

Towyn & Kinmel Bay Town Council

Minutes of the Full Council – (Hybrid Meeting) held on Monday 27th March, 2023 at 7:00pm

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

Clerk: Dylan Thomas

1. Apologies

There were apologies for absence from Cllrs T Bibby, B McLoughlin, D Mulvaney, K Redhead & N Smith.

2. Declarations of Interest

Cllr B Griffiths declared a prejudicial interest in agenda item 23 – Y Morfa Height Barrier, as he is a Volunteer for Kinmel Bay Football Club which is based at Y Morfa. Cllr B Griffiths withdrew from the meeting whilst this item was being discussed.

Cllrs L Griffiths and M Jones both declared a prejudicial interest in agenda item 23 – Y Morfa Height Barrier as they are both members of the Management Committee at Y Morfa. Cllr L Griffiths withdrew from the meeting and Cllr M Jones was placed in the virtual meeting room, whilst this agenda item was being discussed.

3. Public Participation

There were seven local residents from Sandy Cove at the meeting, as they wished to observe/address the Council regarding Agenda Items 7 – Darren Millar – Member of the Welsh Parliament for Clwyd West and 22 - Sandy Cove Regeneration.

Darren Millar – Member of the Welsh Parliament for Clwyd West attended the meeting (Agenda item 7) to provide an update to the members and the residents present, and to answer questions.

4. Minutes

Resolved that: -

The minutes of the Full Council meeting held on 06/03/2023, be approved and signed.

5. Matters Arising

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

The Chairman changed the order of the agenda, so that Darren Millar and the residents did not have to stay for the whole meeting, if they did not wish to do so.

7. Darren Millar – Member of the Welsh Parliament for Clwyd West

Darren started his update by saying that we all represent the same community, and we all want Towyn & Kinmel Bay to be the best place, to visit, work and live.

Darren advised that he is presently working on: -

- Issues with Betsi Cadwaladr (Local NHS), who have again been placed in Special Measures, the ongoing fraud investigation regarding the £120 million plus which can't be accounted for, and the Mental Health Provision in North Wales.
- The delays to the proposed improvements to the Alexandra Hospital in Rhyl.
- The shortage of NHS Dentists in North Wales.
- Proposed Improvements to the present Flood Defences (Sea & Clwyd Bank).
- Pushing Conwy CBC and Welsh Government to improve the position regarding the unadopted roads and infrastructure at Sandy Cove.

The Chair thanked Darren Millar for his presentation.

A Question and Answer Session followed, which included the following: -

- The Chairman advised Darren that he was in the process of arranging a Local Forum Flood meeting, and that he will keep Darren fully updated, as his attendance to the Forum meeting would be much appreciated.
- Revised TAN 15.
- Proposed Flood Improvements and Public Realm Concepts.
- Darren confirmed that he did feel that it would be a good idea for the Sandy Cove Residents to lobby Conwy CBC and the Welsh Government regarding the flooding, road and infrastructure concerns/issues at Sandy Cove.
- Darren advised that he feels Conwy CBC need to do their bit to support Sandy Cove, and he is pushing them to apply for funding from the UK Government Levelling Up Scheme, as something needs to be done at Sandy Cove, once and for all.
- A resident said that she felt that the Welsh Government and Conwy CBC need to understand, that the roads are now so bad that they could potentially result in a risk to life, and are not just a Health & Safety issue.
- Darren agreed that the roads at Sandy Cove, create all sorts of impacts to the residents especially the ones who have mobility issues. The issues on Sandy Cove need to be addressed, he has lobbied the Welsh Government, and will try to arrange for the Welsh Government Ministers to visit Sandy Cove again.
- Darren advised that he had a recent meeting with the Head of ERF at Conwy CBC, and the Head of ERF has assured Darren that Sandy Cove is one of the priorities that he wants to get sorted.
- Darren mentioned that he is still pushing for a Train Link for the Towyn & Kinmel Bay area, during the Summer Season, and he has passed information regarding the proposed rail link to the Head of ERF at Conwy CBC to take forward.

