

# **Abergele Town Council**

## **MINUTES**

The Ordinary Meeting of the Council, held on Thursday 5<sup>th</sup> November 2009 at 6.45 p.m. in the Town Hall, Llanddulas Road, Abergele.

284/09 **Attendance Register**

The Mayor, Cllr. D.A. MacRae (Chairman)  
Cllrs: M. Bond; G.P. Davies; R.M. Medlicott; P.D. Meredith; J.M. Mortimer;  
R.D. Peacock; B.C. Roberts; S. Rowlands; T. Rowlands; J. Stubbs;  
K.J. Sudlow; R.G. Waters; A. Wood  
Mrs C.J. Earley (Clerk)

285/09 **Apologies for Absence**

Cllr. J.M.D. Bird  
County Cllrs. R. Hastings & D. Holland

286/09 **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).

287/09 **Minutes**

**It was RESOLVED to receive, approve and sign as a correct record the following Minutes:**

- a) **The Ordinary Meeting, held on 1<sup>st</sup> October 2009**
- b) **The Special Meeting, held on 22<sup>nd</sup> October 2009**

288/09 **Matters Arising from Previous Minutes:**

- a) Future Burial Provision – Min. 173/09(a)  
It was NOTED that a meeting of the Future Burial Provision Group will be taking place at the Town Hall on Wednesday 25<sup>th</sup> November at 2.30pm, to receive an update on progress from Lyn Davies, CCBC.
- b) Strategic Regeneration Area – Min. 229/09(a)  
It was NOTED that Jim Jones, CCBC, will be visiting this Council (along with Bay of Colwyn and Towyn & Kinmel Bay Town Councils) to discuss ideas and the involvement of Town Councils in the regeneration process.
- c) Request for Raised Access Pad at Tesco Bus-Stop – Min. 173/09(d)  
It was NOTED that the appointed member of staff at the local store had been unable to contact the staff member at Head Office to get any feedback on the designs and costings submitted.  
It was FURTHER NOTED that Darren Millar, AM, had recently sent a letter to the Store Manager, stating his concern about the store's lack of action to address the needs of the disabled.  
**It was RESOLVED to bring the Council's concerns about these ongoing delays to the attention of Tesco's Corporate Affairs Manager for Wales.**

- d) Broken Windows by Castle Hotel – Min. 173/09(e)
- (i) Copies of correspondence between members of Eglwys Crist and CCBC were RECEIVED.  
It was NOTED that a further notice had been served on the owner, requiring them to repair three further windows within seven days.
- (ii) It was NOTED that the meeting between Cllrs. S. Rowlands, R.G. Waters and a Housing Officer to discuss the possible future use of this building has now been re-arranged and will take place on Friday 13<sup>th</sup> November.
- e) Library Car Park – Min. 106/09(i)
- (i) A letter of complaint from a resident was RECEIVED and NOTED.
- (ii) It was NOTED that CCBC will be adding the car park to its Off Street Parking Traffic Regulation Order to enable enforcement to be undertaken. A consultation on the proposals will follow shortly.  
**It was RESOLVED to send a copy of this response to the concerned resident.**
- f) Proposed Speed Limit A548 – Min. 173/09(g)
- An acknowledgement was RECEIVED from CCBC, requesting a site meeting is arranged to discuss the location of the start of the proposed 40mph zone.  
**It was RESOLVED to seek to arrange a convenient date for a meeting with Wil Roberts, CCBC, to include The Mayor and Cllrs: J.D. Mortimer; R.D. Peacock; R.G. Waters and A. Wood.**
- g) Schools Modernisation Project – Min. 174/09(b)
- It was NOTED that some Governors had now received notification of meetings due to take place later this month.
- h) One Voice Wales AGM – Min. 230/09(d)
- It was NOTED that Cllr. J.A. MacLennan was unfortunately unable to attend.
- i) Pensarn Promenade Protection Measures – Min. 231/09(d)
- It was NOTED that a site meeting had been held at the car parks, at short notice, on Wednesday 4<sup>th</sup> November. Pensarn Cllrs: J. Stubbs, K.J. Sudlow and the Clerk had attended, along with Cllr. Dave Holland and Gareth Daniels from CCBC. A discussion took place regarding the proposed style of height barriers and hooped barriers to protect the car parks, together with kerbing, lighting and resurfacing works. Cllr. Holland had indicated that he hoped to put in a bid for funding from the SRA pot to make up any shortfall and enable the project to be completed by the end of the current financial year (this Council currently has £12,500 set aside for the project).
- A discussion took place regarding the initial proposals put forward, with many members indicating that they were not happy with the proposed designs for the scheme.  
**It was RESOLVED to delegate authority to a Task & Finish Group, comprising of Cllrs: M. Bond; D.A. MacRae; B.C. Roberts; J. Stubbs; K.J. Sudlow and A. Wood, to meet with Gareth Daniels and Cllr. Dave Holland as soon as possible to discuss and agree designs for the scheme.**

