

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Hybrid Meeting) held on Monday 4th December, 2023
at 7:00pm

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr T Bibby.

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.

Cllr M Jones declared a prejudicial interest in agenda item 14 - Proposed Transfer of Assets/Services and request for Financial Support from Conwy CBC, as he is a member of the Kinmel Bay Library Committee and Conwy CBC are requesting ongoing Financial Support from the Town Council, for the Kinmel Bay Library. Cllr M Jones withdrew from the meeting whilst Financial Support for the Kinmel Bay Library was being discussed.

Cllrs M Jones, B Griffiths and L Griffiths declared a prejudicial interest in agenda item 17 – Grant Applications, as Cllrs M Jones and L Griffiths are members of the Committee at Y Morfa, and B Griffiths has connections with Y Morfa. The three Councillors withdrew from the meeting whilst the payment of the invoice relating to the grant was approved by the Town Council for the refurbishment of the cloakrooms and plumbing facilities at Y Morfa.

3. Public Participation

An Independent Member of the Conwy CBC Standards Committee attended, to observe the meeting.

4. Minutes

Resolved that: -

The minutes of the Full Council meeting held on 22/11/2023, be approved and signed.

5. Matters Arising

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

6. Planning

0/51241

Variation of condition no 2 (approved plans) and removal of condition no 5 (parking areas & visibility splays) of planning approval 0/51077 (Alterations, extension and construction of new roof to provide additional accommodation at first floor level within roof structure) to allow for revised proposals, room designation only and condition no 5 to be removed as no additional parking required for altered proposal.

Resolved that: - No Objection

7. Budget Monitoring Reports

Resolved that: - The 3 x year to date Budget Monitoring Reports as at 30/11/2023, including one with explanations re reportable/notable variances, be approved as presented and explained by the Clerk.

8. Proposed Budget Changes

Resolved that: - The Proposed Budget Changes for 2023-24 be approved, as presented and explained by the Clerk.

9. Payments & Receipts

Resolved that: - The Payments and Receipts for the period 01/11/2023 to 30/11/2023, 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. Bank Reconciliations

Resolved that: - The balances as at 30/11/2023, 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.

11. 2024-25 Budgets

Resolved that: - The following provisional budgets would be included in the 2024-25 budgets/precept calculations: -

- Building Maintenance - £4,000
- Ground Maintenance - £17,500
- Grants - £12,000
- Play Scheme - £2,500
- Christmas - £11,000
- Solar Farm Grants Paid - £12,000

12. Solar Farm Grant Monies

Resolved that: - The Solar Farm Grant balance presently stands at £16,387.29 (Credit), and that £7,336 of this money has been allocated/set aside to cover the Town Council's contribution towards the proposed Conwy CBC Free Wi-fi Scheme in the Towyn & Kinnel Bay area.

Cllrs B Griffiths, M Jones and L Griffiths asked that it be recorded in the meeting minutes, that they voted against this resolution, as they are unhappy that £7,336 has been allocated/set aside for the proposed Conwy CBC Free Wi-Fi Scheme, Cllr B McLoughlin asked that it be recorded in the meeting minutes that she abstained from voting, for the same reason.

13. Ear Marked Reserves

The Clerk presented and explained the current Ear Marked Reserves Balances (Total EMR Balances £48,943.46, as at 30/11/2023).

Noted that the EMR Balances will increase by £10,000, now that £10,000 has been added to the Playgrounds EMR (331), as per agenda item 8 – Proposed Budget Changes.

Resolved that: - The EMR Balances be approved as presented by the Clerk.

Cllr B Griffiths asked that it be recorded in the meeting minutes, that he voted against this resolution, as he was unhappy that the Kinmel Bay Community Centre (EMR 331) balance was £20,000, and that it had been rolled over at this figure for a couple of years.

