

Towyn & Kinmel Bay Town Council

Minutes of the Full Council (Virtual Meeting) held on Wednesday 19th August, 2020 at 7pm at the Community Resource Centre Kinmel Bay

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr B Griffiths. Cllrs A Hodgson, L Knightly and S Wilson were absent without apology.

2. Declaration of Interest

Cllr N Smith declared an interest in agenda item 10- Planning, as he is a member of the Planning Committee at Conwy County Borough Council, and he was placed in the virtual meeting waiting room whilst this agenda item was being discussed.

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 22/07/2020, be approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Coronavirus

Noted that the Kinmel Bay Foodbank presently do not require the Town Council to purchase any food/supplies for their foodbank, as the demand in recent weeks has reduced.

7. Payments and Receipts

Resolved that: The payments and receipts for the period 01/07/20 to 31/07/20, which have been fully reviewed by the Clerk and Cllr M Jones (designated/appointed Finance Councillor), be approved as presented by the Clerk, and be signed by the Chairman.

8. Bank Reconciliations

Resolved that: The balances as at 31/07/20, which have been fully reviewed and signed by the Clerk and Cllr M Jones (designated/appointed Finance councillor), be approved as presented by the Clerk, and be signed by the Chairman.

9. Budget Monitoring

Reports and proposed budget changes.

Resolved that:

- a) The two 2020-21 year to date budget monitoring reports, be approved as presented and explained by the Clerk.
- b) The proposed budget changes for 2020-21, be approved, as presented and explained by the Clerk.

10. Planning

0/47488

Extension to garage.

Resolved that: No Objection, subject to the extension not obstructing the fire escape, for the flat above which is situated at the rear of the building.

0/47508

Proposed Portakabin storage building.

Resolved that: No Objection, subject to it being a temporary arrangement.

Cllr B McLoughlin asked that it be recorded in the minutes that she abstained from voting on this planning application (0/47508).

0/47510

Proposed alterations to the internal layout and external appearance of the existing ancillary habitable accommodation building & associated works.

Resolved that: No Objection.

Pre-application – Proposed by Elwy Solar Energy Farm – Pegasus Group – The Roe St Asaph.

Resolved that: No Objection.

11. Policies

Resolved that: the following new/revised policies be approved, as presented by the Clerk, with no amendments required.

- **Data Retention Schedule – Track and Trace added**
- **General Privacy Notice – External**
- **General Privacy Notice – Internal**
- **Draft Home Working Policy**
- **Draft Home Working Risk Assessment Form**
- **Revised DRAFT Covid-19 Risk Assessment**
- **Track & Trace Record Sheet – Covid-19**
- **Checklist for Reopening the Town Council Community Resource Centre**
- **Special Conditions for Hire Covid-19**
- **Managing Social Distancing Document – A Risk Based Approach**
- **Covid-19 Secure Premises Poster**
- **First Aid Guidelines – Covid-19**
- **Employer Return to Work Checklist – Covid-19**
- **Employee Return to Work Checklist – Covid-19**
- **Litter picking TKBTC guidance**
- **Litter Picking Risk Assessment for individuals/ groups**

12. Litter Picking

Noted that the Town Council now has a supply of litter picking equipment, which individuals/groups can use, for local litter picking events.

Noted:

- a) The Towyn & Kinmel Bay Town Council - Litter Picking guidance documents.
- b) The Litter Picking Risk Assessment for individuals/groups.
- c) That the individuals/groups will be responsible for making arrangements to ensure that suitable insurance is in place for litter picking.
- d) That the individuals/groups are responsible for making sure that they/the groups are aware of safety issues, and that Towyn & Kinmel Bay Town Council will not be responsible for any injuries or damage resulting from the litter picking activity.

13. National Strategy for Flood and Coastal Erosion Risk Management in Wales

Noted the new National Strategy.

14. Public Space Protection Order

Cllr D Johnson advised that there has been a marked increase in the number of people buying takeaway alcohol, and drinking it in the streets in Towyn.

Cllr D Johnson went on to say that whilst there are 'No Drinking Signs' in Tir Prince Park, he believes that the restrictions may have lapsed.

Resolved that: The Clerk will contact Conwy County Borough Council Regulatory Services to obtain clarification regarding Public Space Protection Orders, and report back to the members in a future meeting.

Noted that the following roads have been identified as potential hot spots for drinking in the street: - Chester Avenue, Towyn Road & Sandbank Road.

Cllr B McLoughlin left the meeting.

15. Welsh Government Repurposed Town Centre Regeneration Funding

Noted that a completed application form must be received by Conwy County Borough Council by 30/09/20.

Noted that the funding needs to be used by 31/03/21.

Resolved that: The Clerk will send a list of all proposed sites to all Councillors, and will ask Councillors to identify additional/alternative locations, and advise the Clerk of the identified locations by Friday 28th August, 2020.

16. Public Service Board

Resolved that: Cllr T Bibby would be the Towyn & Kinmel Bay Town Council nomination to represent Town Councillors in Conwy, on the Conwy & Denbighshire Service Board.

17. Furlough Scheme

Resolved that: The Caretaker would remain on the scheme until 30/09/2020, (part furlough and part working) by which time a further review will be undertaken.

18. Re-Opening of the Community Resource Centre to the Public

Resolved that: The Community Resource Centre will not re-open to the public until further notice, and that a further review will be undertaken in September, once the 2020 Summer Season has come to an end.

Resolved that: Subject to the Clerks discretion Conwy County Borough Council and North Wales Police employees can use the toilet facilities at the Community Resource Centre, even though the building is closed to the public/hirers.

19. Two Empty Rooms

Resolved that: The Clerk will obtain quotes for decorating both rooms, ready for a September meeting.

Resolved that: The two rooms be advertised for rent, once they have been decorated.

20. Solar LED Lights

Cllr M Jones suggested that the Town Council look to install Solar LED Lights in Clwyd Park.

Cllr M Smith indicated that he believes that only 3 or 4 lamp posts would be required.

Noted that Cllr G Corry has asked for estimated costings for the proposed lamp posts and installation to be sent to him.

Resolved that: Cllrs T Bibby & M Smith be delegated the responsibility to identify suitable locations within Clwyd Park, for lamp posts, and that they decide how many lamp posts are required/wattage of the lamps, so that quotes/costings can be obtained for the September meeting.

Meeting closed at 8:15pm

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Signed by Chairman of the next Full Council meeting on 07/09/2020.