

**Towyn and Kinnel Bay Town Council.**  
**Meeting of the Policy, Finance and Resources Committee.**  
**held at the Community Resource Centre.**  
**at 7.00p.m. on Wednesday 12<sup>th</sup> November 2014.**  
**All Meetings Are Recorded**

**MINUTES**

91.14 Attendance.

Cllr. Smith, Cllr. McLoughlin, Cllr. Darwin, Cllr. Stone, Cllr. Corry and Cllr. Luke Knightly

92.14 Apologies for Absence.

Cllr. Roberts, Cllr. Richmond, Cllr. Anderson, Cllr. Bateman, Cllr. Johnson and Cllr. Laura Knightly.

No word received from Cllr. Sadler.

**93.14 Declaration of Interest.**

Members are reminded that they must declare the existence and nature of their declared interest. (Using the form provided for this purpose)

NONE

**94.14 Urgent Matters.**

Notice of items which, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

NONE

**95.14 To receive the minutes of the Policy, Finance and Resources Committee held on the 29<sup>th</sup> October 2014**

It was proposed by Cllr. Stone and seconded by Cllr. Darwin to accept the minutes with the agreed amendments of the addition of Cllr. Bateman to apologies for absence and the addition of the £500 grant money awarded to Kinnel Bay Football Club, and this was agreed by all.

**96.14 Health and Safety**

Cllr. Corry queried when the next health and safety audit would take place which the Clerk confirmed would be in January 2015.

The clerk and Cllr. Corry also updated members of their meeting regarding health and safety clarifying that the clerk was arranging to meet with a Highways officer regarding the issue of people continuing to turn right and the left only turn from the square onto Foryd Road, and that David Dudley off CCBC had been out to inspect the wooden posts in the parking bays in the square and had agreed that those that needed replacing would be.

#### **97.14 County Councillor updates**

Cllr. Laura Knightly sent through a written report, which the Chair read out on her behalf, confirming that she had spoken with the lady who had parked her vehicle for sale on the grassed area at Llys Madoc and the car had now been removed. Cllr. Knightly confirmed she was happy to do this in the future should the issue arise again.

Cllr Knightly also stated she had received word from Vic Turner from the Highways Department at CCBC who confirmed that in response to Towyn resident, Gwyn Hughes's, concerns raised at the previous meeting in relation to the speed bumps on Towyn Way West, he would obtain quotes to replace the final two road humps and depending on the cost would look to finish this work using his traffic budget.

Further to the previous meeting Cllr. Knightly has now written to the North Wales AMs to seek their support for Darren Millar's Caravan Park (Wales) Bill.

Cllr. Darwin stated that he was in talks again with CCBC with regard to the roads of Sandy Cove and possible options for financing their upgrading and repair.

Cllr Darwin explained that he was assisting the residents of Green Avenue with an issue they were having with a dog nuisance complaint.

Cllr. Corry asked if the environmental health department could be contacted to see if there had been an increase in the number of complaints in the Towyn and Kinmel Bay area regarding rodent activity, as he had had a number of residents make complaints to him. The clerk confirmed she would deal with this request.

#### **98.14 Reports for consideration**

##### **A) Meetings**

The clerk clarified with members the role of a County Councillor who was not also a Town Councillor at Town Council Meetings and explained that they were not allowed to propose, second or vote and that a new item would now be placed on the agendas for 'County Council updates' so that standing orders could be suspended and the County Councillor is able to address the meeting. After some discussion it was proposed by Cllr. McLoughlin and seconded by Cllr. Stone that a Towyn and Kinmel Bay County Councillor, who is not also a Town Councillor, is permitted to sit at the table with the Town Councillors and participate in the meeting in relation to items on the agenda, with prior notice to the clerk and at the discretion of the chair of the meeting, and with the suspension of Standing Orders. This was agreed by all.

Due to the clerk's last minute inability to attend the previous meeting and the issues that arose it was felt that a contingency plan should be put in place should the same situation occur in the future. After some discussion it was proposed by Cllr. Corry and seconded by Cllr. Luke Knightly that the assistant to the clerk attends all Full Council meetings from hereon in with any training needs to be addressed, and will cover for any absences by the clerk. The clerk is also to give training to all Chairs in the use of the tape recording machine should either the clerk or the assistant to the clerk be unable to attend a meeting at short notice. This was agreed by all.

Finally the clerk reiterated to members the importance of declaring an interest where necessary and completing the declaration of interest form.

