



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

Mayor Cllr Alun Rhys Jones

Deputy Mayor Cllr Nia Jones

Wednesday February 5th, 2025

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

AGENDA

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 January 15th, 2025, and current action list (LGA1972 Schedule 12)
6. To receive and approve plans for charging rates at Llanfairfechan Football and MUGA
 1. Receive recommendations from the Environmental and Finance Committee and approve decision on charging rates
 2. Receive information about CCTV and consider options
 3. Information about Llanfairfechan Town FC lease request
7. To receive information and review community events
 1. Fireworks Event survey and discuss future plans
 2. Christmas lighting review
 3. Shop flags review
8. To receive information about bus shelters and agree future plans
9. To receive quotes and agree Skatepark repair work plan
10. To receive information and approve plans for Llanfairfechan Food and Artisan Markets 2025/26
11. To receive information about Mental Health First Aid in the Workplace training for Town Council staff and members
12. To receive and approve Finance Reports and current payments for January 15th, 2025

Microsoft Teams
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Meeting ID: 366 542
996 253
Passcode: 5en2qJ2N

Payments to be made
1. Monthly Staff Wages and Pensions £4000
2. 2024/25 S137 grant for Llanfairfechan Community Hall £5000
3. Kettle for Lloyd Hughes room Tesco £23.00 (replacement)
4. Delwedd SMP certificate £25.20
5. Worldcare community skip 48509 £240.00
6. Community Hall Venue hire Jan to April 4 markets £480.00
7. Wales Audit external audit 2023/24 £226.00
8. Menter Iaith translations £221.52
9. Locksmith defibrillator cabinet labour costs 80.00 new lock £140.00
10. Mayor's Allowance – Bird posters for shelter Jpeg Designs £135.00
11. Amazon mallet and GT85 Triple Pack oil for defib maintenance £9.15 + £15.61

13. To receive information about planning matters
0/52271 Coneystorpe Park Crescent Llanfairfechan The crown of two Pine trees reduced by <30%.
14. To receive correspondence
15. To receive reports from meetings
16. To receive compliments and urgent matters for consideration and to log for future meetings

Wednesday January 15th, 2024
TOWN COUNCIL MEETING, 7pm Llanfairfechan Council Chambers and online with Teams
MINUTES

In attendance: Chair: Mayor Alun Rhys Jones; Deputy Mayor Nia Jones; Cllr Sharne-Marie Bellis; Cllr Charlotte Davies; Cllr Rhys Griffiths; Cllr Andrew Hinchliff BEM (online); Cllr Leena Farhat; Cllr Chris Jones; Cllr Christine Roberts; Cllr Preben Vangberg; Town Clerk: Jayne Neal; Deputy Town Clerk: Callum Morrison

1. Deputy Mayor Nia Jones welcomed all to the meeting and gave general housekeeping information

It was agreed the meeting would be recorded for minutes purposes

2. To receive Declarations of Office for Cllr Charlotte Davies and Cllr Rhys Griffiths

Declaration of Office were signed off and read out by both new councillors, and they were warmly welcomed by Llanfairfechan Town Council. Clerk will make arrangements to meet early next week to answer queries and explain processes and induction training requirements.

Resolved to receive and take note

3. To receive apologies for absence (LGA 1972 Schedule 12)

Cllr Gareth Jones: Cllr Penny Andow: Cllr Cathryn Taylor

Resolved to receive and take note

4. To receive declarations of interest – (Disclosable personal or prejudicial interests)

Declarations of interest were logged from:

Item 8 Cllr A Hinchliff; Cllr C Jones; Cllr N. Jones; Cllr C Roberts and Cllr AR Jones as committee members for Llanfairfechan Community Hall (Item 8). These Councillors were not involved in the vote

Item 11 Cllr A Hinchliff as committee member for Llanfairfechan Sailing Club

Resolved to receive and take note

5. To receive representations and queries from the public

None received

Resolved to receive and take note

6. To receive and approve minutes November 13th, 2024, and current action list (LGA1972 Schedule 12)

No Action List this month and minutes had been distributed previously and were taken as read.

