

Towyn & Kinmel Bay Town Council

Draft Minutes of the Full Council - (Hybrid Meeting) held on Wednesday 13th January, 2025 at 7:00pm

Present Cllrs: G Corry, B Griffiths, L Griffiths, M Jones, D Mulvaney, K Redhead & M Smith

Clerk: Dylan Thomas

Deputy Clerk: Katherine Evans

1. Apologies

Apologies for absence were received from Cllrs L Gledhill, T Jenkins, D Johnson, A Macauley, B McLoughlin and N Smith. Cllrs T Bibby and L Knightly were 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 08/01/2025 be approved and signed by the Chairman.

5. Matters Arising

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

Cllr L Griffiths and B Griffiths joined the meeting late at 19:05

6. Darren Millar – Member of the Welsh Parliament for Clwyd West

Darren updated the members regarding the following local issues/matters, which he has been recently working on: -

Coastal Defence Improvements – Darren encouraged members to visit the site to observe the ongoing works aimed at improving access to the beach, creating recreational spaces along the promenade, and strengthening sea defences.

Flooding (West Bank River Clwyd) – The flooding issue along the West Bank of the River Clwyd has been discussed by Darren with Natural Resources Wales (NRW) and at the Senedd. NRW is currently revising the Clwyd Strategy for 2025-26, which includes proposed improvements to the riverbank. However, these improvements are unlikely to be implemented before 2030.

Flooding (Gors Road, Gaingc Road and Towyn Road) – The flooding issues on Gors Road, Gaingc Road, and Towyn Road have been confirmed as the responsibility of NRW rather than Conwy CBC. Darren has discussed this with NRW, and they identified the problem as being due to slow flow from the pump station. To address this, NRW plans to increase the pump flow capacity with the improvement works scheduled for the 2025-26 financial year.

Network Rail – Darren has met with Network Rail to discuss the possibility of improving the appearance of the railway bridge at Sandbank Road, Towyn. However, Network Rail have advised that as the bridge is functional, it will not be considered for aesthetic improvements. Instead, they are focusing on the amalgamation of the two-level crossings at Ty Gwyn Caravan Park and Pen Uchaf Caravan Park.

Local Transport – Darren reported that he has met with representatives for M & H Coaches to discuss improving the frequency and routes of bus services for Bodelwyddan Avenue and St Asaph Avenue. M & H Coaches have agreed in principle to modify the routes to enhance accessibility for residents, but implementation would require a £1,500 investment. Darren has approached the Local Authority to cover this cost, but the request was denied. He advised that he may write to the Town Council to request a contribution. Once the service is operational, usage data can be presented to the Local Authority to demonstrate the necessity of the changes.

Kinmel Bay Medical Centre – Darren reported that complaints regarding Kinmel Bay Medical Centre have significantly reduced, thanks to the efforts of the new Practice Manager, who has been working to improve services for local residents. As a result, fewer complaints are being received.

Glan Clwyd Hospital – Darren also reported that his office continues to receive a high volume of complaints regarding issues at Glan Clwyd Hospital. He encourages any residents with concerns to reach out to him.

Llys Madog Flooding – Darren reported that the flooding at Llys Madog last year was caused by a failing pump system. Welsh Water has ordered the necessary replacement parts, but there is a delay as the parts are being shipped from overseas. He also clarified that the water involved in the flooding was identified as sewage, not floodwater from the storm.

Towyn/Beach Access - Darren advised that as the present sea defences in Towyn are considered to be effective, unfortunately no improvements/refurbishments will be made to the steps leading to the beach as part of the current sea defence scheme. Once the priority works on the sea defences are completed, improvements to the Sandbank Road railway bridge and steps may be looked at.

Cllr M Smith reported that the railway bridge and steps have been on the CCBC Local Area Forum East agenda for several years, but unfortunately, no funding is available for improvements. He reassured members that the issues remain on the radar and will continue to be discussed at the local level.

The Chairman thanked Darren for his attendance and for providing the updates.

7. 2024-25 - Proposed Budget Amendments

Resolved that: - The Proposed Budget Changes for 2024-25 be approved, as presented and explained by the Clerk.

8. Budget Monitoring Report

Resolved that: - The 3 x year to date Budget Monitoring Reports as a 31/12/2024, including one with explanations re reportable/notable variances, be approved as presented and explained by the Clerk.

9. Payments & Receipts

Resolved that: - The payments and receipts for the period 01/12/2024 to 31/12/2024, 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 31/12/2024, 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. Policies

Resolved that: - The following reviewed policies be approved, as presented by the Clerk with no amendments required:

- **Annual Investment Policy & Strategy**
- **Financial Management Policy**
- **Financial Reserves Policy**
- **Formal Reserves Policy**

12. PFR Work Schedule

Noted the updated year to date PFR related Work Schedule, which was presented/explained by the Clerk.

