



**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 26th, 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 information about updated parking regulations on Llanfairfechan Promenade from CCBC Engineer Janine Clayton-Smith.
6. To receive and approve minutes February 5th, 2025, and current action list (LGA1972 Schedule 12)
7. To receive and approve Events List for 2025/26
8. To receive & decide grant application from Pwyllgor Pen-Llan to help cover costs for Calan gig.
9. To receive and approve plans for Mental Health First Aid in the Workplace training for Town Council staff, members, and Llanfairfechan residents
10. To receive information and recommendations from One Voice Wales' Digital Health Report
11. To receive information about planning matters:
[0/52284](#) 8 St Winifred's Close Llanfairfechan - O1 - Oak tree pruned away from building and crown pruned (<30%) to balance.
12. To receive correspondence
13. To receive reports from meetings
14. To receive compliments and urgent matters for consideration and to log for future meetings

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**Meeting ID: 324 225 915 06
Passcode: VF2XU2Sc**

Wednesday February 26th, 2025

**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 Andrew Hinchliff BEM; Cllr Chris Jones; Cllr Christine Roberts; Cllr Penny Andow (online); Cllr Preben Vangberg; Deputy Town Clerk: Callum Morrison

1. Mayor Alun Rhys 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 apologies for absence (LGA 1972 Schedule 12)

Cllr Gareth Jones; Cllr Leena Farhat; Cllr Rhys Griffiths; Town Clerk: Jayne Neal (Annual Leave)

Resolved to receive and take note

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

Declarations of interest were logged from:

Deputy Clerk – will be providing Mental Health training; Mayor Alun Rhys Jones – Chair of Pwyllgor Pen-Llan

Resolved to receive and take note

4.To receive representations and queries from the public

Members of the public were present at the meeting tonight, all of whom were there to speak to CCBC Engineer Janine Clayton-Smith. Please see section 5 below.

Resolved to receive and take note

5. To receive information about updated parking regulations on Llanfairfechan Promenade from CCBC Engineer Janine Clayton-Smith.

Janine Clayton-Smith attended out meeting to give answer questions and take comments regarding Llanfairfechan Promenade parking restrictions that are being put in place to help reduce parking pressures on residents from those not wanting to park in the paid & display carpark and likely to park on the Promenade road. Janine made it clear that she is only able to answer questions regarding the restrictions surrounding the Promenade and not in relation to the sea wall, the new car park, or other 'access roads' that are not part of the 'adopted public highway'.

- 1) There were some questions provided by the sailing club. These are regarding access roads to the slip, but they do not fall under 'adopted public highway'. Deputy Clerk has collected these questions and passed them onto the relevant team. Answers will be passed back to the sailing club.
- 2) There was a lot of discussion and points raised that Janine noted down to take back to CCBC for review. These varied from not introducing restrictions at all, to parking for residents only, to a variety of different types of parking restrictions, impacts on residents, and the need for traffic wardens. Additionally, there were some clear questions that were answered. These can be seen below:

Q: How much parking is allowed beyond the houses?

A: The 45min time limited parking will go up to the Skatepark on the Promenade. Beyond the Skatepark there will be no time-restricted parking.

Q: There is concern regarding additional parking on the Glanmor Road. Currently there is an issue that if there are cars parked on that road an ambulance or fire truck is unable pass and access properties. Will there be restrictions in place for this road?

A: At the moment, there are no plans for further restrictions on Glanmor Road. The only way for restrictions to be put in place is to make the road double yellow so that not even residents can park there. This requires an additional review and is not part of the initial parking restrictions that are being put in place.

Q: How are CCBC going to police the 45min time limit?

A: CCBC will put the road onto the rota for the civil enforcement officers. Evidence shows that word gets out that there will be parking fines for people who abuse the system and then people who abuse the system lessens. Initially, it is likely that the Promenade will get priority on the rota.

Q: How long will residents parking permits be free?

A: For the foreseeable future. Janine had had conversations with her manager regarding this. CCBC are unable to definitively say that the parking permits will always be free. But there is no intention to make them charged for and CCBC don't see this changing for the foreseeable future.

Q: The permits are designated to a specific vehicle. This is an issue if the residents have visitors, tradesmen, carers who need access for more than 45 mins.

A: On a normal permit parking scheme, residents would have access to purchase a booklet of visitor tickets. These tickets can be put in the £12.50 for a book of 10 tickets which provide a full day's worth of parking. This is not something that Janine's manager has asked her to implement yet, but part of the reason for Janine's visit today is to gage want/need of the residents. Additionally, for those who have additional needs such as carers etc then there is a way to apply for special considerations on a case-by-case basis.

Q: where does the money go that is raised for by car park payments

A: The carpark development was funded by a 75% grant and a 25% loan. The money raised by the carpark is collected by CCBC and then paid to the Welsh Government to cover the costs of the loan. It is expected to take 15 years to pay off.

- 3) Deputy Clerk offered for the residents to send any additional questions or thoughts regarding any part of the traffic restrictions or the sea defence project to himself or the Clerk and these can be passed to the appropriate team at CCBC. Email addresses: Callum@llanfairfecahn.net / jayne@llanfairfechan.net
- 4) Thanks were given to Janine for attending tonight.

