

# Abergele Town Council

## MINUTES

The Ordinary Meeting of the Council was held on Thursday 9<sup>th</sup> June 2016 at 6.45pm in the Town Hall, Llanddulas Road, Abergele.

53/16 **Attendance Register**

The Mayor, J.A. MacLennan;  
Cllrs: M.D. Bird; D. Hancock; J Hudson; A. Hunter; R.M. Medicott; G. Maddison;  
S Rowlands; R.G. Waters;  
Mrs M. J. Evans (Clerk)

54/16 **Apologies for Absence**

Apologies were received from:  
Cllrs: M. Bond; S. Jones-Roberts; C. MacRae; D.A. MacRae; B. C. Roberts;  
T. Rowlands; A. Wood;

55/16 **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).  
Declaration of interest was received from:  
Cllr J Hudson            Min No: 60/16 (ii)

56/16 **Announcements from the Mayor**

The Mayor Cllr John MacLennan informed members of the following announcements from his engagements over the past month:

- a) St Kentigern's Garden party
- b) St George Floral weekend - Cllr MacLennan RECOMMENDED that a letter of congratulations is sent to the organisers
- c) Roissey-en-brie - The Mayor and Mayoress had visited the twinned Town to celebrate 30 years Twinning and received gifts from France and Germany

57/16 **Minutes**

**It was RESOLVED to RECEIVE, APPROVE and SIGN as a correct record the Minutes of the following Meetings:**

- (i) Ordinary Meeting of the Council, held on the 5<sup>th</sup> May 2016**
- (ii) Annual Meeting of the Council, held on the 12<sup>th</sup> May 2016**
- (iii) Confidential Special Ordinary Meeting of the Council, held on the 17<sup>th</sup> May 2016**

58/16 **Matters Arising from those Minutes:**

- (a) An update with regard to the proposed waiting times at the Library Car park was RECEIVED. Members had received some positive feedback from residents and business and felt that the three hours was a suitable length of time. Cllr S Rowlands informed members that the matter had been raised at the recent Business Forum and many businesses were happy with the new arrangements. The Businesses were informed that a permit is available to park in the County's paid car parks. A matter was also raised with regard to the businesses at the other end of the Town who felt that they were not able to access free parking for their customers and proposed that St Paul's Church is approached to possibly allow parking there. **It was RESOLVED to write to the business and public that had emailed the council to inform them that**

**although the Council sympathised with their parking inconveniences for their staff, the Council felt that this is a positive move forward.**

- (b) An invite from Homeinstead Conwy & Denbigh to their next meeting and an update from the previous meeting was RECEIVED. The Clerk informed members that a representative will be at the meeting on the 23rd July to provide a presentation to members.
- (c) An update from CCBC with regard to Public Wi-Fi was RECEIVED. **It was RESOLVED to request the costs for the installation on Pensarn promenade.**

59/16

### Correspondence

- The following items of correspondence were RECEIVED, CONSIDERED and NOTED:

- (a) Mayor's Diary - details of the Mayor's engagements for June 2016
- (b) Details of forthcoming meetings of the Council and its committees / sub-committees
- (c) CVSC and VOW mail from 14<sup>th</sup> May to 27<sup>th</sup> May 2016
- (d) An email from OVW with regard to the publication of Councillor expenses for 2015/16. The clerk informed members that the expenses had been forwarded to the Remuneration Panel and were published on the website.
- (e) A copy of the NALC/SLCC National Salary Award for 2016-18 was RECEIVED and APPROVED.
- (f) An email from CCBC with regard to a request to have an information unit on the Town Council's car park on the 22<sup>nd</sup> June 2016 was APPROVED.
- (g) An email from One Voice Wales with regard to the Larger Councils Conference on the 6<sup>th</sup> July in Hafod y Hendre, confirmation of attendance required for booking was RECEIVED. Cllr Waters stated that he will be attending the event.
- (h) An Agenda for the forthcoming meeting of the NMWALC on the 10<sup>th</sup> June 2016 was NOTED.
- (i) An email from the Future Generations Commissioner for Wales was RECEIVED. It was APPROVED for the Clerk and Cllr Maddison to attend.
- (j) An email from OVW with regard to training in June and July was RECEIVED. Cllr Maddison stated that she would like to attend a session.
- (k) A letter from Gwyrch Castle Preservation Trust with a request for a donation was RECEIVED. **It was RESOLVED to wait for the application form to be returned before discussing the matter further. It was FURTHER RESOLVED to invite Mark Baker to a future meeting to update members on the project and all the good work that has taken place to date.**
- (l) A letter from Fields in Trust with regard to the Centenary Fields programme and the Notice of AGM on the 7<sup>th</sup> June 2016 was RECEIVED.
- (m) An email from CCBC with a request for the Town Council to consider a Salt bag partnership. **It was RESOLVED to request further information with regard to insurance and Licensing and to check with One Voice Wales**
- (n) An email from CCBC with regard to a road closure in the Abergele area
- (o) An e-mail from James Harland CCBC regarding the Town Centre Study and consultation with T&CC was NOTED. Cllr Waters provided an overview from the last meeting and stated that a workshop will be held in the next few weeks to ensure that the Town Council are happy with the plan. A shop frontage, traffic management and car parking scheme is to be launched. A request for a free room for meetings was APPROVED.
- (p) A notice from the Colwyn Bay and District Twinning Association regarding a forthcoming AGM was RECEIVED.

