

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Virtual Meeting) held on Wednesday 24th March, 2021 at 7pm

Present Cllrs: G Corry, B Griffiths, P Hamer, M Jones, D Johnson (Mayor) L Knightly, A Macauley, B McLoughlin, M Smith & N Smith

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllrs T Bibby, J McKenna & K Redhead. Cllrs A Hodgson and S Wilson were absent without apology.

2. Declaration of Interest

Cllr N Smith declared a prejudicial interest in agenda item 8 – 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.

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 08/03/2021, be approved and signed.

5. Matters Arising

There were no matters arising to be discussed/noted.

6. Coronavirus

Noted the most recent Welsh Government updates/regulations.

Noted that Cylch with effect from 12/04/2021, will be using the down stairs meeting room at the Towyn & Kinmel Bay Town Council Community Resource Centre, Monday to Friday, until further notice.

Resolved that: The re-opening of the Town Council Community Resource to the public and room rental will be added to the agenda of the Full Council meeting on Tuesday the 4th May, 2021.

7. Proposed Budgets Changes 2020-21

Resolved that: - The 2020-21 property maintenance budget be increased by £250 from £4,000 to £4,250.

8. Planning

0/48272

Extension and internal remodeling to the existing bungalow to provide a larger usable kitchen diner and separate utility room. Circulation route provided to remove route through the lounge space and enlarging the bathroom to provide a shower space.

Resolved that: - No Objection

0/48274

Certificate of Lawfulness for proposed extension to dwelling.

Resolved that: - No Objection

0/48289

Erection of single storey extension to rear with dormer

Resolved that: - No Objection

Cllr B McLoughlin asked that it be recorded in the meeting minutes that she abstained from voting on this planning application.

0/48296

Retention of car port as constructed retrospective application.

Resolved that: - No Objection

Cllr B McLoughlin asked that it be recorded in the meeting minutes that she abstained from voting on this planning application, as it related to a retrospective application.

9. Insurance

Resolved that:-

- a) The invoice from Zurich Insurance for the sum of £1,489.99 be approved and paid out of the 2021-22 budget, as it relates to the third year of a three year fixed price contract with Zurich.
- b) The Clerk would contact Zurich Insurance to check if the Town Council has Loss of Income Cover on the Policy, as no room income has been received for the whole of 2020-21 due to the Covid -19 lockdown.

10. Christmas Lights

Resolved that: - The Town Council would proceed with the purchase of the existing lights from the Festive Lighting for the amount of £3199.35, as the Town Council feels that the 75% discount represents excellent value, and our local contractor has confirmed that the lights are in good order.

Cllr B McLoughlin asked that it be recorded in the meeting minutes that she abstained from voting on the agenda item, as she feels that the decision to purchase the lights should have been deferred, until the position with the local contractor is fully clarified.

Noted that Conwy County Borough Council street lighting have indicated that Christmas Light installers/contractors will need to be HERS registered with effect from December 2021, and that the Town Council is waiting for confirmation of this.

11. Grass Cutting on St Asaph Avenue

Resolved that: - The quote from Greenfingers for the sum of £910 per year for 14 cuts be approved, as it was deemed to be excellent value for money, and whilst it was the only quote received, Greenfingers are our main ground maintenance contractors, and their work is always completed to a high standard and on time.

12. Abergele Joint Burial Board

Noted that the long awaited Welsh Audit Office report has still not been received.

Noted that once the report is finally received, it will be presented to the Councillors at a future Town Council meeting.

13. Access for All

Noted that the draft meeting minutes, relating to the meeting held on 10/03/2021 between Towyn & Kinmel Bay Town Council Councillors and Conwy County Borough Council Officers and Councillors have still not been received.

Noted that once the draft meeting minutes are received that they will be presented to the Councillors at a future Town Council meeting.

14. 2020-21 Year to Date Asset Register

Resolved that the 2020-21 year to date asset register be approved, as presented/explained by the Clerk.

15. Smoke-Free Premises and Vehicles (Wales) Regulations 2020

Noted the communications received from Conwy County Borough Council regarding the smoke-free Premises and Vehicles (Wales) Regulations 2009.

16. Residents Email re CCTV at Tir Llwyd Industrial Estate and Community Skips at Gwellyn Avenue/Denbigh Circle

Noted that Conwy County Borough Council had been in contact with the resident to advise that they would not be installing CCTV and /or contacting any businesses on the Tir Llwyd Estate regarding CCTV.

Resolved that: - The Clerk will write to Conwy County Borough Council to ask them what they can do to improve the fly tipping situation on the Tir Llwyd Industrial Estate.

Noted that Cllr L Knightly will contact Samco who are located immediately across from the fly tipping hotspot, to enquire if they can assist in any way.

Noted the residents' comments/suggestion regarding the provision of skips at Denbigh Circle/Gwellyn Avenue, however the Councillors confirmed that they are happy with the existing agreed community skip locations, and also they had concerns regarding a suitable/safe location for a community skip event at Denbigh Circle and Gwellyn Avenue.

Resolved that: - The Clerk would contact the resident to update them regarding the skips and the CCTV, once Cllr L Knightly has been in contact with Samco.

17. Sea Flood Defence Work at Sandy Cove

Noted that Cllr G Corry has asked for a site meeting to be held between Towyn & Kinmel Bay Town Council Conwy County Borough Council Officers, at Sandy Cove to discuss the proposed sea defence work at Sandy Cove.

18. Local Government Act 2021-Key Changes

Noted the key changes relating to the Local Government Act 2021, which will be introduced over the next 12 to 18 months.

19. Llanddulas to Kinmel Bay Proposed Flood Defence Improvement Work

Resolved that: - The Clerk forwards the list of what Towyn & Kinmel Bay Town Council would like to be included in the proposed flood improvement works to Conwy County Borough Council, and ask Conwy County Borough Council for their feedback and thoughts to the Town Council's suggestions.

20. Remuneration Panel for Wales Allowances for 2021

- **Determination 41:** All relevant authorities must provide a payment towards necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs as follows:
- Formal (registered with Care Inspectorate Wales) care costs to be paid as evidenced.
- Informal (unregistered) care costs to be paid up to a maximum rate equivalent to the Real UK Living Wage at the time the costs are incurred.

This must be for the additional costs incurred by members to enable them to carry out official business or approved duties. Each authority must ensure that any payments made are appropriately linked to official business or approved duty. Payment shall only be made on production of receipts from the care provider.

Decision – Noted no decision required. (No actual budget has been set at this stage).

- **Determination 42:** All Community and Town Councils must make available a payment to each of their members of £150 per year as a contribution to costs and expenses.

Decision – Noted no decision required as the payments of £150 is mandated for every member unless they advise the Clerk that they do not want to take it in writing.

- **Determination 43:** Community and Town Councils in Group A must make available an annual payment of £500 each to a minimum of 1 and a maximum of 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Decision – APPROVED TO MAKE 3 X £500 PAYMENTS AVAILABLE (1 X CHAIR PFR & PLANNING, 1 X CHAIR ENVIRONMENTAL IMPROVEMENTS, AND 1 X APPOINTED FINANCE COUNCILLOR.

- **Determination 44:** Community and Town Councils in Groups B or C can make an annual payment of up to £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses.

Decision – N/A

- **Determination 45:** Community and Town Councils can make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:
 - **45p per mile up to 10,000 miles in the year**
 - **25p per mile over 10,000 miles**
 - **5p per mile per passenger carried on authority business**
 - **24p per mile for private motor cycles**
 - **20p per mile for bicycles**

Decision – APPROVED

- **Determination 46:** If a Community or Town Council resolves that a particular duty requires an overnight stay, it can authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:
 - **£28 per 24-hour period allowance for meals, including breakfast where not provided**
 - **£200 – London overnight**
 - **£95 – elsewhere overnight**
 - **£30 – staying with friends and/or family overnight**

Decision – APPROVED

- **Determination 47:** Community and Town Councils can pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows: -
 - **Up to £55.50 for each period not exceeding 4 hours**
 - **Up to £110.00 for each period exceeding 4 hours but not exceeding 24 hours**

Decision – NOT APPROVED

- **Determination 48:** Community and Town Councils can provide a payment to the Mayor or Chair of the Council up to a maximum of £1,500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Decision – APPROVED MAYOR - £1500

- **Determination 49:** Community and Town Councils can provide a payment to the Deputy Mayor or Deputy Chair of the Council up to a maximum of £500. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

Decision – APPROVED DEPUTY MAYOR - £500

- **Determination 50:** Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leaser, Deputy Leader or Executive Member) cannot receive any payment from any community or Town Council, other than travel and subsistence expenses and contribution towards costs of care and personal assistance.

Decision – Noted.

Resolved that: -

- a) **The Allowances will be paid in one amount to the Councillors in December 2021.**
- b) **As the payments are to be paid in December 2021(month 8, there will be no requirement to put in place a policy regarding how to recover and payments made, to a member who leaves or changes their role during the financial year.**

21. Solar Farm Grants

Noted that the Solar Farm grant balance presently stands at £10,638.25 (credit), and that only one payment for the sum of £3,600 to the Friends of the Kinmel Bay Community Library has been paid during 2020-21.

– Cllr M Smith left the meeting early.

22. Grants

Noted that grants totalling £6,100 have been paid during 2020-21, and that the sum of £5,400 remains unspent.

23. Ear Marked Reserves

The Clerk presented and explained the current Ear Marked Reserve balances as at 28/02/2021, and the proposed Ear Marked Reserves to be carried forward from the 2020-21 budget.

Resolved that: - The present Ear Marked Reserve balances and the proposed Ear Marked Reserves balances from 2020-21 budget, be approved as presented by the Clerk.

24. Grants Policy and Grant Application Form

The Clerk presented and explained the revised Grant Policy and the revised Grant Application Form to the members.

Resolved that: The revised Grant Policy and Grant Application Form be approved, as presented by the Clerk.

25. Local Places for Nature

The Clerk presented/explained the proposed plans prepared by Conwy County Borough Council and the recent communication relating to the Ffordd Y Berllan field in Towyn.

Resolved that: -

- a) **The Town Council would be supportive of a reduced mowing regime around the field perimeter and beneath the proposed orchard whereby the area is left uncut at least between May and July, and that when the area is cut, that the mowing is collected and removed.**
- b) **The Town Council would not consider installing a compost bin in the North West corner of Ffordd Y Berllan, as the Councillors were concerned that it would be subject to fly tipping.**
- c) **The Town Council would like the proposed Tiny Forest project to be implemented wholly by the Contractors delivering on the wider tree planting scheme.**

d) The Town Council will become an Associate Member of LLais Y Goedwig, (Free Membership), as the members felt that their support, guidance and experience would be invaluable for this and future Town Council Projects and Schemes.

26. Owain Glyndwr Abandoned Play Area

The Clerk presented the proposed plans to the members, which have been prepared by Conwy County Borough Council.

Resolved that: -

a) The Town Council would accept ownership of the land from Conwy County Borough Council, once Conwy County Borough Council have completed the work detailed in the proposed plans.

b) Once the land is in Towyn & Kinnel Bay Town Council ownership, a suitable lease/licence will be prepared/entered into between the Town Council and the Owain Glyndwr Community Group/Charity, who have expressed an interest in managing/being responsible for the proposed community allotment/orchard.

Noted that Conwy County Borough Council are hoping to complete the work detailed in the plans within the next 6/8 weeks.

27. Height Barrier

The Chairman read out the recent update received from the Chairman of the Kinnel Bay & Town Sports and Recreation Association.

Resolved that: -

a) The initial proposal be declined, which was to advise the Charity that if they complete the installation of the barrier the Town Council will award an additional grant up to the amount of £1,300 once the barrier has been installed and all ground work has been completed. The vote was a split vote, 4 for and 5 against, and Cllrs B McLoughlin, M Jones, G Corry and B Griffiths asked that it be recorded in the minutes that they voted for this proposal.

b) The second proposal, proposed by Cllr N Smith was withdrawn. The proposal was that the Town Council write to the Charity, and ask that they return the £1,000 to the Town Council, and on the receipt of the returned funds the Town Council will cover the cost to purchase and install a height barrier at Y Morfa. The proposal was withdrawn, as they were concerned, that if the Town Council purchased and installed the barrier, the Town Council may become liable for the suitability of the barrier and also the ongoing maintenance costs.

c) The Third proposal be approved which was that the Town Clerk writes to the Charity to ask them for a copy of their up to date financial accounts, a copy of a formal written quotation for the proposed height barrier, together with a completed Grant Application Form, so that the Town Council can fully assess/consider the position, with a view to the Town Council approving a grant for the additional £1300, which will be paid on the completion of the installation/ground work, and receipt of a copy of the paid invoice.

Meeting Closed at: 21:20

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Signed by the Chairman of the next Full Council meeting 26/04/2021