



MINUTES

of a meeting of the **Executive** held on
Friday 23rd October 2020 at 10.30am
 by ZOOM

Executive	Cllr J Butterfield MBE (President), Cllr P Morton (Chair), Cllr B Roberts, Cllr B Bertola, Cllr D Hainge, Cllr B McLoughlin and Cllr L Edwards. Robert Robinson (Secretariat)
Responsibilities	To prepare the agenda for the main meetings, to consider governance in more detail, to make decision on matters which need to be completed before a full Association meeting.

1. Welcome

Cllr Peter Morton (Chair) welcomed everyone to the meeting.

2. Record of attendance

Present were:

Cllr P Morton (Chair), Cllr J Butterfield (President), Cllr B Roberts, Cllr B Bertola, Cllr D Hainge, Cllr B McLoughlin, Cllr L Edwards and Robert Robinson (Secretary).

Apologies for absence:

There were no apologies for absence.

3. Minutes of the last Executive Meeting

The meeting approved the minutes of the last meeting.

4. Actions from last meeting

The meeting considered the actions taken since the last meeting as noted below:

No	Activity	Status
1	Minutes to be issued for approval and posted on the web site as well as emailed to member Councils	Completed
2	Circulate the paperwork on a new Transport Liaison Group to the Executive for consideration at the next meeting on 23 rd October 2020	Completed
	A paper on ideas for the new Transport Liaison Committee	Completed
3	Forms for signatories at Lloyds Bank to be sent to Cllr J Butterfield and Cllr D Hainge for completion.	Being enacted
4	Members to be informed of the cancellation of the October meeting and the plans for a January meeting.	Completed
5	A chart of North Wales closed railways to be prepared for consideration at the next Executive Meeting.	Completed



5. Financial Report

To consider a financial report.

a) Bank balances

The meeting noted the current bank balance as £6,381.74p.

b) Signatories to the account

Cllr J Butterfield has given the Secretary the necessary details to progress with adding her as a signature, the forms have been completed.

Once Cllr D Hainge has passed his details over to the Secretary adding him to the signature list can be progressed.

c) Membership fees

The membership fee requests were issued in August 2020 with just 10 received to date. A reminder will be sent out to the other Councils over the next few days.

6. Covid 19 – Lockdown of North Wales Counties

To meeting considered the Covid 19 situation in their areas.

There have been grants issued to some Councils by the Welsh Government to support losses in income. Some Local Councils have already received money.

The meeting considered if there are any actions the Association should take with regard to the lockdown of the North Wales Counties.

After discussion the following was agreed:

- i) Concern was expressed about the effect on tourism, the Secretary is to write to Government seeking an assurance that help will be forthcoming for those with '0' hours contracts and those who have a 'roving business' such as mobile hairdressers.
- ii) Concern was expressed over business rates and it felt that rate relief for the period of the restrictions should be extended to all retail outlets.

7. Next quarterly meeting

The meeting considered the next quarterly meeting with Covid 19 restrictions in place:

- i) The meeting agreed with the view that Covid 19 will be with us and with restrictions until at least late Summer 2021.
- ii) The January 2021 meeting should progress via Zoom with one member representative per Council for the first meeting.
- iii) After a short discussion it was agreed that a new nomination form for elections to Chair/Vice Chair should be prepared including a space for the nominated persons Council to confirm the nomination.



- iv) The meeting confirmed that the notice of election of a Vice Chair with nominations received in advance (as per the constitution) would be delayed until an AGM can be called.
- v) A new nomination form for elections is to be drafted with a space for a nominee Council to approve any nomination in addition to the current requirements.

8. Agenda for a full January 2021 meeting

The meeting considered the agenda for a full quarterly meeting to be held in January 2021 – suggested list of headings are set out below:

- i) Notice of Meeting
- ii) Welcome by the Chair
- iii) Record of attendance
- iv) Minutes of the last meeting (January 2020).
- v) Future Plan – debate and approval
- vi) To receive an update on consultations responded to since January 2020
- vii) To consider the details of the North Coast Rail Committee proposal
- viii) Update on seeking a dedicated Minister for North Wales
- ix) To receive a Health report for both North and Mid Wales
- x) To consider a report on both Business Rates and Council Tax
- xi) Any other business notified to the Chair or Secretary prior to the start of the meeting.
- xii) To note dates of future meetings.

