

# Abergele Town Council

## MINUTES

The Ordinary Meeting of the Council, held on Thursday 2<sup>nd</sup> October 2008 at 6:45 p.m. in the Town Hall, Llanddulas Road, Abergele.

The commencement of the meeting was delayed to allow a spokesperson to address the Council on behalf of residents in the vicinity of Castle Hotel, in relation to a planning application on the agenda for this meeting.

### 238/08 Attendance Register

The Mayor, Cllr. R.D. Peacock  
Cllrs: M. Bird (see Min. 241/08); M. Bond; G.P. Davies; J.A. MacLennan;  
D.A. MacRae; R.M. Medlicott; D. Meredith; J.D. Mortimer (see Min. 244/08(c));  
S. Rowlands; T. Rowlands; K.J. Sudlow (see Min. 241/08); R.G. Waters  
Mrs C.J. Earley (Clerk)  
Mr. George Brooks, Principal Tourism Development Officer, CCBC  
P.C. Albi Hall, CBM  
Several members of the public

### 239/08 Apologies for Absence

Cllrs: B.C. Roberts; J. Stubbs

### 240/08 Declaration of Interest: Code of Conduct

Members were reminded that they must declare the **existence** and **nature** of any personal interests (using the form provided for this purpose).  
- Cllr. S. Rowlands declared an interest in agenda item 8(a), as an employee of N Power.

### 241/08 Visitor to the Council

The Mayor welcomed George Brookes, C.C.B.C., to speak to the Council about how it can best progress a request for improved tourism type signage for the town.

Mr Brookes informed members that obtaining new tourism style signage was not a simple process and that there were a number of rules and regulations which must be adhered to.

He advised the Council that in the first instance it should 'walk the course' from the outer markers to identify the attractions for visitors (maximum four) and consider any additional signs required to direct people to these attractions. Considerations should include both traffic signs (white on brown) and finger post type signs for pedestrians. A pack of approved symbols for use on the outer markers was given to the Council to consider, along with a copy of guidance notes for tourism signs on trunk roads and local roads.

- Cllr. K.J. Sudlow arrived at this juncture

When the Council has decided which attractions to include on outer marker signs and considered any additional directional signs required, a request should be submitted to the Highways department. The Highways Officer will then seek comment from Mr Brooks to support the application. No funding is available from Highways and the Council will need to provide its own funding for signs requested, possibly with the help of grant(s) and/or assistance from any attractions.

Mr Brooks advised the Council that the cost of signs varied significantly, with signs on Trunk Roads (A55) being considerably more expensive, due to the additional regulations which apply. He also advised that a request for signs on the A55 would not be considered until tourist attractions have adequate directional signs within town itself.

- Cllr. M. Bird arrived at this juncture

**It was RESOLVED that the Town Guide Sub-Committee be asked to consider tourism signage in the town and make recommendations back to the Council.**

A short discussion then took place regarding beach management and Mr Brooks advised that this should be taken up at the next East Promenade Consultative Group meeting.

242/08 **Co-option of Member**

- a) Members received the applications for the vacant seat on Gele Ward. The Clerk advised Members that, in accordance with the provisions of Standing Order 63(b), they should not solicit for any person any appointment under the Council or recommend any person for such appointment.

**A vote was then conducted, by secret ballot, to appoint a co-opted Member to fill the vacant seat. After four rounds of voting, with the candidate(s) with the least number of votes being eliminated after each round, it was RESOLVED by a majority of 8 votes to 5 to Co-opt Mr Andrew Wood.**

- b) **It was RESOLVED to seek confirmation that Mr Wood is qualified to be a Member and to allow the Declaration of Acceptance to Office to be signed before the next Ordinary meeting, to be held on Thursday 6<sup>th</sup> November, as Mr Wood is currently on holiday.**

243/08 **Minutes**

**It was RESOLVED to RECEIVE, APPROVE and SIGN the Minutes of the last Ordinary Meeting, held on 4<sup>th</sup> September 2008.**

244/08 **Matters Arising on Previous Minutes:**

- a) Pensarn Public Conveniences

- (i) It was NOTED that the toilets have now been closed temporarily, whilst the refurbishment work is undertaken and a brief e-mail giving an update on progress with the work was RECEIVED.
- (ii) A letter received from Bethan Jones, Acting Chief Executive, CCBC, in response to a request for her to meet with the Council, was RECEIVED.