14. Proposed Transfer of Assets/Services and Requests for Financial Support from Conwy CBC

- Public Toilets

Resolved that: -

a) The Conwy CBC Public Toilets on Sandbank Road will be added to the agenda of the Full Council meeting on 24/01/2024.

b) The decision regarding options suggested by Conwy CBC will be deferred until 24/01/2024.

Noted that Cllr B McLoughlin is waiting for Conwy CBC Officers to confirm a date for a proposed site meeting with Conwy CBC, to discuss the toilets, which have been closed for over 12 months.

- Playgrounds

Resolved that: - The Clerk writes to Conwy CBC to advise that the Town Council will consider requests from them for Financial Contributions towards the cost of repairs/replacement of playground related items, as and when issues arise/are identified, to ensure their continued availability to playground users.

- Festive Lights

Noted that Conwy CBC are introducing a charge in 2024-25 for processing the S178 applications relating to Festive Lighting, and that the cost will be £989.78, for Towyn and Kinmel Bay Town Council.

- Bus Shelter Maintenance

Resolved that: - As Conwy CBC are holding funds on the behalf of the Town Council, relating to the maintenance and refurbishment of the 5 Bus Shelters which TKBTC are responsible for, that the Town Council will not be making the £1,250 payment (£250 per bus shelter) in 2024-25.

- Community Skips

Noted that it's not clear from the Conwy CBC Communications what the implications of the Conwy CBC review of the Community Skips for 2024-25 will be.

Noted that Cartrefi Conwy do still organise/fund their own Community Skip Events, at some of their sites, and that this should be explored.

- CCTV

Resolved that: - The Town Council will contribute £1,260 to Conwy CBC in 2024-25, towards the maintenance and running costs of the three Conwy CBC CCTV Cameras (£360 per camera) in the Towyn and Kinmel Bay area.

- Library

Resolved that: - Given that Conwy CBC are unable at this stage, to confirm the proposed opening days/times for the Kinmel Bay Library in 2024 - 25, the decision whether the Town Council will contribute £3,000 towards the cost of running the Library, will be deferred until Conwy CBC are in a position to confirm the proposed opening days/times for the Kinmel Bay Library.

15. 2024-25 Proposed Projects and Budgets

Resolved that: - The following projects and budgets will be provisionally included in the 2024-25 budget/precept calculations: -

- **Conwy CBC CCTV - £1,260**
- **Solar Farm Grant Paid - £12,000**
- **Bus Shelters - £0**
- **Community Skip Days - £3,250**
- **Community Place Plan - £1,000**
- **Benches - £0**
- **Mass Crocus Bulb Planting - £0**
- **Playgrounds - £0**
- **Solar LED Lights - £5,500**
- **Defibrillators - £3,000**
- **Kinmel Bay Library - £3,000**
- **Community - £6,000**
- **Speed Sensing Sign - £0**
- **School Reindeer/Xmas Event - £0**
- **Tir Prince Park/Pond Maintenance - £3,000**
- **Family support at Xmas - £1,000**
- **Parcels for the Elderly (Santa Senior) - £5,000**
- **Replacement Commando Sockets - £0**
- **School Support - £0**
- **Sandy Cove - £0**

Noted that: -

- Benches Budget Nil, as members are happy that there are enough benches in the Towyn and Kinmel Bay area.
- Bus Shelter Budget Nil, as Conwy CBC are holding balances on the Town Council's behalf.
- Mass Crocus Bulb Planting Nil, as if members agree to plant Crocus bulbs in 2024-25 it can be paid out of the Solar Farm Grant Expenditure Budget.
- Playgrounds Budget Nil as £10k has been transferred to the Playgrounds EMR to cover.
- Speed Signs Sign budget Nil, as the members feel that no additional signs need to be installed at this time.
- School Reindeer/Xmas Events Budget Nil, as the PTA's at the School can apply for Grants from TKBTC to contribute towards their Christmas Events/Activities.
- Replacement Commando Sockets Budget Nil, as the members feel that it is cheaper and better for the Christmas Lights to be left on 24/7, as it is a cheaper option (reduced call outs and the cost to replace the 75 existing commando sockets/timers would be approx. £15,000), and the timers tend to be very troublesome/sensitive.
- School Support Budget Nil, as the members felt that it would be better for their PTA's to apply to the Town Council for a Grant, which would be considered subject to the application meeting the criteria/powers available to the Town Council.
- Sandy Cove Budget Nil, as it was agreed that it would be better for Grant Applications to be submitted once an actual project with costings, had been prepared.

