

Towyn & Kinmel Bay Town Council

Minutes of the Full Council held on Wednesday 25th September, 2019 at 7pm at the Community Resource Centre Kinmel Bay

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr D Luke. Cllrs A Hodgson & L Knightly were both absent without apology.

2. Declaration of Interest

There were no declarations of interest.

3. Public Participation

There were three residents at the meeting, two left after being advised that it would not be possible to discuss any items which are not on the meeting agenda. The Chairman advised the two residents of the process to request for items be added to the agenda for future meetings. The third resident advised that she was present to observe the meeting.

4. Minutes

The Minutes of the Full Council meetings held on 29/07/19 were approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Family Support – Community Wellbeing

The Section Manager of the Conwy Family Support Team for South & East Conwy, gave a presentation and an update to the Councillors. The Conwy Officer advised: -

- That there were 4 levels of support available.
- The Family Support Team was undertaking work at both Ysgol Y Foryd and Ysgol Maes Owen.
- That the majority of the families presently getting support from the Abergele Family Centre were from the Towyn & Kinmel Bay area.

The Chairman thanked the Conwy Officer for her presentation and for attending tonight's meeting to provide an update and to answer Councillors questions.

Resolved that:

- a) **The Conwy Officer will forward actual figures to the Clerk, and that the Clerk will send the data out to all Councillors.**
- b) **The Conwy Officer will forward the Clerk blank referral forms, and that the Clerk will forward the forms, once received, to the Councillors.**

7. Minutes of Committees

Noted the draft minutes of the following committee meetings: -

- PFR 02/09/19
- Environmental 09/09/19

8. Payments & Receipts

Resolved that: The list of payments and receipts for the period 01/07/19 to 31/08/19, be approved as presented, and be signed by the Chairman.

9. Bank Reconciliations

Resolved that: The balances as at 31/07/19 and 31/08/19 be approved as presented, and be signed by the Chairman.

10. Budget Monitoring Reports and proposed budget changes.

Resolved that:

- a) The two year to date (as at 31/08/19) budget reports be approved, as presented by the Clerk.
- b) The year to date (as at 31/07/19) budget report with comments regarding reportable variances, be approved as presented by the Clerk.
- c) The proposed budget changes, be approved, as presented/explained by the Clerk.

11. Sound Radio

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

12. Cader Avenue

Noted the confirmation from Conwy, of the roads within Towyn & Kinmel Bay which are scheduled to be re-surfaced in 2019-20.

Resolved that: The Clerk will send a copy of the confirmation to Cader Avenue Residents Association.

13. Abergele Joint Burial Board

Noted that the Welsh Audit Office Report has been delayed, and is now due to be received before the end of October, 2019.

14. Day Time Music Event

Noted that:

- a) The proposed organiser of the 2020 event has confirmed that he is intending to hold an event in Towyn in 2020.
- b) Further information is awaited from the proposed event organiser.

Resolved that: The Day Time Music Event will be put on the agenda of the next Full Council meeting, so that Councillors can discuss the grant application and supporting paperwork.

15. Sandbank Road Border & Block Paving

Resolved that: The revised quote from Dig It for the sum of £1,625 (which includes a section 171 Licence from Conwy) be approved, as the Councillors were happy that the quote represented good value for money.

16. Height Barrier

Noted that:

- a) A £1,000 contribution had been made to Kinmel Bay Church towards the cost of their new height barrier.
- b) The Clerk had not heard from either Y Morfa or the two schools, regarding the Town Councils offer to contribute £1,000 towards the installation of height barriers.

Resolved that:

- a) Cllr M Jones would approach the two schools to see if they were considering installing a height barrier at the schools.
- b) Cllr B Griffith would approach Y Morfa to see if they were considering installing a height barrier at the Leisure Centre.

17. Blanket Authority

The Clerk presented the proposed revised blanket payment authority to the Councillors.

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

18. Anti-Social Behaviour

Noted the reply from Conwy regarding Public Place Orders.

19. LOGO

Noted the New Town Council Logo.

20. Policies

Resolved to approve the Business Continuity Policy, as presented by the Clerk.

21. Revised Standing Orders & Financial Regulations

The Clerk presented both the revised documents to the Councillors, and explained any proposed changes, together with the reasons for the proposed changes.

Resolved that: The Revised Standing Orders and Financial Regulations be approved, as presented by the Clerk.

22. Councillor Resignation

Noted Cllr Peter Miller's resignation.

Resolved that: The Clerk would contact Conwy so that the vacant seat can be filled.

Resolved that: The Clerk would write to Peter Miller to thank him for his valued work in the local community whilst he was a Councillor

23. External Audit

The Clerk presented explained in detail the following documents: -

- a) The Auditor General for Wales Audit Certificate and Report for the year ending 31/03/19, which confirmed that there were no findings to report.
- b) The Internal Auditors Reports for 2018-19 Audit.
- c) Draft Internal Control Policy and Statement/Report regarding the effectiveness of the 2018-19 Audit.

Resolved that: All the above documents be approved as presented, without the need for any amendments, and that the Clerk and Chair both sign the Statement/Policy of Internal Control for the year ending 31st March, 2019.