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

60/16 **Quotations**

- (i) Quotations from a Civil engineer for the installation of phase 2 of the hanging basket columns on Market Street were RECEIVED:
  - (a) MWT Civil Engineering
  - (b) CCBC

**The matter was debated at length and after careful consideration it was RESOLVED to approve the quotation from MWT as members shared concern with regard to CCBC's service due to the delay with the installation of phase 1 and members wished for the work to proceed as soon as possible.**

- (ii) Quotations from local Landscapers for the maintenance of planters in the Pensarn and St George areas was RECEIVED and CONSIDERED:
  - (a) Abergele Landscapes
  - (b) Meirion Jones Landscapes
  - (c) Coastal Landscapes
  - (d) MarkOne /Hebsta

**As there was a large difference between the quotations received it was RESOLVED to DEFER the matter to the next meeting in order to clarify if the quotations received were for the same criteria.**

- (iii) Quotations for the installation of a Wi-Fi booster at the bottom corridor of the building were RECEIVED and CONSIDERED:
  - (a) GWD
  - (b) C&C Wales
  - (c) Bebbington & Wilson
  - (d) Computer World (Hardware and set up)

**It was RESOLVED after a debate to APPROVE the quote from Bebbington & Wilson as the most detailed quote outlining the installation and British Standard. It was FURTHER RESOLVED to APPROVE the hardware and set up quotation from Computer World as the Town Council's approved IT support.**

61/16 **Town Council Housekeeping**

- (i) A copy of the revised Code of Conduct 2016 (Deferred from the Local Government Sub Committee for Approval) was RECEIVED, CONSIDERED and ADOPTED
- (ii) Following recent difficulties with forthcoming meetings, the Clerk recommended that the summoned meetings for 2017/18 (after the election) are moved from the regular Thursday to a regular Wednesday in order to avoid any clash with any other events that take place on a regular Thursday evening. **As there were a number of members not present at the meeting it was RESOLVED to DEFER to the next Ordinary meeting for consideration.**
- (iii) The Clerk informed members that the Computer system had been out of action for a number of days last month and that members had requested that the matter is returned to the Agenda for members' consideration. **It was RESOLVED for the Clerk to return the monthly costs to the Policy & Finance Agenda for members to re-consider.**

- (iv) **It was RESOLVED to APPROVE the Clerk's request for the Town Hall to be closed from the 14th to the 16th June 2016 in order for planned Finance training for the Clerk and Deputy Clerk to be facilitated.**

62/16 **Internal Audit and Annual Return for 2015/16**

- a) A copy of the Statement of Accounts for 2015/16 was RECEIVED,
- b) A report from the Internal Auditor with an overview of the Annual Accounts for 2015/16 was RECEIVED and DISCUSSED. The Clerk informed members that she would ensure that any points raised are implemented into the Town Council's systems. Members wished for a note of thanks to the Clerk to be recorded for all her work in preparing the accounts.
- c) The Statement of Accounts for 2015/16, was RECEIVED, APPROVED and SIGNED by the Mayor, Clerk and Vice-Chairman of Policy & Finance in the absence of the Chairman of the Policy & Finance.
- d) The Annual Return 2015/16 together with the Annual Governance Statement was RECEIVED, APPROVED and SIGNED by the Mayor, and the Clerk as the proper officer of the Council.

63/16 **Membership of Sub-Committees for 2016/17**

- (a) The existing Sub Committees were RECEIVED
- (c) Membership of each Committee were REVIEWED and amended accordingly
- (d) Members wanting to vacate a seat were NOTED. The Clerk informed members that she had a discussion with Cllr Meredith with regard to Sub Committees. As Cllr Meredith was not present it was RECOMMENDED that the Clerk contacts Cllr Meredith to double check his wishes.
- (e) Members to fill vacancies were RECEIVED. The Clerk informed members in her absence that Cllr Jones-Roberts wished to join the Local Government Sub Committee. **It was RESOLVED that Cllr Jones-Roberts will replace Cllr S. Rowlands on the Committee.**

64/16 **Representation on Outside Bodies**

- The Council's representatives on Outside Bodies for 2016/17 was REVIEWED and AMENDED on the document.

65/16 **Members Details**

Members' details were REVIEWED and amend accordingly. The Clerk informed members that there was a sheet in their pack if there were any amendments to complete and return.

66/16 **Revised list of Councillors as at May 2015**

A revised list of Councillors in order of seniority for the Members Information file was RECEIVED.

67/16 **Update from County Councillors**

- No update from County Councillors was RECEIVED.

68/16 **Minutes**

- the Minutes of the following Meetings / Committees were RECEIVED:
- (a) General Purpose & Planning Committee held on the 21<sup>st</sup> April 2016
  - (b) Policy & Finance Committee held on the 21<sup>st</sup> April 2016

69/16

**Letters of thanks**

The following letters of thanks were RECEIVED:

- (a) Abergele Ladies Wednesday Club x 2
- (b) St Kentigern Hospice
- (c) Canolfan Dewi Sant
- (d) St George Village Hall
- (e) Abergele Harriers
- (f) Coffee & Chat Group

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**Documents for Information**

The following documents for information were NOTED

- (a) Glasdon
- (b) Gwyrch Castle Preservation Trust
- (c) New Code of Conduct 2016
- (d) Twinning Association Events

Meeting closed at 8:20pm

Signed .....  
(Chairman)