



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

01248681697 Town Clerk: jayne@llanfairfechan.net

WEDNESDAY 17th May 2023 7pm

MINUTES FROM THE ANNUAL MEETING 2023/24

Attendance: Cllr Leena Farhat; Cllr Laura Fielding; Cllr Andrew Hinchliff; Cllr Chris Jones; Cllr G Jones; Cllr Nia Jones; Cllr Alun Rhys Jones; Cllr Christine Roberts; Cllr Preben Vangberg (attended for part of the meeting due to Town Twinning responsibilities); Town Clerk Jayne Neal

1. Welcome to the meeting was made by Mayor Chris Jones who stated it had been an honour to serve Llanfairfechan for a second time during 2022/23. It was noted that this had been a first in Llanfairfechan Town Council in that our mayor now lives in Penmaenmawr – a move that may encourage a close working partnership with our neighbouring Town Council. It had been a busy year with much achieved and thanks were given to all for their help with community action, projects, and events. Particular thanks were given to the town council staff team for helping to action the Town Council plans in 2022/23. Resolved to receive and take note

2. To receive apologies for absence: County Councillor Penny Andow; Councillor Elgan Owen
Resolved to receive and take note

3. To elect the Mayor & Chairman of the Council & receive the Declaration of Acceptance of Office
Mayor Cllr Laura Fielding completed the Declaration of Acceptance of Office in the presence of the full Town Council.
Proposed Cllr N Jones Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

4. To elect the Deputy Mayor & Vice Chairman & receive the Declaration of Acceptance of Office
Deputy Mayor nominations were taken as follows:
Cllr Nia Jones - Proposed Cllr P Andow (by email) Seconded by: Cllr Christine Roberts
Cllr Alun Rhys Jones - Proposed by Cllr Laura Fielding Seconded by Cllr Andrew Hinchliff

A secret ballot took place and both candidates left the room during the process. Town Clerk announced that a majority decision had been returned and Cllr Alun Rhys Jones was elected as Deputy Mayor for 2023/24. Deputy Mayor Cllr Alun Rhys Jones completed the Declaration of Acceptance of Office in the presence of the full Town Council
Resolved to approve and take note

5. Vote of thanks for work in the year 2022/23 by Mayor Laura Fielding
Deputy Mayor Laura Fielding thanked the retiring Mayor for all their work through the year and agreed that it had been a busy and successful one, thanking all who had been involved. Particular was made of the retirement of Cllr Claire Hughes who had served for several years – Llanfairfechan Town Council will miss her professional expertise and sound reasoning.
Resolved to receive and take note

6. To receive minutes from Annual Meeting 2022/2023
These had been distributed previously and were taken as read with no matters arising.
Proposed Cllr L Farhat Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

7. To receive information about agreed formal committees and any other delegations
Cyngor Tref Llanfairfechan Town Council Sub Committees 2023/24

<u>Committees 2023/24</u>	2022/23	2023/2024
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Chair - Full Council Alternate meetings	Mayor Cllr Chris Jones	Mayor Cllr Laura Fielding
Chair - Full Council Alternate meetings	Deputy Mayor Cllr Laura Fielding	Deputy Mayor Cllr Alun Rhys Jones
Staffing Committee **Town Council have previously agreed that these roles can only be assigned to those who have been in elected post longer than six months**	Mayor Chris Jones Cllr Andrew Hinchliff Cllr Claire Hughes Cllr Nia Jones Cllr Christine Roberts	Mayor Laura Fielding Cllr Andrew Hinchliff Vacant Cllr Nia Jones Cllr Christine Roberts
Environmental Committee	Dep Mayor Laura Fielding Cllr Chris Jones Cllr Nia Jones Cllr Alun Rhys Jones	Mayor Laura Fielding Cllr Chris Jones Cllr Nia Jones Deputy Mayor Cllr Alun Rhys Jones
Community Planning Partnership Kickstarter project reps	Cllr Claire Hughes Cllr Leena Farhat Cllr Elgan Owen Cllr Alun Jones Cllr Andrew Hinchliff Cllr Gareth Jones	This is now and independent committee so please see below
Media & Communications Group	Dep Mayor Laura Fielding Cllr Claire Hughes	Mayor Laura Fielding Cllr Elgan Owen
Finance Committee	Mayor Chris Jones Deputy Mayor Laura Fielding Cllr Penny Andow Cllr Preben Vangberg	Mayor Laura Fielding Deputy Mayor Alun Rhys Jones Cllr Penny Andow Cllr Preben Vangberg
Community Safety	Mayor Chris Jones Cllr Nia Jones Cllr Christine Roberts	Mayor Laura Fielding Cllr Nia Jones Cllr Christine Roberts

Town Council Representatives External Groups

	2020/21	2022/23
Play Strategy group	Cllr Claire Hughes	Vacant
Ysgolion Town Council representative	Cllr Leena Farhat	Cllr Leena Farhat
Older Person's Forum	Cllr Andrew Hinchliff	Cllr Andrew Hinchliff
Discover Llanfairfechan	Cllr Andrew Hinchliff Cllr Chris Jones	Cllr Andrew Hinchliff Cllr Chris Jones
Town Twinning	Cllr Christine Roberts	Cllr Christine Roberts Cllr Preben Vangberg
Community Hall Committee Town Council reps	Cllr Andrew Hinchliff Cllr Chris Jones Cllr Christine Roberts	Cllr Andrew Hinchliff Cllr Chris Jones Cllr Christine Roberts
GP Surgery	Mayor Laura Fielding Cllr Leena Farhat Cllr Chris Jones	Mayor Laura Fielding Cllr Leena Farhat Cllr Chris Jones
Community Planning Partnership	N/A	Cllr Leena Farhat Cllr Elgan Owen Cllr Alun Jones

Proposed Cllr G Jones Seconded Cllr L Farhat

Resolved to approve and take note

8. To approve Standing Orders, Financial Regulations & Financial Risk Assessment 2022/23

It was noted there are new requirements in legislation to report on a Biodiversity Plan and a Training Plan. All documents had been distributed prior to the meeting and taken as read. All documents are available on the website at 'Strategic Documents'. No queries were raised, and the documentation was agreed. It was noted that training is a requirement for Town Council, in particular, core units. Town Councillors are expected to manage their training programme and sessions are available throughout the year. The Biodiversity Plan was shown on the screen and Town Council asked for more time to consider and will respond at the next meeting. The new Financial Risk Assessment had been approved at the April meeting.

Proposed Cllr L Farhat Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

9. To receive Annual Report 2022/2023

This had been distributed and was shown on the screen. It was agreed a hard copy should be available at the hall and in the library and digital copies shared online in the usual way.

Proposed Cllr C Jones Seconded Cllr A Rhys Jones Unanimous Resolved to approve and take note

10. AOB – none received

Resolved to receive and take note

11. Formal close of Annual Meeting 2022/23 Mayor Laura Fielding thanked everyone for coming along and closed the meeting at 8pm.

WEDNESDAY 17th May 2023 7pm
MINUTES FROM THE LLANFAIRFECHAN TOWN COUNCIL MEETING
Urgent Business only

1. To receive current payments. A sheet was shown on the screen and distributed. Clerk to email to Town Council. No queries received

Proposed Cllr L Farhat Seconded Cllr G Jones Unanimous Resolved to approve and take note

2. To receive any urgent queries – none received

Resolved to receive and take note

Next meeting: Wednesday 7th June 2023 at 7pm in the Council Chamber and online