



**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 (Deputy Mayor), L Formston, L Gledhill, B Griffiths, A Hodgson, D Johnson, L Knightly, A Macauley, J McKenna, B McLoughlin, D Mulvaney, K Redhead (Mayor) M Smith & N Smith

Clerk: Dylan Thomas

Date and Time: Monday 7th March, 2022 at 7:00pm

Venue: Virtual Meeting

If any member of the public wish to participate in this VIRTUAL 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 must 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 04/02/2022.

5. Matters Arising

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

6. Committee Meeting Minutes

To note the draft/approve committee meeting minutes for the following committee meetings: -

- HR 21/02/2022
- Environmental Improvements 24/01/2022
- Environmental Improvements 28/02/2022

7. Planning

0/49410

Reference: Mr Frederick Tierney

Proposal: Construction of single garage for use ancillary to existing residential unit.

Location: Maes Gwyn, Towyn Road, Towyn, Conwy LL22 9ER

Closure Date: 13/03/2022.

0/49415

Reference: S F Parks Ltd

Proposal: Change of use of an A1 Salon to a holiday let including external alterations.

Location: Golden Tan Solarium, Gaingc Road, Towyn, Conwy LL22 9HR

Closure Date: 15/03/2022.

0/49426

Reference: Mr James Tinker

Proposal: Variation of condition no 3 of planning approval 0/48918 (Change of use from Class A1 (Fancy Goods Shop) to Class A3 (Cocktail Bar) to include erection of timber pergola and formation of external seating area to existing rear yard area) to allow for changes to closing times.

Location: Tinkers Newsagents, Towyn Road, Towyn LL22 9EP

Closure Date: 18/03/2022.

8. Community Place Plan/UK Funding Application

- To receive an update following the second client meeting which was held on 25/02/2022.
- To discuss/approve the UK Funding mid-point monitoring form/report, which has been prepared/completed by the Lead Community Place Plan Consultant.
- To discuss/approve the Draft Constitution and Terms of Reference relating to the TKBVoice Partnership.

9. Policies

To discuss/review/approve the following Policies: -

- Draft Welsh Language Policy
- Draft Copyright Policy (Relating to TKBVoice Website).
- Pandemic Contingency Plan Policy
- High Consequence Infectious Disease Policy
- Coronavirus Risk Assessment Form

- Zoom Risk Assessment Form
- Business Continuity Policy

10. Abergele Joint Burial Board

- To receive an update regarding the Second Public Notice and the Transfer of Burial Responsibilities to Conwy County Borough Council.
- To approve the signing of the Burial Authority Transfer to Conwy County Borough Council.
- To note the recent Burial meeting agenda/minutes of the Burial Board meeting which were held on 28/01/2022 (Agenda) and 24/09/2021 (Minutes).

11. Gas Supplier

To discuss/consider the offer from Total Energy to extend the Fixed Contract from 31st January, 2023.

12. Proposed Sale of a Towyn and Kinmel Bay Community Asset

- To receive an update regarding the proposed sale.

13. Payments and Receipts

To review/approve payments and receipts for the period 01/01/2022 to 28/02/2022.

14. 2021-22 Budget Monitoring Reports

To review 3 x Year to Date Budget Monitoring Reports as at 28/02/2022.

15. 2021-22 Proposed Budget Changes

To discuss/consider/approve the Proposed Budget Amendments to the 2021-22 Budget.

16. Bank Reconciliations

To review/approve the Bank Reconciliations as at 31/01/2022 and 28/02/2022.

17. Coronavirus

- To discuss/agree when the TKBTC Community Resource Centre will re-open fully to groups.
- To discuss/consider any new/ongoing Coronavirus related matters/developments and restrictions.
- To receive an update regarding the 2021-22 Coronavirus related expenditure year to date.
- To discuss/consider/agree the ongoing support for the Kinmel Bay Foodbank and St Mary's Hygiene Packs for the period 01/04/22 to 31/03/23.

18. Renting Out Rooms

To receive an update regarding the renting out of the two small upstairs meeting rooms/offices.

19. Grants

To discuss/consider/approve any grant applications received since the last Full Council meeting.

20. Ear Marked Reserves

To review the current ear marked reserves/budgets, and consider/agree the ear marked reserves balances/budgets which are to be carried forward into 2022-23.

21. 2021-22 Unclaimed Councillor Allowances

To receive an update regarding the donations/payments made year to date.

22. How future meetings will look

To discuss/consider how future Town Council meetings will look.

23. Committee Members

To review members of the Environmental Improvements Committee.

24. Telephone and Internet Contract

- To review existing telephone and internet contract and agree future/ongoing telephone and internet arrangements.
- To discuss/consider/approve the quotes received for a three and five year fixed contract.

25. Ground Maintenance

To discuss/consider/approve the ground maintenance related quotes for 2022-23.

26. Insurance

To discuss the insurance quotes received and agree which company to instruct as the Town Council's insurance for the next three year period.

27. TKBTC Flag Pole

To consider/approve the ordering of a Ukraine flag for the TKBTC flag pole.

28. One Voice Wales Membership

To discuss/consider/approve the quote from One Voice Wales for membership for 2022-23.

29. 2021-22 PFR Work Schedule

To discuss/review the updated 2021-22 PFR Work Schedule.



Dylan Thomas
Town Clerk & R.F.O