- j) Access to Pensarn Beach for Dogs – Min. 231/09(d)  
- A brief verbal report was given by Cllr. R.G. Waters on the recent meeting of the East Promenade Consultative Group, where this item had requested to be put on the agenda for discussion. It was NOTED that official space for dog walkers is currently very limited and that CCBC will be reviewing this and putting appropriate markers in place.  
(i) It was also NOTED that Lyn Davies would look into the work required to the lettering on the finger-posts, which has been painted over.  
(ii) It was FURTHER NOTED that consultants have now been appointed to undertake a study into the beach erosion and the Council will be informed about what will be happening.
- k) CCBC Regulatory Service Community Engagement Roadshow – Min. 230/09(a)  
- The Clerk gave a brief verbal report on the road show event, which was held on 21/10. Officers from various sections within the Regulatory Service were present to meet with Members and answer any questions. Further events were being planned and Members were encouraged to attend.
- l) Height Barrier at Water Street Car Park  
- A response from CCBC to the request for bi-lingual signage for the height barrier was RECEIVED and considered.  
**It was RESOLVED to reply that bi-lingual wording would be preferred to a visual sign, as this would help Welsh learners in the community.**
- m) Sea Road Bridge  
(i) It was NOTED that no response had as yet been received from Tim Barnes to the questions raised at the meeting on 3<sup>rd</sup> September.  
**It was RESOLVED to chase this again, with a copy to the Head of Service.**  
(ii) a response from Network Rail to Darren Millar, confirming that no maintenance work is currently planned for the railway element of Sea Road bridge, was NOTED.
- n) Meeting with Darren Millar, AM – Min. 232/09  
- A Press Release was RECEIVED from Darren Millar regarding reassurances given by the Health Minister about the future of Abergele Hospital.  
**It was RESOLVED to write to the Health Minister to request written confirmation that the Hospital is safe for the foreseeable future.**

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**Correspondence**

-The following items of correspondence were RECEIVED and considered:

- a) Local Councils Update Issue 120– October 2009
- b) Royal British Legion  
- An invitation to the Mayor and Councillors to attend the annual Remembrance Day Service on Sunday 8<sup>th</sup> November.
- c) Colwyn Bay, Abergele & District Twinning Association  
- Minutes of the meeting held on 1<sup>st</sup> September and details of events up to

Christmas.

- d) Traffic Data – Abergele Town Centre
  - Data gathered from surveys undertaken at Bridge Street over recent years.
  - It was NOTED that data gathered from other locations in the town centre had not been received by Members and it was therefore **RESOLVED to DEFER this matter, pending receipt of the full information.**
- e) Royal Alexandra Hospital, Rhyl
  - A copy of a letter from Cllr. J.A. MacLennan, in his capacity as Chairman of Conwy East CHC, to Mary Burrows, Chief Executive of the Betsi Cadwaladr University Local Health Board, together with the response from Mary Burrows, was RECEIVED.
  - It was NOTED that the Clerk had been asked to attend a meeting at Conwy CHC Office on Friday 6<sup>th</sup> November to discuss this further.
- f) CVSC – Training Event: Monitoring and Evaluating your Organisations Work
- g) CPRW – Rural Wales, Autumn 2009 – copy available from the Clerk
- h) ITACA... Bistro - details of forthcoming events
- i) Afon Gele Flood Scheme – Public Exhibition
  - Details of an exhibition, to take place at Abergele Bowling Club on Wednesday 11<sup>th</sup> November, from 2pm to 8pm.
- j) Mayor’s Diary - Details of the Mayor’s forthcoming engagements
- k) Future Meetings - Details of forthcoming meetings of the Council and its committees / sub-committees
- l) Proposed Gating Order – Glyn Avenue
  - A copy of a letter sent to CCBC by David Jones, MP and the response received from Gwyn R. Hughes, Head of Operations (Highways), confirming that Glyn Avenue is to be included in a pilot Alley Gating Scheme and that draft Orders to stop up the alleys have been written up and submitted to Legal.
- m) CCBC Rough Sleepers’ Questionnaire
  - **It was RESOLVED to complete and return the questionnaire.**
- n) Urgent Correspondence
  - The following items of urgent correspondence were RECEIVED:
    - (i) One Voice Wales - Swine Flu Information
      - A letter from the WLGA, including a request for Town and Community Councils to include articles on swine flu, based on advice from NHS Wales, in any community leaflets and bulletins.
      - It was NOTED that the Newsletter Sub-Committee had included an article in the December edition.

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**Inventory of Contents of Town Hall**

Following the annual review of the inventory, undertaken by the Clerk and Cllr. J.A. MacLennan on 3<sup>rd</sup> August 2009, it was **RESOLVED to ENDORSE the following recommendations:**

- a) **That the old Sharp Electric typewriter should be disposed of**
- b) **That the Council considers re-ordering a further six wooden presentation plaques from Fattorini, for presentation to visiting Mayors/dignitaries (quotations to be obtained).**

291/09

**Police Liaison**

- The report and recommendations from the meeting held on Monday 2<sup>nd</sup> November was RECEIVED and considered.

