

Abergele Town Council

MINUTES

The Ordinary Meeting of the Council, held on Thursday 1st July 2010 at 6.45p.m. in the Town Hall, Llanddulas Road, Abergele.

101/10 **Attendance Register**

The Mayor, Cllr. R.M. Medicott (Chairman)

Cllrs: J.M.D. Bird (see Min.115/10); M. Bond; G.P. Davies; J.A. MacLennan (see Min. 113/10); D.A. MacRae (see Min.115/10); P.D. Meredith; J.D. Mortimer (see Min.115/10) ; B.C. Roberts; S. Rowlands; T. Rowlands; J. Stubbs; R.G. Waters

Mrs C.J. Earley (Clerk)

Angela Smith and Lynda Lawlor, CCBC (see Min.104/10)

Mr David Shore (see Min.106/10(h))

102/10 **Apologies for Absence**

Apologies for absence were RECEIVED from:

Cllrs: J.E.H. Pitt; K.J. Sudlow

103/10 **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).

Cllrs. D.A. MacRae and J.A. MacLennan declared a personal and prejudicial interest in agenda item 12, re: Planning application 0/36989 (see Min. 114/10)

104/10 **Visitor to the Council**

The Mayor welcomed Angela Smith and Lynda Lawlor from Conwy County Borough Council to the meeting to answer the questions previously submitted to Sue Hibbert regarding the proposed Extra Care Housing Scheme at Awel y Môr.

Angela Smith introduced herself as the Operational Manager – Provider Unit and spoke of her involvement in the existing Extra Care Housing schemes in Llanfairfechan and Llanwrst. Angela outlined the content of a letter sent by CCBC, which was circulated to members at the meeting, confirming that the consultation period on the two redevelopment options for Awel y Mor had been extended to allow consideration of a detailed health and safety report into option one, where current service users would remain living on site during the course of the works.

It was RESOLVED to REFER this further consultation document to the Community Care Sub-Committee for consideration and a response.

Angela and Lynda then gave a presentation to the Council in response to the questions raised by the Community Care Sub-Committee and answered a number of additional questions from members, which covered: clarification of the three payment strands for residents of Extra-Care Housing Schemes; what items of expenditure are covered in the service charge; financial assessment and benefits payable; affordability and disposable income of tenants; level of care packages available; allocations procedure and priority for local people; use of assessment criteria such as age and care needs for prospective residents; availability of 24 hour a day support; restrictions on use

of second bedrooms; expected occupation levels; safeguards for the vulnerable and concerns about possible future cuts in benefits.

The Mayor thanked Angela and Lynda for attending and providing the information requested and they retired from the meeting.

105/10

Minutes

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

- a) **Minutes of the Ordinary Meeting of the Council, held on 3rd June 2010**

106/10

Matters Arising from Previous Minutes:

- a) Future Burial Provision – Min. 595/09

It was NOTED that a meeting of the Future Burial group had provisionally been arranged for the end of July, but that this has now been deferred as CCBC is “currently looking into their cemetery renewal options” and direction is being sought from Cabinet by the Environmental Service. It was NOTED that funding for new cemeteries in Llanwrst and Abergele had previously been earmarked in CCBC’s business planning framework and concern was expressed at the inference that this funding may now be under threat.

It was RESOLVED to write to the relevant Welsh Assembly Government Minister regarding the Council’s concern about this further delay in ensuring adequate future burial provision is available in Abergele.

- b) Strategic Regeneration Area – Min. 348/09

Cllr. S. Rowlands gave a brief verbal report, following his recent attendance at a meeting to discuss the formulation of an ‘Abergele Masterplan’, intended to further develop the proposals already considered as part of the SRA agenda and look at the bigger picture for Abergele. It was NOTED that a workshop event is likely to take place in Abergele on 24th September, with representatives being invited from local community groups and the Town Council.

- c) Library Car Park – Min. 288/09

A brief update regarding the reason for delays with the proposed Off Street Parking Traffic Regulation Order was NOTED.

- d) One Voice Wales Member Training – Min. 546/09(g)

Details of the training calendar for 2010/11 were RECEIVED.

It was RESOLVED to support any member who wished to attend any of the training sessions and interested members were requested to contact the Clerk to book their place(s).

- e) Pensarn Public Conveniences – Min. 051/10(b)

A further response from Peter Harris, CCBC, was RECEIVED via County Cllr. Dave Holland and it was NOTED that severity of the odour was being questioned by the Officer responsible for the cleansing regime.

It was therefore RESOLVED to convene a site meeting at the public conveniences with County Cllr. D. Holland.

- f) CCTV – Min. 546/09(j)
Members received and considered a reply from Phil Rafferty, CCBC, to the request for dates for the follow-up visit to the CCTV Control Room. It was NOTED that the request for funding also included in his letter would be considered by the Estimates Sub-Committee later this year, as the need for improved cameras is already one of the items on the current list of objectives for the Council. Some concern was expressed at the current lack of provision of any information / evidence to demonstrate the effectiveness of the equipment.

