

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Hybrid Meeting) held on Monday 7th November, 2022 at 7:00pm

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

Clerk: Dylan Thomas

1. Apologies

Apologies for absence were received from Cllrs L Formston, K Redhead and N Smith. Cllr T Bibby was absent without

2. Declarations of Interest

Cllr L Griffiths declared a non prejudicial interest in agenda item 13 – Grant Applications, as St Mary's Church Events Group have applied for a grant, and Cllr L Griffiths is a member of the events group. Cllr L Griffiths took part in the Council business.

Cllr G Corry declared a non prejudicial interest in agenda item 6 – Planning – planning application 0/50064, as the planning application relates to a property in Denbigh Circle, and Cllr G Corry lives in Denbigh Circle. Cllr g Corry took part in the Council business.

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 03/10/2022, be approved and signed.

5. Matters Arising

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

6. Planning

0/50064

Extension and alterations to dwelling.

Resolved that: - No Objection

0/50099

Alterations and extension to dwelling.

Resolved that: - No Objection

Mona Offshore Wind Project Consultation

Resolved that: - No Objection

7. Committee Meeting

Noted the draft HR Committee meeting held on 17/10/2022.

8. Budget Monitoring Reports

Resolved that: - The 3 x 2022-23 year to date budget monitoring reports as at 31/10/2022, including one with explanations for reportable/notable balances, be approved as presented and explained by the Clerk.

9. Proposed Budget Changes

Resolved that: - The proposed budget changes for 2022-23 be approved as presented and explained by the Clerk, which included the proposed increases which the HR Committee had recommended to the salary related budgets, following the recent role evaluation/bench marking of the Admin Assistant's role.

10. Proposed Salary Related Budgets for 2023-24

Resolved that: - The proposed salary related budgets for 2023-24, which have been fully reviewed and recommended by the HR Committee and take into account the recent role evaluation/bench marking of the Admin Assistant's role, be approved, and signed by the Chairman of Full Council.

11. Payments & Receipts

Resolved that: - The payments and receipts for the period 01/09/2022 to 31/10/2022, which have been fully reviewed by the Clerk and Cllr M Jones (appointed Finance Councillor) be approved, as presented by the Clerk, and be signed by the Chairman.

12. Bank Reconciliations

Resolved that: - The balances as at 30/09/2022 and 31/10/2022, which have been fully reviewed by the Clerk and Cllr M Jones (appointed Finance Councillor) be approved as presented by the Clerk, and be signed by the Chairman.

13. Grant Applications

Cllr B McLoughlin joined the meeting late at 19:15 (remotely via zoom).

Resolved that: - The following grants be approved.

- £500 – Young at Heart Club towards continuing the Thursday afternoon dances and Christmas party.
- £1,000 - Ysgol Maes Owen PTA towards setting up a Book Club and raising the "Profile of Reading for Pleasure".
- £500 – St Mary's Church Events Team towards funding events for Christmas – Teddy Bears Picnic and Children's Christmas Party.
- £500 – Urdd (Conwy) to help towards the Urdd's costs in Conwy.

Resolved that: - Organisations/Groups receiving Town Council grants will be requested to acknowledge the Council in any relevant publicity/event publications.

14. Councillor Allowances

Resolved that: -

a) The Clerk will pay the allowances to the Councillors who have not opted out in December.

b) The following budgets be reduced as follows: -

- Councillor allowances from £2,250 to £1,785
- Chairman allowances from £1,000 to NIL
- Designated/Appointed Finance Councillor from £500 to NIL

c) The £1,965 relating to the above budget reductions be re-allocated to Councillor Donations.

d) The Mayor, Deputy Mayor and the Clerk be delegated the responsibility to identify and approve donations to appropriate Charities, Local Groups and Organisations, as they see fit, up to a maximum of £1,965.

e) The Mayor/Deputy Mayor and the Clerk consider/take into account the individual Councillor preferences, on the allocation of funds.

15. Policies

Resolved that: - The Grant Policy be approved, as presented by the Clerk, with no amendments necessary.