**It was RESOLVED to write back to state that the Council would like to meet with her to get information on the restructuring and amalgamation of services which has been taking place within CCBC and to seek her views on some general service delivery concerns.**

b) Protocol for Liaison with Local Members

A copy of the adopted Protocol, for inclusion in Members' files, was RECEIVED.

A query arose as to what would constitute a relevant 'meeting' and it was agreed that this was a pre-arranged gathering of interested parties, convened by a Member or Officer of the Council, to discuss specific issues.

It was NOTED that Members may on occasions be invited to 'meet' with residents at their own homes to hear concerns about a particular issue and that, on such occasions, the Member should report back to local Ward members as soon as practicable, if they consider the issue to be a 'significant matter', as defined in the protocol.

c) Gypsy Traveller Encampments – Min. 186/08(a)

- (i) Advice from One Voice Wales regarding any statutory duty on Local Authorities to provide specific sites for travellers was RECEIVED.
- (ii) Extracts from a study into the accommodation needs of Gypsy-Travellers in Wales, commissioned by the Welsh Assembly Government in December 2004 and published in April 2006 were RECEIVED.
- (iii) It was NOTED that a copy of 'Gypsy Travellers: A Policing Strategy', written by Inspector Ian Taggart LLB, of Grampian Police, was available on request from P.C. Hall.
- (iv) It was NOTED that a comprehensive Site Management Guidance Paper for Gypsy-Traveller sites was issued by the Welsh Assembly Government in May 2008 and that over £1,000,000 had been committed to refurbish existing sites to bring these up to a 'decent' standard.

- Cllr. J.D. Mortimer retired from the meeting at this juncture.

d) One Voice Wales – Min. 189/08(g)

Cllr. R.G. Waters gave a brief report from the Larger Local Councils Forum, held on 25<sup>th</sup> September 2008.

It was NOTED that:

- (i) An on-line Planning Portal is being developed, with the eventual aim of making every planning application file available on-line, including submissions, reports and decisions.
- (ii) There have been improvements to the One Voice Wales website, with sections accessible to Councils by use of a password.
- (iii) Mold Town Council had agreed to support the motion submitted by this Council for debate at the Annual Meeting later this month.

e) Traffic Regulation Orders – Task & Finish Group

It was NOTED that it has not yet been possible to arrange a meeting of the Task & Finish Group and that any requests for consideration by the group should be submitted to the Clerk as soon as possible.

f) National Energy Efficiency and Savings Plan Stakeholder Workshop – Min. 189/08(j)

Cllr. R.G. Waters gave a brief verbal report from the workshop held in Llandudno on 17<sup>th</sup> September.

It was NOTED that a consultation document is due to be issued by the Welsh Assembly Government in December.

g) WREN Application – Lighting for Pentre Mawr Park – Min. 189/08(m)

It was NOTED that the application to WREN for funding for the lights for the Multi-use games area was submitted on 25<sup>th</sup> September 2008 and that a decision will be made early in December.

h) Safer Routes to School Link to Water Street – Min. 189/08(aa)

(i) Cllr. D.A. MacRae gave a brief verbal report from a recent site meeting to view the lamp columns. It was NOTED that the different collars on some of the columns are not noticeable.

(ii) A brief progress report on the completion of works at the new footbridge was RECEIVED from Mr C Pastori, CCBC.

i) Meeting re: Groes Lwyd Alleyway – Min. 190/08(b)

A written report from the meeting arranged by County Cllr. Ron Hastings on 26<sup>th</sup> September 2008 was RECEIVED. It was NOTED that not all of the residents were now in favour of the proposed Gating Order.

**It was RESOLVED to contact Cllr. Hastings to suggest that he arranges a further meeting with residents, to include P.C. Albi Hall, to reconsider this matter.**

j) CADW – Revised Entry for The Mount

It was NOTED that Cllr. D.A. MacRae had been in contact with C.P.A.T. regarding the revised listing and that there were no issues of concern.