## **B) Maes Gwyn Surgery, Towyn Road**

Members were provided with a letter from the Practice Manager of Kinmel Bay Medical Centre, regarding a consultation on the proposed closure of the Maes Gwyn Surgery, Towyn Road from March 2015. One of the main concerns raised by members was the issue of the patients of Towyn now having to use an already under pressure and oversubscribed Kinmel Bay Surgery. It was commented that it is already difficult enough to try and get an appointment at Kinmel Bay Surgery, without the extra patients who will come from Towyn. This is especially the case during the summer holidays when there are also holiday makers to compete with for appointments. The current surgery in Kinmel Bay is not fit for purpose and members feel, as has been raised in the past that a new larger medical centre needs to be provided to accommodate the needs of the two towns, as currently residents are not getting the care they deserve and are entitled to.

An additional factor that was mentioned concerned the mobility issues faced by some residents of Towyn, particularly the elderly and the problem they would now face in terms of accessing the surgery in Kinmel Bay. The clerk was asked to respond to the consultation highlighting the concerns raised by the Town Council.

As an aside from responding to the consultation the clerk was also asked to enquire with the Practice Manager whether holiday makers were given priority when it came to urgent appointments and what their current policy is in regard to this.

## **C) Llys Vyrnwy/Trefnant Avenue Consultation**

Further to the above which Cllr. Darwin brought before the Council at a previous meeting CCBC suggested that along with the consultation that had already taken place with residents a Public Notice should be put in 'The Journal' to ensure a full consultation. The clerk requested permission to place a Public Notice in the newspaper and so it was proposed by Cllr. Corry and seconded by Cllr. Stone that a Public Notice was placed in The Journal at the necessary cost. This was agreed by all.

### **99.14 Correspondence received:**

- 1) Letter from Bobaith Children's Therapy Centre Wales - noted, however, the Town Council do not donate to National charities.
- 2) Letter from SP Eney Networks – Noted.
- 3) Letter from Llangollen International Music Eisteddfod – noted, however, a donation has already been made to the Urdd Conwy instead.
- 4) Letter from Begbies Traynor - noted.

**100. 14 Accounts for October for Approval including Bank Reconciliations.**

**Towyn and Kinmel Bay Town Council      2014    2015**

| Date           | Details                | Payment Cleared | Minute Number | Cheque Number | Total           | VAT            |
|----------------|------------------------|-----------------|---------------|---------------|-----------------|----------------|
|                | <b>Brought Forward</b> |                 |               |               | <b>59298.13</b> | <b>1071.72</b> |
|                | <b>Monthly Total</b>   |                 |               |               | <b>10270.92</b> | <b>253.48</b>  |
| <b>October</b> | <b>Overall Total</b>   |                 |               |               | <b>69569.05</b> | <b>1325.20</b> |

|  |                                |   |        |        |         |       |
|--|--------------------------------|---|--------|--------|---------|-------|
|  | Manweb                         | Y | 9190   | DD     | 109.00  | 5.85  |
|  | Chris Jones                    | Y | 9190   | SO     | 132.00  |       |
|  | Computer Technical Solutions   | Y | 9190   | BP     | 282.44  | 47.07 |
|  | Salaries                       | Y | 014/11 | BP     | 3052.72 |       |
|  | HMRC (tax/NI)                  | Y | 014/11 | BP     | 690.94  |       |
|  | Nine telecom                   | Y | 9190   | DD     | 3.42    | 0.57  |
|  | Plusnet Plc                    | Y | 9190   | DD     | 18.00   | 3.00  |
|  | Total GP                       |   | 9190   | DD     | 48.20   | 2.29  |
|  | Conwy County BC Rates          | Y | 7.11   | DD     | 194.00  |       |
|  | Angel Springs                  |   |        | DD     |         |       |
|  | Pension                        | Y |        | BP     | 783.03  |       |
|  | Zurich Insurance               | Y |        | BP     | 54.67   |       |
|  | Cllr Stone (travel NWALC)      | Y |        | BP     | 59.04   |       |
|  | Weldons newsagent              | Y |        | BP     | 10.75   |       |
|  | Paul Murray (mowing from sept) | Y |        | BP     | 556.50  |       |
|  | Dave Hutton (windows)          | Y |        | BP     | 20.00   |       |
|  | Hacker Young Accountants       | Y |        | 102957 | 498.00  | 83.00 |
|  | M Jones (hanging baskets)      | Y |        | 102958 | 200.00  |       |
|  | Paul Murray (mowing)           | Y |        | BP     | 356.50  |       |
|  | Post office (stamps)           |   |        | WPC    | 57.50   |       |
|  | Asda (civic service drinks)    |   |        | WPC    | 77.49   | 12.49 |
|  | O2 Top up (caretaker)          |   |        | WPC    | 10.00   |       |
|  | B&Q toilet seat                |   |        | WPC    | 14.87   | 2.48  |
|  | BNP photocopier lease          | Y |        | DD     | 378.00  | 63.00 |
|  | Asda (cleaning stuff)          |   |        | WPC    | 19.55   | 2.09  |
|  | Paul Murray (gardens)          | Y |        | BP     | 170.00  |       |
|  | Cllr. Richmond (civic flowers) | Y |        | BP     | 30.17   |       |
|  | Petty cash                     | Y |        | 102959 | 37.81   |       |
|  | Urdd Gobaith Cymru             |   |        | 102960 | 120.00  |       |