The Chairman reminded Darren, that there were other roads in the Towyn & Kinmel Bay area which are presently unadopted, and Darren promised to keep all the roads highlighted, however he feels that Sandy Cove is such an issue, it needs to be his priority.

The residents thanked Darren for his ongoing support/hard work, which was much appreciated.

Darren thanked the Town Council for their hard work/support, and also for allowing him to use the TKBTC Community Resource Centre, for holding his surgeries with our local residents.

22. Sandy Cove Regeneration

Noted the feedback/results of the Sandy Cove Consultation Exercise which has been received from Conwy CBC.

Noted that a copy of the feedback/results has been handed to the Chairman of the Sandy Cove Residents Association, who was present at tonight's meeting.

Noted the reply from the Head of ERF at Conwy CBC which asked the Town Council to provide fuller/further information, to enable him to understand how he might support the Town Council's Aspirations, regarding the present issues and concerns at Sandy Cove.

Resolved that: -

- a) Cllr B Griffiths will prepare a draft report, with consultation from the Sandy Cove residents/SCRA, highlighting the Town Councils/Residents issues/concerns at Sandy Cove.**
- b) The draft report will be presented to the members at the Full Town Council meeting on 24/04/2023, for discussion/consideration/approval by the members.**
- c) The report once approved, will be sent to the Head of ERF at Conwy CBC.**

6. Planning

0/50543

Single storey extension to the license premises within the caravan park (Retrospective Application).

Resolved that: - No Objection

0/50595

Removal of existing dilapidated balcony and a larger balcony to be provided above the reception/office area.

Resolved that: - No Objection

8. 2022-23 & 2023-24 Proposed Budget Changes

Resolved that: - The proposed budget changes for 2022-23 and 2023-24, be approved, as presented and explained by the Clerk.

9. EAR Marked Reserves

Resolved that: - The proposed Ear Marked Reserve Balances be carried forward from 2022-23 be approved, following the recent adjustments (YTD as at 27/03/2023). (The carry forward Ear Marked Reserves Balance will reduce from £110,463.79, to £98,913.79 – Grants EMR balance will reduce from £1,550 to NIL, following the payment of the £1,550 grant to Y Morfa for the Height Barrier, and the £10,000 Vehicle Activated Signs EMR balance will reduce from £10,000 to NIL, following the payment of the £9,600 invoice to Conwy CBC (see agenda item 24), and the remaining £400 will be transferred to general reserves).

10. 2022-23 Year to Date Asset Register

Resolved that: - The 2022-23 year to date Asset Register be approved, as presented/explained by the Clerk.

11. Remuneration Panel for Wales Allowances for 2023

Noted the Independent Remuneration Panel for Wales – Annual Report 2023-24

Determinations

- **Determination 4:**
Reimbursement for Extra Costs of Working from Home

All Councils must pay their members £156 a year (equivalent to £3 per week), towards the extra household expenses (including heating, lighting, power and broadband) of working from home. as a contribution to costs and expenses.

Decision – Noted no decision required as the payment of £156 is mandatory for every member unless they advise the Clerk in writing, that they do not want to receive the payment.

Reimbursement of Consumables

Councils must either pay their members £52 a year for the cost of consumables required to carry out their roles, or alternatively councils must enable members to claim full reimbursement for the cost of their office.

Decision – Resolved that the Council will pay their members £52 a year for the cost of office consumables, unless they advise the Clerk in writing, that they do not want to receive the payment.

- **Determination 43:** 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 Living Wage hourly rates as defined by the Living Wage Foundation 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 as the payment is mandatory. (No actual budget has been set at this stage).

- **Determination 45:** The payment for members undertaking a senior role is an annual amount of £500 as set out in Table 11.

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 46:** 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 47:** 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 48:** 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:

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- **Up to £57.20 for each period not exceeding 4 hours**
- **Up to £114.40 for each period exceeding 4 hours but not exceeding 24 hours**

Decision – NOT APPROVED

- **Determination 49:** Each Council can decide to introduce an attendance allowance for members. The amount of each payment must not exceed £30. A member in receipt of financial loss compensation will not be entitled to claim attendance allowance for the same event.

