

Towyn & Kinmel Bay Town Council

Minutes of the Full Council - (Hybrid Meeting) held on Tuesday 22nd April 2025 at 7:00pm

Present Cllrs: T Bibby, L Gledhill, B Griffiths, L Griffiths, D Johnson, L Knightly, A Macauley, B McLoughlin, K Redhead & N Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs G Corry, T Jenkins, D Mulvaney, M Jones and M Smith.

2. Declarations of Interest

Cllr K Redhead declared a prejudicial interest in agenda item 6 – 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.

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 19/03/2025 be approved and signed by the Chairman.

5. Matters Arising

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

6. Planning

0/52413

Proposed demolition of existing garage/storage building and the erection of a single-storey extension to the side and rear of the existing dwelling & associated works.

Resolved that: - No Objection

0/52430

Removal of existing hipped roof and provision of new gabled roof to provide additional living accommodation at first floor level. Erection of front entrance porch.

Resolved that: - No Objection

0/52441

Erection of flat roofed extensions to front and rear of dwelling.

Resolved that: - No Objection

0/52455

Variation of condition no's 2, 4, 5 & 7 of planning approval 0/50031 (Replacement of 12 touring caravans with 8 static caravans currently permitted at Ty Gwyn Caravan Park, together with associated works) to allow for an amendment to the site layout and discharge of condition 4 (Hard & Soft Landscaping) 5 (Colour & Materials) & 7 (Foul & Surface Water Drainage Systems).

Resolved that: - No Objection

0/52462

Single storey rear and double storey side extension.

Resolved that: - No Objection

0/52467

Change of use of former B1/B8 building to restoration of Classic Cars, side extension, storage containers and area of hardstanding for vehicle storage.

Resolved that: - No Objection, the Town Council fully supports the application, as it's a tidy and well-run site.

7. Annual Meeting

Resolved that: -

- a) The 2025-26 Annual meeting will include refreshments which will be served at the end of the meeting.**
- b) The meeting will be held on Wednesday 14/05/2025.**
- c) The Mayoral chains will be formally presented to the incoming Mayor in the Boardroom immediately following the Annual Meeting.**

8. 2025 Tree Survey

Noted the completed Q1 2025-2026 Tree Survey.

9. Proposed 2024-25 Budget Changes

Resolved that: - The proposed budget changes for 2024-25 be approved, as presented and explained by the Clerk.

Cllr B McLoughlin joined the meeting late at 19:15

10. Grants

Resolved that: -

- a) The draft Small Grants Policy and Application Form be approved, subject to the following amendment: The criteria be changed from 'must have' to 'should have', to allow groups without a Governing Document and/or a bank account in the name of the group or a bank account with a minimum of two signatories to apply.**
- b) Small grants of up to £250 will be considered as and when the applications are received by the Full Council.**
- c) Councillors will have full discretion to approve applications based on their individual merits, rather than solely on whether they meet the stated criteria.**

11. Conwy CBC Free Wi-Fi Scheme

Noted that: -

- a) The Conwy CBC Smart Towns Wi-Fi Scheme has been completed.
- b) The final figure paid to Conwy CBC relating to the Town Council's match funding towards the free Wi-Fi scheme is a reduced sum of £11,185.70 (Reduction of £1,660.13).

Two Proposals were received: -

Proposal One – The amount of £1,660.13 be transferred from EMR for the Conwy CBC Free Wi-Fi Scheme into the EMR for the Solar Farm Grant.

Proposal Two – That the amount of £1,660.13 be retained in the EMR for the Conwy CBC Free Wi-Fi Scheme, and that the Clerk will contact Conwy CBC to enquire about the cost of extending the free Wi-Fi along Sandbank Road in Towyn.

Resolved that: -

- a) That the amount of £1,660.13 be transferred into the EMR for the Solar Farm Grant.**

Noted that five members voted for proposal one and five members voted against, therefore the Chairman of the Full Council used her casting vote.

