



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB
Mayor Cllr Nia Jones Deputy Mayor Cllr Sharne-Marie Bellis

AGENDA Wednesday December 3rd, 2025

TOWN COUNCIL MEETING, 7pm Llanfairfechan Council Chambers and online with Microsoft Teams

1. Welcome all to the meeting and general housekeeping information
2. To receive apologies for absence (LGA 1972 Schedule 12)
3. To receive declaration of interest – (Disclosable personal or prejudicial interests)
4. To receive representations and queries from the public
5. To receive and approve minutes November 12th, 2025 and Action List (LGA1972 Schedule 12)
6. To receive s 137 grant application from Llanfairfechan Community Hall
7. To receive operational updates and approve plans for Llanfairfechan Christmas Market (7/12/2025)
8. To receive external audit completion and discuss report
9. To receive and approve financial reports and current payments for December 3rd, 2025

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 376 171 752 749 66

Passcode: yk3BR3mf

Payments to be made

- | |
|--|
| 1. Staffing payments and pensions for December 2025 - £5000.00 |
| 2. Menter Iaith Translations £353.89 |
| 3. Amazon bunting for window £9.49 |
| 4. i7 Technologies Limited back up IT systems £84.60 |
| 5. Amazon card £3.68 |
| 6. Worldcare Skips £258.00 |

10. To receive information about planning matters:
 - 0/53000** Northfield The Close Llanfairfechan Conwy LL33 OAD
 - 0/52988** 39 Parc Henblas Llanfairfechan LL33 ORW
 - 0/52971** Glanarvon Penmaenmawr Road Llanfairfechan Conwy LL33 OPA
 - 0/52972** Efrydfa 15 The Close Llanfairfechan Conwy LL33 OAG
11. To receive correspondence
12. To receive reports from meetings and events
13. To receive compliments, complaints and urgent matters for consideration and to log for future meetings

Wednesday November 12th, 2025

TOWN COUNCIL MEETING, 7pm Llanfairfechan Council Chambers and online with Teams

MINUTES

In attendance: Chair: Deputy Mayor Sharne-Marie Bellis; Mayor Nia Jones; Cllr Penny Andow; Cllr Charlotte Davies; Cllr Leena Farhat; Cllr Andrew Hinchliff BEM. Cllr Chris Jones; Cllr Alun Rhys Jones; Cllr Christine Roberts; Cllr Preben Vangberg Town Clerk: Jayne Neal

1. Deputy Mayor Sharne-Marie Bellis welcomed all to the meeting and gave general housekeeping information. It was agreed the meeting would be recorded for minutes purposes. Resolved to receive and take note

2. To receive apologies for absence (LGA 1972 Schedule 12) Cllr Rhys Griffiths.

It was noted that Cllr Gareth Wyn Jones has sent a letter of resignation due to work pressures, to the Town Council. An email has been sent thanking the councillor for their work and support of Llanfairfechan Town Council through the years. Clerk to start the process of advertising this Pandy ward vacancy and re-advertising the Bryn vacancy. Resolved to receive and take note

3. To receive declaration of interest – (Disclosable personal or prejudicial interests)

None received

Resolved to receive and take note

4. To receive representations and queries from the public

In attendance: CCBC Flood Risk & Infrastructure Manager – Llanfairfechan Flood Protection Scheme and four residents online. An update was given about the current status of plans for Llanfairfechan promenade.

1. The remit is coastal defence and flood risk reduction, and the proposed scheme is 100% funded by Welsh Government (WG) through the design stage and 75% WG 25% CCBC funding split through construction stage. The design has been worked up by the CCBC project team with professional flood risk advice from HR1 LTD. The scheme is currently at Full Business Case stage, and this is the last development stage before final submission to WG. HR1 have identified the flood risks and also used the real experience of the floods in April 2024. Proposed scheme is to:

- a. Raise the main sea wall to a height of at least 4ft. It is currently just under or around 3ft.
- b. Raise the secondary wall at the eastern promenade that is currently lower and suffers from over topping.

The Full Business Case (FBC) has been challenged at the marine licensing stage due to the aims in the longer term phases of the [West of Wales Shoreline Management Plan](#). The policy in place for Llanfairfechan area is based on differing time periods: Epoch 1 – (2005 – 2025) Hold the Line (HTL); Epoch 2 (2025-2055) – Hold the Line (HTL); Epoch 3 (2055 – 2105) – Managed Realignment (MR). This has implications for the future of the promenade as Managed Realignment is described as '[Landward retreat of defences, giving up some land to the sea to form a more sustainable defence in the long-term](#)'. The funding from the WG will not be agreed if the scheme is in conflict with the shoreline plan. Therefore, the plan to increase the height of the concrete wall, which will last a 100 years, will contravene the Epoch 3 MR policy in 30 years' time. As a result, Conwy CBC, along with Gwynedd CC, are developing arguments to challenge these policy blockers. It was noted that, as an island population, shoreline management plans are, increasingly, going to be key in UK resident's futures plans.

