



Cyngor Tref
Towyn and Kinmel Bay
Town Council

Summons to Attend the Meeting of the Full Council

To All Members of Towyn & Kinmel Bay Town Council

Cllrs: T Bibby, G Corry, L Formston (Mayor), L Gledhill, B Griffiths, L Griffiths, M Jones, D Johnson, L Knightly, A Macauley, B McLoughlin, D Mulvaney, K Redhead, M Smith & N Smith

Clerk: Dylan Thomas

Date and Time: Monday 16th October, 2023 at 7:00pm

Venue: Hybrid Meeting – TKBTC Community Resource Centre

If any member of the public wish to participate in this Hybrid meeting, and/or should any member of the public and/or press wish to VIRTUALLY attend this meeting, please contact the Clerk prior to the meeting, so that an appropriate meeting access code/password can be provided

PUBLIC NOTICE

The Council, members of the public and the press may film/record/photograph or broadcast this meeting only when the public and the press are not lawfully excluded.

Anyone wishing to record a meeting is requested to let the Chairman/Clerk of the meeting know prior to, or at the start of, the meeting and recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive.

Any member of the public who attends a meeting and objects to being filmed/recorded/photographed should advise the Clerk (in advance) who will instruct that they are not included in the filming/recording/photographing.

For further information/rules – please refer to the Town Councils Audio/Visual Recording and Photography at Council Meetings Policy, which can be found on the Town Council Website, and/or paper copies can be requested from the Clerk.

AGENDA

1. Apologies

To receive any apologies for absence.

2. Declaration of Interest.

Members to declare the existence and nature of any interest in items on the agenda.

3. Public Participation

To receive representations from the public in respect of any item of business included on the agenda.

4. Minutes

To confirm and approve the minutes of the Council meeting held on 27/09/2023.

5. Matters Arising

To consider any matters arising from the minutes not included on the agenda.

6. Committee Meeting Minutes

To note the draft minutes of the HR Committee meeting held on 09/10/2023.

7. Grant Applications

To discuss/consider/approve any Grant applications received since the last meeting.

8. Payments & Receipts

To review/approve the payments and receipts for the period 01/09/2023 to 30/09/2023.

9. Bank Reconciliations

To review/approve Bank Reconciliations as at 30/09/2023.

10. Budget Monitoring Reports

To review/approve the 2023/24 year to date Budget Monitoring Reports as at 30/09/2023.

11. Proposed Budget Changes

To review/approve the proposed budget changes for 2023/24.

12. Invitation from Darren Millar – Senedd Member

To discuss/consider the invitation from Darren Millar – Senedd Member to attend a future Town Council meeting.

13. Smart Export Guarantee Application

To discuss/consider/approve the Smart Export Guarantee Application.

14. Solar Panels

To discuss/consider/approve the quote for a Solar Panel Equipment Annual Maintenance Contract.

15. EAR Marked Reserve

To review/consider the current Ear Marked Reserves/Budgets.

16. 2023 Good Councillor's Guide to Employment

To discuss/consider/adopt the 2023 Good Council's Guide to Employment which has been updated/completed by the National Association of Local Councils.

17. Community Defibrillator

- To receive an update regarding the proposed installation/match funding of a Community Defibrillator on the Cartrefi Conwy Chester House Community Centre in Chester Avenue.
- To discuss/consider/approve the proposal to install/match fund a Community Defibrillator on the outside of the Sandy Cove Club on Foryd Road.

18. Staffing Review

To discuss/consider/approve the recommendation from the HR Committee to increase the present staffing structure, by employing a Deputy Clerk with effect from 01/04/2024.

19. Annual Pay Review

To receive an update regarding the outstanding 2023-24 National Pay Review.

20. 2023-24 and 2024-25 Salary Related Budgets Review

- To consider/approve the proposed increases to the 2023-24 Salary Related Budgets.
- To discuss/consider/approve the Salary Related Budgets for 2024-25.

21. External Audit

To receive an update regarding the outstanding 2022-23 External Audit Report/Annual Return.

22. Conwy County Borough Councillor Updates/Reports

To receive/discuss/consider reports and/or updates from Conwy County Borough Council Councillors that represent Towyn & Kinmel Bay.

Dylan Thomas

Town Clerk & R.F.O.