

Towyn & Kinmel Bay Town Council

Minutes of the Policy, Finance, Resources and Planning Committee held on Monday 13th August, 2018 at the Community Resource Centre, Kinmel Bay.

Present Cllrs: B Griffiths, D Johnson, M Jones, L Knightly (Mayor) B McLoughlin & P Miller

Non Voting: J McKenna & N Smith

Clerk: D Thomas

1. Apologies

Apologies for absence were received from Cllr G Corry & Cllr T Bibby.

2. Declaration of Interest

The following declarations of interest were received:-

Cllr B McLoughlin & Cllr M Jones declared an interest in Agenda Item 10 – Grants, as there was a Grant Application from the Towyn & Kinmel Bay Show and they are both members of the Show's Committee. Both Councillors left the room whilst this agenda item was being discussed.

3. Public Participation

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

4. Minutes

Resolved that: The minutes for the meeting held on 04/06/2018 were approved and signed.

5. Matters Arising

180305/12, 180430/5 & 180604/7 - HMRC TAX/NI Query

Noted that:-

- a) HMRC has a large backlog of queries, and it may take them many weeks to process/resolve the query.
- b) The Clerk will update the members at the next PFR meeting.

180604/14 – Recent Planning Refusal

Noted that: Paula Jones of Conwy has confirmed that once the Conwy Drainage Team issue the revised Conwy Tidal Flood Risk Study, she will arrange for Conwy Planning/Drainage Team and possible NRW, to provide Training/Guidance to Councillors.

6. IT

The Clerk presented the breakdown and the details of the existing IT contracts/costings, and various options were discussed.

Resolved that:

- a) **The Microshade (Hosting) contract be extended for a further 36m, at the existing cost of £89.18 per month.**
- b) **That the required 3m notice of termination would be served on Triumph, and that the IT contract would be transferred over to B2 for the members ipads, the office pc's and laptop and the website, which should result in an approximate reduction of £850 to the annual IT costs for future years.**

7. 2018-19 Year to Date Budget Reports & Review of Budgets

Following a full in depth review by the Clerk of the 2018-19 budgets and reports, a number of budget adjustments are required.

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

Resolved that: The 2 year to date budget reports and the proposed changes to the budget be presented at the next Full Council meeting for discussion/approval.

8. Planning

0/45311

Certificate of lawfulness for erection of proposed porches to dwelling.

Resolved that: No Objection

0/45400

Removal of existing roof, provision of new roof with additional living accommodation & erection of orangery at rear of dwelling.

Resolved that: No Objection

0/45431

Single Storey rear extension

Resolved that: No Objection

0/45386

Loft conversion into a study, new stairwell from 1st to 2nd floor. North & South facing conservation windows required.

Resolved that: No Objection subject to the position regarding the bats being acceptable.

9. Councillor Identification Cards

Resolved that: ID Cards would be ordered for all Town Councillors.

10. Grants

All Grant applications received for 2018-19 were discussed/reviewed.

a) Resolved that: the following Grants and amounts be awarded, subject to agreed conditions of grant/receipt of appropriate paperwork from the grant applicants.

ORGANISATION	AMOUNT AGREED	PURPOSE
Ysgol Y Foryd	£270	Support towards swimming lessons/transport
Youthshedz	£500	To pay for equipment to set up the Youthshed
Towyn & Kinmel Bay Show 2018	£500	Help towards the purchase of a defibrillator for Towyn
Monday Afternoon Club	£250	Towards Christmas Dinner for (30 group members)
Toni's Sequence Dance Club	£250	Buffet & Xmas Dinner Dance (49 members)
Towyn Jubilee Townswomen's Guild	£100	Speakers and activities for members (10 members)
Sandy Cove Residents Association	£500	To maintain methods of passing information to the residents and interested parties, and planting to improve the appearance of the estate.
Kinmel Bay Bowling Club	£500	Green maintenance – Autumn renovation & mower repairs
Thursday Afternoon Club	£250	Upgrade music system, purchase more music and to fund various events throughout the year
North Wales Childcare Ltd (Non profit nursery)	£250	Purchase of a shed for outside play activities

Towyn Under 5's Playgroup	£500	Extending the opening hours of the play group to mornings and afternoons & various certifications
Tir Prince Park Fountain Group	£500	Looking for an Agreement in principle at this stage, as full costings are still awaited
Craft Class	£250	Full details are to be confirmed

b) Play Scheme

ORGANISATION	AMOUNT	PURPOSE
Kinmel Bay Football Team	£500	Sports equipment for the 7 junior teams
Towyn Park Rangers	£500	Lawn mower and line marking equipment

Resolved that: The following Grants be declined.

Ysgol Y Foryd	£2,000
Dial a Ride	£500
Kinmel Bay Under 5's Club	£500
Sandy Cove Residents Association	£5,000
Y Morfa Leisure Centre	£4,000
Ysgol Y Foryd & Maes Owen	Donation towards £1500 AED

Resolved that: The Town Council was happy for the Conwy Remembers WW1 Grant Donation for the sum of £100, to be split between the four proposed charities, now that their event has had to be cancelled.

- Noted: that the current Grant Policy is due to be next reviewed in November, 2018.

Cllrs D Johnson & B McLoughlin left the meeting early at 8:25pm.

11. Replacement Fire Door Locking Mechanism

Resolved that:

- a) A Replacement locking mechanism be installed, as the current mechanism is faulty.
- b) That B & W Builders quote for the sum of £335 be accepted, and that B & W Builders will be requested to undertake the work as soon as possible.

12. Bank Reconciliations as at 30/06/18 to 31/07/18

Resolved that: The reconciliations as at 30/06/18 to 31/07/18 be presented at the next Full Council meeting to be reviewed/approved.

13. Payments from 01/06/18 to 31/07/18

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

Resolved that:

- a) The Clerk and Cllr B Griffiths sign and date the list of payments to confirm that they have been reviewed.
- b) That the signed lists of payments be presented at the next Full Council meeting for approval and signing by the Chair of the Full Council.

14. Solar Farm Grants

- Noted that the 2018-19 Solar Farm Grant Monies (£10,300) were received on 26/07/18.

Resolved that: The Clerk would contact Y Morfa to advise them that the Town Council would be prepared, in principle, to purchase an External Defibrillator Cabinet so that their current defibrillator could be secured to an outside wall at the centre, so that the defibrillator would be available 24/7 for the whole of the local community.

15. Call for Guidance – Delivery of Housing through the Planning System

Noted the call for evidence.

16. Banning the use of Combustible Materials on the External Walls of High Rise Residential Buildings

Noted the Consultation.

17. Publication of Circular 008/2018 – Planning requirement in respect of the use of private sewerage in new development, incorporating septic and small sewage treatment plans.

Noted the update guidance.

18. Work Schedule

The Clerk presented the update 2018-19 Work Schedule to the members.

Resolved that: The contact form facility on the Town Council Website will be removed as the vast majority of the contact forms received are SPAM.

19. GDPR Audit

Noted the up to date position regarding the GDPR Audit Report and Action Plan, which the Clerk will complete and present at the next appropriate Council meeting.

20. External Audit 2017-18

Noted the up to date position, the Clerk will present the External Audit Report, once received, to the Full Council.

21. Civic Service

Resolved that: The refreshments (Food and Drink) for the 2018 Towyn & Kinmel Bay Civic Service will be provided by/at the Long Bar in Towyn, subject to Cllr Knightly providing the clerk with copies of detailed supplier invoices/paid receipts and all the catering/refreshments being supplied at cost.

Meeting Closed at 9:00pm

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Signed by the Chairman of the meeting held on 03/09/18