2. Due to the hold ups with the FBC a decision has been made that interim measures will be done to reduce the risk of flooding that is apparent at this time. The plan is to install these measures asap and it is hoped the work will be done within a 12 week period:

- a. Install a flood gate system on the promenade. One will be placed in Glan y Mor road during storm events and there will also be floodgates placed at the end of the two eastern alleyways. Materials are on order and will be delivered in 6 – 8 weeks and the contractors are ready to complete the project before the spring tides are expected.

3. Questions were then taken from residents and councillors:

1. Asking for confirmation of timeframes and position of floodgates: this was confirmed as above. Timeframe for the FBC challenge to the shoreline plan– not possible to say at the moment but it will not be 10 years. Resident extremely concerned that this scheme will not be allowed in the long term. It was suggested that it's likely the Epoch 3 MR will become a live issue for many counties and there will be a swell of evidence to help make the challenge. Conwy CBC will work hard to get a compliant scheme through. Residents are keen to provide their support of this challenge and will add their voice if asked.

2. The flooding at the Shore Road East tunnel CCBC manager assured the resident work on the valve will take place as part of the interim work to protect the promenade so will be done asap (although may not be solved within 12 weeks).

3. Query about the shoreline policy map at Bryn y Neuadd woods - Manager will check this information and feedback about this.

4. Residents reported they were flooded in April 2024 - concerns that this policy will mean nothing will be done
Properties are already being flooded more regularly than once in a 100 years and are suffering the consequences of not being able to get insurance. The insurance is not covering multiple flats and residents are paying as much as £6000 if they can get insurance at all. Some of the other queries can be answered with resident responses like floodgates and non-return valves on properties. The interim will be in place before the spring tides, and we hope this will reassure.

5. Concerns about flooding at the front of the properties. It was reported that many more properties now have floodgates along the front and are taking up measures to protect from flood. This includes non-return valves for drains and Floodsax. Residents were encouraged to email swyddfa@llanfairfechan.net to raise any other issues.

6. Would work on the secondary wall be affected by the Shoreline Management Plan? No – it is not affected. Work on this wall is already an option for the FBC and will be considered in the bigger picture.

7. Concerns about land ownership Parts of Llanfairfechan are not recorded on land registry and this affects how these areas are managed. Some shoreline points are unclear, and this may need to be considered.

8. Will the increase in height of the secondary wall be included in the interim work to protect properties? No, this cannot be done outside of the FBC. It will be included in the FBC as building work can't be done piecemeal, due to funding needs. Residents are concerned with the timescales, and it was noted that residents feel the secondary wall is an important defence. CCBC have gathered good knowledge about the processes from the other flood defence schemes, and this will help to hone the plans in Llanfairfechan. Manager will send on information on the interim work, shoreline management plan information, the non-return valve for the tunnel, and follow up insurance queries. All were thanked for their contributions. **Resolved to receive and take note**

5. To receive and approve minutes October 22nd, 2025 (LGA1972 Schedule 12)

These were taken as read and no matters were raised. Clerk will prepare an Action List for the December meeting as we need to pick up some details from the last meeting from Deputy Clerk who on annual leave.

Proposed Cllr C Jones Seconded Cllr N Jones **All unanimously resolved to approve and take note**

6. To receive information about precept arrangements and budget for 2026/27

It was reported that the team have adjusted some of the budget headings in readiness for the move to the online Scribe accounting system and general updates to the annual work programme. It was noted the new IT and data protection budget column total is made up of website/IT and photocopier budget and totals include a cost to move the councillors' emails to a 'llyw.cymru' system and add members to SharePoint system. This is a preferred address for public sector organisations and also more protected against phishing. All of these changes are designed to professionalise the systems and streamline the service. It was proposed that the IT changes are provisionally agreed so that initial plans can be made in time for a change when the current certificates are due for renewal. This was all unanimously provisionally agreed. The precept budget was discussed at length, and it was agreed that the draft budget is a good starting point. The Finance and Staffing Committee will jointly meet to further discuss staffing plans and budget changes in readiness for the discussions at the final precept meeting in January. **Resolved to receive and take note**

7. To receive s 137 grant application from Llanfairfechan Football Club

This had been distributed previously and was taken as read. All were in support of the grant and it was noted the committee are doing a great job to improve their service for the community.