Resolved to receive and take note

6. To receive and approve minutes February 5th, 2025, and current action list (LGA1972 Schedule 12)

Minutes and Action List had been distributed prior to the meeting and were taken as read.

Action List

2. Promenade Car park & Flood protection – I have chased but received no further news on works.
4. Llanfairfechan Flag Project – Survey is on-going. Additionally, the flag opposite the community hall flag has blown down in the wind with damage to the wall. Deputy Clerk is trying to communicate with the building owner to assess next steps.
6. Station Road Gardens – Application for Green Flag Community Award for 25/26 has been submitted.

7. SPF WS Recreation project (MUGA) – Charges are set to commence 3/3/2025. Explanation of charges has been marketed as well as explaining that the goal posts on the grass pitch are free to use. We had correspondence regarding the booking fees for the 3G/MUGA courts. A resident emailed in to raise concern that the new prices are unaffordable and would negatively impact those who use the site. Deputy Clerk has responded to the letter to explain the reasons for the new charges and that we will review the charges within 6 months to see if they can be changed. The resident was also invited to speak with the Deputy Clerk for further discussion if required. There were also comments made on Facebook regarding the new charges for the MUGA/3G. There seemed to be an equal split between those who supported the fees and those who disagreed. Town Council discussed the comments & correspondence, and it was agreed that we have already set a review date and that there needs to be fees in place to make the site sustainable. No change to be made at this time.

12. Sub-committee meetings – Environment meeting with Shaun from CCBC to discuss Xmas lights is set for 10th March.

13. IT information & security – One Voice Wales has conducted a review of our IT since the improvements have been implemented and created a report with further recommendations. To be reviewed in this meeting.

15. Lloyd Jones Photo Project – Informed Lloyd that we are wanting to do a gallery in the foyer. Lloyd suggested that the project would cost about £1000 and would talk to his partners about funding. I await a response.

16. Fireworks survey – Survey at market held. Further online poll and stall in Co-op to be arranged.

17. Skatepark – meeting was held to clarify queries. Quotes have been sent, discussed later in meeting.

19. Mental health First Aid Training – Grant has been awarded by Dŵr Anafon. Dates to be discussed later in meeting

Unanimous All resolved to approve and take note

7. To receive and approve Events List for 2025/26

Events were split into 'Confirmed Events' and 'Suggested Events'.

The 'Confirmed Events' are events happen year on year in Llanfairfechan and are expected to run. These are: Food and Artisan Markets, Llanfairfechan Celebrates (with Beach of Dreams), Big Green Week, Fireworks and Lantern Parade, Llanfairfechan Remembrance, Winter Sound & Community Cinema, Christmas Lights and Tree of Lights, Christmas Market. It was noted that Winter Sounds and the Tree of Lights are not run directly by the Town Council, but we help support these events. It was agreed that all these events should run this year.

The 'Suggested Events' are events that have been put forward that the Town Council do not regularly run or are entirely new. These events are: Keep Wales Tidy's Spring Clean, VE Day 80th Anniversary, Sandcastle Competition (in conjunction with National Sandcastle Day), National Play Day, Pendalar Community Day. There was discussion about the events, and it was agreed that if costs could be kept to an absolute minimal then the council supports the events. There are specific costings we do not yet have for: VE day flag (for VE day 80th Anniversary), North Wales Kite Flyers and a professional sand sculptor (for the Sandcastle competition). Once these costings have been confirmed, the Town Council can have a further vote to support these aspects of the events. It was asked that we approach the Veterans Breakfast Club to see if they would like to join our Llanfairfechan Celebrates to host a Garden Party like last year's event. It was suggested that we incorporate the National Play Day and the Pendalar Community Day into one event like last year. Deputy Clerk was asked to approach the Veterans Breakfast Club, find appropriate costings and then report back.

Unanimous All resolved to approve and take note

8. To receive & decide grant application from Pwyllgor Pen-Llan to help cover costs for Calan gig.

Mayor Alun Rhys Jones stepped out for this discussion and vote due to a conflict of interest. Pwyllgor Pen-Llan have put in a grant application to the Town Council to cover any potential losses for the Calan gig that is happening in the Llanfairfechan Community Hall. Pwyllgor Pen-Llan took over management of the gig from a previous event provider and Pwyllgor Pen-Llan are concerned that their profit margins are tight and there is a potential to make a loss. Pwyllgor Pen-Llan are asking for a grant to cover any or a combination of the following: £160 (Llanfairfechan Community Hall hire), £300 (for the support act), £500 (for PA hire + engineer). There was a discussion regarding the application. The main concern is that this gig is seen as a business venture and the Town Council need to be supporting charities and community groups. If the Town Council is seen as giving to business ventures, then it opens the doors for other businesses to apply and that is not what our grants are designed for. It was agreed to refuse this grant on those grounds.

