

# Towyn & Kinmel Bay Town Council

## Minutes of the Full Council - Finance (Virtual Meeting) held on Monday 9th November, 2020 at 7pm at the Community Resource Centre Kinmel Bay

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**Present Councillors:** G Corry, B Griffiths, A Hodgson, D Johnson (Mayor) M Jones, L Knightly, J McKenna, B McLoughlin, K Redhead (Deputy Mayor), N Smith

**Clerk:** Dylan Thomas

### 1. Apologies

Apologies for absence were received from Cllrs T Bibby, A Macauley & S Wilson. Cllr M Smith was 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 he was placed in the virtual meeting waiting room, whilst this agenda item was being discussed.
- Cllr B Griffiths declared an interest in agenda item 18 – Grants, as he is a Football Association of Wales officer for Kinmel Bay Football Club, 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 02/11/2020, be approved and signed.**

### 5. Matters Arising

There were no matters arising to be discussed/noted.

### 6. Planning

#### **0/47580**

Variation of condition 1 of planning approval 5/2149 (siting of 230 caravans and erection of 22 chalets, club camp shop, amusement area, offices and ancillary buildings and construction of vehicular access, roadways, car parking areas and cesspools) to allow for the provision of a 12month season for a temporary two-year period.

**Resolved: No Objection, subject to the all year round occupancy, being for holiday/temporary purposes only.**

#### **0/47581**

Variation of condition no. 4 of planning approval 5/1969 (use of land as a site for 229 caravans, erection of chalets and camp building, alterations to the access and construction of the camp roads). To allow for the provision of a 12month season for a temporary two- year period.

**Resolved: No Objection, subject to the all year round occupancy, being for holiday/temporary purposes only.**

**0/47582**

Variation of condition no. 1 of planning approval 5/2176 (The layout of land as a site for 164 caravans) to allow for the provision of a 12month season for a temporary two-year period.

**Resolved: No Objection, subject to the all year round occupancy, being for holiday/temporary purposes only.**

**0/47583**

Variation of condition no. 5 of planning approval 0/25445 (Demolition of 6 chalets and use of land for the stationing of 4 static caravans) to allow for the provision of a 12month season for a temporary two-year period.

**Resolved: No Objection, subject to the all year round occupancy, being for holiday/temporary purposes only.**

**0/47827**

Erection of single storey extension to front of dwelling.

**Resolved: No Objection**

**0/47845**

Variation of condition no. 1 of planning permission granted under code ref 0/31499 (variation of condition no. 1 of planning permission granted under code ref 1/16199 to allow for extended opening hours Monday to Saturday). To allow for extended opening hours Monday to Saturday.

**Resolved: No Objection**

**0/47851**

Single storey extension to dwelling.

**Resolved: No Objection**

**0/47853**

Installation of a flue on a 500kw thermal output heating system within the existing workshop building.

**Resolved: The Councillors do not feel that there is sufficient information in the application, with regards to what is being burnt and what the 500KW Thermal Output Heating System, is to be used for.**

**The Town Council also feels that the applicant should be asked to provide a Full Environmental Impact Assessment, to ascertain the environmental impact of the proposed flue. Given the above the Town Council would request for an extension, to allow the applicant to provide the above information and the suggested Environmental Impact Assessment.**

**Planning Inspectorate – Appeal Decision 3259345 – 33 Arnold Gardens, Kinmel Bay**

Noted that the Planning Inspectorate has dismissed the appeal.

**8. Payments & Receipts**

**Resolved that: The payments and receipts for the period 01/09/20 to 31/10/20, 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. Bank Reconciliation**

**Resolved that: The balances as at 30/09/20 and 31/10/20, 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.**

**10. Budget Monitoring Reports and Proposed 2020-21 - Budget Changes**

**Resolved that:**

- a) The 3 x 2020-21 year to date budget monitoring reports, including one with explanations for reportable/notable variations 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.

