

Towyn & Kinmel Bay Town Council

Minutes of the Policy, Finance, Resources and Planning Committee held on Monday 5th March, 2018 at the Community Resource Centre, Kinmel Bay.

Present Cllrs: G Corry, T Curran, B Griffiths, M Jones, B McLoughlin and N Smith

Non Voting: M Smith

Clerk: D Thomas

1. Apologies for Absence

Apologies for absence were received from Cllr D Johnson. Cllr L Knightly was absent without apologies received.

2. Declaration of Interest

The following declaration of interest was received:-

Cllr N Smith Chairman of Planning at CCBC declared an interest in agenda Item 6 Planning and withdrew from the meeting whilst this Agenda Item was being discussed.

3. Public Participation

There were no applications from the public to address the Committee.

4. Minutes

There was one amendment to note Cllr B McLoughlin should have been recorded as being present.

Resolved that:

Subject to the above amendment that the minutes of the meeting on 15th January, 2018 be approved.

5. Matters Arising

180115/13 - Room Rental

The Clerk reported that Peter Large Estate Agents had valued the rooms as follows:-

- Small Room (old cleaners cupboard) £25/30 p/w – possible interest from North Wales Police (Kinmel Bay PCSO Police Post).
- Two upstairs interview/meeting rooms £35/40 p/w (total possible income £5,500).
- Peter Larges' fees would be £295 plus vat per office let by them.
- The Clerk advised that he had visited Dewi Sant, 50%+ of the income comes from hiring out the big hall, which is almost permanently let all day every evening and at weekends. The café/kitchen also provided a good rental income.
- The Resource Centre has been registered on the Venues 4 Hire Website (free of charge), and it is hoped that this will assist with room rental.
- 2017-18 Room Rental Hire has increased to £4,500 (2016-17 £3,000)
- Posters have been handed/emailed to all existing regular users who have been asked to display the posters on work/staff notice boards and internet/websites.
- There has been an initial enquiry from a Local Radio Station, with a view to possibly renting the two upstairs interview rooms.

Resolved that:

- a) **The Clerk would update the members regarding both the North Wales Police and Local Radio Station, at the next appropriate meeting of the Council.**
- b) **The Clerk would contact 'Go Safe'/North Wales Police, to invite them to visit the Resource Centre, with a view to them holding future Speed Awareness Courses at the Centre.**

180115/14 – Community Awards

The Clerk advised that the individual cost of the 2017 Awards was £36.50 (which was made up as follows – Plaque £13.75, engraving £15.00, Presentation Box £7.75)

The Clerk asked the Committee to consider presenting a framed certificate for 2018, instead of a Plaque.

Resolved that:

- a) **The Clerk would explore if the Plaques could be sourced cheaper via the internet.**
- b) **That Community Awards would be put on the Agenda of the next PFR meeting, with a view to discuss/agree the criteria/number of awards for 2018.**

6. Planning

a) **0/44803** – Erection of single storey building to contain reception office, laundry room and club room for use by owners of holiday.

Resolved that: No Objection – Subject to adequate sound proofing in view of proximity to local residents and also subject to no windows and/or doors opening to the east of the proposed development.

b) **0/44850** – Extension to dwelling.

Resolved that: No Objection

c) **0/44857** – Removal of existing pitched roof, provision of new pitched roof to provide additional living accommodation at first floor level.

Resolved that: No Objection

d) **0/44876** – Ground floor rear extension for a disabled bedroom and carer room.

Resolved that: No Objection

e) **Kerry James Planning Publicity and Consultation before applying for planning permission notice under articles 2C and 2D** – Demolition of buildings A, B and C to provide outdoor storage area.

Resolved that: An Objection be recommended due to concerns/unanswered questions regarding:-

- a) **Clarification regarding the type of storage.**
- b) **Will there be any screening?**
- c) **How is the storage going to be secured?**
- d) **If containers, how high will they be stacked?**
- e) **What are the plans for the unused area, which will be left following the demolition of the existing buildings?**
- f) **Clarification regarding the number of users that will be involved, will this be single and/or multiple uses?**
- g) **What type of materials will be stored?**
- h) **Insufficient information provided in order to make an informed decision.**
- i) **Concerns regarding the accuracy of the information provided within the application.**
- j) **Flood Issues/Precautions – None appear to have been considered/covered within the application, during the last flood this site was under 5 foot of water.**
- k) **Concerns that the current landlord and some of the current users appear to have little regard to the local residents.**
- l) **What are the proposed working/operating hours of the storage facility, given that it is in the middle of a residential area?**

7. Telephone and Broadband

- Noted the current position regarding the Cloudsource Contract which was agreed on a 5 Year Contract in May 2017.

Resolved that:

- a) The Clerk would request details/costings of the Penalty for Early Termination of the current Cloudsource Contract.
- b) The Clerk would contact BT to request costings/a quote for a comparative contract with BT say over 24/36 months.

8. Budgets 2017-18 and 2018-19

Following a full in depth review by the Clerk of both the 2017-18 and 2018-19 Budgets, a number of amendments are required.

The Clerk presented the various required budget changes and explained in detail the reasons for the required changes.

Resolved that:

The 2017-18 and 2018-19 be presented at the Full Council Meeting for discussion/approval.

9. Bank Reconciliation

As at 28/02/18 and 31/01/18

Resolved that:

The Reconciliations as at 28/02/18 and 31/01/18 be presented at Full Council to be reviewed/approved.

10. Payments form 01/01/18 to 28/02/18

The Clerk and Cllr B Griffiths Chair of PFR have checked and reviewed all the payments.

Resolved that:

a) The Clerk and Cllr B Griffiths signed and dated the list of payments to confirm that they have been checked reviewed.

b) That the signed list of payments be presented to Full Council for approval and signing by the Chair of the Full Council.

11. 2018 Health and Safety Audit

Resolved that:

The draft completed Action Plan be approved.

12. HMRC 2016 – Tax/NI Query

The Clerk advised the Councillors that there is presently an enquiry ongoing between HMRC and the Payroll Company regarding the financial year 2016-17.

Resolved that:

The Clerk will update the Council regarding the Tax/NI position at the next appropriate Council meeting.

13. Work Schedule

Reviewed and discussed both the 2017-18 and 2018-19 Work Schedules.

Noted the up to date position.

Meeting Closed at 8:15pm

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Signed by the Chairman of the meeting held on 30/04/18