|  |                                 |   |  |        |        |       |
|--|---------------------------------|---|--|--------|--------|-------|
|  | Cannon hygiene                  |   |  | DD     | 139.75 | 23.29 |
|  | Ajac Stationery                 | Y |  | BP     | 50.07  | 8.35  |
|  | Paul Murray -final cut- mowing  | Y |  | BP     | 596.50 |       |
|  | Paul Murray-final cut- woodland | Y |  | BP     | 275.00 |       |
|  | Paul Murray - Quarry Line Path  | Y |  | BP     | 750.00 |       |
|  | Kinmel Bay church (buffet)      | Y |  | 102961 | 475.00 |       |

| <b>Bank Reconcilliations.</b>                 |        |  |               |                |                           |  |                        |
|---|--------|--|---------------|----------------|---------------------------|--|------------------------|
| <b>2014 - 2015</b>                            |        |  |               | <b>October</b> |                           |  |                        |
| <b><u>BMM ACCOUNT</u></b>                     |        |  | <b>Debits</b> |                | <b>Credits</b>            |  | <b>TOTALS</b>          |
| <b>Balance as at 30th September 2014</b>      |        |  |               |                |                           |  | <b>£<br/>56,815.10</b> |
| Transfers to Community A/c                    |        |  | £5,700.00     |                |                           |  |                        |
| Room hire                                     |        |  |               |                | £<br>460.00               |  |                        |
| Civic Service Collection                      |        |  |               |                | £<br>142.66               |  |                        |
| <b>Balance as at 31st October 2014</b>        |        |  |               |                |                           |  | <b>£<br/>51,717.76</b> |
| <b><u>COMMUNITY ACCOUNT</u></b>               |        |  | <b>Debits</b> |                | <b>Credits</b>            |  |                        |
| <b>Bank Balance as at 30th September 2014</b> |        |  |               |                |                           |  | <b>£<br/>6,590.54</b>  |
| Payments out as Minuted                       |        |  | £9,901.60     |                |                           |  |                        |
| Transfers in From BMM A/c                     |        |  |               |                | £<br>5,700.00             |  |                        |
| Room hire                                     |        |  |               |                | £<br>20.00                |  |                        |
| <b>Bank Balance as at 31st October 2014</b>   |        |  |               |                |                           |  | <b>£<br/>2,408.94</b>  |
| <b>WPC/Cheques written but not presented</b>  |        |  |               |                | <b>ACTUAL<br/>BALANCE</b> |  | <b>£1,609.53</b>       |
| cheque  | 102886 |  | 25.00         |                |                           |  |                        |
| cheque  | 102960 |  | 120.00        |                |                           |  |                        |
| cheque  | 102961 |  | 475.00        |                |                           |  |                        |
| WPC   |        |  | 179.41        |                |                           |  |                        |

|  |  |               |  |                |                        |
|--|--|---------------|--|----------------|------------------------|
|  |  |               |  |                | <b>£799.41</b>         |
| <b><u>C.R. BUILDING FUND</u></b>         |  | <b>Debits</b> |  | <b>Credits</b> |                        |
| <b>Balance at 30th September 2014</b>    |  |               |  |                | <b>£<br/>15,028.96</b> |
|  |  |               |  |                |                        |
| Interest                                 |  |               |  | £<br>0.86      |                        |
| <b>Balance at 31st October 2014</b>      |  |               |  |                | <b>£<br/>15,029.82</b> |
|  |  |               |  |                |                        |
| <b><u>PUBLIC SECTOR DEPOSIT FUND</u></b> |  |               |  |                |                        |
|  |  |               |  |                |                        |
| <b>Balance at 30th June 2014</b>         |  |               |  |                | <b>£<br/>50,497.57</b> |
|  |  |               |  |                |                        |
| Interest                                 |  |               |  | £<br>47.51     |                        |
| <b>Balance at 30th September 2014</b>    |  |               |  |                | <b>£<br/>50,545.08</b> |

It was proposed by Cllr. McLoughlin and seconded by Cllr. Luke Knightly that the accounts were accepted and this was agreed by all.