

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Hybrid Meeting) held on Monday 3rd November, 2025 at 7:00pm

Present Cllrs: B Griffiths, L Griffiths, D Johnson, 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 T Bibby, G Corry, L Gledhill, T Jenkins, L Knightly and A Macauley.

2. Declarations of Interest

There were no declarations of interest.

3. Public Participation

There were no applications from the public to address.

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 13/10/2025 be approved and signed.

5. Matters Arising

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

6. Planning

0/52881

Change of use from B1/B8 industrial to D2 Padel Tennis Centre.

Noted: -

- a) A letter of support from Darren Millar MS for the planning proposal.
- b) The Strategic Planning Policy Consultation Response, which highlights that the site is a safeguarded employment site within the Local Development Plan.

Resolved that: - No Objection. The Town Council is in full support of this project due to local need.

0/52923

Construction of a Concessions Building A3 and Toilet.

Resolved that: - No Objection

7. Llais Cymru Presentation

Noted that the presentation has been deferred from the Full Council meeting and will instead be held as an informal meeting during the day, following the Llais Regional Meeting on 14/11/2025.

8. Ffordd y Berllan Field LED Solar Lights

Resolved that: - The quote of £225 received from CRJ Electrical to install 9 x solar light heads be approved. Out of the two quotes received CRJ Electrical provided the lowest quote and have previously installed the LED solar lamp heads for the majority of the Town Councils LED solar light projects.

Cllr B McLoughlin requested that it be recorded in the minutes that she abstained from voting on this agenda item.

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.

9. Santa for a Senior

Mayor Cllr D Mulvaney provided an update on her proposed Santa for a Senior Activities for Christmas 2025.

Noted that two TKBTC Senior Citizen Christmas Parties will be held this year – one in Towyn and one in Kinmel Bay. The events will include food, entertainment, and a small gift for attendees.

The events are provisionally booked for 13th December, 2025.

10. Family Support at Christmas

Noted that both primary schools have been contacted to enquire if there are any Christmas events/projects that the Town Council could support with this year.

Supports 'A Wales of Cohesive Communities' by helping families during Christmas encourages social inclusion, enhances community spirit, and promotes mutual support across generations and 'A More Equal Wales' by directly addressing the goal of fostering an equal society where everyone, regardless of income or circumstances, has the opportunity to enjoy the season with their families.

11. Bus Shelter Funds

Noted: -

- a) The email response from Conwy CBC regarding the bus shelter funds.
- b) If Conwy CBC pays for repairs or installations from the funds they hold on behalf of the Town Council, the Town Council cannot reclaim the VAT, as the invoices will be in Conwy CBC's name. Conwy CBC also cannot reclaim the VAT, since the payments are being made from funds held on the Town Council's behalf.
- c) If the funds are returned to the Town Council, the Council would cease to participate in the Conwy CBC Bus Shelter Maintenance Scheme.
- d) The benefits of remaining in the scheme include Conwy CBC owning, managing, cleaning, maintaining, insuring, and 24/7 call-outs.
- e) Conwy CBC has successfully secured grant funding over the past five years to replace three of the six bus shelters in the Towyn and Kinmel Bay area (Kinmel Bay Community Centre, at the Seagull and at Palin's).

- f) Options include either retaining the funds within the Conwy CBC Bus Shelter Maintenance Scheme or returning the monies to the Town Council, thereby enabling the Council to assume full ownership and responsibility for the bus shelters

Resolved that: - The Town Council wish to remain in the existing Conwy CBC Bus Shelter Maintenance Scheme and that funds for the scheme will be continued to be held by Conwy CBC.

12. Bus Shelter Survey 2025-26

Noted the completed H2 Bus Shelter Survey as presented and explained by the Clerk.

13. Community Youth Representation

Noted: -

- a) The email response from One Voice Wales providing guidance and advice on the recruitment of a Youth Representative.
- b) The draft Youth Representative Application Form, Terms of Appointment and Poster.

Resolved that: -

- a) **Towyn and Kinmel Bay Town Council will seek to appoint a Youth Representative for the Town Council.**
- b) **The Youth Representative will be a non-statutory, non-voting co-opted representative and will not take part in Council business for exempt items on the agenda.**
- c) **The Deputy Clerk will proceed with advertising the expression of interest for the role of Youth Representative on the Town Council, using the draft Application Form, Terms of Appointment, and Poster, without any amendments.**

14. Proposed CCTV & Lighting on the new Ty Gwyn/Pen Uchaf Crossing

Noted: -

- a) The emails relating to the proposed installation of CCTV on the new Ty Gwyn and Pen Uchaf Railway crossing received from Conwy CBC.
- b) Conwy CBC's quote to install the CCTV camera on the Railway Crossing is significantly higher than previously estimated at a cost of £7,920 plus VAT.

Resolved that: -

- a) **The increased quote of £7,920 plus VAT from Conwy CBC to install CCTV at the new Ty Gwyn and Pen Uchaf Railway Crossing be approved. This cost will be shared jointly by Abergele Town Council and TKBTC, and the EMR CCTV budget will be increased from £2,000 to £4,000 to cover the additional expenditure for TKBTC.**
- b) **The cost of the CCTV will be covered from the Solar Grant Monies, and therefore the 2025-26 Solar Farm expenditure budget will be reduced from £14,721 to £12,721.**

15. Proposed CCTV & Lighting on Sandbank Road Railway Crossing

Noted: -

- a) The emails received from Conwy CBC relating to the proposed installation of CCTV and lighting on Sandbank Road Railway Bridge.
- b) Cllr Knightly's offer to supply and cover the ongoing costs of the electricity for both the CCTV and the lights.

