



MINUTES

Of a meeting of the **Executive** held on
Friday 12th June 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 FRICS (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. Present were

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 FRICS (Secretariat)

2. Minutes of the last Executive Meeting

The meeting approved the minutes of the last meeting.

3. Actions from last meeting

The meeting considered the actions taken since the last meeting as follows:

Action:	Status:
Complete updates for web site in place of April meeting.	Completed
Archives to be placed in the Library of Wales	Delayed due to virus situation.
Motion regarding homeless veterans to be posted on web site with vote.	Completed with support from members.
Seek a North and Mid Wales Minister dedicated to those areas via an approach to Welsh Government. A meeting being held with a senior Welsh Government Officer.	Meeting with senior civil servant to be arranged when coronavirus is over.
Prepare a paper for the next meeting on Council Tax and Business Rates and the alternatives and publish on web site for comment.	Deferred due to lack of clear support from members.
Publish on web site a membership application form.	Completed.

4. Financial Report

The meeting considered a financial report as follows:

- a) Bank accounts and spread sheet were received. The current bank balance is in excess of £6,000.
- b) All 2019-2020 membership fees have been received.
- c) The audit for year to 31st March 2020 has been completed and signed off.



5. Membership

The meeting noted that the membership campaign has not been actioned due to the virus situation. It will start when the virus situation has cleared and councils are back being active.

6. Coronavirus actions

The meeting considered the best way to conclude the AGM for 2020:

The following has already been agreed:

- a) Membership fees and meal costs will remain the same for 2020-2021
- b) The Officers shall remain in post until the 2021 AGM

The meeting considered other items related to the 2020 AGM as follows:

- a) The AGM for 2020 is to be postponed until July 2021.
- b) The election of a vice chair will take place when a full meeting of the Association can take place following lifting of the current restrictions.
- c) The Annual Accounts signed off by the Auditor are to be posted on the web site.

7. Next quarterly meeting

The Executive will consider if the October quarterly meeting proceeds when it meets as an Executive on 20th September 2020. This will depend upon Government Guidelines at the time.

8.1 Trains and proposals for a North Coast Line Liaison

The meeting was given an update on progress towards a North Coast Liaison with TFW. The Executive noted the Association's Quarterly Meeting decision as follows:

Minute no 15 – Quarterly Meeting held on 17th January 2020

The meeting considered an update on Transport for Wales and rail services in North and Mid Wales. The meeting then considered and APPROVED the following recommendation from the Executive:

To set up a Rail Liaison Committee for the North Coast Lines. Membership to be Welsh Government, Transport for Wales, Network Rail, British Transport Police, County Councils, Town and Community Councils, Rail Interest and Rail Passenger Association Groups. Meetings quarterly. This Committee would be similar to the Shrewsbury Aberystwyth Rail Liaison Committee (www.shrewsburyaberystwythrailway.org.uk) Set up cost would be £275 and an annual budget of £160 would be required for hall hire and administration. The Secretary is to seek approval from Welsh Government to setting up the Liaison Committee during his meeting in Cardiff on 4th February 2020

The Executive confirmed their wish for the Secretary to take forward a Liaison Group as per that set out at appendix A.



8.2 Rail Matters – new trains for 2022

The meeting also considered the new train designs and took on board the following:

- a) Reduction in toilets on trains.
- b) Reduction in seating on each carriage.
- c) Reduction in number of available units to provide the service from 2022.

A copy of the train designs was issued to members recently and set out at appendix B.

The Secretary is to copy each member of the Executive a draft letter to the Minister regarding train designs for the North Coast for approval.

9. Speakers progress

The secretary updated the meeting on speakers booked for future meetings as follows:

- North Wales NHS – booked for July meeting – now postponed until a later date.
- Salvation Army – Willing to attend when life gets back to normal.
- Fields in Trust - Willing to attend when life gets back to normal.

10. Membership Form

The revised application for membership form shall be posted on the web site.

11. Consultations

The secretary confirmed that the consultations were completed and sent to Welsh Government within the timescales. Members were sent emails and copies were posted on the web site seeking their comments prior to submission.

12. Future Plan 2020-2025

The meeting noted the first draft of a revised future plan for the Association.

This can now go to membership consultation so that a final version can be considered at the next meeting.

13. Dates of future meeting

The date of the next Executive Meeting is to be Friday 18th September 2020 at 10.30am by Zoom unless restrictions are lifted to allow a face to face meeting. (unlikely due to distancing rules).

**14. Actions to be taken forward:**

The following actions are to be taken forward from the meeting:

No	Item
1	Inform membership of AGM changes.
2	Post on web site new membership application form.
3	Post annual accounts on the web site.
4	Set up the Rail Liaison Committee as per proposal at appendix A.
5	Post future plan 2020-2025 on web site for consultation with membership.
6	Continue with monthly updates on web site for members.



APPENDIX A

NORTH COAST RAILWAY LIAISON GROUP

(Coast Line & Conwy Valley Line) – agreed way forward

1. Introduction

The North and Mid Wales Association of Local Councils wishes to have a forum similar to that operation on the Cambrian Lines (Shrewsbury Aberystwyth Rail Liaison Committee).

