

Environment Improvement - Work Schedule - 2024 - 25

Christmas Lights	H	- Oct 24 - S178 Licence Application submitted and approved by Conwy CBC for the 2024 Xmas lights. - CCBC Invoice paid on - Christmas Lights Contractor Invoice paid on
Christmas Trees	H	- 2024 Xmas Trees Quote - Received 2/9/24. - Quote approved and Trees ordered - Full Council 2/9/24. - Invoice paid on -
Grounds Maintenance	H	- On going. - Any proposed additional/one off schemes/projects for 2024 – 25? - 5/6/24 – Agreed to replace the damaged KB Beach height Barrier entrance Sign – Cost - £695.00
Play Grounds	M	- Members resolved at Full Town Council Meeting held on 5/6/24, not to install/replace any CCBC play schemes/equipment within the T & KB area in 2024 – 25. - However, we will continue to financially assist CCBC with any adhoc replacement parts for existing play equipment from our Playgrounds EMR Budget. - May 24 – CCBC have advised that they have secured a grant to replace the safety surface on the Space ship in their play area on Chester Avenue. - 25/9/2024- Agreed to replace basket swing in Kendal Road Park at a cost £1237.00. Invoice paid on - 5/12/2024 – Agreed to cover the cost of the repair of the octopus seesaw in Kendal Road Park as a cost of £158.88 – Invoice paid on..... - 2024 -25 - Budget – NIL.
Community Skip Days	H	- March 24 – CCBC have advised that their Community Skip Scheme will cease with effect from 31/03/2024. - Quotes obtained from Private Skip Companies. - Investigate the H & S and Insurance Implications for TKBTC arrange Community Skip Days, as previously the events were supervised and managed by CCBC. - Resolved at the Full Council meeting on 22/4/2024, Given that the Town Council would be fully/solely responsible for any community events moving forward, the Town Council will not hold any Community Skips Events in 2024 – 25, and will review the position in 2025 – 26. - 2024 – 25 - Budget £3,250 - Members resolved Budget to be reduced to Nil @ Full Council Meeting held on 5/6/2024.
Bus Shelters	H	- £1250 Annual Payment to CCBC for Bus Shelter Cleaning/Maintenance/Replacement – To be paid out of the funds which CCBC hold on the behalf of TLBTC for Bus Shelter Cleaning/Maintenance and Replacements. - H1 Internal Bus Shelter Survey Completed on 28/05/2024.

		- H2 Internal Bus Shelter Survey Completed on 12/08/2024. - Jan 24 – CCBC have finally confirmed that they own the 5 x Bus Shelters, and therefore the Bus Shelters have been removed from our Asset Register and Insurance Policy, as they were recorded/insured as TKBTC assets. - Dec 24 – CCBC confirmed that they are presently holding funds of £9180.75 on TKBTC's behalf, relating to the 5 bus shelters within T & KB area that we contribute towards. - Full Council – 14/08/2024 – Agreed to approve the quote from CCBC for the sum of approx. £6715 to install an additional non-living roof Bus Shelter on Towyn Road (across the road to the existing one outside Plains Caravan Park). – To be paid out of the funds which CCBC hold on our behalf. - Oct 24 Conwy CBC to install 2 x bollards on the pavement for the KB CC Bus Shelter on Foryd Road, to make it safer/prevent cars driving over the lowered kerb.	
Quarry Path	H	- £1500 recharge monies received from Conwy CBC on 17/12/2024 - (Invoice sent in Oct 24) - Any additional work required – No. - April 24 – Wind damaged trees cut down and removed from the path (2 trees). - Nov 24 – CCBC have advised that they will not be paying the £1500 recharge in 2025 -26 , and they will be taking the work/path back in house. - Nov 24 Email sent to ERF at CCBC that the existing Maintenance and Inspection Agreement relating to the Quarry Line will cease with effect from 31/3/2025, and all responsibilities relating to the path, will revert to CCBC.	
Owain Glyndwr Abandoned Play Area	H	- 6/9/2023 – Land tfr forms signed by TKBTC at Solicitors.- Land Certificate awaited – Chased Sept 24. - Feb 24 – Confirmation received from CCBC Funding Team - Grant approved - 04/03/2024 – Full Council – Members - Agreed to the installation of a Water supply to site. - 22/4/2024- Members agreed the quote to install a water supply within the garden, ready for Welsh Water to connect to (installed 24/5/24). - 22/4/2024 – Members approved the quote for £4900 for all the ground maintenance work which is required in the garden, such a trunk grinding, weed membrane and bark. - 04/03/2024 – Full Council – Members – Noted that the installation of a power supply, was not deemed essential at this stage.	

