days will remain on a Monday or Wednesday at 7pm for 2026-27. Dates will be approved at the Annual Meeting on the 13/05/2026.

17. Site meeting at Tir Prince Park on 10/03/2026

Noted: -

- a) The meeting notes from the site meeting at Tir Prince Park held on 10/03/2026 with Councillors, the Clerk and Conwy Officers.
- b) The email received from the Playground Officer at Conwy CBC which includes proposed suggestions for progressing works at Tir Prince Park, Chester Avenue Play Area, and Kinmel Bay Promenade. The proposals include seeking quotations to improve the drainage system, replacing the surfacing beneath the outdoor gym equipment, and removing the existing steel skate park at Tir Prince Park. Further works include replacing the climbing walls on the Spaceship climbing frame at Chester Avenue Play Area, and exploring options for a new recreational area on Kinmel Bay Promenade once the flood defence works have been completed.
- c) The small concrete bowl skatepark on the promenade is not considered a feasible option, as wind-blown sand would accumulate within the structure and render it unusable.

Resolved that: - A Public Consultation will take place to engage with the local community on the play equipment options and the results will be submitted to the Playground Officer at Conwy CBC.

Supports 'A Healthier Wales' as play schemes actively support healthier lifestyles by encouraging regular physical activity and improving children's mental wellbeing.

18. Community Place Plan Committee

Noted the draft minutes of the Community Place Plan Committee meeting held on the 23/03/2026.

19. Removal of fly tipping rubbish at Sandy Cove

Noted that the fly tipped rubbish at Sandy Cove has been removed by a Town Council contractor.

20. Kinmel Bay Flood Defence Works – Site Visit

Noted that:-

- a) A visit to the Kinmel Bay Flood Defence works site was attended on the 17/03/2026 by the Clerk and Councillors.
- b) The report prepared by Councillor B Griffiths relating to the site visit.

Supports 'A Resilient Wales' Flood defence schemes directly contribute to a resilient Wales by reducing vulnerability to flooding and improving the ability of communities and ecosystems to adapt to climate change.

21. Vacant Room in TKBTC Community Resource Centre Building

Noted that: -

- a) The existing tenant has issued notice to vacate the upstairs office space in the Community Resource Centre and will leave on the 30/04/2026.
- b) A new tenant has been secured for the vacant upstairs office space and her tenancy will begin on the 01/05/2026.

22. Draft – Edition 4 – Draft TKBTC Newsletter

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

Supports 'A Wales of Cohesive Communities' as a regular newsletter supports cohesive communities by improving communication, increasing awareness of local initiatives, and strengthening connections between residents.

23. 2026 – Q1 Tree Survey

Noted the completed Q1 2026-27 Tree Survey.

24. 2026 – Bus Shelter Survey

Noted the completed H1 2026-27 Bus Shelter Survey.

25. Pride in Place Grant Application

Resolved that: - The Pride of Place Grant application be ratified as presented by the Deputy Clerk.

26. Draft 2025-26 Wellbeing of Future Generations Report

Resolved that: - The Draft 2025-26 Wellbeing of Future Generations Report be approved as presented by the Clerk.

27. Towyn & Kinmel Bay – Prohibition & Restriction Waiting Order 2026

Noted the response received from Conwy CBC in relation to seeking clarification on the reasoning behind the parking restriction proposals at Sandbank Road.

Resolved that: - The Deputy Clerk will write to Conwy CBC to formally object to the proposed year-round parking restrictions on Sandbank Road, Towyn. Councillors considered that the restrictions would have a negative impact on local businesses operating throughout the year. It was further noted that residents of Sandbank Road have been consulted and do not support the proposed restrictions. Members also requested that a meeting be arranged with Conwy CBC Officers to discuss the matter further.

28. Conwy County Borough Councillor Updates/Reports

Cllr M Smith reported that activity within Conwy CBC is currently limited due to the pre-election period.

Cllr K Redhead reported that a off-road biker has had their bike seized by local police. The police continue to operate from Chester Avenue Community House, which is proving to be an effective deterrent to antisocial behaviour.

Cllr N Smith reported that he had attended a meeting with the Sandy Cove Residents Association which is under new Chairmanship.

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Signed by the Chair of the next Full Council meeting 05/05/2026.

DRAFT