24. Councillors, Mayor, Deputy Mayor and Committee Chairman Allowances 2019-20

The Clerk advised the Councillors, that all allowances for 2019-20 will need to be paid via payroll, as per HMRC guidelines.

All Councillors will need to complete an opt in/opt out form, and if opting in will need to complete a new starter forms for our payroll company, for any new councillors and/or if any amendments are required.

All allowances will be subject to basic tax rate and any adjustments/enquiries regarding overpayments/underpayments of tax will need to be undertaken by the individual Councillors directly with HMRC.

Resolved that: -

- a) **The Clerk will forward the above mentioned forms to all Councillors over the next couple of weeks, for completion and return by the end of October, 2019.**
- b) **The Clerk will report any unclaimed allowances to Councillors in the November's Full Council meeting so that the Councillors can decide what to do with any unclaimed allowances.**

25. Royal British Legion

Resolved that: -

- a) **A donation for the sum of £50 be made to the Local Branch of the Royal British Legion, to cover the cost of the 2019 RBL Remembrance Wreath.**
- b) **That Cllr Jean McKenna be appointed as the second Towyn & Kinmel Bay Town Council representative on the Local RBL Branch Committee, as a replacement for Peter Miller.**

26. 2019 Christmas Lights

Resolved to approve the payment of £16,540.48, (which includes VAT) to The Festive Lighting Company, for the 2019 Christmas Lights.

27. Chester Avenue Proposed Play Scheme for Toddlers.

Resolved that: -

- To approve the quote from Conwy for the sum of £31,114.50 for play equipment in the park, subject to Conwy agreeing to take full ownership of the ongoing maintenance of the play equipment and park.
- That Cllrs K Redhead and M Jones will communicate the proposed play scheme with the local residents and schools.

Resolved that: -

- a) Cllr K Redhead would approach Cartrefi Conwy to see if they would be prepared to contribute say £5,000 toward the new play scheme.
- b) That if Cartrefi Conwy are not prepared to contribute towards the scheme, the Town Council would fully fund the proposed play scheme.
- c) The budget to cover the proposed play scheme would be funded in the following way: -
 - £5,000 Playground Budget
 - £10,000 Solar Farm Funds
 - £9,000 from the Ffordd Y Berllan Budget as the proposed scheme at Ffordd Y Berllan is no longer going ahead.
 - The balance would be met from Reserves.

28. Asset Register – Public Sector Deposit Fund

Noted that it was unclear how Public Sector Deposit Funds need to be reported moving forward, and that the Clerk had contacted CCLA, SLCC and the Welsh Audit Office for clarification.

Noted that the Clerk would update the members once confirmation has been received.

29. LED Lighting

Cllr G Corry asked that it be noted that he strongly objects to the Council installing LED Lighting, due to the costs involved.

A proposal was received and seconded to increase the LED Lighting Budget from £4,000 to £6500.

A second proposal was received not to increase the LED Lighting Budget until full/revised costings have been received.

Resolved that: -

- a) The budget for LED Lighting be increased from £4,000 to £6,500.
- b) The Clerk would contact LTP Integration & Products to obtain an exact costing/specification for stage one.
- c) The Clerk would contact LTP Integration and products to ask them if it would be possible for a product demonstration to be arranged.
- d) All Councillors would be invited to any follow up meetings with any of the proposed LED light contractors.

30. Solar Farm Funds

Noted the up to date balances relating to the Solar Farm Grant Monies.

31. Grant Applications

Resolved: - To approve the following grants

- £250 Urdd
- £250 Victim Support
- That the grants budget would remain unchanged, in case any further late grant applications are received.

32. Public Sector Ombudsman for Wales

33. Re-Introduction of Borders/Planting in the grass verges on Foryd Road

Resolved to approve the quote from Conwy for the sum of £3,875 plus VAT, to re-introduce planting in the grass borders between J & J Caravans and the Sandy Cove Club on Foryd Road.

34. County Councillor updates/feedback

Cllr D Johnson updated the Councillors on the following matters: -

- Gaingc Road encroachment
- Derelict building at Towyn Cross Roads.
- Speed Cameras and warning signs on Gors Road
- Safety Audit following recent Road Traffic Accidents on Gors Road

Councillor M Smith advised that the property on Denbigh Circle had now been cleared.

Cllr N Smith advised Councillors that the leases for the units on the Kinmel Bay Beach Car Park have now been completed and that the Tenants have worked hard to make improvements to the units/area this Summer.

Cllr G Corry undated the Councillors regarding: -

- Conwy due to budget constraints were looking for the Town Council to take over additional services from them.
- Welsh Government have made available an additional £600m, and Conwy have applied to Cardiff for part of these funds.
- 21st Century Schools.
- Conwy are facing a £15m budget cut in 2020-21.

35. Mayors Report

Cllr M Jones advised that he had been extremely busy over the last couple of months representing the Town Council at various civic events/non civic events.

- Cllr Jones advised that his charity fund raising was going well.

Meeting Closed at 20:45

.....
Signed by the Chairman of the next Full Council meeting held on 27/11/2019