

Towyn & Kinmel Bay Town Council

Minutes of the Full Council (Virtual Meeting) held on Wednesday 25th November, 2020 at 7pm at the Community Resource Centre Kinmel Bay

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllr A Hodgson. Cllr S Wilson was absent without apology.

2. Declaration of Interest

Cllr N Smith declared a prejudicial 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.

Cllr G Corry declared a non prejudicial interest in agenda item 7 – Planning, ‘Tiny Forest’ planning application, as he is a Conwy County Borough Council Councillor and has attended Conwy County Borough Council meetings where the lease on the playing field has been discussed, and he took part in the Council business.

Cllr B Griffiths declared a prejudicial interest in agenda item 7 – planning, as he is a FAW officer for Kinmel Bay Football Club and a volunteer at Y Morfa and took no part in the agenda item.

Cllr G Corry declared a non prejudicial interest in agenda item 16 - Kinmel Bay Community Centre, as he is a Conwy County Borough Council Councillor, and Conwy County Borough Council own the Kinmel Bay Community Centre Building, and he took part in the Council Business.

Cllrs B McLoughlin, G Corry, M Jones and J McKenna, declared a prejudicial interest in agenda item 17 – Grants – grant application from Friends of the Kinmel Bay Community Library, as they are all Trustees of the Friends of the Kinmel Bay Community Library, and all four of them were placed in the virtual meeting waiting room whilst this agenda item was being discussed.

Cllr K Redhead declared a prejudicial interest in agenda item 17 – Grant – grant application – Ysgol Maes Owen PTA, as she is a committee member of the Ysgol Maes Owen PTA, and she took no part in this agenda item.

Cllrs G Corry, M Jones and M Smith all declared a non prejudicial interest in agenda item 17, Grants – grant application Ysgol Maes Owen PTA, as they are all governors at Ysgol Maes Owen (Cllrs G Corry and M Smith Conwy County Borough Council LEA Governors and Cllr M Jones Towyn & Kinmel Bay Town Council appointed Governor), all three took part in the Council business.

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 09/11/2020, be approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Coronavirus

a) Noted the most recent Welsh Government updates/regulations.

b) **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 January meeting.**

c) **Resolved that up to £1,000 worth of food and basic provisions would be purchased from Asda Kimmell Bay, which would be donated to the Kimmell Bay Food Bank (to be paid out of the Coronavirus Financial Assistance Budget).**

7. Planning

0/47853

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

Resolved: No Objection

0/47877

Change of use of land from playing field to 'Tiny Forest' incorporating outdoor learning area, planting of trees, creation of footpath and erection of rabbit proof fencing.

Resolved: No Objection

0/47889

Rear extension to detached bungalow.

Resolved: No Objection

0/47891

Proposed extension and alterations proposed front boundary structure.

Resolved: No Objection

0/47902

Removal of condition no. 2 of planning approval 1/16199 to allow for deliveries to be made 24 hours a day, seven days a week.

Resolved: No Objection, however would suggest that permission is granted for a 6 months' trial period, following which a review should be undertaken regarding the impact to the local residents as a result of the 24 hour a day, seven days a week deliveries.

8. Draft Annual Report from the Independent Panel for Wales

Noted the draft report.

9. External Audit 2019-20

The Clerk presented/explained in detail the following documents: -

a) The Auditor General for Wales Audit Certificated, Issues Arising Report and completed Action Plan, which confirmed that there were no major findings to report.

b) The Internal Auditors Reports for the 2019-20 Audits.

c) Draft Statement/reports on Internal Control for the year ending 31st March, 2020.

Resolved that: - All the above mentioned documents be approved as presented, without the need for any amendments, and that the Clerk and the Chairman both sign the Statement/Report on Internal Control, regarding the effectiveness of the 2019-20 Audit and also the completed Action Plan relating to the External Audit.

10. Raised Planters

Resolved that: -

- a) The planting budget would be increased from £5,000 to £10,000 to cover the cost of additional PVC planters.
- b) That before any orders for increased planters are made, that the Clerk reports back in the January meeting, with an indication of the estimated costs of maintaining the raised planters.