**11. Councillor Allowances**

Resolved that:

- a) The Clerk would pay the allowances to the Councillors who have not opted out, in December.
- b) The following budgets be reduced as follows: -
  - Councillors allowances from £2,250 to £900
  - Mayors allowances from £1,500 to Nil
  - Chairman allowances from £1,000 to Nil
  - The £3,850 relating to the above budget reductions be re-allocated to Councillor Donations.
- c) The Mayor, Deputy Mayor and Clerk be delegated the responsibility to identify and approve donations to appropriate charities, local groups, organisations, as they see fit, up to a maximum for £3,850 in total.
- d) The Mayor, Deputy Mayor and Clerk, consider/take into account the individual Councillor preferences, on the allocation of the funds.

**12. Minutes of Committees**

Noted the draft minutes of the HR Committee meeting which was held on 19/10/20.

**13. Committee Members**

Noted the update following the recent HR Committee meeting (appointment of HR Committee Chairperson and Deputy Chairperson)

**14. New Audit Arrangements**

Noted the new audit arrangements for Community and Town Councils in Wales (2020-21 onwards).

**15. New Flooring for Kitchen and Toilets**

**Resolved:** To approve the quote from Coastal Carpets for the sum of £1,420 to replace the flooring in the Community Resource Centre kitchen and three toilets – whilst the quote was not the cheapest, the Cllrs felt that it represented excellent value for money, and all previous work completed by Coastal Carpets has been completed to a very high standard and in a timely manner.

**16. Proposed Transfer of Assets/Services from Conwy County Borough Council**

Noted the recent communications from Conwy County Borough Council regarding Assets/Services that Conwy County Borough Council are looking to be transferred to Town Council Control.

**17. Earmarked Reserves**

**Resolved that:** The proposed earmarked reserves budget changes, be approved, as presented and explained by the Clerk.

**18. Grants**

**Resolved that:** The £1,000 grant application from Kinnel Bay Football Club be approved in principle, subject to the club providing a detailed breakdown regarding how the £1,000 grant will be spent.

**19. Policies**

**Resolved that:** The revised Information Security Policy be approved, as presented by the Clerk.

**20. Financial Regulations**

**Resolved that:** The revised Financial Regulations be approved, as presented by the Clerk.

**21. Disability Access**

Cllr N Smith left the meeting at 20:20

**Resolved that:**

- a) The Clerk would write to Conwy CBC to ask them if there is any guidance/support that they can provide, regarding how access could be improved in the Towyn and Kinmel Bay area for our disabled residents and visitors
- b) The Clerk writes to local disability related charities/groups, to ask them for suggestions/guidance regarding where and how, they feel disability access could be improved in the Towyn & Kinmel Bay area.

**22. Conwy and Denbighshire Public Service Board**

Noted that Cllr Carol Marubbi from Llandudno Town Council, has been appointed as the Town Council representative on the public service board.

**23. Insurance & Risk Assessment**

**Resolved that:**

- a) Specific insurance cover would not be put in place for the planters, solar lights and fountain, and that no additional specific insurance cover would be put in place for the benches.
- b) The draft insurance related risk assessment documents be approved, as presented by the Clerk.
- c) The insurance related risk assessments will be first completed in September/October 2021 and annually thereafter.
- d) The risk assessments will be completed in house, by the Clerk, and Cllrs M Jones and L Knightly.

**24. Proposed Speed Restrictions on Gors Road**

**Resolved that:** The Town Council has no observations and/or objections to the proposed changes to the speed limit on Gors Road.

**25. 2020-21 PFR Works Schedule**

The Clerk presented the PFR work schedule to the Councillors, and explained the up to date position regarding each agreed task/project.

Noted the up to date position regarding the various agreed tasks and projects.

Meeting Closed at 20:45

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Signed by the Chairman of the Full Council Meeting on 25<sup>th</sup> November 2020.