Unanimous All resolved to approve and take note

9. To receive and approve plans for Mental Health First Aid in the Workplace training for Town Council staff, members, and Llanfairfechan residents

The Town Council is looking to run Mental Health First Aid Training for its staff, councillors, and members of the Llanfairfechan Community. The course would be free to attend, although refundable £10 deposit is required at time of booking. The qualification title is 'Mental health First Aid in the Workplace' and is a Level 3 RQF qualification regulated by Ofqual. At the last meeting it was agreed that the Town Council will fund the hire of the Llanfairfechan Community Hall (£400) if external grant funded is awarded to cover the cost of running 2 training courses which will accommodate a total of 32 people. We are pleased to announce that Dŵr Anafon have granted £2,640 to cover the costs of running training. It was suggested that the first set of training could be run on Monday 28th April and Tuesday 29th April 2025. We want to fill all 32 spaces and so we are going to reach out to community groups and local shops (high areas of footfall) to fill the space. It is requested that councillors share information about the course with their contact in community groups. Deputy Clerk asked to put some marketing materials together to be shared.

Unanimous All resolved to approve and take note

10. To receive information and recommendations from One Voice Wales' Digital Health Report

One Voice Wales has performed an independent review of our IT systems following our '21st century' project, the aims of which were to increase the Town Council's IT system's functionality and security. In all Town Council now cover most points needed for IT security and functionality. One Voice Wales have made some further recommendations, the most prevalent are: 1) use a .gov.wales domain for emails and website; 2) have councillors upgrade their emails to a modern standard to help improve security; 3) have councillors use the 365 system for better collaboration, efficiency and security. All these points have costs involved. There was a discussion to understand the technical aspects of the recommendations, what the recommendations would fix, impact on the Town Council, and whether other Town/Community Councils are implementing the same recommendations. It is noted that these recommendations would cost the Town Council an additionally £700 - £1000 approx. per year that is not currently budgeted for. These works are recommendations only and not yet a necessity, although it was noted that some of the larger town councils in Conwy County have implemented them. It was noted that these recommendations are important to take into account and plan to implement in the future. Deputy Clerk has been asked to pause the plans and bring up when we look at next year's precept.

Unanimous All resolved to approve and take note

11. To receive information about planning matters:

0/52284 8 St Winifred's Close Llanfairfechan - O1 - Oak tree pruned away from building and crown pruned (<30%) to balance.

It was suggested that we leave the decision to the tree officer at CCBC to decide and we do not provide comment on this planning application.

Unanimous All resolved to approve and take note

12. To receive correspondence

Received correspondence was discussed in agenda item 6, Action List point 7.

Resolved to receive and take note

13 To receive reports from meetings

1) Skatepark

Last week members of the Environment Committee met with Dave Dudley (Play Officer from CCBC) to clarify work that needs to be done to fix the skate park and if the contractor that we use needs specific qualifications. Dave Dudley clarified that the contractor we use does not need any specific qualifications but does need relevant experience and insurance. Following on from this, Deputy Mayor Nia Jones has been in contact with the Llanfairfechan Blacksmith (Gareth) who has quoted a repair on broken skate-light panels for £5000. Gareth confirmed that he can do the job and has the necessary insurance as requested by CCBC Play Officer. We also had Leon from Dragon Play give an estimate for fixing 8 panels at the skatepark at £9,651.00. To get a more accurate quote, Dragon Play have said that we would have to pay for a site survey at £750, or wait until they are working in the area. We have a requirement to try to get 3 quotes if the procurement is over £1000. Dave Dudley is going to meet an additional contractor who he can put us in contact with to get a 3rd quote. It was noted that we should request a warranty/guarantee for the work from Gareth. Separately, Dave Dudley noted that there was damage to the child seats on the swings. This is criminal damage caused by training dogs to fight by getting the dog to bite onto the swing. Dave Dudley will raise the damage with the police and look for getting replacements.

2) Friends of Llanfairfechan Library

CCBC are requesting that the Friends of Llanfairfechan Library take out a Service Level Agreement with CCBC. Friends of Llanfairfechan Library have concerns about the level of responsibility this would place on voluntary committee members. They are reaching out to CCBC for further clarification on this, and have also asked CCBC to fix the structural/maintenance issues with the building. Friends of Llanfairfechan Library are working with CCBC to come to an agreement.

3) Llanfairfechan Community Hall

The IT equipment for the Ray Jones hub has now been completely delivered and setup. This has been gratefully received through a partnership project with Grŵp Llandrillo Menai – Multiply project. Secondly, there has been some damage to the front door of the Community Hall. There was an incident with a member of the public who was mentally un-well who caused damage. The case has been handled by the police but leaves the Community Hall needing to raise a claim with the insurance. There are lots of other things that money also needs raising for in the Community Hall. This vandalism incident and helped to kickstart a crowdfunding initiative that is aimed at raising some funds that can be used as match funding for grants etc. Thirdly, the community cinema had its last viewing of Casablanca on Valentine's Day (14th Feb). There was about 30+ people who attended. There is a plan to move the Cinema to the Council Chambers for smaller viewings as this room can be kept warmer.

Resolved to receive and take note

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

1) