

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Virtual Meeting) held on Tuesday 3rd May, 2022 at 7:00pm

Present Cllrs: G Corry, L Formston, Lee Gledhill, L Knightly, A Macauley, B McLoughlin, K Redhead (Mayor),

clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllrs B Griffiths, D Johnson & D Mulvaney. Cllrs T Bibby, A Hodgson, J McKenna, M Smith and N Smith were absent without apology.

2. Declaration of Interest

Cllr L Knightly declared a Prejudicial Interest in agenda item 8 – Planning- Application 0/49588-Stones Caravan Park, as the applicant is a relative.

3. Public Participation

There were no applications from the public to address the Council. The Towyn & Kinmel Bay Town Council Community Place Plan Lead Consultant and Community Connector Consultant attended the meeting to update the Councillors and answer questions regarding agenda item 6 – Community Place Plan/UK Community Renewal Fund.

4. Minutes

Resolved that: -

The minutes of the Full Council meeting held on 13/04/2022, be approved and signed.

Cllr G Corry joined the meeting late at 19:04

5. Matters Arising

There were no matters arising from the above mentioned meeting minutes.

6. Community Place Plan/UK Community Renewal Fund

The Community Place Plan Consultants provided an update to the members, and answered any questions.

Noted: -

a) The draft report of consultation presented by the Lead Consultant.

b) The Consultants will be back in the Community at the end of May, to share final ideas with the residents and visitors of Towyn & Kinmel Bay.

c) Noted that the TKBTC Community Place Plan Lead Consultant has invited all members to get in touch with ideas before 10th May, if they have any specific comments or additions, whilst the emerging proposals are still in development.

Resolved that: -

a) The UK Funding Claims/Monitory Report/Form be approved as presented by the Clerk (Report/Form jointly completed by the TKBTC Community Place Plan Lead Consultant, and the TKBTC Clerk).

b) The Chair and Deputy Chair of Full Council both sign the UK Funds Report/Form on behalf of the Town Council.

c) The Clerk signs the UK Funding Report/Form to confirm that he has witnessed the Chair and Deputy Chair of Full Council sign the document.

Noted: -

a) The presentation/update provided by the TKBTC Community Place Plan Community Connector Consultant regarding Expression of Interest from members to be a TKBTC representative on the TKBVoice Partnership.

b) There are 4 Councillor vacancies on the Partnership (3 x Town Councillors and 1 x County Councillor).

c) The Councillor Expression of Interest will be the same process, as the first wave.

d) The window for Councillor Expressions of Interest will be open from Friday 6th May until midnight on Sunday 22nd May.

e) The TKBTC Community Connector Consultant has confirmed that she is happy to support Councillors who require any assistance with the online application/answer any questions.

f) The TKBTC Community Place Plan Lead Consultant will act as the decision maker, and the application will be made up of the same/agreed questions, which were used to fill the previous Partnership positions.

7. Committee Meeting Minutes

Moving forward all Environmental Improvements related items will be discussed and approved by the Full Council, to avoid any duplication (as agreed at Full Council on 23/03/2022 – Agenda item 23 – Committees).

Resolved that: -

The draft minutes of the Environmental Improvements Committee held on 25th April, 2022 be approved, and signed by the Chairman of Full Council.

8. Planning

0/49588

Display of 3 no non illuminated flag poles and flags and 1 no non illuminated 2 sided pole mounted sign.

Resolved that: - No Objection

0/49590

Proposed alterations and extensions.

Resolved that: - No Objection

9. 2021-22 Internal Audit Report

The report of Internal Audit and complete Action Plan, together with a copy of the 2021-22 Annual Accounts had been circulated to all Councillors prior to the meeting. The Clerk presented and explained the report, Action Plan, and 2021-22 accounts to the Councillors. The Internal Auditor has identified two recommendations, one relating to the Asset Register/Risk Assessment and one relating to Ear Marked Reserves.

Resolved that: -

a) The Year End Audit Report for 2021-22 be approved.

b) The completed Action Plan, relating to the 2021-22 Year End Internal Audit Report, be approved, as presented and explained by the Clerk.

10. 2021-22 Asset Register

As per the recommendation in the 2021-22 Year End Internal Audit Report the Clerk updated the 2021-22 Asset Register.

Resolved that: - The revised 2021-22 Asset Register, as at 31/03/2022 be approved as presented by the Clerk.

11. 2021-22 Investment Register

Resolved that: - The 2021-22 Investment Register, as at 31/03/2022, be approved, as presented by the Clerk.

12. Draft 2021-22 Wellbeing and Future Generations Report

Resolved that: - The Draft 2021-22 Wellbeing and Future Generations Report be approved, as presented and explained by the Clerk.

13. Annual Return 2021-22

a) The Council responded to the question in the section of the annual Return that related to the Annual Governance Statement.

Resolved that: - The Annual Governance Statement reflects the position of the Council and that the document be signed by the Chairman of Full Council and the Clerk/R.F.O.

b) Statement of Account for 2021-22 were presented, explained and discussed.

Resolved that: - The Statement of Accounts/Audit for 2021-22 be approved.

c) Having accepted the figures and agreed the Annual Return.

Resolved that: - The Annual Return be signed by the Chairman of Full Council and the Clerk/R.F.O.

14. Abergele Burial Board

Noted that: -

a) There has been a delay, in the Burial Board transferring the balances over to Conwy County Borough Council.

b) The Burial Board needs to complete accounts for 2021-22, which will need to be audited by both an Internal Auditor and Wales Audit Office.

c) The Town Council will need to appoint representatives on the Abergele Joint Burial Board for 2022-23, to represent Towyn and Kinnel Bay Town Council.

d) The Abergele Joint Burial Board will need to be formally disbanded by both Town Councils, once their 2021-22 Internal and External Audits have been approved and completed.

15. CCBC 2021-22 – CCTV Invoice

Resolved that: - The invoice for the sum of £1,008.00 from CCBC, relating to the Town Council's contribution towards the running costs for the 3 CCBC CCTV Cameras, which are located in the Towyn & Kinnel Bay area, be approved, as it was considered to be good value for money.

16. Grants

Resolved that: - The Grant application for the sum of £250 from St Mary's Church Towyn, to contribute towards the cost of a Jubilee Fun Day, which will include outdoor and indoor games.

17. Insurance

Resolved that: - The following quotes (Annual Premiums) from the Town Councils existing Insurance Company (Zurich Insurance) be approved.

a) Approximately £30 to cover the TKBTC Community defibrillators and defibrillator cabinets, with effect from 2023-24 (no additional charge between now and 31/03/2023), as the quote was deemed to be excellent value for money.

b) £65.92 – Annually to cover the TKBTC Christmas lights for Theft and Vandalism, (however storm damage is excluded for items that are moveable in the open) whilst the Christmas lights are up (Nov to Jan), as the quote was deemed to be excellent value for money.

Noted that the Town Council Christmas lights were covered, under the Christmas light contractors own insurance (SETS LTD), whilst they were being stored and maintained by them (during the months of January to November each year).

18. Co-Option

Noted that a Co-Option notice would be advertised after 05/05/2022, relating to the vacant seat in the Kinmel Bay Ward.

19. Christmas Lights

The Clerk presented and explained a number of options to the members, regarding the proposal for additional Christmas lights.

Resolved that: -

a) The quote from SETS Ltd (TKBTC existing Christmas lights installation contractor) for the sum of £180 + VAT, per year for Christmas 2022-2023 –2024 -2025, to install an additional 3 lamp post motifs be approved, as it was deemed to be excellent value for money.

b) No additional commando sockets would be installed by the Town Council at this time, as the members felt that the existing Christmas lights were excellent, and that no further lights were required.

Noted that the three additional lamp post motifs would be installed by Tir Prince Fair, following CCBC replacing the existing lamp posts, as part of the Active Travel Improvements/Link Road.

Meeting Closed at 20:05

.....
Signed by the Chair of the Full Council on 18/05/2022.