

Towyn & Kinnel Bay Town Council

Draft Minutes of the Full Council - (Hybrid Meeting) held on Monday 4th November, 2024 at 7:00pm

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

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs L Gledhill, L Knightly and D Mulvaney. Cllr T Bibby was absent without apology.

2. Declarations of Interest

There were no declarations of interest.

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 14/10/2024 be approved and signed.

5. Matters Arising

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

6. Unmetered Electricity Supply

Noted that the Town Council will need to remain with the existing unmetered Electricity supplier Npower following misinformation given by the Energy Comparison site regarding the quotes received. Unfortunately, due to low consumption of electric used by the fountains and Christmas lights no alternative supplier will supply the unmetered supply.

Noted that the unmetered supply for the Christmas lights and fountains will remain with Npower on a rolling contract which presently charges at 50.188 per KWH and with no daily standing charge.

7. Consultation of the Proposed Amalgamation of Ysgol Y Foryd and Ysgol Maes Owen

Noted that: -

a) The consultation period has commenced for the proposed amalgamation of Ysgol Y Foryd and Ysgol Maes Owen. The consultation document contains information on how members of the public/residents/parents/Councillors can be included in the consultation and share their points of view.

b) The period of consultation will continue until the 2nd December 2024.

c) The document will be shared on the Town Council's Website and Social Media.

8. 2024 Risk Assessment for Insurance Purposes

Resolved that: - The completed 2024 Risk Assessment and Action Plan for Insurance purposes be approved, as presented and explained by the Clerk.

9. Q4 Internal Tree Survey

Noted the completed Q4 2024 Internal Tree Survey as presented and explained by the Clerk.

10. Foryd Road Bus Stop/Shelter outside Kinmel Bay Community Centre

Noted that Conwy CBC have inspected the site and will install two safety bollards at the side/corner next to the bus shelter to make the bus stop and pathway safer.

11. Proposed CCTV in Kinmel Bay Community Centre

Resolved that: - The revised Surveillance Camera Data Protection Impact Assessment be approved following the installation of the additional camera in the main room of the Kinmel Bay Community Centre.

Noted that the CCTV Camera was installed in the Kinmel Bay Community Centre earlier today.

12. Community Defibrillators & Emergency Bleed Kits

Noted that: -

a) The 90-day Defibrillator Unit/Defibrillator Cabinet/Battery/Pad inspection has been completed for all community defibrillators.

b) Two depleted batteries were identified and replaced. Cllr M Jones stated that the National Circuit does not identify when batteries have depleted therefore to mitigate the risk, it was suggested to replace the batteries when they reach one bar of energy rather than when they have depleted completely.

c) Y Morfa Community Defibrillator has been inspected which identified the need for new pads and a battery. Going forward the unit has been included on the National Circuit and the Town Council will ensure that regular maintenance and inspections are carried out.

Resolved that: - Following advice from North Wales Ambulance Service the Town Council will not install/purchase emergency bleed kits due to the specialist training that is required for their use (Intended for stabbings and shootings and are mainly recommended for large city centres).

13. 2025 Conwy CBC Play Scheme

Noted that a report/feedback has been received from Conwy CBC Play Development Team relating to the 2024 Summer Play Sessions.

Noted that the costings for the 2025/2026 Playing Out Holidays provision has been received detailing two options for the Council to consider: -

Option One – £2,325 - £232.50 per session

- All year round play provision which includes ten play sessions in as many locations as the Council would like. This includes two sessions at Easter, one session in May half term, five Summer sessions, one session in October half term and one session in February half term.

Option Two - £1,400 - £280 per session

- Five sessions during the Summer holidays

Resolved that: - Option one of £2,325 (£232.50 per session) for ten sessions for all year round play provision be approved as it was deemed excellent value for money.

Resolved that: - Two play sessions will be held in each of the following locations (Owain Glyndwr, Kendal Road, Clwyd Park, Chester Avenue and Tir Prince Park) subject to the Play Development Team confirming that the locations are suitable.

Noted that the Clerk/Deputy Clerk will update the members at a future meeting if any of the proposed locations are deemed to be unsuitable by Conwy CBC.

Cllr L Griffiths reminded members that Y Morfa Leisure Centre would also be a suitable space to hold the provision due to it being weather proof and having toilets.

14. Benches at Chester Avenue Park

Noted that the Conwy CBC have approached the Town Council to consider replacing the wooden benches at Chester Avenue Park that have been damaged by fire.

