

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE GENERAL PURPOSES MEETING
Held on the 17 October 2018 in the Council Chamber at 7.00pm

PRESENT: Councillors: Chair – Deputy Mayor Christine Roberts; Cllr Penny Andow; Cllr Claire Hughes; Cllr Alan Jones; Cllr Chris Jones; Cllr Iolo Kars Jones; Cllr Delohne Merrell; Cllr Glenn Robinson; Cllr Carol Gell Town Clerk & RFO: Jayne Neal

TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS

244. Llanfairfechan Town Council was introduced to PCSO Sara Jones who has been recently assigned to the village. PCSO Jones stated that she is very keen to be involved in village events and will support the village as much as possible within the role. Contact details were distributed but it was noted that non-urgent reporting should be logged with North Wales Police on the 101 number and urgent reporting on the 999 number. By doing this, crimes can be logged and monitored centrally leading to a more efficient service **RESOLVED to receive and take note**

TO RECEIVE APOLOGIES FOR ABSENCE. Mayor Cllr Andrew Hinchliff; Cllr Gareth Wyn Jones; Cllr Nia Jones; Cllr Gareth Roberts **RESOLVED to receive and take note**

245. TO RECEIVE DECLARATION OF COUNCILLOR’S INTEREST – Code of Local Government Conduct (Members are reminded that they must declare the existence and nature of their declared personal interest).

Name of Member	Agenda No	Details of Personal interests	Details of the Council business to which it relates	Withdraw /Take Part
Cllr Alan Jones	Item 14.2	Business interest	Problem at business premises	Already resolved - take part
Cllr Iolo Jones	Item 14.4	Family link	Information received	take part

RESOLVED to receive and take note

246. TO RECEIVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 3 OCTOBER 2018

Proposed Cllr Delohne Merrell Seconded Cllr Claire Hughes **RESOLVED to receive and take note**

247. MATTERS ARISING FROM THE ABOVE MINUTES

228 s137 Grant recipients have been notified by phone and Clerk is preparing paperwork to be sent out.

General query about minutes and other factors within Standing Orders – Clerk to set up Policy Committee meeting in the new year in readiness for review in May

RESOLVED to approve and take note

248. TO RECEIVE LIST OF SKIPS

Revised list was distributed, and it was noted that residents are still unsure when skips are available. Discussion about possible ways to inform, possibly by quarterly newsletter. Clerk to investigate options for distribution

RESOLVED to approve and take note

249. PLAYING OUT SCHEME AND PLAY CONSULTATION

Information was received from CVSC Play Development Team about the summer Playing Out Scheme in Llanfairfechan. It was noted that ‘The provision has been a great success with fantastic feedback from parents and children’. There was a total of 85 child attendances over the course of the project and an average of 17 children per session. This is much improved from previous projects where attendance was low. It was noted that there were initial teething problems about the site which were dealt with promptly by moving into Victoria Gardens. Some concern about the open access nature of the scheme and accurate recording of numbers was raised. Clerk to feedback comments from Councillors

Cllr Claire Hughes is leading on the Llanfairfechan Play Consultation project and a letter has been sent to all schools in the local area to facilitate engagement with children from the village – an initial meeting is being planned. Town Council have a stand at Light Up Llan where the consultation could be launched with residents

RESOLVED to receive and take note

250. A SHARED COMMUNITY CHARTER & INDEPENDENT REVIEW ON TOWN AND COMMUNITY COUNCILS

These documents were distributed, and it was agreed that a full discussion should take place as an agenda item at the next meeting. It was noted this could help inform future policies. Clerk to email Penmaenmawr Town Council to enquire about their approach to the Charter

RESOLVED to approve and take note

251. TOWN COUNCIL WEBSITE REVIEW

The new website was reviewed and received favourably. Delwedd have been effective in realising the aims for the website and it was agreed that payment could be made to facilitate it going online on the deadline date of 22 October. Discussion about administering the Community website and the involvement of Councillors - Clerk to liaise with Delwedd to meet final arrangements Councillors to have a look at the site and email any comments.

Proposed Carol Gell Seconded Glenn Robinson

RESOLVED to receive and take note

252. PLAYGROUNDS AND FUTURE INSPECTIONS

Clerk is liaising with CCBC to receive playground inspection reports and organise an audit. Following the response to an email query from a parent in the village, they have offered to be part of any planning process and suggest they know other parents who might be willing to be part of a working group to attract funding for playgrounds in the village.

RESOLVED to receive and take note

253. UPDATE FROM JOINT COMMUNITY HALL AND STAFFING COMMITTEE

A staff audit has been taking place over the last 10 months and a report was provided to the committees. To address the findings of the audit, a TOIL Policy has been developed which will help staff health and wellbeing by ensuring that TOIL is monitored and kept within manageable levels. Community Hall committee have agreed to take on some administrative tasks and a three-month review process is planned. The staffing committee agreed that 40 hours of outstanding TOIL would be paid but that no more payments could be sanctioned in the future. Clerk to ask SLCC mentor how other Town Councils operate their TOIL policies.