Item 8 – Low noise fireworks and lantern parade were well received, and a small scale survey took place on the night. Further data will be gathered at the January market on Sunday and the matter can be discussed at the February meeting. Environmental Committee meeting will be booked asap to discuss all celebration plans for 2025

Item 14.2 Report that the planning for Gorwel 0/51286 was refused by Conwy CBC Planning Committee, and the decision has been ratified. Cllrs will continue to monitor any further information

Resolved to approve and take note

7. To receive and approve Llanfairfechan Town Council Precept plans for 2025/26

It was noted that the main challenge to the budget for 2025/26 is the amount of extra financial asks from Conwy Borough Council (CCBC) to protect services under threat.

Paddling Pool – CCBC are now asking for Town Councils to pay the whole service cost of £5211. The paddling pool will remain closed if Town Council does not fund. Decision had been made to fund this as it was clearly supported in the resident's survey

Promenade toilets – Request for full costs of service cost October to March and Utilities +10% April to September = 11,392. Clerk has queried a discrepancy in the calculations and suggests considering an offer of £10,000.

Jetty CCTV – request of £544 per year needs to be in the budget but Clerk instructed to email service manager to say it will not be paid until the unit is fixed

Chwarae Allan Playing Out Scheme - this has been part funded by Town Council for around 5 years, but CCBC now want the full funding to be covered by LLTC at a cost of £2325. It had been agreed this is a crucial service and should be added to the budget. There will be play sessions across the school holidays in the year.

LLTC already pays annual contributions to CCBC for the following items – Library Services £3000; Play Inspections £550.00; Bus shelters £1000.

The total Town Council contributions to CCBC to continue services in Llanfairfechan 2025/26 will be £22,630 and this is just over 25% of the expected Llanfairfechan Town Council budget of £187,000.

In addition to the extra requests from CCBC Town Council have several one off financial decisions for next year:

Skatepark repairs – advice has been taken, and it was agreed that £10,000 should be included in the budget. A proviso was given that the next step is to seek external funding to replace the area with a concrete wheeled sports area to suit allow new equipment that is being used at the site without risk.

IT Upgrades – this is necessary to meet good practice standards and ICO data requirements and bring the office systems up to date

Lantern Parade – feedback for this has been extremely good. A decision will be made at the February meeting following a resident’s survey. There will be consideration about time of year and there would only be funding for one fireworks and lantern parade each year.

CILCA Training for staff – The Town Council is expected to have a member of staff to hold a Cilca certificate. Deputy Clerk will undertake this as part of the agreed contracts.

§137 Grants increase - more local groups require support and so it is proposed this figure is increased to £10,000

Nant y Pandy car park – After consideration, it was decided this project should be put on hold due to budget pressures. Clerk to email Conwy CBC legal to inform them of this current decision