The Association is of the view that the current representative groups do not give the Local Councils a forum to aid development and improvements to the main line services along the North Coast.

This paper sets out a proposal for a group such as described above.

The initial set of the organisation would be by video/telephone link and email.
The initial work would include:

- Invites to the membership to be part of the group.
- To seek funding help from the County Councils involved.
- To agree a constitution.

2. Model Options

There are three options available (in the view of the author) which are as follows:

1. Association quarterly meetings

To allocate 30 minutes of each quarterly meeting to discuss railway matters, this would reduce the membership as outlined in this paper and only involve the Councils who are members of the Association. The time available under this suggestion would be very limited.

2. Liaison Meetings following quarterly meetings

To host a meeting immediately after lunch on the normal Association quarterly meetings.

3. A stand-alone Liaison Meeting under the management of the North and Mid Wales Association of Local Councils

This proposal is set out in this document as the preferred option.



Proposal no 3 is to be adopted as the preferred option and is to be taken forward.

3. Remit

The objects of the group shall include:

- i) Discussion on common issues between its membership regarding the main line between Holyhead and Chester along with the Conwy Valley Lines.
- ii) To receive updates on matters affecting the main line from Transport for Wales, Network Rail, Rail Partnership, Police and other relevant bodies.
- iii) To influence and aid enhancements to the main line services on the lines as above.
- iv) To liaise with Welsh Government and Transport for Wales regarding improvements and development of the lines.
- v) To represent the Town and Community Councils in particular with regards to the railway services.

4. Membership

Membership of the group would be as follows:

An elected member from the following County Councils:

Anglesey
Cheshire West and Chester
Conwy
Denbighshire
Flintshire
Gwynedd
Wrexham

An elected member from each of the following Town and Community Councils:

Abergele
Argoed
Bangor
Broughton & Bretton
Bay of Colwyn
Besi-coed
Blaenau Ffestiniog
Buckley
Caia Park
Caerwys
Connah's Quay



Continued....

Conwy

Daganwy

Denbigh

Flint

Hawarden

Holyhead

Holywell

Llandudno

Llanasa

Llanfairfechan

Llanfairpwll

Menai Bridge

Penmaenmawr

Prestatyn

Rhyl

St Asaph

Shotton

Towyn & Kinmell Bay

(all of whom have a station in their Council area)

Other areas with an interest can be added upon request

Representatives from the following:

Transport for Wales

Network Rail

British Transport Police

Representatives from the following:

Rail Focus

Festiniog & Welsh Highland Railway

Ann Elias

Trevor Roberts SARLC

Others

Helen Roberts

Ray Quant Ceredigion Council



MPs and AMs

The MP and AM from each of the areas outlined above.

MP's from

Anglesey
Conwy
Flintshire
City of Chester
Clywd
Wrexham

AM's from

Anglesey
Deeside
Clwyd South
Afon
Clwyd West
Delyn
Vale of Clwyd
Wrexham
Aberconwy

5. Officers

The Chair and Vice Chair of the group shall be the Chair of the Association.
The group shall be administered by the North and Mid Wales Association of Local Councils.

6. Financial

The group shall host its own bank account and annual accounts shall be presented to the group and the Association.

7. Constitution

The group shall agree a constitution similar to that approved by the Shrewsbury Aberystwyth Railway Liaison Committee.
The constitution to allow for all material and web site posts to be available in Welsh upon request.



8. Future Plan

The group will at an early stage produce a plan setting out its objectives and activity plans for the next 3 years.

Such plan to be agreed in consultation with Welsh Government and Transport for Wales.

9. Meetings

Meetings of the group would be held quarterly in locations agreed by the group at each annual meeting.

The meetings would be held at a time agreed on a Friday in January, April, July and October of each year.

10. Secretariat

The secretariat of the Association shall administer the group and shall be appointed on the following basis:

- a) To administer and lead the activities of the group subject to the group's approval and in line with the policies set by the group.
- b) To administer the accounts and present annual accounts to the group.
- c) The secretariat shall not have a vote at meetings.
- d) To work with the Chair and Vice Chair in the delivery of the planned activities.

11. Funding

The group is to be funded as far as possible by the North and Mid Wales Association of Local Councils along with any grant aid gained from other sources.

12. Reporting

At each meeting of the group there shall be report from the secretariat on actions taken and an update from Transport for Wales, Network Rail and the British Transport Police.

13. Publication

Information to be published shall be:

- Agenda and minutes of meetings.
- General updates which are in the public domain.

No other publicity will be issued unless by agreement with both the Chair/Vice Chair and the rail companies involved.



14. Web Site and Social Media

The group shall host its own Web Site page on the Association Web Site with information including agenda, minutes, constitution, future plan, membership details and any consultation documents

15. Liaison with the Association

A report and minutes from each meeting shall be shared with the regular quarterly meetings of the North and Mid Wales Association of Town and Community Councils.

16. Timescale

The organisation would be set up by invite followed by approval of documents by remote connections. The first meeting is not envisaged to take place before July and maybe as late as October 2020 depending upon government advice concerning the Coronavirus.

R A Robinson FRICS

22.6.2020



APPENDIX B

