

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – Environmental (Virtual Meeting) held on Wednesday 23rd September, 2020 at 7pm at the Community Resource Centre Kinmel Bay

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr T Bibby, B Griffiths, L Knightly & J McKenna. Cllrs A Hodgson & S Wilson were absent without apology.

2. Declaration of Interest

- Cllr N Smith declared an interest in agenda item 7 – Planning, as he is a member of the planning committee at Conwy County Borough Council, and was placed in the virtual meeting waiting room whilst this agenda item was being discussed.
- Cllrs B McLoughlin, G Corry and M Jones declared an interest in agenda item 12 – Kinmel Bay Library, as they are all Trustees of the Library, and were placed in the virtual meeting waiting room, whilst this agenda item was being discussed.

3. Public Participation

There was one resident/member of the public in the meeting, as he wished to observe the meeting.

4. Minutes

Resolved that: - The minutes of the Full Council meeting held on 14/09/2020, be approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Coronavirus

Noted the most recent Welsh Government update/regulations which were announced earlier this week.

Resolved that: The re-opening of the Town Council Community Resource Centre to the public and room rental will be added to the agenda of a November meeting.

7. Planning

0/47681

Formation of secure individual open air storage and yard compound facilities for rent.

Resolved that: No Objection

0/47688

Variation of condition no. 4 (occupancy restrictions) of planning consent 0/40995 (variation of condition no. 3 of planning permission 027200 to allow for the siting of 23 static caravans in place of the touring caravan park) to allow for year round occupancy for a temporary 2-year period.

Resolved that: Objection due to Flood Risk/Tan 15 Planning Restrictions in the Towyn and Kinmel Bay Area, and concerns regarding increased demand for local services and on the access roads to Gwellyn Avenue.

8. Councillor Allowances

The Clerk advised the Councillors, that all allowances for 2020-21, will need to be paid via payroll, as per HMRC Guidelines.

Councillors will only need to complete the opt out form, if they do not wish to receive their 2020-21 Councillor Allowances.

Councillors will need to complete a New Starter Form for our payroll company, if they are New Councillors or if any amendments are required.

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

Resolved that:

- a) **The 2020-21 Councillor Allowances will be paid to Councillors. (Cllr B McLoughlin asked that it be recorded in the minutes that she abstained from voting on this resolution).**
- b) **The Clerk will forward the above mentioned forms to all Councillors, for completion and return by 15th October, 2020.**
- c) **The Clerk will report any unclaimed allowances to the Councillors in a November meeting, so that the Councillors can decide what to do with any unclaimed allowances.**

9. Furlough Scheme

Noted that the Caretakers contracted hours will be reduced from 69 hours per month to 52 hours a month with effect from 1st November, 2020.

10. Welsh Government Repurposed Town Centre Regeneration Funding

Noted that Conwy County Borough Council have now advised that Commando Sockets cannot be included in the grant application, and that the revised application relates to benches only.

Resolved that:

- a) **A £2,500 budget be marked (Town Council's 20% match funding).**
- b) **The completed draft grant application be approved, and be signed and dated by the Chairman.**

11. Litter Provision

Resolved that: The Town Council do not want the existing metal bins to be replaced with unsightly wheelie bins, however the Town Council would consider financially contributing towards the cost of the existing bins being replaced with the larger quadrant bins.

12. Kinmel Bay Library

Resolved that: To approve the payment of £3,000 to the Conwy County Borough Council library services, to part cover the cost of employing the Librarian.

13. Councillor Vacancy

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

14. LED Lights

Noted that the specification was required in order to complete the required planning application which would include the installation of both the proposed Flag Pole and the LED Spot Lights.

Resolved that: The following specification would be included in the planning application to Conwy County Borough Council: -

- **Up to a maximum of 4 x 2 Colour LED Spot Lights.**
- **Max Watt of 40 watts per light.**
- **Uplighters to be installed approximately half way up the building.**

Cllrs B McLoughlin and G Corry requested that it be recorded in the minutes that they voted

against this resolution, as they both feel that the planning application should not be submitted at this time, due to the Town Council having more important matters to deal with, such as Covid-19.

15. Presentation of Past Mayors Medal to Cllr M Jones

Resolved that: The presentation of the medal would be undertaken at a more suitable time.

16. 2020 Christmas Trees

Resolved that: The quote of £1,086 from Cambrian Woodland Services for 2 x 25ft Christmas Trees for 2020 be approved, as the quote was deemed to be excellent value for money, and was exactly the same price as the 2019 Christmas Trees.

Cllr M Smith left the meeting at 8pm.

17. Coronavirus Related Payments and Assistance 2020-21

The Clerk explained to the Councillors that the payments have been revised/recalculated, as he had identified that Asda had incorrectly worked out the VAT element on the receipts.

Resolved that: The revised payment record be approved, as presented by the Clerk.

18. Tir Prince Park

Noted that the site meeting at Tir Prince Park was at 11:30am on Tuesday the 29th September, 2020.

19. Large Raised Planters

Resolved that:

- a) The quote from Plastecowood for the sum of £3,250 for 5 large raised planters be approved, as the quote was considered to be excellent value for money, and all items previously purchased from Plastecowood had been very well constructed and delivered on time.
- b) The quote from Roger Jones Builders Merchants for the sum of £502.50 for the top soil be approved as it was considered to be excellent value for money.
- c) The 5 suggested locations for the 5 large planters be approved.

Noted that before the orders are placed for the planters and the soil, the Clerk will contact Conwy County Borough Council to request consent for the planters to be installed in the 5 proposed locations.

20. Grant Applications

The two grant applications/requests were discussed and reviewed.

Resolved that:

- a) The grant application from Relate for the sum of £200 be declined, as the Town Council only awards grants to small local groups and organisations.
- b) The grant application for St Mary's Church for the sum of £1,000 towards Hygiene Hampers be declined, as the Councillors thought there may be a duplication with the Kimmel Bay Food Bank, who apparently also provide hygiene products, and it was suggested that the Town Council would like the two Churches to work together.

Cllrs K Redhead and B McLoughlin requested that it be recorded in the minutes that they felt that the Town Council should award St Mary's Church £500, and the Town Clerk would advise the Church of the Town Council's concern regarding duplications and that the Town Council would like to see the two Churches work together.

The Chairman changed the order of the last two agenda items.

22. Solar LED Lights at the Woodland Chester Avenue

Resolved that:

- a) The quote from Wydels for the sum of £1,605 for 6 x 15v lantern packages be approved, as the quote was considered to be excellent value for money and their products are extremely well made, and trouble free.
- b) That the quote from Dig It to install the 6 lamp posts for the sum of £610 be approved, as the quote was considered to be excellent value for money, and in a timely manner.
- c) That the quote from Dig It for the sum of £360 to install a concrete base for a bench, at the same time as the 6 lamp posts, be approved as it was considered to be excellent value for money, as it included removing the bench from its existing location, transporting and installing the bench on the new concrete base in the woodland.

21. Declaration of Interest

Following a request from Cllr Corry, the Clerk provided guidance to Councillors regarding Declarations of Interest.

The Clerk advised the Councillors that the advice from the Ombudsman is, that if a Councillor is in any doubt then it is safer to declare an interest.

Noted that the Clerk would send all Councillors a copy of the Code of Conduct for members of Local Authorities in Wales – Guidance from the Public Services Ombudsman for Wales Document.

Noted that Declarations of Interest are explained under Part 3 - Personal and Prejudicial Interest (page 28 onwards).

Meeting closed at 20:50

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Signed by the Chairman of the next Full Council meeting on 12/10/2020.