

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council – (Hybrid Meeting) held on Monday 26th July, 2023 at 7:00pm

Present Cllrs: T Bibby, L Formston (Mayor), D Johnson, M Jones, A Macauley, B McLoughlin, D Mulvaney, M Smith & N Smith

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllrs G Corry, L Gledhill, B Griffiths, L Griffiths, L Knightly & K Redhead.

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.

Cllr L Formston declared a prejudicial interest in agenda item 20 – Renting out of upstairs room as she is the proposed new tenant for one of the rooms, 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 12/06/2023, be approved and signed.

5. Matters Arising

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

6. Planning

0/50816

Proposed change of use from residential home to 6 no. private accommodation units previously refused under code 0/50356.

Resolved that: No Objection

0/50854

Certificate of Lawful Development for the siting of 393 static caravan units with 12- month occupancy in any year plus 12 touring caravans with occupancy between 21st March and 31st October inclusive.

Resolved that: Objection, as the temporary licence was initially agreed as a directive introduced by Conwy CBC during Covid, and members are concerned that permanent 12m occupancy will stretch local services and infrastructure.

0/50875

Proposed erection of 1 no. detached and 2 no. semi detached dwellings with means of access.

Resolved that: No Objection

7. Letter from SPA Chemist Ltd requesting a 3m extension to the preliminary consent application grant period.

Resolved that: -The Town Council had no objection to the 3m extension.

8. Payments & Receipts

Resolved that: - The payments and receipts for the period 01/06/2023 to 30/06/2023 which have been fully reviewed and signed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

9. Bank Reconciliation

Resolved that: - The balances as at 30/06/2023, which have been fully reviewed by the Clerk and Cllr M Jones (Appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

10. 2023-24 Proposed Budget Changes

Resolved that: - The proposed budget changes for 2023-24 be approved, as presented and explained by the Clerk.

11. Budget Monitoring Reports

Resolved that: - The 3 x 2023-24 year to date Budget Monitoring Reports as at 30/06/2023, including one with explanation for reportable/notable variances, be approved as presented and explained by the Clerk.

12. Grants

Noted that no grant applications have been received since the last meeting (12/06/2023).

13. Mass Bulb Planting

Resolved that: - The revised quote for the sum of £7,485 from Lubbe & Sons for 300 square metres of mixed Crocus bulbs be approved, as whilst it was the only quote received, mass bulb planting is very specialised (only company operating in the UK), and the quote was deemed to be excellent value for money (includes a £615.00 loyalty discount), and the contractors were highly recommended by Conwy CBC, who have used the contractors on numerous occasions.

14. TKBTC Facebook Site

A short training session was provided by Cllr A Macauley.

Noted that Cllr A Macauley has invited all Councillors to contact her if they feel that they would benefit from one to one training.

Resolved that: - Cllr L Formston will be the third Admin Councillor for the Towyn & Kinmel Bay Town Council Facebook page (existing Admin Councillors – Cllrs A Macauley and K Redhead).

15. Change from 30mph to 20mph and Local Exceptions

Noted that Conwy CBC have advised that St Asaph Avenue can't be added to the local exceptions, as the road does not meet the criteria set by the Welsh Government, to allow the road to be considered as an exception.

16. Pews and Views

Resolved that: - The agenda item will be deferred until after the proposed sea defence improvements works have been completed.

17. Kinmel Bay Medical Centre

Resolved that: - The members feel that residents should report any issues directly to LLais Cymru, who have recently been set up to replace the North Wales Community Health Council.

18. Proposed Refurbishment of the Wooden Bridges at Tir Prince Park

Resolved that: - The Mayor's decision for the Town Council to contribute/match fund the amount of £963.10 towards the cost of the proposed refurbishment of the bridges be ratified. (Total cost of work £12,963.10, Conwy CBC have secured grant funding of £12,000 via the Access Improvement Grant Scheme).

19. Revised Standing Orders & Financial Regulations

Noted that OVW has prepared Revised Model Standing Orders for Town Councils in Wales, which include Hybrid meetings.

Noted that with advice from OVW, the limit for tender purposes has been reduced from £60k to £45k, as it is considered to be a more appropriate figure for a Town Council of our size/precept/budget.

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

20. Renting out of the upstairs Rooms

Noted that under the terms of the lease, in order to terminate the lease early, the tenant needs to provide 3m notice prior to the annual break date which is 1st October each year.

Noted that the tenant has hardly used the room over the last 6/12month period, and that the rent up to and including June 2023, has been paid fully up to date.

Noted that a potential replacement tenant has been identified, who is looking for immediate occupancy.

Resolved that: - The early termination of the lease relating to the First Floor Office be approved, as at 30/06/2023, with no penalty, and or any further payment to be made by the tenant.

Noted that Cllr L Formston has rented the first- floor office from 01/07/2023 until 31/07/2023, for the sum of £173.33 (£40 x 52 weeks divided by 12 = £173.33).

Noted that the members resolved at the annual meeting on 17/05/2023 – Agenda item 25 – Room Rental: - The room rental fees relating to the two existing leases will not be increased in 2023-24, as the current rental income is considered to be fair, and the rental income from the two upstairs offices amounts to £4,160, which has greatly benefited the overall room rental income, post coronavirus lockdown/restrictions.