Decision - NOT APPROVED

- **Determination 50:** 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 £156 and £52 payments stated above, and the £500 senior salary, if these are claimed.

Decision – APPROVED MAYOR - £1500.

- **Determination 51:** 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 £156 and £52 payments stated above, and the £500 senior salary, if these are claimed.

Decision – APPROVED DEPUTY MAYOR - £500.

- **Determination 52:** The application of the Remuneration Framework by relevant Group is contained in Table 2 of the Report.

Decision – Noted the requirements as set out in Table 2 of the 2023 -24 Report.

- **Determination 53:** Members in receipt of a Band 1 or Band 2 senior salary from a principal council (that is Leader, 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 above stated payments/allowances relating to Payments to Town Councils be approved.

b) All the payments/allowances will be paid in one amount to the Councillors in December 2023.

c) As the payments are to be paid in December 2023 (month 8), there will be no requirement to put in place a policy regarding how to recover payments made, to a member who leaves or changes their role during the financial year.

12. Grants

Noted the grant payments which have been made by the Town Council in 2022 – 23 Year to date, which total £9,104.74.

Resolved that: - The following grant applications be approved: -

- **£500 – Ysgol Y Foryd PTA – Towards their King’s Coronation Celebration Event.**
- **£500 – Royal British Legion – Abergele Branch – Towards their branch’s 100th Anniversary Celebrations.**
- **£300 – Sandy Cove Residents Association – Towards their King’s Coronation Celebration Event.**
- **£100 – Little Paddock Residents Association – Towards their King’s Coronation Celebration Event.**

Resolved that: - The 2022-23 Grants Budget will be increased from £9,500, to £10,505, to cover the above awarded grants.

13. Committees

Resolved that: - To avoid duplication in 2023-24, there would again only be one Committee (HR Committee), and that all other business will be discussed/considered and approved by the Full Council.

14. Annual Meeting

Resolved that: - The 2023-24 Annual meeting will be held as a Hybrid meeting, so that members wishing to attend in person can do so, and that light refreshments will be served, at the end of the meeting.

15. Ground Maintenance Contract

The Clerk presented and explained the quotes which he had received. The Clerk had sent the ground maintenance specification and covering letter to 19 Local Ground Maintenance Contractors, and had received back 5 quotes.

Resolved that: -

- a) **The quote from Davies Land and Sea for the sum of £7,330 (14 cuts of St Asaph Avenue) be approved, as well as being the cheapest quote, all works previously undertaken by Davies Land and Sea, has always been completed to a good standard, and on time.**
- b) **The Contract will initially be awarded for a 12m period, and subject to the work undertaken in the first 12m being satisfactory and as per the agreed specification, the contract will be extended for a further two years, at the fixed price of £7,330 per year.**

16. School Budgets 2023-24

Resolved that: - The clerk writes to the Head of Education/Chief Executive and Leader of Conwy CBC to request an explanation as to why there has been such a shortfall/impact on the budgets for 2023-24 for Ysgol Y Foryd, and why Conwy CBC are putting schools through such

pressure/the timing has been so last minute. These cuts will have a negative knock on effect on staffing and the quality of the Children's learning.

Resolved that: - Cllr B Griffiths will assist the Clerk with the wording of the letter to Conwy CBC, to ensure that all the relevant points are covered.

17. Conwy CBC Christmas Lights Licence

Noted the Section 178 Licence application fees which Conwy CBC are looking to introduce, for the Town Council's 2023 Christmas Light application (Likely cost of Licence £990).

Resolved that: - To cover the above Section 178 Licence application fee, the 2023-24 Christmas Lights Budget will be increased from £10,000 to £11,000.