Resolved that: -

a) The damaged wooden benches are to be replaced by 1 x metal bench and 1 x picnic table be approved.

b) The quote of £1,348.12 plus VAT for one Oxford Standard bench (£549.50) and one Cambridge picnic table with wheelchair access (£618.62) with delivery (£180) from Play and Leisure be approved. Out of the three quotes received it was deemed to be the best value for money and Play and Leisure is the recommended company by the Conwy CBC Playground Inspector.

c) The quote for £940 for installing concrete bases from Dig It be approved. Out of the two quotes received it was deemed to be excellent value for money.

d) A new 2024/25 benches budget of £2,300 be approved.

Noted that the benches need to be either green or blue to colour match the existing play equipment.

15. Glan Morfa

Noted that to date Cartrefi Conwy have been unresponsive regarding the proposed installation of an LED solar light and trees at Glan Morfa despite numerous chaser emails.

Resolved that: - The proposed installation of the LED solar light and the planting of trees will not go head at this time due to the lack of communication from Cartrefi Conwy.

16. Network Rail (Ty Gwyn and Pen Uchaf Crossing Proposals)

Noted that an informal meeting took place on the 23rd October, 2024 with the Clerk/Deputy Clerk and representatives from Network Rail regarding the Ty Gwyn Caravan Park and Pen Uchaf Caravan Park railway crossing proposal. The meeting was to discuss the planned train service improvements, level crossing safety risks and their ideas of creating a safer and more accessible way of crossing the railway by removing the crossings and replacing them with a bridge, aligned with local active travel inspirations. Network Rail reported that they have contacted the Caravan Park owners and discussed the proposed improvements with Conwy CBC Officers, a public consultation will take place in the near future and the Town Council will be kept fully up to date with the progress.

Noted that the Clerk took the opportunity to discuss the legality of Sand Bank Road railway bridge in regards to the lack of accessibility. Network Rail have stated they will raise the concerns and explore the possibility of carrying out a census data collection exercise to fully understand the demographics, foot flow, vulnerabilities and accessibility needs of the bridge users.

Noted that the update email received from Network Rail Senior Public Affairs Manager- Wales and Borders was circulated to members this afternoon.

Noted that Cllr M Smith will add the proposal to the agenda of Conwy CBC Local Area Forum East in his capacity as Chairman and invite the representatives of Network Rail to attend to update the forum.

17. Conwy CBC Community Assets within Towyn and Kinmel Bay

Noted that Conwy CBC are presently exploring/reviewing a number of asset transfer/disposals within the County and have enquired if the Town Council would consider adopting/purchasing the assets. A list of all Conwy CBC Community Assets within Towyn and Kinmel Bay has been requested by the Clerk and once received will be added to the agenda of a future meeting, for the members to discuss/consider.

18. Energy Efficiency Survey

Noted that a free energy efficiency survey provided by Conwy CBC on the Community Resource Centre has been conducted. Following the survey an action plan was completed from the feedback report which details short term, mid-term and long-term actions to save energy.

Resolved that: - The action plan be approved as presented and explained by the Clerk.

Noted that the Deputy Clerk will investigate possible grant funding opportunities to replace the boiler with an energy efficient Air Source Heat Pump with battery.

19. 2024-25 Environmental Improvements Works Schedule

Noted the updated year to date 2024-2025 Environmental Improvements Work Schedule as presented and explained by the Clerk.

Noted that from April 2025 the £1,500 recharge received from Conwy CBC will be discontinued and the maintenance for the path will return to Conwy CBC.

20. 2024-25 Draft Risk Assessment and Management Report

The Clerk presented and explained the 2024-2025 Draft Risk Assessment and Management Report to the members.

Resolved that: - The Risk Assessment and Management Report be approved, as presented and explained by the Clerk.

21. Solar LED Lights

Noted that a grant application has been submitted to CVSC to complete the solar LED light scheme at Tir Prince Park.

22. Standing Orders and Financial Regulations

Resolved that: -

a) The revised Standing Orders be approved (updated Financial Controls and Procurement section to match the new Model Financial Regulations received from One Voice Wales), as presented and explained by the Clerk.

b) The new Financial Regulations be approved (based on the One Voice Wales Model Financial Regulations) as presented and explained by the Clerk.

23. Conwy County Borough Councillor Updates/Reports

Cllr B McLoughlin advised members that during the North Wales Council Forum the proposed amalgamation of Town and Community Councils was discussed.

Cllr N Smith advised that he had no updates to report.

Cllr K Redhead advised that she had no updates to report.

Cllr M Smith reported that as part of the Terms of Reference for Conwy CBC Local Area Forum East, Town Council Representatives (via the Clerk) will be invited to attend the forum to consult on projects. These meetings will take place six monthly.

Meeting Closed: 20:06

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Signed by the Chair of the next Full Council meeting on 20/11/2024.