Resolved that: -

i) The First Floor Office will be leased to Cllr L Formston for a three- year period, subject to an annual review, which will include a rent review, at an initial cost of £40 per week (£2080 per annum).

ii) The rent and the terms of the lease will mirror the terms and rent paid by the previous tenant, and the present tenant of the other upstairs office.

iii) The lease document will be signed on behalf of TKBTC by Cllr A Macauley (Deputy Chair – Full Council) and Cllr M Jones (Appointed Finance Councillor), and that their signatures and the signature of the new tenant will be witnessed by the Clerk.

21. Fires at Tir Prince Park & Chester Avenue Woodland

Noted the two recent fires (UPVC picnic bench at Tir Prince Park and wooden picnic bench at Chester Avenue Woodland).

Resolved that: -The quote from Dig It for the sum of £960 to provide Heras Fencing, remove the effected soil and the old concrete base, construct a new concrete base and supply and seed replacement soil, together with the collection and installation of the replacement picnic bench. Whilst it was the only quoted received, the quote was deemed to be excellent value for money, and all work previously undertaken by Dig It has been completed on time and to an excellent standard.

Resolved that: - The quote from Plastercowood for the sum of £485, for the replacement UPVC bench be approved, as it was deemed to be excellent value for money, and all previous benches provided by Plastercowood have been of a very high standard.

Resolved that: - The destroyed wooden picnic bench at the Chester Avenue Woodland, would not be replaced at this stage.

22. Policies

Resolved that: - The revised Grant Policy and Grant Application form, which now requires confirmation that the Land Owners consent has been obtained (where applicable), be approved, as presented and explained by the Clerk.

Cllrs D Johnson and N Smith requested that it be recorded in the meeting minutes that they both voted against this resolution.

23. Social Media

Noted that Cllr N Smith has advised that the Ombudsman has confirmed to him that elected members can use Town Council Logo and photos of the Town Council buildings on unofficial Town Council Websites/Social Media Sites.

Resolved that: - This agenda item will be deferred until a future meeting, to allow time for the Clerk to contact OVW for clarification.

Noted that the Social Media Policy may need to be reviewed/tweaked to specify that members must, state that the views on their pages/posts do not necessary represent the views of the Town Council.

24. Caravan Watch Meeting

Noted the notes of the recent Caravan Watch meeting which was held on 27/06/2023.

Noted Cllr B Griffiths comments regarding flood risk and flood plans.

25. Speed Sensing Signs

Noted that under the terms of the proposed maintenance agreement, Conwy CBC would provide free support and maintenance for two years, following which Local/Town Council will fund all future/replacement costs relating to Vehicle Activated Signs in their wards.

Resolved that: - The Town Council are happy to enter into a maintenance agreement for the Vehicle Activated Signs in the Towyn & Kinnel Bay area.

Resolved that: - The two proposed locations for two additional Speed Sensory Signs be approved (Kinmel Bay – just after the Moelwyn Avenue East Junction on Foryd Road and Towyn – just before the Gaingc Road Junction on Towyn Road).

26. Sandy Cove Unadopted Roads

Noted the recent communication from Darren Millar (Member of the Welsh Parliament for Clwyd West), which advised that the Welsh Parliament Minister for Climate Change, has ruled out making funds available to bring the roads up to an adoptable standard, and have suggested that it's up to Conwy CBC to provide match funding for the proposed project.

Noted the recent communication from Transport Strategy and Policy at the Welsh Government, advising that the Welsh Government is currently assessing the possibility of providing further grant funding for the unadopted road pilot projects this year, and whilst they are unable to provide the total amount, they would encourage the Town Council to continue discussions with Conwy CBC regarding CCBC finding match funding from their own funds or grants, so that the proposed scheme can be considered.

Resolved that: - The Clerk will write to Conwy CBC to ask that they fully explore match funding for the proposed scheme, and the Clerk will include the communications received from Darren Millar/Welsh Government.

27. Lift

Resolved that: - The quote of £1,848.46 for a replacement GSM unit for the lift from OTIS be approved, as the lift cannot be operated without a working GSM unit. Whilst this is the only quote received, the quote was deemed to be reasonable, and OTIS are the Town Council's designated lift contractor.

Resolved that: - The 2023-24 Lift Budget will be increased from £1200 to £2550.

28. Conwy CBC Councillor Updates/Reports

Cllr B McLoughlin advised that she recently attended the North & Mid Wales Local Council meeting, and received a presentation regarding Smart Towns, which advised that a free Community WiFi Scheme can be fully grant funded, and does not have to be match funded, as previously advised by Conwy CBC.

Resolved that: - The Clerk invites a representative for Smart Towns to an unofficial daytime meeting, so that members can attend to discuss exactly how a Free Community WiFi Scheme can be achieved.

Cllr N Smith advised that a Film Production Company (Stage 50) are coming to the Tir Llwyd Industrial Estate, they are taking over 34 acres of land on the estate on a 199-year lease, funding of £7m has been secured, and is expected to provide 900 quality/skilled employment opportunities.

Cllr M Smith advised that apart from Stage 50, he has nothing to report since the last meeting, however County Council meetings start again this week.

29. * Update regarding recent Complaints

In accordance with the Public Bodies (admission to meetings act 1960) it was resolved that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded.

Meeting Closed at 20:15

Signed by the Chair of the next Full Council meeting on 16/08/2023.