18. Play Bus

Resolved that: -

a) The quote from the sum of £2,085 for 5 full days in the 2023 Summer Holidays from the Play Bus be approved, as whilst it was the only quote received it was deemed to be excellent value for money.

b) The 2023-24 Summer Play Budget would be increased from £2,500 to £2,935, to cover the above- mentioned quote.

Noted that Y Morfa are looking to run a Summer Play Event this Summer, and that a grant application will be submitted to the Town Council over the coming weeks.

19. Renewal of Electricity Contract

The Clerk presented the various quotes and terms, relating to the renewal of the Electricity Contract from 01/05/2023.

Resolved that: -

a) The provisional quote from British Gas Lite for the sum of 32.36p per kwh and a standing daily charge of 42p (estimated cost per year £1,478), be approved for a 24-month fixed price contract from 01/05/2023 to 30/04/2025, as the Councillors felt that it represented the best value for money and the members did not wish to fix longer than 24 months.

b) The new British Gas Lite contract will be signed on behalf of the Town Council by Cllrs G Corry (Chairman) and L Formston (Deputy Mayor), and that their signatures will be witnessed by the Clerk.

20. Abergele Joint Burial Board

Noted that: -

a) The Burial Boards bank account was finally closed on Friday 24/03/2023.

b) The Wales Audit Office have confirmed receipt of the 2021-22 Annual Return for the Joint Burial Board.

c) A copy of the closing bank statement confirming the transfer of the closing balances to Conwy CBC should be received in the next 14 days.

21. Solar Farm Grant Monies

Noted that the Solar Farm Grants balance presently stands at £22,576.95, of which £7,336 of these monies has been ear marked towards the Free Conwy CBC Wifi Scheme, and a further £9,667.50 has been ear marked towards additional toddler equipment/improvements at the Owain Glyndwr Park Play Area. This leaves an unallocated sum of £5573.45.

23. Y Morfa Height Barrier

Noted that the Clerk has received a photograph confirming that the proposed Height Barrier has finally been installed at Y Morfa.

Noted that a copy of the paid invoice for the sum of £3,157.20 has been received by the Town Council.

Resolved that: - The grant which the Town Council approved on 27/04/2021 for the sum of £1.550, can now be paid to Y Morfa.

24. Conwy CBC Invoices

Resolved that: - The following invoices to Conwy CBC be approved and paid, as both jobs have now been completed by Conwy CBC: -

a) £9,600 plus VAT for the installation of two speed activated signs on St Asaph Avenue.

b) £4,000 plus VAT for the installation of a power supply to the Defibrillator Cabinet which Conwy CBC have installed on the behalf of the Town Council.

25. Owain Glyndwr Park – Proposed Play Scheme Improvements

Resolved that: -

a) The revised plans and lay out of the Park be approved.

b) The revised quote for the sum of £37,178.33 plus VAT from Conwy CBC for additional toddler related play equipment and improvements to the Owain Glyndwr Park be approved, as the members considered the quote to be excellent value for money and the work will be completed by the Conwy CBC Preferred Playground Contractor.

c) The Ear Marked Reserves balance for Playgrounds will be increased from £36,421 to £37,179, to cover the additional cost (£758).

26. Conwy County Borough Councillor Updates/Reports

Cllr M Smith was the only Conwy CBC Councillor present. Cllr M Smith indicated that he is confident that the Conwy CBC Education Authority are supporting the two Local Primary Schools as best they can, but these two Schools will still be left with difficult decisions to make.

Towyn & Kinmel Bay is still in the mix for the New Proposed School, however the monies which were allocated for the Proposed New School, is no longer available.

Cllr M Smith has agreed to update the members regarding Conwy CBC Plans/timescales to resurface roads in the Towyn & Kinmel Bay area, at the next Town Council meeting, and in particular the chairman asked for an update regarding the roads which were scheduled to be resurfaced in 2022 -23/2023-24 (Foryd Road Asda traffic lights to Sandy Cove and Cader Avenue), which don't appear to have been resurfaced yet.

Meeting Closed: 20:50

Signed by the Chairman of the Full Council meeting held on 24/04/2023.