It was FURTHER NOTED that a provisional date later this month had been agreed for the carrying out of the geophysics survey at The Mount and that volunteers would be required throughout the day to assist with any enquiries at the site.

k) Untidy Meter Boxes – Peel Street – min. 103/08(h)

It was NOTED that the ivy around the boxes has now been removed and that efforts would now be made to secure the repair and repainting of the boxes.

245/08

**Correspondence**

**The following items of correspondence were RECEIVED:**

- a) Gwynt y Mor Offshore Wind Farm Connection Works  
- Notification from NPower Renewables that a planning application will be submitted shortly.
- b) Local Government Boundary Commission for Wales – AGM 2008  
- An invitation to all members to attend the Annual General Open Meeting (responses required to the Clerk by Tuesday 6<sup>th</sup> October)
- c) East Promenade Consultative Group  
- Notification of the Autumn Meeting.
- d) The Royal British Legion – Abergele Branch  
- An invitation to attend a presentation of MoD Veteran's Badges at 3pm on 17<sup>th</sup> October in the Town Hall.
- e) Community Health Council Federation  
- Notification of a Federation meeting, held on 29<sup>th</sup> September.
- f) Cyfieithu Cymunedol Conwy  
- Notification of a simultaneous translating course.  
**It was RESOLVED to forward a copy of this to the Council's translator.**
- g) Forthcoming Meetings  
- Dates of forthcoming meetings in October.
- h) Mayor's Diary  
- Details of the Mayor's engagements in October

- i) North Wales Association of Town and Larger Community Councils  
- Notification that the October quarterly meeting has been cancelled and that a copy of the minutes of the last quarterly and annual meeting is available from the Clerk.
- j) BT Proposals to Adopt a Kiosk  
- Notice of a meeting to be held on Tuesday 7<sup>th</sup> October to discuss BT's proposals.

246/08 **Raised Kerbs**

Cllr. D. Meredith requested the support of the Council in writing to CCBC to request a raised kerb at the bus stop by Tesco and a dropped kerb on the pavement opposite Prys Jones (Water Street), to assist both disabled persons and pushchairs.

Concerns were also expressed regarding the pavements on both sides of Water Street, from the bowling green to the traffic lights, which were considered not to be compliant with Disability Discrimination Act requirements.

**It was RESOLVED to write to the Head of Infrastructure to request that these matters be considered.**

247/08 **Update from County Councillors**

A draft copy of a newsletter, to be circulated by Cllr. D. Holland to residents in Pensarn and Belgrano, was RECEIVED.

248/08 **Police Liaison**

Members received and considered the Police Liaison Report from the meeting held on Tuesday 30<sup>th</sup> September.

**It was RESOLVED to ENDORSE the action points in sections 3, 4(a), 5 and 6 of those notes.**

**It was FURTHER RESOLVED to request that Cllr. J.A. MacLennan reports the concerns about the rocks at Pensarn Beach car park to the East Promenade Consultative Group, when it meets later this month.**

249/08 **Minutes**

The draft Minutes of the following Committees were RECEIVED:

- a) The General Purposes and Planning Committee, held on 18<sup>th</sup> September
- b) The Policy and Finance Committee, held on 18<sup>th</sup> September
- c) The Executive Committee, held on 22<sup>nd</sup> September 2008

250/08 **Matters Arising on Those Minutes:**

- a) Executive Committee, held on 22<sup>nd</sup> September 2008

(i) Developing a Strategy and Business Plan – min. 235/08(a)

It was NOTED that a Special Meeting of the Council will be held on Thursday 23<sup>rd</sup> October at 6.45pm to review the existing Mission Statement, Aims and Objectives, consider the 'assessment of needs' forms submitted by Members and agree policies for the current term.

(ii) Assessment of Needs forms – Min. 235/08(b)

It was NOTED that all members who have not already done so are requested to submit their completed forms to the Clerk by Wednesday 15<sup>th</sup> October, at latest.

(iii) Risk Assessment and Management – Min. 235/08(c)

The action points identified by the sub-committee, as a result of an up to date assessment of risks and the need for management of those risks identified, were NOTED and ENDORSED.

It was NOTED that the provision of speed restriction signs for the Town Hall car park had previously been considered and was not felt necessary.