11. Quarry Line Path Replacement Bench

Resolved that: -

- a) The quote from Dig It for the sum of £440 to install a concrete base on the Quarry Line Path and to remove the existing damaged bench be approved, whilst it was the only quote received, the quote was considered to be excellent value for money, and also previous work undertaken by Dig It has always been completed to an excellent standard and on time.
- b) That the quote from Plastecowood for the sum of £250 for an armed UPVC bench be approved, whilst it was the only quote received, the quote was deemed to be excellent value for money, and previous benches purchased from Plastecowood were very well made and their standard of service was excellent.
- c) The Benches Budget be increased by £700, from £5200 to £5900.

12. TAN 15

Resolved that: - The Clerk would write to National Resources Wales to request that they nominate a Consultant/Specialist to explain the Mapping to the Council in a zoom type meeting, before the Town Council respond to the Consultation.

Noted that the feedback to NRW regarding the draft Mapping needs to be given by 8th January, 2021.

13. Policies

Resolved that: - The Grants Policy be approved, as presented by the Clerk, without the need for any amendments to be made.

14. 2020-21 Draft Risk Assessment and Management Report

The Clerk presented the 2020-21 Draft Risk Assessment and Management Report to the Members.

Resolved that: - The report be approved, as presented by the Clerk, without the need for any amendments.

15. Lift

Resolved that: -

- a) The quote from Otis our lift contractor for the sum of £955 for the required upgrade to the lift be approved, as it was considered to be good value for money and the upgrade needs to be undertaken.
- b) That the quote for Otis per annum for a SIM provision and monitoring be approved, as it was considered to be good value for money, and was part of the required upgrade.
- c) The Chairman signs, on the behalf of the Town council, the revised contract/paperwork relating to the digital connection from the lift's alarm system and auto-dialler.
- d) The lift budget would be increased from £750 to £1,650 to cover the required upgrade.

16. Kinmel Bay Community Centre

Resolved that: - A Working Party be set up, who will meet up in January to take forward discussions regarding the future management of the Kinmel Bay Community Centre, and report back to the Full Council at a future meeting.

17. Grants

Noted that the £1,000 grant to the Kinmel Bay Football Club, which was agreed in principle in the Town Council meeting held on 09/11/2020, subject to receipt or a detailed breakdown of the

proposed expenditure, would now be paid, as the detailed breakdown has now been received.

Resolved that: - The following grants would be paid.

- a) **Friends of the Kinmel Bay Community Library - £3,600 towards the cost of replacement windows by way of match funding, as a grant of £3,600 has also been received from Conwy County Borough Council. The £3,600 is to be paid out of the Solar Farm Grant Budget.**
- b) **£800 to Ysgol Maes Owen PTA, towards the cost of a Christmas Craft Activity day for all the pupils.**
- c) **£300 to the Chester Avenue Community Action Group to purchase toys and Christmas presents for local Children, who would not normally receive Christmas presents.**

18. Fountain

The Friends of the Tir Prince Park would like to purchase a second fountain for the Tir Prince Park pond, they have raised approx. £550, and the additional fountain will cost approx. £750.

Resolved that: - The Town Council will cover the shortfall, estimated at approx. £200 to cover the cost of the second fountain, plus the installation costs estimated at approx. £100 to £200.

Noted that this will increase the unmetered electricity supply, which the Town Council pays.

19. Clwyd Park Play Scheme

Resolved that: - The Clerk would contact Conwy County Borough Council, to enquire if the provision of toddler play equipment could be considered/installed at Clwyd Park, as the present play equipment in the park is mainly geared towards older children.

20. Projects in 2021-22

Resolved that: - The Clerk would arrange a meeting for early December to discuss/consider/agree proposed Projects for 2021-22 and agree suitable budgets.

21. Community Skip Days

Resolved that: - The Community Skip Budget be increased from £1,600 to £2,000 to cover the cost of the additional skips agreed for the Chester Avenue Community Skip Event.

The local resident who was observing the meeting, left the meeting before Agenda 22 – Councillor Vacancy, was discussed as he is one of the applicants who have applied for the Vacant Councillor Seat (Kinmel Bay Ward).

22. Councillor Vacancy

Four applications had been received for Co-Option for the vacancy in the Kinmel Bay Ward, the members reviewed and discussed the applications.

Resolved that: - Paul Hamer be Co-Opted to the Council for the Term of Administration.

23. Cader Avenue

Noted the recent update from Conwy County Borough Council regarding the recently introduced restricted parking on Cader Avenue.

Noted that some repairs will be undertaken to the road surfaces by Conwy County Borough Council.

Meeting Closed at 21:05

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Signed by the Chairman of the Full Council meeting held on 8th December, 2020