

CYNGOR TREF PENMAENMAWR PENMAENMAWR TOWN COUNCIL



Minutes of a PENMAENMAWR TOWN COUNCIL MEETING
held remotely using Zoom Video Conferencing on the 13th April 2021 at 6.30 pm.

19560 Councillors Present: Cllr K. Beard (Chair), Cllr U. Abbott, Cllr M. Baines, Cllr L. Coleman, Cllr J. Jones, Cllr J. Sharples, Cllr C. Williams.

Officers Present: M. Hanks (Clerk and RFO) & I. Hart (Asst Admin Officer)

In Attendance: One member of the public attended remotely (signed out at 6.45 pm).

19561 Apologies Cllr S. Banwell (work), Cllr M. Brewer (technical difficulties), Cllr E. Davies (work), L. Goodier (other engagement) Cllr K. Loustan-Lalanne (holiday).

19562 Code of Conduct/Declaration of Interest.
None

19563 Public Participation –

A representative of the Penmaenmawr in Partnership/Pen Reimagined delivered an update to the Council on the progress of establishing this social enterprise group. The aims, objectives and structure of the new group were detailed, and the Council was advised that several local groups have expressed an interest in participating in the venture.

19564 Clerk's Report

The Clerk provided an update to the Council on a number of initiatives, including the Local Places for Nature grant application, the TRI fund, the latest on discussions with CCBC about delegated authority and asset transfers, including the potential of cemetery maintenance and the opening, closing and cleaning of public toilets. The final details of the joint application with Penmaenmawr Against Single-Use Plastic was also detailed. The Council was further advised that the Clerk had attended and been made very welcome at a recent meeting of the Dwygyfylchi Residents Assn and had also been invited to and attended, a remote meeting with Mr Robin Millar, M.P, to update him on Council initiatives in Penmaenmawr. The Clerk went on to detail some of the changes being introduced by the local Government and Elections (Wales) Act 2021 and the potential impact on Light up Pen of new CCBC regulations. Finally, the Clerk reported that one of the Civic Pride Wardens had tendered her resignation due to a change in personal circumstances.

COUNCIL ADMINISTRATION

19565 Ratification of the Minutes of the Meeting held on the 16th of March 2021.

RESOLVED: to ratify the minutes of the meeting of the 16th of March 2021 with one minor amendment.

19566 Matters arising from the meeting held on 16th March 2021.

- i. 19546 Councillor Vacancy – the Council was advised that notices asking residents if they wished a by-election had been posted, which would be displayed until the 16th of April.
- ii. 19554 Japanese Cherry Trees - It was reported that no further Japanese Cherry Trees would be forthcoming as the allocation had now been fully taken up.

Signed: _____ (Mayor)

Date: _____

19567 Signing the minutes of the meeting of the 16th of March 2021.

RESOLVED: to sign the minutes of the 16th of March 2021 as a true record of the meeting.

19568 Prom Project Update

The Council were provided with an update on the prom project. The upgrade works had now received final approval by all the relevant departments of CCBC, following a recent onsite meeting. Before re-painting, some repairs were required to the Beach café and Chalets. CCBC Assets and Estates department had approved £7,500 for these repairs. The colour scheme of the buildings had now also been agreed upon. The start date of the works had slipped slightly from the 12th to the 19th of April 2021. Methods of preventing delays in running the project were discussed.

RESOLVED:

- i. **To accept the report.**
- ii. **To delegate authority to appoint suppliers and contractor to the Prom Upgrade Committee.**
- iii. **To give the Project Manager on appointment (in conjunction with the Clerk) delegated power to spend up to £1,000 per supplier without the need to gain prior approval of the Committee or the Council.**

Action: Clerk to circulate the prom colour scheme to Councillors and to liaise with Project Manager.

19569 To Accept a Report from the Finance Committee.

FOR INFORMATION: The Chair of Finance advised that as there had not been a Finance Committee meeting since the last Council meeting, therefore there was nothing to report at present.

19570 To Accept an Update from the Covid Committee.

It was reported that the TRI grant had now been fully utilised and to complete the application two picnic benches had been ordered, as had a supply of face masks to be distributed to shops in the town. Four additional sanitizing stations had been purchased and a supply of tote bags promoting 'stay safe and shop local', which will also be distributed to local shops.

RESOLVED: To accept the report.

Action: Clerk to arrange for distribution of items.

19571 To Approve an Application for a 50k Loan from PWLB (Public Works Loan Board)

The RFO reported that the imminent commencement of the promenade project, which is now due to be completed over two months, instead of the original six months, may put the Council's finances under pressure. This is due to the need to spend around £165,000, including VAT, before being able to reclaim 80% of the expenditure from the WEFO grant and the VAT for HMRC. To ease this financial pressure, it was proposed to apply to the Public Works Loan Board for a loan of £50,000.