16. 2022-23 Draft Risk Assessment and Management Report

The Clerk presented the 2022-23 Draft Risk Assessment and Management Report to the members.

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

17. Proposed 2023-24 Projects

Noted that Councillors will need to consider proposed projects for 2023-24 ready for the Full Council meeting, Monday 5th December, 2022.

18. Community Place Plan

Resolved that: -

a) The UK Government Final Monitoring Report/Return, and the required covering documents relating to the Community Place Plan, be approved, as presented and explained by the Clerk.

b) The Mayor and the Appointed Finance Councillor sign the approved UK Government Final Monitoring Report and Return, on the behalf of the Town Council.

19. Reindeer Hire

Resolved that: - Given the very successful event at the two local Primary Schools in Towyn and Kinmel Bay in December 2021, the Town Council will fund a Reindeer Hire Event at the two Schools in December 2022, up to a maximum spend of £1,000.

20. Independent Remuneration Panel for Wales – Draft Report

Noted the draft report and the proposed amendments to the Councillor allowances/set payment for consumables for 2023-24.

21. 2021-2022 – External Audit Report

The Clerk presented and explained the following: -

a) The 2021-22 Auditor General for Wales Audit Certificate and completed Action Plan, which confirmed that there were NO findings to report.

b) The 2021-22 Internal Audit Reports (Interim & Year End) and completed Action Plans.

c) Draft Statement/Report of Internal Control for the year ending 31/03/2022.

Resolved that: - All the above mentioned documents be approved as presented by the Clerk, without the need for any amendments, and that the Clerk and Chairman both sign the Statement/Report on Internal Control, regarding the effectiveness of the 2021-22 External Audit, and also the completed Action Plan relating to the External Audit.

22. Gas Contract

The Clerk presented the various quotes and terms, relating to the renewal of the Gas Contract from 01/02/2023.

Resolved that: -

- a) **The provisional quote from Total Energies for the sum of 17-3879 per KW and No Standing Charge, for a period of 790 days from 01/02/2023 to 31/03/2025 be approved, as the Councillors felt that it represented the best value for money, and also the Town Council have used Total Energies (previously Total Gas) as their supplier since 2004, and they have always provided excellent service.**
- b) **The new/extended Total Energies contract will be signed on the behalf of the Town Council by Cllrs G Corry (Chairman) and M Jones (Appointed Finance Councillor), and that their signatures will be witnessed by the Clerk.**

23. Conwy CBC Local Election Invoice

Resolved that: - The invoice received from Conwy CBC for the sum of £2,412.81, relating to the May 2022 Local Elections, be approved and paid.

24. Committee Members

Noted the update following the HR Committee meeting which were held on 17/10/2022 (Cllr L Formston HR Chairman and Cllr K Redhead Deputy HR Chairman).

25. PFR Work Schedule

The Clerk explained and presented the updated 2022-23 PFR Work Schedule.

Noted the update year to date PFR Work Schedule.

26. Conwy County Borough Councillor Updates/Reports

Noted that: -

- a) Cllr B McLoughlin has been dealing with issues with Seagulls at the Tir Prince Park.
- b) Cllr M Smith has been dealing with/provided an update regarding: -
 - New Conwy CBC Chief Executive appointed.
 - Conwy CBC have a vacancy for Head of Legal/Monitoring Officer.
 - Conwy CBC are presently encountering high staff sickness levels.
 - Conwy CBC budget shortfall for 2023-24, which is likely to result in an increase in Council Tax for 2023-24 (Cllr Michael agreed to keep the members fully updated).
 - As a result of budget constraints a number of ongoing/proposed projects are likely to be shelved.
 - Proposed Sea Defence Improvements at Rhos on Sea are going ahead,
 - Public Consultation/Drop In Event has been arranged by CCBC at the TKBTC Community Resource Centre on 8th December, 2022, for Towyn and Kinnel Bay Residents.

Meeting Closed 20:08

Signed by the Chairman of the next Full Council meeting held on 14/11/2022.