16. Staffing Review

Resolved that: -

- a) The members continue to acknowledge the need to increase staffing, and agree in principle to the recruitment of a Deputy Clerk with effect from 01/04/2024.**

b) The Clerk will provide options/calculations regarding the precept requirement for 2024-25 (Option 1 which includes costings for a Deputy Clerk and Option 2 which does not include costings for a Deputy Clerk).

17. Grant Applications

Resolved that the following Grant would be approved.

Urdd - £500 – To help with the costs of the Urdd in Conwy.

Resolved that the following Grants be declined.

- Urdd – No amount specified - To ensure the success of the Urdd Eisteddfod in 2024 (Maldwyn near Newtown), and to support the children who will be representing Towns and Communities on a National Stage.
- Festival Church - £1,000 - To gift 100 tickets for their Christmas Charity Concert to the community, as the proceeds from the proposed event are to fund National related Charities, and not local Charities.

Resolved that: - The payment of the sum of £1,666.67 to Heating & Gas Services Ltd, relating to the Grant approved by the Town Council for the refurbishment of the cloakroom and plumbing facilities at Y Morfa, be approved.

18. 2022-23 – External Audit Report

The Clerk presented and explained the following: -

a) The 2022-23 Auditor General for Wales Audit Certificate and completed Action Plan, which confirmed that there were no official findings and/or recommendations to report.

b) The 2022-23 Internal Audit Report (Interim and year end) and the completed Action Plans.

c) The Draft Statement/Report of Internal Control for the year ending 31/03/2023.

Resolved that: - All the above-mentioned documents be approved, as presented and explained by the Clerk, without the need for any amendments, and that the Clerk and the Chairman both sign the Statement/Report of Internal Control regarding the effectiveness of the 2022-23 Internal and External Audits, and the completed Action Plan relating to the External Audit for 2022-23. (Both the Internal Audit reports and the completed Action Plans relating to the Internal Audits, have been previously presented to and been approved by the members of the Full Council).

19. Conwy County Borough Councillor Updates/Reports

Cllr K Redhead advised that St Asaph Avenue was being resurfaced on 15/01/24, and the work will include the removal of the mini roundabouts.

Cllr K Redhead also advised: -

a) That the Cartrefi Conwy Pod at Chester Avenue will be removed on 05/12/2023, and that the removal will involve a temporary traffic order application.

b) There is a Full Council meeting at Conwy CBC on Thursday 07/12/2024.

Cllr N Smith advised that he has nothing to add, apart from that it is all doom and gloom regarding funding, and Conwy CBC are even considering bankruptcy notices. Some really big decisions are going to have to be made at Conwy CBC, and he believes that the 2024-25 Council Tax increase will be in excess of 10%.

Cllr M Smith advised that the Conwy CBC leader is looking to meet with the other 4 Independent Local Authority Councils in Wales, regarding the funding issues and Party Politics.

The CEO and Leader of Conwy CBC are also writing to the UK Government, to ask if a balanced budget cannot be set for 2024-25, what are Local Authorities expected to do, are they expected to issue a 114 (bankruptcy) Notice?

Cllr M Smith advised that the funding formula which the Welsh Government apply for Local Authority funding appears to be incorrect/inappropriate.

Cllr B McLoughlin advised that she didn't have anything further to add, as the matters have already been covered.

Meeting Closed at 21:00

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Signed by the Chair of the next Full Council meeting 03/01/2024.