RESOLVED: To apply to PWLB for a loan of £50,000.

Action: Clerk to prepare and submit the application.

19572 Environmental Warden Job Update.

The Council were advised that six applications had been received for this post. Interviews had been undertaken of all six candidates, the previous week, during which it had been demonstrated that the standard of applicants had been exceptionally high. However, one applicant was considered to be the most suitable and had been offered the post, which was accepted. As it is considered that this post may expand, the details of the remaining candidates will be kept on file for future consideration.

Action: Clerk to arrange for job commencement.

19573 Lights Adjacent the MUGA.

It was reported that the Council had received an offer from a local contractor, who was willing to fit electric lights along the footpath, which runs alongside the MUGA from Conwy Road to Kelly Kopec park,

free of labour charges if the Council paid for the hardware. It was highlighted to the Council that the land is owned by PTC.

RESOLVED: To approve the expenditure of up to £750 on hardware to complete the lighting of the footpath.

Action: Clerk to liaise with contractor.

19574 Welcome to Penmaenmawr Video.

It was proposed that the Council arrange for a Welcome to Penmaenmawr video to be recorded, which will promote the village and surrounding area.

RESOLVED: To explore the potential of preparing a Welcome to Penmaenmawr video.

Action: Clerk to liaise with potential contractors to prepare a Welcome to Penmaenmawr video.

19575 Update Penmaenmawr Against Single-Use Plastic.

It was reported that the grant application made in conjunction with Penmaenmawr Against Single-Use Plastic had been submitted to CCBC and was under consideration. The application contained three elements, including the preparation and citing of a sculpture made from recycled material, the disseminating of information about the project, including the screening of a video about the project to be shown on a television in the library and on the Council's website and finally, the distribution of tote bags to local shops, to coincide with the various stages of the project highlighting its overall cause.

RESOLVED: To increase the grant match funding from £1,000 to £2,000.

19576 Pebble Project Update.

The Council were informed that pebbles were now being received for this project and that the two local primary schools were also about to engage with the initiative. It was now expected that sufficient pebbles to complete three designs will be received. It was proposed to locate a design in each of the town's parks.

RESOLVED: To make two more designs and to position one design in each park.

Action: Clerk to liaise with contractor.

Correspondence

19577 Keep Wales Tidy

The Council were advised that a letter of complaint had been sent to Keep Wales Tidy, regarding its policy of not allowing PTC to purchase items from Keep Britain Tidy that are not available from Keep Wales Tidy.

Highways Notifications

19578 Temporary Traffic Regulation – Station Road West, outside Penmaenmawr Railway Station, between 08:00 and 17:00 on the 20th April, for Welsh Water work.

The traffic works were noted by the Council.

List of Payment

19579 List of Payments

DATE	CHEQUE No	CODE	PAYEE	AMOUNT
21/01	D/Card	s.150	Microsoft account – HEIC file conversion software – For Photo competition images.	1.99
12/03	D/Card	s.19	Kingfisher – Hand sanitizing units.	383.95
18/03	04013	s.19	Shop Local tote bags – Covid resilience.	1,079.40

19/03	04009	s.19	Brookes – Face masks – Covid, support to local businesses.	720.00
19/03	04010	s.19	Plastecowood – wheelchair access picnic benches.	1,266.00
22/03	04014	s.19	Design 2 Print – bollard covers, posters, flags – Covid resilience.	1,170.00
26/03	D/Card	s.19	Stencils – Covid-19 social distancing and nudges.	618.00
30/03	04015	s.150	One Voice Wales – Councillor Training	60.00

RESOLVED: to approve the list of payments.

Action: Clerk to arrange payment.

19580 Social Media News

- i. The Town Council would like to formally thank Anita Jones-Warwick for her enthusiasm and dedication as one of our Civic Pride Wardens over the last four years and wish her every success in her future endeavors.
- ii. The Town Council will, over the coming days, be distributing tote bags to local shops to promote the ‘Stay Safe, Shop Local’ message.
- iii. The Town Council have approved a proposal to install lights along the footpath adjacent to the MUGA, from Conwy Road to Kelly Kopec Park.
- iv. On the 14th of April the Mayor, Councillor Kathryn Beard, opened the new St David’s Hospice shop on Bangor Road, in a socially distanced event.

19581 Date and Time of the Next Meeting - **6.30 pm 11th May 2021**

Meeting ended at 8.10 pm.

Signed: _____ (Mayor)

Date: _____