- b) The Clerk will contact Conwy CBC to enquire about the cost of extending the free Wi-Fi along Sandbank Road in Towyn.**
- c) The Clerk is to request the data reports from Conwy CBC to assess the usefulness of the data collection.**

12. Electricity

Noted that the Business Energy Contract with EDF Energy could not proceed due to the Community Resource Centre's dual MPAN electricity meter configuration – one for import and one for export as a result of the solar panel installation. As EDF does not support customers with dual MPAN setups, the proposed contract failed its quality assurance check, consequently, a new energy supplier needs to be sourced.

Resolved that: -

- a) The quote from EON Next for the supply of electricity at a rate of £0.30500 per kwh with a daily standing charge of £0.48, and an estimated annual cost of £1,089.89 plus VAT (based on approximate annual usage of 2,999 kwh, subject to actual usage) be approved on a 36-month fixed price contract. The contract is to commence on 02/05/2025 and end on 01/05/2028. Out of the three quotes received, EON Next was the lowest quote and was considered the best value for money.**
- b) The new EON Next contract will be signed on behalf of the Town Council by the Chairperson of the Full Council and the Appointed Finance Councillor, and that their signatures will be witnessed by the Clerk.**

Supports "A Prosperous Wales" by securing a competitive electricity contract ensures financial efficiency, reducing public spending on utilities and freeing up resources for community projects.

13. Financial Regulations

Resolved that: - The revised Financial Regulations be approved as explained and presented by the Clerk.

14. Solar Lights

Noted that: -

- a) At the Full Town Council Meeting held on 5th June 2024, Councillors agreed on a list of locations for potential future Solar LED Light Schemes.
- b) Following the meeting, Cllr M Smith proposed additional locations for consideration.
- c) Three of the proposed locations by Cllr M Smith (Little Canada) fall within Denbighshire and are therefore outside the Council's jurisdiction. As such, only Elwy Circle alleyway and Park Avenue can be considered to be added to the list of potential locations.
- d) The suggested locations in Sandy Cove, as proposed by Cllr T Jenkins for 10 Solar LED lights.

Resolved that: -

- a) Elwy Circle Alleyway and Park Avenue be added to the list of potential locations.**
- b) To explore the implementation of 10 LED Solar Lights at the suggested locations in Sandy Cove, as proposed by Cllr T Jenkins.**
- c) A Public Consultation will be undertaken within the Sandy Cove area to gather community feedback.**
- d) 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.**
- e) The Deputy Clerk will explore potential grant funding opportunities to support the project.**

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.

15. TAN 15

Noted the email received from Darren Millar.

Noted the Written Statement Publication of the revised Technical Advice Note 15, Guidance on Town and Country Planning (Flood Risk Area Development) Direction 2025 and Technical Advice note 15, Development, Flooding and Coastal Erosion by the Welsh Government regarding updated planning guidance in relation to flood risk.

16. Christmas Lights Update

Noted that: -

- a) Nine of the existing commando sockets can no longer be used for Christmas lighting, as they are now occupied by Conwy CBC Wi-Fi equipment.
- b) The following options were presented for consideration: -
 - Supply and installation of coloured lights on the tree outside the Community Resource Centre at a cost of £2,050 plus VAT. This includes the supply of new lights,

power supply, and cabling. To mitigate wind damage, the lighting strings will be secured to 3mm stainless steel wire with a breaking capacity of 521kg.

- Refurbishment and restringing of the string lights on 35 Christmas light motifs at a cost of £4,480 plus VAT. This work will ensure that all motifs are fully functional for the upcoming season and will address the tripping issues that affected the motifs last year.
 - The estimated cost to fully replace the 35 Christmas light motifs would be between £12,000 and £15,000.
- c) Conwy CBC have quoted to replace the lamp post commando sockets at a cost of £400 per lamp post.

Resolved that: -

- a) **The quote of £2,050 plus VAT from SETS Ltd for the supply and installation of coloured lights on the tree outside the Community Resource Centre be approved, as although only one quote was received, SETS Ltd is the Town Council's approved Christmas light supplier/installer and the cost is considered to offer good value for money.**
- b) **The quote of £4,480 from SETS Ltd for the refurbishment and restringing of the string lights of 35 Christmas light motifs be approved as although only one quote was received, SETS Ltd is the Town Council's approved Christmas lights supplier/installer and the cost is considered good value for money.**
- c) **The Clerk will source additional quotes for the replacement of the commando sockets on nine lamp posts.**

Supports 'A Healthier Wales' as festive lighting uplifts community spirits, reduces feelings of isolation, and brings joy during darker winter months.