- a) **It was RESOLVED to contact the Local Planning Authority to enquire whether Enforcement Action would be appropriate to remove a touring caravan from Castle Cove Caravan Park, following complaints from residents.**
- b) A response from Ian Roberts, Chair of the North Wales Police Authority, to the concerns expressed about Officers being taken off Neighbourhood Police duties to cover Response, was RECEIVED and NOTED.

292/09

**Update from County Councillors**

- The following updates were RECEIVED from County Councillors on matters relating to their Wards:

- a) Cllr. Sam Rowlands
  - A letter has been sent by CCBC to all AMs regarding the low settlement given by the Welsh Assembly to CCBC.
- b) Cllr. Tim Rowlands
  - The Deposit Local Development Plan is going back before CCBC for Scrutiny at a meeting next Thursday evening.
- c) Cllr. Ron Hastings (given by the Clerk in his absence)
  - Is pleased that confirmation has now been received regarding the proposed Gating Order for Glyn Avenue (as per agenda item).
- d) Cllr. Dave Holland
  - A copy of an e-mail sent to Peter Harris, CCBC, regarding ongoing concerns about the smell in the gents toilet at Pensarn was RECEIVED. **It was RESOLVED to ask Cllr. Holland to request a copy of the drainage report from Peter Harris.**

293/09

**Minutes**

- The draft Minutes of the following Meetings / Committees were RECEIVED:

- a) The General Purposes and Planning Committee, held on 15<sup>th</sup> October
- b) The Policy and Finance Committee, held on 15<sup>th</sup> October
- c) The Executive Committee, held on 19<sup>th</sup> October 2009

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**Matters Arising on Those Minutes**

- Executive Committee:

- a) Min. 270/09(a) – Lone Worker Policy
  - To note that a review of the Risk Assessment and Management Report for 2009/10 has been undertaken by the Committee.
  - It was RESOLVED to ENDORSE the recommendation to adopt a lone worker policy, as detailed in Schedule 'A' to those Minutes.**
- b) Min. 270/09(a)(iii) - Training
  - It was RESOLVED to ENDORSE the recommendation that the**

**Assistant Clerk should receive refresher training once or twice per annum in preparing Agendas and taking Minutes at Council meetings, to enable her to cover during any absence of the Clerk.**

- c) Min. 270/09(b)(iv) – Financial Regulations  
**It was RESOLVED to ENDORSE the recommendation to amend the Financial Regulations to include the following paragraph:  
”The RFO is authorised to undertake such transfers of funds as are necessary between the Council’s accounts and investments to maintain adequate balances to meet any payments falling due.”**
  
- d) Min. 271/09 – Annual Grants  
**It was RESOLVED to ENDORSE the recommendation to approve the ‘Guidance Notes for Grant Applicants’ and amendments to the grant application form for 2010/11, as detailed in Schedule ‘B’ and ‘C’ of those Minutes.**  
It was NOTED that a further question may need to be added to the Grant Application form, if the Council adopts the model Welsh Language Scheme provided by the Welsh Language Board.
  
- e) Min. 272/09(b) – Wales Audit Office Good Practice Exchange  
It was NOTED that the checklist included on the Audit Office website was completed by members of the Executive Committee, as detailed in Schedule ‘D’ of the Minutes.

295/09

**Planning / Licensing**

- a) Members considered and concluded the planning applications, as detailed on Schedule ‘A’ attached.
- b) The planning decisions issued by C.C.B.C., as detailed on Schedule ‘B’ attached, were NOTED.
- c) Notice of a planning appeal re: application 0/35995, for a certificate of lawfulness for existing use of land as extension to curtilage of dwelling at 53 Bryn Castell, was RECEIVED.
- d) It was NOTED that a Planning Enforcement Officer has visited the new hot food take-away at 1 Crown Bach, Bridge Street, following complaints about the extractor unit and flue, which had not been granted planning consent.
- e) It was NOTED that no licensing applications had been listed by C.C.B.C. for the Abergele area for the period 12-30 October.

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**Thanks**

The Mayor thanked Members for their support in attending her recent Civic Service, held on Sunday 1<sup>st</sup> November.

The meeting closed at 8.35 p.m.

..... Chairman

## Abergele Town Council

### Schedule 'A' - Planning Applications

<b>Date Considered</b>	<b>Planning Ref No</b>	<b>Description</b>	<b>Applicant(s)</b>	<b>Determination Level</b>	<b>Observations</b>
5.11.09	0/36392	Erection of garage (part retrospective) at Tan y Bryn Lodge, Ffordd y Berth, Abergele	Mr P Davies		No objections
5.11.09	0/36421	Retention of prefabricated concrete garage building and blockwork storage building to rear yard (retrospective application) at Orchard House, Market Street, Abergele	Mrs Binhlinh Yau		No objections