RESOLVED to approve and take note

254. TO RECEIVE INCOME AND INFORMATION:

- 1) CCBC - this has now been identified as a payment to Community Hall**

RESOLVED to receive and take note

255. TO APPROVE PAYMENT to

- 1) Wages to Town Clerk - October 2018**
- 2) Wages to Admin Assistant – October 2018**
- 3) Wages to Environment/Cleaning Operative – October 2018**
- 4) TOIL reimbursement to Administrative Assistant (Dec – March)**
- 5) Gwynedd Pension Payments (October)**
- 6) HGH Home and Garden Maintenance**
- 7) Richard Williams (tap fittings)**
- 8) CCBC Lafan Ward election administration**
- 9) Delwedd Website development**
- 10) CCBC Community Skips**
- 11) Bradite bench paint**
- 12) Amberon – road marshalling**

Proposed: Cllr Iolo Kars Jones

Seconded: Cllr Carol Gell

ALL RESOLVED to approve and take note

256. TO RECEIVE CORRESPONDENCE FROM:

1. **Vacant Buildings Survey – There is a need to update the information currently held on the Property Register and used to inform The Conwy Economic Growth Strategy 2017 – 2027. Clerk to email survey information and Councillors to feedback any examples of vacant buildings within the village**
2. **Information from the Nant y Coed warden – the pathway is now clear and open for use. A RADAR lock has been fitted to enable access by wheelchair users. It is asked that all users ensure the gate is locked again after use to protect the area. It was noted that this has come from a direct request from a resident and is an example of positive partnership work to meet the needs of the village**
3. **Playground response from resident – this was dealt with in Item 252**
4. **Concerns about dog mess at the Industrial Estate and playground area – it was reported this matter has now been resolved and addressed with the help of CCTV cameras. It was noted these cameras could be available for use in other problem areas in the village if needed.**
5. **Message from PCSO Nicola Jones – notification of moving on to new area. ‘thank you as the town council of Llanfairfechan for all the help and support over the past 12 months. It is a lovely village, but more than that it is a community’**
6. **Community/Town Hall WiFi – notification of new wifi sign ins. User name and passwords will be shared with Councillors by email. A new open access public wifi sign in will be available soon for use by all visitors. This is part of the IT futureproofing project which will lead to better IT access and a GDPR compliance for the building. ALL RESOLVED to receive and take note**

257. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- 1) **Foodbank is still very busy with a lot of families using the service. Although fresh food has been donated and used, it can present a difficulty with regards to storage, so the project primarily requires ambient foodstuffs**
- 2) **School Governors have held an open meeting about the Pant y Rhedyn school yard. Fundraising is needed to match fund repairs but also for playground markings which may cost up to £5000. An Aviva funding application has been prepared – the standard of the application was noted as excellent. This is a fund that goes to public vote and so the school asks that everyone votes – information will be shared online and by hand to encourage engagement. Funding is more likely to be considered if school playing fields are used by the wider community, so it may be that local exercise providers or the football club would be interested in using the facilities for an agreed fee. The Governors are currently looking at all options to ensure sustainability for the future**
- 3) **There has been a chimney fire in Pen y Bryn area and the fire engine was able to access the property, but it was difficult due to parked cars. Clerk to report to CCBC as part of the parking audit**
- 4) **Tyres and wood at Shore Road East. Town Council and CCBC met with the individual and this situation has now been resolved. Highway signage is now a CCBC priority - legislation states that banners should not be displayed on highway furniture due to the distraction caused to drivers. Town Council have negotiated with the Co-op that a site for temporary not for profit community event signage may be used and this is currently being organised.**
- 5) **Dog signage at Victoria Gardens – Clerk to contact regulatory services about this**
- 6) **Concern about Facebook usage – it was agreed that Town Council representatives will not post on behalf of the Town Council on existing posts. Social Media policy will be shared email. Clerk to post on behalf of the Council after agreement at meetings**
- 7) **Concern about leaves on Cae Ffynnon hill – recent storm damage has created a hazard. Clerk to email CCBC to ask if cleaning vehicle can be deployed to clear the area.**
- 8) **Jetty gates – there are ongoing negotiations with CCBC about the effective use of the gates and a response is due. A positive step forward is that there is a commitment by the Sailing Club and local fisherman’s group that they will check and close the gates if any storm warnings are apparent**
- 9) **There is some indication that the Welsh Government 30-hour childcare scheme may be coming to Llanfairfechan in the near future – it was agreed this would be extremely valuable to parents**

10) Report of street closure at Gwyllt Road to Aber Road – Clerk to email information out

258. Report from Action List 3rd October

- 1) Information about the Speed project in Penmaenmawr – Clerk to contact Volunteer to discuss the setting up process
- 2) MDT meeting at Plas Menai and Town Council have been invited Clerk and Cllr Delohne Merrell to attend
- 3) Promenade shelter – the matter is with CCBC legal. There is a current occupier and the CCBC are proceeding through their democratic processes to provide a lease to the Town Council so that the site can be used to benefit the community

259. MEETING CLOSE – 9:15pm

Signed (Chair) _____ Date _____