13. Community Support Expenditure

Noted that the updated year to date Community Support Expenditure presently stands at £3,748.07.

14. Renting Out Vacant Upstairs Office

Noted that: -

Office One

- a) William Gleave Estate Agents are actively marketing the vacant office via Rightmove. The room has also been advertised on the Town Council's Facebook and Website pages.
- b) To date there has been no interest in the vacant room.
- c) The room is currently advertised at £80 per week/£347 per month/£4,160 per annum.
- d) The room has been vacant since 31/05/1024, resulting in an approximate loss of income of £1,733 at £40 per week and £466 at £80 per week.

Office Two

A lease is in place, which is due to expire in February, 2025 with the current weekly rent set at £40.

Resolved that: - The weekly rent on Office One be reduced to £40 per week and that the rent for Office Two will remain at £40 per week.

15. Data Protection

Noted the recent Date Protection update/report for 2024 which has been prepared/provided by the Town Council's Data Protection Officer/Auditor.

Resolved that: - The new draft IT Access Control Policy be approved as presented by the Clerk.

Supports “Resilient Wales” as Data Security is essential for resilience. The policy ensures that digital services and systems remain functional and secure in emergencies, protecting data from cyberattacks, disaster, or system failures.

Supports “A Globally Responsible Wales” as an IT Policy can ensure that digital systems comply with global data protection laws such as the General Data Protection Regulation (GDPR). This adherence helps protect both local and global citizens’ data while promoting ethical data use and privacy practices.

16. Gas Contract

Resolved that: -

a) The provisional quote from Total Energies for the supply of gas, at a rate of 6.97p per kwh with a daily standing charge of 1.15p, estimated annual cost of £2,748.16 plus VAT, subject to actual usage (obtained on 09/01/2025 and may be subject to change) be approved for a 36-month fixed price contract (Contract start date 31/03/2025, contract end date 30/03/2028). Although this was not the lowest quote received (second cheapest), the members felt that it offers good value for money and as Total Energies is the current gas supplier for the Town Council building it will provide continuity in service.

b) The new Total Energies contract will be signed on behalf of the Town Council by the Deputy Chairperson of the Full Council and Appointed Finance Councillor, and that their signatures will be witnessed by the Clerk.

Supports “A More Prosperous Wales” by securing a competitive and cost-effective gas contract, the Town Council can reduce energy costs, which can then be reinvested into the local economy.

Supports “A Resilient Wales” by ensuring that a gas contract is renewed with reliability in mind contributes to resilience. By selecting a supplier with a proven record of customer service, reliability in delivery, and the ability to respond to emergencies, the Town Council can be assured of a dependable energy supply in times of need.

17. IT Contract

Resolved that: - This agenda item is deferred until the next Full Council meeting, scheduled for the 22/01/2025, as not all the requested quotes have been received.

18. Precepts

Noted that this agenda item was not discussed as the Precept requirement for 2025-26 was fully concluded/resolved at the Full Council meeting held on the 08/01/2025.

19. Towyn Notice Board

Resolved that: - The quote of £800.82 (notice board only) plus VAT to replace the existing (storm damaged) external notice board in Towyn from Greenbarnes Ltd be approved. Although it was not the lowest in cost (second cheapest), the members considered it to be excellent value for money, and the notice board was deemed to be the most robust out of the quotes received.

Resolved that: - The cost of the new external notice board will be taken from the existing Ground Maintenance budget for 2024-25.

Supports “A More Equal Wales” by ensuring the notice board is accessible to all, including those with disabilities, it promotes equality. It can be used to share information about local support services, community initiatives, and events that cater to the needs of various social groups, including vulnerable and marginalised communities.

Supports “A Wales of Cohesive Communities” as a notice board provides a central point for residents to stay informed about local issues, events, and developments. This contributes to building a sense of community and promoting social interaction by helping people feel connected to what’s happening locally.

20. Abandoned Vehicle at Sandy Cove

Noted that:

- a) The responsibility of removing an abandoned vehicle is the responsibility of Conwy CBC/Police, and that it’s recommended that landlord/landowners do not get involved for legal reasons.
- b) Residents must report the issue to Conwy CBC using the online reporting form through Conwy CBC Website. Conwy CBC will then follow the abandoned vehicle process to remove the vehicle.

21. Conwy County Borough Councillor Updates/Reports

The County Councillors reported that they had no new updates to share following the previous meeting.

Meeting Closed: 19:55

Signed by the Chair of the next Full Council meeting on 22/01/2025.