

Towyn & Kinmel Bay Town Council

Minutes of the Full Council held on Monday 29th July, 2019 at 6.30pm at the Community Resource Centre Kinmel Bay

Present Councillors: A Bibby, G Corry, T Curran, B Griffiths, A Hodgson, D Johnson (Deputy Mayor), M Jones (Mayor), J McKenna, P Miller, K Redhead M Smith & N Smith

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr B McLoughlin & Cllr D Luke. Cllr L Knightly was absent without apology.

2. Declaration of Interest

Cllr N Smith declared an interest in agenda item 9 – Planning, as he is a member of the planning Committee at Conwy County Borough Council, he withdrew from the meeting whilst the agenda item was being discussed.

3. Public Participation

There were no applications from the public to address the Council.

4. Minutes

The Minutes of the Full Council meetings held on 26/06/19 were approved and signed, as presented.

5. Matters Arising

There were no matters arising to be discussed/noted.

The Chairman agreed to change the order of the agenda, so that agenda item 14 – Day Time Music Event could be discussed next.

14. Day Time Music Event

Resolved that:

1. A Day Time Music Event will be held in 2020.

2. The following requirements will be removed from the proposed/present due diligence checklist: -

- a) Experian Company Credit Check**
- b) Indemnity/Personal Guarantee**
- c) Specific Event Insurance/Cancellation Insurance**

3. The following requirement will be included in the due diligence checklist:

- Reason for holding event (Who is it for and does it tick all the boxes of what we are trying to achieve?)**
- Proposed event organisers track record**
- Appropriate Insurances in Place - Public Liability Insurance**
- Companies House Search (Company, Associated Companies and Directors)**
- Completed Grant Application Received and All Criteria either Met or Happy with the Application/Explanation/Circumstances, if any of the required Criteria is not met.**
- Full Financial Information regarding the Event Received**

(Budget/Cash Flow/Breakdown of Expenditure/Income).

- Service Level Agreement Signed.
- Application discussed with Conwy Events Team.
- All Required Permissions/Licences and Policies in place?
- Stage Payments – 50% up front and 50% after the event.

4. Resolved that the Clerk would forward the Approved Due Diligence Checklist and a grant application form to the proposed event organiser.

Cllr David Johnson asked that it be put on record that he has abstained from voting on all proposals relating to the Day Time Music Event, which have been discussed at tonight's meeting.

6. **Payments and Receipts for the period 01/06/19 to 30/06/19**

Resolved that: The list of payments and receipts for the period 01/06/19 to 30/06/19, be approved as presented, and be signed by the Chairman.

7. **Bank Reconciliation as at 30/06/19**

Resolved that: The balances as at 30/06/19, be approved as presented, and be signed by the Chairman.

8. **Budget Monitoring Report Year to Date x 2 and Proposed Budget Adjustments for 2019-20**

Resolved that: -

- a) The 2 x year to date (As at 30/06/19) budget monitoring reports be approved, as presented by the Clerk.
- b) The proposed budget changes for 2019-20, be approved, as presented/explained by the Clerk.

9. **Planning**

0/46440

Erection of single storey pitched roof extension to side of dwelling.

Resolved that: No Objection

0/46489

Certificate of lawfulness for an existing use of land for static caravans subject of planning permission refs. 1/13565 and 0/34065 for all year round holiday use.

Resolved that: The Town Council has no evidence/local knowledge regarding the application for a Certificate of Lawfulness.

10. **Sound Radio**

Noted that Sound Radio were still awaiting to hear from OFCOM regarding their application for an FM Licence.

11. **Broadband/Internet Issues at the Community Resource Centre**

Noted that Sound Radio have not yet sent a response to the Town Council's email of 26/06/19.

12. **Cader Avenue**

Noted that:

- a) The Town Council is still awaiting receipt of the list from Conwy, relating to all roads within Towyn & Kinmel Bay which are scheduled to be resurfaced in 2019-20.
- b) The Clerk will forward a copy of the above list to CARA once it is finally received from Conwy.

13. Abergele Burial Board

Noted that: The Welsh Audit Office have advised that they are in the process of writing up a report, which they anticipate will be issued to the Committee and the Councils in September 2019.