17. Grass Verges on the Entrance to the Owain Glyndwr Estate

Noted that: -

- a) Twenty houses located near the grass verges/entrance to Owain Glyndwr were approached via letter, seeking homeowners' views and thoughts on the proposal to plant trees on the grass verges as a potential solution to mitigate the issue of parking.
- b) Four responses to the Public Consultation regarding the proposal were received.
- c) Each response objected to the proposed planting of the trees on the grass verges.

Resolved that: - The trees will not be planted on the grass verges, as the views of the homeowners have been taken into consideration. The Council recognises the importance of maintaining positive relationships with residents and respecting their concerns regarding changes to their immediate environment.

18. Draft 2025-26 – Draft Environmental Improvements – Work Schedule

Resolved that: -

- a) **The draft Environmental Improvements work schedule for 2025-26 be approved as presented by the Clerk.**
- b) **The weed spraying project for 2025-26 be taken forward. The Clerk will contact Conwy CBC to confirm the timing of their scheduled weed spraying, enabling the Town Council to arrange for an additional spray, the same as the previous year. The Clerk will look to use the same company that carried out the weed spraying for Denbighshire and TKBTC last year to ensure continuity in the service.**

- c) **The proposed fencing project to create a designated dog exercised area/children's area at Ffordd Y Bellan Park be taken forward. The Deputy Clerk will explore grant funding opportunities to fund the project. A public consultation will be undertaken to gain residents' feedback.**
- d) **The proposed fencing project to create a designated dog exercise areas at Kendal Road Park be taken forward. To move forward with the project a site meeting with Conwy Officers and Councillors will be arranged. A Public Consultation will be undertaken to gain residents' feedback. As the park is owned by Conwy CBC, the Deputy Clerk will offer to support Conwy CBC in the grant funding application.**

Supports 'a Long Term Wales' as a detailed work schedule ensures projects are planned with future generations in mind, considering the lasting impact of today's decisions on tomorrow's community.

19. Owain Glyndwr Community Garden

Noted: -

- a) A Community Garden Open Day was held on 12th April 2025 from 1:00pm to 5:00pm. The event saw a good turnout, including children accompanied by parents/guardians, residents, and interested volunteers.
- b) Community Group Committee: Only one original committee member remains. However, a volunteer who attended the Open Day has agreed to join as a new committee member.
- c) The committee successfully secured a grant from Conwy CBC, which has been used to purchase seeds, pots, hand tools, compost, and polytunnels.
- d) From Monday 28th April 2025, the community garden will be open everyday from 9:00am to 9:00pm.
- e) If any members of the public have any concerns or issues please contact the Town Council Clerk on clerk@towynkinmelbay-tc.gov.uk or the Community Garden Committee on owainglyndwr.communitygarden@gmail.com

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.

20. Internal Audit

Noted the 2024-25 year end Internal Audit Report/completed year end Action Plan, and the 2024-25 Internal Audit Report as presented and explained by the Clerk.

Resolved that: -

- a) **The Year End Internal Audit Report for 2024-25 be approved.**
- b) **The completed Action Plan, relating to the 2024-25 Year End Internal Audit Report, be approved and signed, as presented and explained by the Clerk.**
- c) **The 2024-25 Internal Audit Report be approved as presented and explained by the Clerk.**

21. Annual Return 2024-25

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 2024-25 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.**

22. Conwy County Borough Councillor Updates/Reports

CLlr B McLoughlin advised that they did not have anything to report.

CLlr K Redhead reported that the resurfacing road works at Chester Avenue has been completed and the works along St Asaph Avenue will commence on the 28/04/2025.

CLlr N Smith reported that Conwy CBC is still awaiting confirmation regarding the proposed amendments to the 20mph speed limit on Foryd Road and St Asaph Avenue. Further updates will be provided once additional information is received.

Meeting Closed: 20:10

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Signed by the Chair of the next Full Council meeting on the 06/05/2025.