		- Grant must be fully spent/claimed by 30/11/2024 – Final Grant Claim sent to CCBC on 30/10/2024. - Grant Funds received on 26/11/2024.	
Insurance Related – Annual - H & S Inspection/Audit		- Inspections completed in Oct 24. - 5/11/2024 – One o/s action – Repair to Picket fence at Ffordd Y Berllan Field in Towyn. – completed Nov/Dec24. - 4/11/2024 – Members approved the 2024 Completed Action Plan. -	
TREE SURVEY (INTERNAL)		- INTERNAL/INFORMAL QUARTERLY SURVEY OF TREES:- - WOODLAND – CHESTER AVENUE, - QUARRY LINE PATH – Not TKBTC responsibility - LLYS Y BERLLAN - Q1 – 2024 - Noted at Full Council in April 24. - Q2 – 2024 - Noted at Full Council in June 24. - Q3 – 2024 - Noted at Full Town Council in Aug 24. - Q4 – 2024 – Noted at Full Council in Nov 24.	
Tir Prince Park		- Proposed Improvements to Pond – Small Works contractor undertook work in Oct/Nov 2024. - Any progress Re CCBC applying for grant funding to install an additional pond in the park – Last update:- Meeting in Jan & Feb 2024 , between CCBC officers/potential Contractors.	
Chester Avenue Woodland		- Members resolved in 2023 – 24 that no new schemes/projects would be considered for the woodland moving forward (Due to blatant vandalism and ASB in the woodland). - June 2024 – Damaged/Vandalised picnic bench/ signs and raised beds removed from the woodland, for H & S reasons. - Aug 24 - Noted a number of broken branches at high level – Contractors to make safe/remove- Completed.	
HANGING BASKETS FOR THE RESOURCE CENTRE		- Ordered on - April 24 - Installed - May 24 - Taken down Sept 24	
SOLAR FARM GRANT		- 2024 – Grant Monies Received £7,153.17 x 2 = £14,306.34 received in July 2024. -	
SOLAR LED LIGHTS		- <u>Sandbank Road Car Park</u> – Confirmed of approval received from Jones Peckover (Church's agent), written agreement/contract awaited Re TKBTC taking full responsibility for the lights for 10 years. (term of new CCBC & Church Lease). – last Chased Nov 2022.	

		- Morfa Avenue- Agreed 4/9/2023 to investigate installing solar led lights on the unadopted section of Morfa Avenue, which is also owned by the charity – Clerk to formally write to the charity to request permission – Oct 23 – Quote awaited. - Written Consent Received from (Chair of Charity) dated 7/9/2023 – Copy in Share LED Lighting File - However now unclear who actually own's the unadopted road, it would appear that the Charity may not own the road, likely to be all the property owners on the road - To be confirmed if the scheme is going ahead, will also need to complete a Public Consultation with all property owners on the unadopted section of the road. - - At Full Town Council meeting on 5/6/24 members proposed and approved in principle various locations which will be considered/investigated for solar LED lights moving forward. - - Green Avenue 24/7/2024 - Agreed to complete Stage 2 of Green Avenue, which will cover the full road. - Tir Prince Park - 14/Aug/24 - Agreed to look to apply for grant funding to complete the scheme in Tir Prince Park . – Grant application submitted in Oct 24. – Grant Approved in Jan25. - - (2024 -25 Budget - £5500).- Budget increased to £6950 on 24/7/2024.	
Flood Forum		- Last Meeting held on 21/4/2023.	
Mass Bulb Planting Scheme		- Members resolved at Full Town Council Meeting held on 5/6/24, not to plant any bulbs in 2024 – 25. - 2024 -25 - Budget – NIL.	
Speed Sensing Signs?		- Resolved 4/3/2024 – That an additional speed sensing sign would be installed on St Asaph Ave by Silver Birch (using the post and power supply to the recently removed mini roundabouts on the road – Covering funds in EMR for this sign). - Installed Sept 24. - - Nov 24 – Invoice Paid. - - 2024 – 25 - Budget NIL.	
Defibrillators		- Dec 23 - CCBC have confirmed that moving forward, they will not cover the energy costs and/or installation costs of any comm defibs, which are remotely located. (Approx. cost for power for a defib cabinet £10/15 p.a. - CCBC can use their unmetered supply MPAN for comm/isolated defibs, however as Defibs are on 24/7 Town Council	