9. North Coast Transport (Rail and Buses)

The attached 'set up document' for a Transport sub-committee was agreed. This is to be put to the Membership for approval in January 2021.

9.1 Sub Committee proposals

The meeting considered the attached report on formation of a North Coast Rail Committee at appendix A to these minutes.

The attached 'set up document' for a Transport sub-committee was agreed. This is to be put to the Membership for approval in January 2021.

9.2 Transport for Wales

The meeting noted that Transport for Wales is now totally responsible for the railways in Wales now that Kelios has ceased to be part of the partnership. The changes will take place in February 2021.

The meeting also noted the aspirations as set out on a Network Rail plan – of particular note is:

- a) The re-opening of Holywell Station.



- b) The new rail service Holyhead to Llandudno.
- c) The extension of the railways from Bangor onto Almwich (Anglesey).

9.3 Closed railways

The meeting considered the chart and plan produced showing the rail network before closures.

9.4 Wales Transport Strategy Conference

The Secretary had circulated a full report on the Conference attended on 14th October 2020.

The main points of note were:

- i) **Substance**
There is was not a lot of substance to the content but was presented at 'high level'.
- ii) **Electrification/Hydrogen**
The electrification of the North Coast Line is included but not short term. Hydrogen trains and buses is certainly going to increase.
- iii) **Projects Plan**
Transport for Wales is going to produce a Project Plan for 2021 which will form the basis of a 5 year plan. The Association should be involved in any consultation on this.
- iv) **Future of transport**
The future for people movement is seen as public transport. However in rural areas there is not likely to be a change from car usage.
- v) **Electric Car production**
Although electric cars are being promoted there appears to be a lack of natural resources to enable enough batteries to be produced to a level required.

10. Consultations

The meeting noted the Welsh Government Consultation on non-domestic property and empty rates provisions. This extends the period between empty rates exemptions from 6 weeks to 26 weeks.

The meeting also agreed with the following (to be included in the response to Welsh Government):

The imposition of 'empty rates' is penal in the retail market where through no fault of the property owners fault finding occupiers is very difficult. This is often caused by Government Policy.

The Association is of the view that an urgent review of property taxation through rates is need.



The general view of the meeting was that this was not the right time to make the alterations suggested in the consultation.

11. Dates for 2020-2021 Meetings

The meeting agreed the dates for the 2020-2021 meetings of the Association:

Quarterly Meetings

Friday 22nd January 2021 - to be held by Zoom.

Friday 23rd April 2021

Friday 26th July 2021 at Connah's Quay (if restrictions allow)

Meetings start at 10.30am

Executive Meetings

Friday 23rd October 2020 To be held by Zoom.

Friday 11th December 2020

Friday 12th March 2021

Friday 11th June 2021

All Executive Meetings are held at Rhyl Town Council Offices at 10.30am (when restrictions allow) or by Zoom.

12. Charters between County and Community Councils

A discussion took place around the current format of Charters between County and Community Councils. It was felt that these were 'one sided' in favour of the County Council. The general views of Town and Community Councils are to be sought at the next full quarterly meeting.

13. Booklet for the Association

A Draft Membership Booklet was presented. There were several comments on content relating to:

- i) Small drafting errors.
- ii) Adding a paragraph on Welsh Language.
- iii) Adding a paragraph on speakers at meetings.
- iv) Association formation date to be checked.

A final draft is to be issued to the Executive Members before going to print. The cost was approved at £200.

14. New Consultations

There were 2 new consultations from Welsh Government and the Secretary will draft a response to each and circulate for comments within the time period given.



15. Actions to be taken forward

The following actions to be taken forward from the meeting.

No	Action	By
1	Prepare minutes for approval and post on web site.	Robert Robinson
2	Complete consultation on empty rates and submit to Welsh Government.	Robert Robinson
3	Prepare a response for 2 no consultations on a)Compulsory Purchase Orders and b) The Town and Country Planning (Strategic Development Plan) (Wales) Regulations 2021 Regulations.	Robert Robinson
4	A new format for nominations for elections to be prepared for consideration.	Robert Robinson
5	Prepare agenda for January 2021 quarterly meeting for approval at the next Executive.	Robert Robinson
6	Prepare a paper and information on Business Rates for the next meeting.	Robert Robinson
7	Seek member's views on the Charters situation at the next quarterly meeting.	Robert Robinson
8	Seek out information on what disused railway lines being considered for re-opening, if any.	Robert Robinson
9	Final draft of booklet to be circulated for approval.	Robert Robinson
10	Confirmation of date of start of Association to be found.	Joan Butterfield



APPENDIX A

NORTH WALES TRANSPORT SUB COMMITTEE

1. Introduction

This constitution covers the administration of the North Coast Transport Liaison Committee as a sub-committee of the North and Mid Wales Association of Local Councils.