It was RESOLVED to request a visit to the Control Room on Tuesday 27th July at 7pm, with members of the CCTV & Crime Prevention Sub-Committee to be given priority (8-10 places are available).

- g) Middlegates Sewerage System – Min. 0510/10(d)
A further response from Simon Cottrill, CCBC, to an enquiry by Cllr. J.E.H. Pitt was RECEIVED.

Concern was expressed once more about public health issues.

It was RESOLVED to write again to the Head of Regulatory Service to state that this is a serious public health issue and urgent action is required.

- h) Relationship Building with CCBC – Min. 052/10(c)(iii)
The Mayor, Cllr. R.M. Medlicott, and the Clerk gave a brief verbal report following a meeting with the Acting Chief Executive, Key Councillors and Officers from CCBC, held on 7th June.

It was NOTED that this had been an open meeting, without any agenda, and issues raised had included concerns about public conveniences and response times for correspondence to some departments. It had been agreed that a follow-up meeting would be arranged in due course.

It was FURTHER NOTED that discussions around the adoption of a Charter to improve working relationships between Flintshire CC and Town and Community Councils in Flintshire were now at an advanced stage.

It was RESOLVED to request the six County Councillors for Abergele to take forward a request from this Council to the (Acting) Chief Executive for greater recognition, consultation and to be considered seriously as a democratically elected voice for Abergele, giving examples of some current issues of concern.

It was also suggested that there was a need for an independent meeting of representatives (Chairman and Clerk) from Town and Community Councils in Conwy to discuss and agree what is wanted from CCBC, in terms of improved working relationships, prior to any further meeting with the Chief Executive, Senior Officers and Cabinet Members.

It was RESOLVED to ask the Clerk to write to all Councils to invite them to attend a meeting in Abergele.

Due to the arrival of Mr David Shore, Internal Auditor, at this juncture, it was RESOLVED to take agenda item 11) next.

107/10 **Internal Audit and Annual Return for 2009/10**

- a) The Mayor welcomed Mr David Shore, Internal Auditor, to provide a verbal report on the Internal Audit for 2009/10 and respond to any questions from Members.

Mr Shore presented the completed Section 4 of the Annual Return for the year ended 31st March 2010 and advised Members that he had now completed the two-stage internal audit for 2009/10, including inspecting the statement of accounts prepared by the Clerk and testing of documentation and procedures, as requested by the Council. He confirmed that everything had been in order and that he had no serious concerns to bring to the notice of the Council. He then referred to recent changes to the Accounts and Audit Regulations, requiring the earlier closure of accounts from 2010/11 onwards and the change in procedure for the approval and signing of the Statement of Accounts from 2009/10.

- b) The Clerk presented the Draft Statement of Accounts for 2009/10, which it was NOTED would now be subject to External Audit before being approved and signed by the Council.

Members were then given the opportunity to ask questions on any items appearing in the Statement of Accounts.

It was queried whether Tower Hill should appear on the separate list of Assets and the Clerk advised members that this was not owned by the Town Council.

Following a request by a Member, it was RESOLVED to DEFER approval of the Draft Statement of Accounts until the next meeting of the Policy & Finance Committee, to allow members further time to consider the statement in more detail.

108/10 Members considered sections one and two of the Annual Return for 2009/10, including the annual governance statements.

It was RESOLVED to approve the Annual Return in Draft, for submission to the external auditor, subject to the approval of the Draft Statement of Accounts at the next meeting of the Policy & Finance Committee.

- The Clerk and Mr Shore were thanked for their work and Mr Shore then retired from the meeting.

109/10 **Correspondence**

- The following items of correspondence were RECEIVED:

- a) Conwy Youth Service
- Details of the Youth Service's summer programme
- b) CCBC Conservation Advisory Panel
- The Minutes of the meeting held on 2nd June 2010
- c) North Wales Association of Town and Larger Community Councils
- A copy of the Notice of the AGM and July quarterly meetings.
It was NOTED that Cllrs. B.C. Roberts and R.G. Waters hoped to attend and that a copy of reports and Minutes from the last meeting are available on request from the Clerk.

- d) PeBel Update
 - A brief report on recent activities.
 It was NOTED that PeBel had received an award for 'Pride of Place' at the recent Pride of Conwy Awards Ceremony.
It was RESOLVED to send a letter of congratulations.
- e) Mayor's Diary
 - Details of the Mayor's engagements for June
- f) Future Meetings
 - Details of forthcoming meetings of the Council and its committees / sub-committees
- g) Urgent Correspondence
 - The following additional items of urgent correspondence were RECEIVED:
 - (i) CCBC Notice of Temporary Traffic Regulation
 - It was NOTED that a request for a road closure had been submitted by North Wales Police on public safety grounds following reports that the Abergele Martyrs will be parading through the town on Saturday 3rd July. Concern was expressed about uncertainty about the time and route of the parade and possible clashes with the carnival.
 - It was RESOLVED to request the Clerk to send an urgent letter to the Chief Constable, North Wales Police, to request that sufficient police are available to ensure public safety.**

110/10 **Fairtrade Signs**
 Cllr. S. Rowlands put forward a proposition that the Council provides 'Fairtrade Town' signs for underneath each of the Welcome to Abergele signs.
It was RESOLVED to request details of the cost involved and to REFER this matter to the Town Guide Sub-Committee for further consideration.