Resolved that: -

- a) **The Sandbank Road CCTV EMR will be increased from £2,000 to £8,000 to cover these costs based on the expenditure costs provided by Conwy CBC.**
- b) **The cost of the CCTV will be covered from the Solar Grant Monies, and therefore the 2025-26 Solar Farm expenditure budget will reduce from £12,721 to £6,721.**

16. Owain Glyndwr Community Garden

Noted that: -

- a) Welsh Government are in the process of looking to change the current covenant/restrictions from Public Open Space to Community Garden and/or Allotments.
- b) Conwy CBC have confirmed to Welsh Government that Conwy CBC do not, nor have had previously considered the subject land a formal Public Open Space.
- c) A number of local volunteers have been identified and the garden is being opened and closed daily and the regular work is being undertaken in the garden.

Supports 'A Resilient Wales' by enhancing biodiversity and 'A Healthier Wales' by encouraging outdoor activity and mental well-being.

17. Planters

Noted that: -

- a) Given the recent dry Summers, it is proposed to relocate five of the remaining seven 1m x 1m planters to the local primary school, leaving two planters at Towyn Way West as they were installed to address parking issues on the grass verges.
- b) The school has confirmed that they are happy to have the planters as part of outdoor classroom activities.

Resolved that: - Five of the seven planters will be relocated to the local primary school as part of their outdoor classroom activities.

18. Tir Prince Play Scheme

Noted that: -

- a) Conwy CBC have secured grant funding to replace the large slide in the Tir Prince Park Play Area.
- b) Conwy CBC have advised that they are presently too busy with existing projects, and therefore they cannot consider/take on any new projects until February/March 2026.
- c) Conwy CBC have advised that they need to resolve the flooding issues in the Junior Play Area before any new equipment is installed (Conwy CBC will monitor/record any flooding issues over this winter).
- d) Conwy CBC have suggested that we contact them in the New Year to arrange a site meeting at Tir Prince Park Play Area to enable the Conwy CBC Officers/members and TKBTC members to explore options for updating the existing Play Schemes at the park.

Resolved that: - Nathania Minard Senior Play Development Officer, from Conwy CBC will be invited to the proposed site meeting.

19. 2025-26 Environmental Related Work Schedule

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

20. Community Defibrillators

Noted that: - The 90-day inspection has been completed, and that no defibrillators have been used during this period. Replacement consumables include 2 new batteries and 5 sets of pads.

Resolved that: - Due to an accident involving the defibrillator cabinet at Kinmel Bay Church, the defibrillator has been removed from the circuit. While the cabinet at Kinmel Bay Church is out of service, it was agreed to check with the Church if they would be happy for the defibrillator to be kept in the Church's Office. A sign notifying members of the public on the location of the defibrillator will be placed on the cabinet.

21. Tree Survey

Noted the completed Q3 2025 Internal Tree Survey as presented and explained by the Clerk.

22. Clwyd Park Accessible Path

Noted that: -

- a) A UKSPF Conwy Community Regeneration Key Fund Grant has been approved for up to £12,795.89, subject to match funding of £3,699.11.
- b) The Terms and Conditions of the grant include:
 - Confirmation that the project will be completed and the final claim submitted by the 28/02/2026.
 - £3,699.11 match funding.
 - The ongoing maintenance of the accessible footpath and Solar LED streetlighting is the responsibility of the Town Council.
 - The Town Council will project manage the work whilst keeping Conwy CBC ERF informed.
 - Conwy CBC ERF confirm that they are satisfied with the work.

Resolved that: -

- a) **The following UKSPF Conwy Community Regeneration Key Fund Grant documents be signed on behalf of TKBTC by the Chair of the Full Council and the Appointed Finance Councillor, and that their signatures be witnessed by the Clerk.**
 - Grant Acceptance Form and Declaration.
 - Grant Terms and Conditions Acceptance Form and Declaration.
- b) **The quote of £2,045 plus VAT received from Wydels to supply 6 LED solar light heads and 6 x 4m columns be approved. Of the two quotes received, Wydels provided the lowest, and the grant has been approved based on this quote.**
- c) **The quote of £870 plus VAT received from Dig It for the installation of the lamp columns be approved. Of the two quotes received, Dig It provided the lowest, and the grant has been approved based on this quote.**
- d) **The quote of £170 received from L & G Services provided the lowest, and the grant has been approved based on this quote.**
- e) **The quote of £13,400 plus VAT received from Leighs Property Services NW Limited to install and supply a 100m x 1.2m accessible path with two hard standing areas at each gate be approved. Of the three quotes received, Leighs Property Services NW Limited provided the lowest, and the grant has been approved based on this quote.**
- f) **The matched funding of £3,699.11 be approved.**
- g) **The following 2025-26 budgets be approved:**
Clwyd Park Grant £12,796 (Income budget).

Clwyd Park Scheme £12,796 (Expenditure budget).

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23. TKBTC Newsletter

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

24. Conwy County Borough Councillor Updates/Reports

Cllr B McLoughlin reported that she had met with a Conwy CBC Officer and County Councillor to discuss the roads in Towyn. It was highlighted that there is no directional signage to Sandbank Road car park, and this issue is currently being addressed.

Cllr K Redhead reported that Fit Conwy is hosting a series of local pilot events aimed at engaging communities in physical activity. These events are being held at Y Morfa Leisure Centre throughout November and December.

Cllr M Smith and N Smith had nothing to report.

Meeting Closed at: 20:20

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Signed by the Chair of the next Full Council meeting on the 19/11/2025.