General discussion

1. There was considerable general debate, and it was recognised that a raise in budget was inevitable, and the question is how much of the reserve to commit. The reserve is crucial to cover any unexpected costs during the year and the estimated carry over of £80,000 will soon be depleted at the proposed rate of spend. With regards to toilets, it was agreed that a resident’s survey should ask if the Promenade toilets should be kept and whether there is support for asset transfer for the Promenade toilet so that Town Council would own and run them.
2. Finance committee agreed at their last meeting that the costs for the skatepark would reduce the reserves but that this is a one off cost so there would be no further reduction in future years. Therefore, they felt it would be right to commit around £20,000 of reserves in 2025/26. The feeling was it was not necessary to request a precept of £175,000 and only commit £10000 at this time. A key point is that Conwy CBC cannot ask for much more in future years as Town Council will already be supporting them to a large percentage of costs for non-essential services. Ongoing increases are likely to be linked to inflation or raised costs on current projects as opposed to completely new asks. We can be hopeful this is the most difficult year, and that Town Council can look to the future to develop longer term sustainability of services in partnership with other Town Councils across the county.
3. A query was raised about the National Insurance contribution increase. There has been no specific direction from advice services and Clerks have been mostly focusing on the CCBC pressures, so this has not been discussed at the forum meetings. There will be an increase, and we may have to consider it in the future, but we currently have reserves that could help meet extra costs that come in from this matter.
4. It was noted that the proposed Town Council increase to council tax cost on the average Band D houses is not excessive – a raise from £95.00 to £105.00 annually. However, It is a great concern to Town Council that more financial pressure is being put on residents. It was agreed that residents need to be told why the precept is rising, specifically the £24,000 of financial asks from Conwy County Council for 2025/26. The message is clear that if Town Councils don’t financially support these services in 2025/26, public toilets, paddling pools, play provision will close. Community libraries, bus shelters, playgrounds will also be under threat as it should be remembered that none of this provision is recognised by legislation as [essential services for local authorities](#).
5. It was suggested that the lowest presented option rise is not advisable as it reduces reserves to a risky level, but the highest level is not quite necessary as we do have reserves that can be used.
6. A request was made that the queries about toilets are answered, and a revised agreement be made before any payments are made. Town Council were reassured that the Clerks forum are pursuing a meeting with the relevant cabinet member and will be asking for clarity on formulas and calculations for the financial ask.

On the basis of the budget requirements, three possible precept requests had been prepared by Finance Committee and Clerk, and it was proposed that the middle precept option of £165,000 would be submitted and an amount of £22,000 would be committed from reserves. The Town Council unanimously accepted the proposal. Clerk to submit the precept letter by the deadline date of Friday 17th January. **Resolved to approve and take note**

8. To receive and approve s137 grant 2024/25 - Llanfairfechan Community Hall

Due to the change of ownership and the continued pressure from fuel costs, the committee have requested £5000 instead of the budgeted £3000 from the s137 grant pot. The ownership of the building changed from CCBC to the Llanfairfechan Community Hall on 31st December and the committee is now responsible for full buildings insurance at a cost of around £2200. Whilst the future is looking good as external grant applications are being written to install solar panels and electric heating, there are financial concerns for the coming year until these refurbishments are completed. New developments are some small support for the Luxor community cinema project and a new Multiply Hub is being developed that will provide over £16,000 worth of learning equipment in partnership with Grŵp Llandrillo-Menai, has been received and this will be opening in the next month. It was noted that the budget will not be affected as the Friends of Community Library group are not requesting their grant this year. It should be noted

that the £5000 is an extra one off due to the change in ownership. It was the proposed that the grant should be given for this year. Resolved to approve and take note

9. To receive information and approve plans for Llanfairfechan Food and Artisan Markets 2025/26

The market list for 2025 was distributed and it was noted the markets now are themed and booked to help with buying presents for celebrations like Valentines and Mother's day. January's theme is Local Heroes and so suggestions for local people who have made a difference to life in Llanfairfechan would be greatly appreciated. The new booking system is going well and has made a difference to workloads already. A call out for volunteers was made, particularly for 4pm when the tables need clearing and tidying up at the end. Deputy Clerk will send an email to gather responses. Resolved to receive and take note

10. To receive and approve Finance Reports and current payments for January 15th, 2025

These were taken as read and proposed together – no matters arising Unanimously resolved to approve and take note

11. To receive information about planning matters

Items were discussed and no further observations were made – CCBC officers' recommendations to be followed. Resolved to receive and take note