15. LDP

Resolved that: - The Clerk will forward the statements/reports provided by Cllr's A Bibby, B Griffiths and G Corry to Conwy, with a covering email.

Noted that Conwy's replacement Local Development Plan – Preferred Strategy Public Consultation will commence on 29 July 2019 and will end on 20 September 2019.

Noted that all Councillors have today been sent by email, the link/full details of the consultation, which includes the locations and dates of the Conwy drop in events.

16. Replacement Window in the Assistant's Office

Noted that an installation date is still awaited.

17. Clearance of Land at Gors Road

Resolved that: - The quote from Digit for the sum of £1,785 is approved, as it was deemed to be good value for money, and is £365 less than the quote from Smilers which was discussed/approved in the Full Council meeting held on 26th June, 2019. Digit will complete all of the work and will purchase the required materials themselves.

18. Cader Avenue Meeting

Noted the Informal Minutes and Agreed Actions from the Informal Meeting which was chaired by Darren Millar on 08/07/2019.

19. Sandbank Road Border and Block Paving

Resolved that: Subject to Conwy Legal confirming that the proposed work/improvement could be undertaken, that the quote from Digit for the sum of £1,340 be approved, as the Town Council were happy that it represented good value for money. Two local contractors have been requested to quote for the proposed works, however only Digit had provided a quote.

20. Polling District, Places and Stations Review

Noted that Conwy are presently undertaking a review.

21. Height Barrier at Kinmel Bay Church, Y Morfa Leisure Centre, Ysgol Y Foryd and Ysgol Maes Owen

Resolved that: -

- a) A contribution of £1,000 would be made to the Kinmel Bay Church towards their new height barrier.**
- b) Subject to Conwy agreeing to the gate being removed at Y Morfa, the Town Council would provisionally approve a £1,000 contribution towards the installation of a height barrier at Y Morfa.**
- c) That the Town Council would provisionally approve a contribution of £1,000 towards the cost of a height barrier at the schools.**
- d) A budget limit at £3,000 would be included in the 2019-20 budget to cover the Town Council's contribution for the installation of the three height barriers.**

22. Unauthorised Encampments

Noted the recent unauthorised encampments in the Towyn & Kinmel Bay Area.

23. Blanket Payment Authority

The Clerk presented the proposed revised blanket payment authority to the Councillors, and explained that Triumph Computer were being added to the list, as Triumph are the current hosts for the TKBTC UK Domain.

Resolved that: The revised blanket authority be approved and signed, as presented.

24. Anti-Social Behaviour

Resolved that:

- a) **The Clerk would write to Conwy to request details of all orders which are presently in place for the Towyn & Kinmel Bay area.**
- b) **That the Clerk would write to Conwy to see what orders could be considered for the Towyn & Kinmel Bay area, for alcohol, drug and anti-social behaviour.**

25. Community Skip Day

Noted that the next Community Skip Day is at Kinmel Bay Community Centre Car Park on Friday 02/08/19.

Resolved that:

- a) **The clerk contacts Conwy with a view to arranging a community skip day at Chester Avenue, sometime before the end of August, 2019.**
- b) **A date for a community skip day for the Kinmel Bay Church car park would be discussed/agreed in Environmental Improvements Committee Meeting in September, 2019.**

26. TKBTC Logo

The Chairman explained to the members that there were presently various versions of the Town Council's Logo, and that the computer versions of the logo were of a very poor quality.

Resolved that: The quote of £60 from Gwasg Print Company to re-draw/re-design the existing Town Council Crest/Logo were approved, as it was considered to be good value for money.

27. Community Awards

Noted that community awards nominations for 2019 need to be received by the Clerk by 31/08/2019.

28. Mayors Report

The Mayor updated the Councillors regarding the various events/functions that he has attended, representing the Town Council. Approximately £500 has been raised since 01/04/19, for the Mayor's nominated charities for 2019-20.

29. County Councillor Reports/Feedback

Resolved that: County Councillors would feedback Towyn & Kinmel Bay related matters/developments at future Full Town Council meetings.

Cllr G Corry advised the Councillors of the recent collision on the St Asaph Avenue/Denbigh Circle roundabout.

Cllr Corry asked that roundabouts be added to the agenda of the Environmental Improvements Committee meeting in September, 2019.

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Signed by the Chairman of the next Full Council meeting on 25/09/19