111/10 **Police Liaison**
 A written report from the meeting held on Thursday 22nd June was RECEIVED and considered.
It was RESOLVED to approve one minor amendment to the meeting notes.
 The Clerk gave a brief verbal update on item 2(c) – Car Sales at the entrance to Gwrych Castle.
 It was NOTED that CCBC Officers can take enforcement action for car sales on Highways under two separate pieces of legislation, but that this was not possible for vehicles on the part of the land which is privately owned.
It was RESOLVED to refer concerns to a Planning Enforcement Officer and to confirm with the Enforcement Officers the extent of the privately owned land.
 It was NOTED that the next meeting will be held on Tuesday 31st August at 6.00pm.

112/10 **Update from County Councillors**
 - The following brief update was given by County Councillors on matters relating to their Wards.

- a) Conwy LDP Growth Options – Cllr. Tim Rowlands
 Cllr. Rowlands advised members of the outcome of a meeting of CCBC held earlier today, where a growth option of 6,800 new dwellings, with an

increase up to 7,900 dwellings, if required, had been approved.
It was NOTED that the revised LDP would be made available for public consultation later this year.

113/10 **Minutes**

- The draft Minutes of the following Meetings / Committees were RECEIVED:
 - a) The Executive Committee, held on 21st June 2010
- Cllr. J.A. MacLennan retired from the meeting at this juncture.

114/10 **Matters Arising on Those Minutes**

- a) Business Planning Framework – Min. 091/10(a)
 - (i) A lengthy discussion took place regarding the recommendation that that the lower limit of £2,500 previously agreed by the Council continues to apply to the recently adopted business planning framework, below which 'Project Action Plans' will not be required (to enable smaller projects, where outside input/funding is not required, to go ahead quickly and without unnecessary bureaucracy).
 - Cllr. J.D. Mortimer proposed that a slight amendment be made to the wording of this resolution and he requested that his objection to the adoption of the business planning framework be recorded in the Minutes.

The Clerk advised members that this further resolution was required simply to clarify the previous resolution of the Council and it was not intended to be an amendment or reversal of that resolution.

It was RESOLVED not to endorse the resolution, as it was considered that it could not be permitted under the Council's Standing Order no.36.

It was then RESOLVED to ENDORSE the following recommendations of the Committee, as detailed in the Minutes:

- (ii) **That the Council uses a simplified version of the method used previously, i.e. that Members of the Council are requested to review the list of objectives and identify their top five or ten priorities, scoring these accordingly. The project(s) with the highest scores will then be treated as priority when the Council prepares its Estimates for the year(s) ahead.**
- (iii) **Members will be given until 30th July 2010 to contact the Clerk to add any further suggestions to the list of objectives, before it is circulated for prioritising.**
- b) **War Memorials – Min. 091/10(b)**
 - (i) **That the Clerk has been requested to contact Samuel Welsby, Monumental Masons, to ensure that the current level of insurance cover for the two external memorials is sufficient.**
 - (ii) **That the Council contacts Mr Andrew Hesketh, a local historian, to enquire if he has any specific information about any of the WWII names which may be of assistance to the Council.**

(iii) That the Council enquires with Samuel Welsby (Monumental Masons) about the estimated cost of relocating the Cenotaph.

c) **Empty Shops Art Project – Min. 091/10(c)**

(i) That Sian Hughes and Shane Wetton are invited to attend the next meeting of the Executive Committee to provide further information and assistance in looking into the feasibility of the project and finding ways to overcome any anticipated difficulties, such as access and insurance issues.

(ii) That the Clerk contacts Dixon Webb, agents for Ethel Austin, to discuss the project and find out what concerns they may have, if any, as agents for the sale/lease of the property.

115/10 **Planning / Licensing**

- Cllrs. J.M.D. Bird, D.A. MacRae and J.D. Mortimer retired from the meeting at this juncture.

b) The planning applications, as detailed on Schedule 'A' attached, were considered and concluded as recorded on that schedule.

c) The planning decisions issued by C.C.B.C., as detailed on Schedule 'B' attached, were NOTED.

d) Notice of the following licensing application listed by C.C.B.C. was RECEIVED:

T.E.N. at Manorafon on Saturday 7th August 2010 for sale of alcohol and refreshments from 18:00 to 23:30.

The meeting closed at 9.25 p.m.

..... Chairman