2. Name of the Committee

The sub-committee shall be called the NORTH WALES TRANSPORT LIAISON COMMITTEE

(Hereinafter referred to as the sub-committee)

3 Objects

The objects of the sub-committee shall include:

- i) Discussion on common issues between its membership regarding the rail and bus services in North Wales.
- ii) To receive updates on matters affecting the main line from Arriva Trains Wales, Network Rail, Rail Partnership, Police and other relevant bodies.
- iii) To influence and aid enhancements to the main line services between Holyhead, Chester and London.
- iv) To deliver the objectives set in the current Future Plan as agreed between the North and Mid Wales Association of Local Councils and the Transport Liaison Committee.

4 Membership

4.1 Membership of the sub-committee shall be open to Member Councils of the North & Mid Wales Association of Local Councils, Rail Partnership, Rail Future, the Train Operator, Network Rail, British Transport Police, Passenger Focus and other interested parties approved by the sub-committee from time to time.

4.2 If any other Town or Community Council who has a station within its area wishes to join the sub-committee they are invited to write to the Association and request this or become a member of the Association.



4.3 Welsh Government Officers, County Council Rail Officers, local MP's and AM's will be kept informed of the Rail Committee's activities.

4.4 There will be a restriction on numbers of the sub-committee in that only one member from each organisation represented unless by leave of the Chair may attend.

5 Management

5.1 The affairs of the sub-committee shall be conducted at the sub-committee Meetings led by the officers (The Chair, Vice Chair and Secretary/Treasurer).

5.2 The Chairman, Vice Chairman and Secretary shall be appointed by the North and Mid Wales Association of Local Councils at each Association AGM. Each person taking up such positions should have some knowledge of the subject matter.

6 Governance

6.1 Any expenditure in the administration of the sub-committee shall be approved by the Association with an allowance being put in place at the beginning of each year.

6.2 The sub-committee shall not have a separate bank account but will keep records to show how the allocated monies have been spent. Signatories to the bank account shall remain with the Association.

6.3 The annual meeting shall consider changes to the sub-committee administration and make recommendations to the North and Mid Wales Association of Local Councils for such changes to take effect.

6.4 The independent examiners for the Committee accounts shall be the same as appointed by the North and Mid Wales Association of Local Councils.

7. General Meetings

7.1 The meetings of the sub-committee shall take place 4 times a year in January, April, July and October or as otherwise agreed with the membership.

7.2 The times and locations of such meetings to be agreed by the sub-committee membership at its meeting held immediately following 31st March each year.

7.3 An Extraordinary Meeting of the sub-committee shall be called by an application in writing to the Secretary supported by at least six members of the Forum. The Chair and Secretary shall also have the power to call an extra meeting through the Secretary.



7.4 At least 14 days' notice shall be given to all members of any Meeting. Such notice to be given via the Web Site or by post if so requested. (Notice shall be deemed to be given if it is posted on the web site) but shall also be emailed to each member as well.

8. Voting

8.1 Decisions put to a vote shall be resolved by simple majority at ordinary meetings.

8.2 The Chairman shall hold a deliberative as well as a casting vote.

8.3 Voting shall be by a raising of hands except where the Chair or two members request then it shall be a secret vote.

9. Quorum

9.1 The quorum at Meetings shall be at least 6 members.

10. Web site

10.1 The secretary shall maintain a web site with information for the sub-committee membership.

10.2 The web site to include dates of meetings, agenda, minutes, news and up to date information.

10.3 The web site is to have a clear link to and from the N&MWALC web site.

11. Welsh Policy

11.1 The Policy of the sub-committee shall be that all information can be made available in Welsh upon request.

12. Working with other transport groups

The Association would seek to work with other groups with the same interests including the Shrewsbury Aberystwyth Rail Liaison Committee and the Cambrian Coast Conference with regard to railways in Mid and North Wales.

13. Dissolution

In the event of the dissolution of the sub-committee, any assets thereof shall not be distributed amongst the members of the Committee in any way whatsoever but must be passed to the North and Mid Wales Association of Local Councils.



RAR-October 2020