12. To receive correspondence

1. Blue Plaque request Plas Newydd – Conwy have a scheme in partnership with Cadw. It was agreed this is outside of the remit of the Town Council remit. Clerk to check with Conservation Officer and inform owner on who to contact in Conwy.
2. Covid 19 Day of Reflection – Clerk to ask other Town Councils if anyone is marking this.
3. Query from residents – concerned about the new pavement as the double yellow restrictions have not been replaced. The Conwy Officer has confirmed the lines will be repainted by the 27th January and there is no need for planning permission for changes to the highway. It was clarified that the width of the pavement is due to active travel requirements to allow for mobility scooters etc. The legal process for the wider parking restrictions on the promenade linked to the new car park will be started in the near future. Deputy Clerk to put out the information about finishing off work for the car park on a 'simple minutes' information post. Clerk to email CCBC officers to remind them to speak to the businesses.
4. OVW Awards nomination for Llanfairfechan Food and Artisan Markets It was agreed the networking opportunities will be valuable. Clerk to put the application together
5. MUGA bookings query Group has been in touch saying the short term booking is a problem for sports groups. Suggestion is that the number of bookings be opened up to membership groups who book regularly. It needs to be linked to the charges planning process. Environmental Committee to meet and take account of Finance Committee recommendations and pull together ideas for the next stage. Clerk to assist with arranging a meeting before February 5th meeting where the decision about booking and charging rates will be made. A suggestion was made that charging should start 1st April for the new financial year. Marketing will be key, and this will give time to warn people and encourage people to sign up for residents' membership. This could be a family and friends' membership, based around Llanfairfechan residents or group membership, but needs to be decided upon. The booking system does allow a range of data to be collected, and this will be collated for the information. Sports Wales has good information about sustainability of sports clubs. CCTV could be an option to help with management, however, it should be linked to the CCBC system as this is the only way to gather evidence effectively. Clerk to send over all information received about estimates for sustainable running costs to Town Councillors.
6. Pendalar Defibrillator An incident had been reported, and it was identified that the box lock had seized after misuse. A locksmith has been contacted, and the lock is going to be replaced at a cost of £220. He has helped with information to put an extra programme of maintenance on the locks, and it is hoped this will help with the access problem. A familiarisation session has been organised for Tuesday 28th January 7pm for anyone who would like to know the defib process and how to use it properly.

Resolved to receive and take note

13. To receive reports from meetings

1. Clerks meeting Deputy Clerk reported from the meeting and there was a lot of concern about the Conwy CBC financial requests. There is a plan to gather more information about how Town Councils might come together to manage and maintain the non-essential services and look at asset transfers possibly to a nonprofit making trust. Deputy Clerk has been asked to gather more information about good practice

examples from network links and feedback to the forum. It was noted that work needs to be done to consider what form a partnership body might take – countywide or maybe west area conwy based? It would depend on need across the areas and it's important to find the right fit. The work could be very valuable in balancing budgets in the future.

2. GP Surgery PEG A meeting s coming up soon. Any queries or concerns about the surgery should be emailed to Cllr C Jones as rep for the group
3. Ysgolion report from Governors Budgets are being set and this is a difficult time with Headteacher looking at where the priorities lie. Ysgol Pant y Rhedyn are in need of a Parent Governor, please email queries or questions to Cllr L Farhat as rep for the Governors

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

1. Resident Station Road car park There is still an ongoing problem flytipping, but it was explained that many systems had been tried and have not really solved the problem. The Conwy reporting system is very important in recording the instances and showing if there is a big problem. Everyone needs to [report](#) as much as possible
2. Jetty Gates - it was noted the rubber at the base of the gates has deteriorated and needs replacing. Clerk to report to CCBC
3. Hope Church Christmas Meal Clerk was asked to send formal thanks for this project and the group will be nominated for Local Hero recognition.
4. Report about the water burst at Bryn Cowlyd Water Treatment Works in Dolgarrog. This is causing problems across county and could affect Llanfairfechan. Dwr Cymru tanker van on standby at the edge of the town in case of problems but none reported as yet. Due to be fixed within 24 hours.
5. Earth and rubble dumping by the bridleway by the West Shore. Clerk to take photos and report

Resolved to receive and take note

Meeting closed at 9:40pm