		Unmetered Supply MPAN don't allow any perm connections, so each isolated defib would need a separate supply and separate meter). - 2024 – 25 Budget - £3000 (A number of replacement batteries will be required in the next 12 months).	
Proposed Conwy CBC Free Wifi Scheme		22/4/2024 – Agreed to increase TKBTC match funding to £13,724.09. (Total cost of the scheme £45,746.96). July 24 CCBC advised that they have achieved savings, and offered a 5 or 7 year option. 14/08/2024 -TKBTC Cllrs agreed the 7 year option, with a reduced match funding requirement from TKBTC of £12,845.83.	
Tree Planting		- Sept 24 – A number of identified dead trees are to be replaced in Oct/Nov2 024 – See Separate Tree Report - Sept 24 – Clerk to undertake site visit at Clwyd Park Park to inspect/review number of mature trees which were damaged/blown down in the storm on 30/8/2024. - Trees to be planted in Nov 24. - 2024 -25 Budget - Tree Planting - NIL.	
Glan Morfa Improvements		- Resolved at Full Council on 22//4/2024, the Town Council will install 1 x solar led light and 4/5 suitable fruit (fruit trees subject to a satisfactory public consultation which is to be undertaken by Cllr Bernice). - Resolved at the Full Town Council meeting on 4/11/2024, that due to the lack of contact from Cartrefi Conwy, the proposed improvements will no longer been completed. -	
School Xmas Event/Reindeer Event		- 2024 -25 Budget £Nil (Any events will need to be considered /paid from the Grants Budget).	
Summer Play Scheme		- CCBC Scheme in Tir Prince Park - TKBTC to fund. – (£1400). - June 24 - Noted that the Play Bus booked in 2023 by TKBTC, has now been sold, and is not located locally.	
Sea Defence Improvement Works		- CCBC to hold a public drop in session/event on Friday 13/09/2024 between 3pm and 7pm, at TKBTC Comm Res Centre. - Work commenced on site in Sept 2024. - Work due to be completed in Winter 2025 -26 (ERF memo received on 23/04/2024).	
		- Members resolved at Full Town Council Meeting held on 5/6/24, not to install/relocate any benches in 2024 – 25.	

Benches		- 2024 -25 - Budget – NIL. - Oct 24 – Proposal to replace fire damaged wooden benches at CCBC Chester Ave Play Area with metal benches on concrete pads. - 4/11/2024 – Members Resolved to install 1 x metal picnic and 1 x metal standard bench, with concrete pads.	
Goal Posts		- TKBTC have tested as part of the insurance survey, and CCBC will also test, as the goal posts are on their land.	
Weed Spraying		- Aug 24 - Agreed a quote of £500 plus VAT, for the Town Council will cover the cost of spraying the 5 main roads in Towyn and Kinmel Bay (Sandbank Road, Gors Road, Towyn Road, Foryd Road & St Asaph Avenue),as CCBC had only sprayed the weeds on the roads once this year, due to financial constraints, and the single spraying appears to have been ineffective.	
Energy Efficient Survey		- CCBC secured a grant for a number of community assets to be surveyed. - Sept 24 - TKBTC Comm Res Centre survey completed. - Oct 24 - Audit Action Plan raised following receipt of the survey report. - Oct 24 - All Lights have been inspected by electrician and confirmed to be LED – (most cost efficient type). - Oct 24 -2 x damaged outside vents (gents) replaced. - Oct 24 – Loft installation has been checked by Loft Insulation Coy, and they have advised that the existing loft insulation fully meets the current recommendations/requirements9depth of 300mm), and therefore no additional insulation is required. - Oct 24 - Quotes requested for Smart Control System and TRV's on each radiator. - 5 Nov 24 – Clerk advised Members that the existing central heating boiler is approx. 20 years old, members advised that they will not look to replace it, until either it breaks and/or if a grant is secured to replace it for a more efficient/hybrid boiler/air source heat pump. - Partly completed survey presented to Full Council – 04/11/2024.	
Clwyd Park Park - Additional Path		- Oct 24 - £7k transferred to EMR Clwyd Park path. - Oct 24 - Pre Grant application enquiry submitted to CVSC, and they have advised that the grant app will need to be in the name of CCBC, as they own the park. - TKBTC have sent the details to SB at CCBC Erf, and he will look to submit an application for the proposed path. CCBC	