Proposed Cllr A Hinchliff Seconded Cllr C Davies **All unanimously resolved to approve and take note**

8. To receive feedback from Ponyfest, Fireworks and Lantern Parade and Llanfairfechan Remembrance

It was reported that the weekend of events had gone really well and there had been a lot of positive feedback from residents and partners. The following information about numbers was shared:

Event name	Date	Activity	Headcount numbers
Ponyfest lantern workshop	01/11/2025	Lanterns made = 38	80 inc parents
Ponyfest walks		Awaiting details	*24 people
Ponyfest Twmpath and parade	01/11/2025	Parade, dance, cabaret	50 age range from 2yrs – 80yrs
Lantern parade workshops	08/11/2025	Lanterns made = 50	100 inc parents
Lantern parade and fireworks	08/11/2025	Lantern on promenade	Approx. = 1200
Llanfairfechan Remembrance	09/11/2025	Parade and ceremony	Approx.= 200
Llanfairfechan Sailing Club	8/11/2025	Folk musicians	Approx = 50

Thanks were given to all councillors, volunteers, staff and participants who helped and contributed in the planning and over the weekend. Over £550.00 was raised from wreaths for Royal British Legion Poppy Fund

Resolved to receive and take note

9. To receive information and approve plans for Volunteers Celebration and Festive Fayre

The Volunteer Celebration event will take place on Thursday 4th December – it will be a buffet, certificate presentation and social event. Planning meeting Tuesday 18th November at 10am – all welcome to come along to help. Christmas Market and Festive fair – is all coming together.

Resolved to receive and take note

10. To receive and approve financial reports and current payments for November 12th, 2025

No matters arising

Proposed Cllr A Hinchliff Seconded Cllr N Jones

All unanimously resolved to approve and take note

11. To receive information about planning matters:

0/52921 Tu Hwnt Ir Afon 9 The Close Llanfairfechan LL33 0AG As a listed building, TC would request the applicant follows the advice of the CCBC planning and conservation officers

Resolved to receive and take note

12. To receive correspondence

Correspondence will be discussed next meeting.

Resolved to receive and take note

13. To receive reports from meetings and events

Discover Llanfairfechan The Place Plan was discussed, and the survey is on hold as the RLDP one is due soon. The group will use Kickstarter as a starting point for the new plan. There is a plan for a partnership newsletter – this may be out in the new year. Clerk to gain quotes for delivery.

Llanfairfechan Community Library The SLA has not been signed as there are still concerns about it as Conwy CCBC are expecting too much liability for the building as volunteers. There are negotiations going ahead to try and work together to complete health and safety checks. Further clarification about the partnership is needed. Warm Space session will continue on Fridays.

Town Twinning 51 spaces for the trip to Pleumeleuc and 38 spaces are already taken. Llanfairfechan Town FC are planning to take some members over on the trip.

Pant y Rhedyn Governors meeting The recent meeting was cancelled and there is not a new date at the moment. Estyn are due in over the next couple of months, so the focus is on that. Concerns have been raised by the Headteacher about budget shortfalls - it is hoped this will not result in a loss staff. It was noted that this is a problem for all schools at the moment, but it does feel like a serious concern for the coming year.

Plas Menai PEG meeting There may be a change to phone communications with the doctor – the message may now read whether a phone call will be morning or afternoon. There is a nurse on long term leave so there is a current shortage at the surgery. The Practice Manager is going to be covering Conwy surgery two days a week over the next few months due to staff shortage at the other surgery whilst recruitment is underway. Feedback about reporting the calls jointly for the surgery is not positive and it will be separate in future. Online consulting page looks slightly different, and it was reported it is now a little confusing. Building maintenance is a challenge and water leaks are causing a problem in a number of rooms. The surgery has a very low budget for maintenance, so this is a problem.

Resolved to receive and take note

14. To receive compliments, complaints and urgent matters for consideration and to log for future meetings

1. Thanks to the Councillors who read in the Remembrance service on Sunday – really well done on the clarity and presentation.
2. Llanfairfechan Town Football Club are having a difficult time with dog mess being left on their bins. It has been reported, and further information will be gathered.
3. Lots of compliments received from residents about the fireworks and lantern parade were reported to the TC
4. Light on the back Shore Road is off, councillor will share the number for reporting
5. Cae Fynnon hill roadway has still not been cleared. Clerk to report to Conwy CBC
6. Concerns about health and wellbeing of a rough sleeper on the cob. It has been reported, and the situation is being observed
7. Marker post on the cob needs replacing. Clerk to action.
8. Gullies in Llanfairfechan are very blocked. Clerk to report and ask when we are due for maintenance work.
9. Flooding on Penmaenmawr Road is standing on the road for long periods. Clerk to report
10. PSCO Josh is moving onto to become a police officer, and we are awaiting news on replacement. Clerk to follow up

Meeting closed at 9:30pm



Llanfairfechan Pony Fest 2025
Llanfairfechan Lantern Parade and Fireworks event 2025
Llanfairfechan Remembrance 2025



**Cyngor Tref
Llanfairfechan
Town Council**



**Wedi ei ariannu gan
Llywodraeth y DU
Funded by
UK Government**

CONWY
CYNGOR BWRDEISTREF SIROL
COUNTY BOROUGH COUNCIL