251/08 **Planning / Licensing**

- a) The planning applications, as detailed on Schedule 'A' attached, were considered and concluded as recorded on that schedule.
- b) The planning decisions issued by C.C.B.C., as detailed on Schedule 'B' attached, were NOTED.
- c) It was NOTED that no licensing applications had been listed by C.C.B.C. for the Abergele area during the two weeks to 19<sup>th</sup> September.

252/08 **Confidential Business**

**In accordance with the Public Bodies (Admission to Meetings Act) 1960 and with Standing Order no.68, in view of the confidential nature of the business about to be transacted, it was considered advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.**

- a) The Confidential Minutes of the Executive Committee meeting, held on 22<sup>nd</sup> September 2008, were RECEIVED.
- b) A brief further update was given by the Clerk on matters arising on those Minutes (refer to separate CONFIDENTIAL MINUTES).

The meeting closed at 9.05 p.m.

..... Chairman

## Abergele Town Council

### Schedule 'A' - Planning Applications

Date Considered	Planning Ref No	Description	Applicant(s)	Determination Level	Observations
2.10.08	0/35296	Demolition of existing outbuildings, erection of new escape staircase, alterations to building to form new access to rear Beer Garden and construction of a new lean-to slate roof to form covered smoking area at Castle Hotel, Water Street, Abergele	J W Lees & Co (Brewers) Ltd		<p>The Council objects to this application on the following grounds:-</p> <ol style="list-style-type: none"> <li>1. Loss of privacy for neighbouring properties due to the new rear access door (ground level) with large window above and use of the fire escape as seating in the beer garden, overlooking neighbouring properties.</li> <li>2. The application should be retrospective, as the majority of the work was completed several months ago.</li> <li>3. Location of escape staircase, adjacent to neighbouring flat roof, which gives security and privacy concerns to neighbours.</li> <li>4. Use of rear yard as a beer garden is not considered acceptable in close proximity to domestic dwellings.</li> </ol> <p>The Council is also aware of a number of issues relating to noise disruption, spotlights and anti-social behaviour, which will need to be taken up with Licensing. The Council also requests that this application be referred to the Conservation Officer, for referral to CAP.</p>
2.10.08	0/35297	Demolition of existing outbuildings, erection of new escape staircase, alterations to building to form new access to rear Beer Garden and construction of a new lean-to slate roof to form covered smoking area at Castle Hotel, Water Street, Abergele. (Listed Building Consent)	J W Lees & Co (Brewers) Ltd		<p>See above. Also, concerns that amendments to a Listed Building have been made without planning consent.</p>



2.10.08	0/35302	Proposed lifting of existing roofline to create additional headroom within dwelling and erection of swimming pool/gymnasium, music room and garage facilities at Highgate, The Village, St George, Abergele	Mr G Townsend		Concerns re: possible over-development of site. Request Conservation Officer refers this application to CAP
2.10.08	0/35306	Certificate of Lawfulness for the proposed construction of driveway and access to an unclassified highway for the purposes incidental to the enjoyment of the dwelling house at 20 Trem y Mor, Abergele	Mr D Blears		No objections
2.10.08	0/35325	Extensions to dwelling at 8 Heol Conwy, Abergele	Mr C Hughes		No objections
2.10.08	0/35335	Erection of canopy to front elevation, installation of new shop front, removal of existing bay windows to front elevation, change of use of first floor to form 1no. Self-contained flat and erection of steel staircase and platform at rear 52 Marine Road, Pensaran, Abergele	Mr S Taylor	* & amendment made to include roller shutters	Object to the inclusion of external roller shutters - does this contravene CCBC policy? Would prefer internal shutters.
2.10.08	0/35340	Extension to dwelling at 6 Lon y Berllan, Abergele	Mr & Mrs Wells		No objections

# Abergele Town Council

## SCHEDULE 'B'

Planning Decisions issued by Conwy County Borough Council from 8.9.08 to 21.9.08

0/35149                      Change of use from warehouse and retail to health club at Ty Mawr Works, Water Street, Abergele

Decision;                      Approved with conditions

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0/35182                      Erection of dwelling and domestic garage and construction of means of access (Renewal of planning permission granted under Code Ref: 0/27366) at Plas Isaf, Plas Isaf Drive, Abergele

Decision:                      Approved with conditions

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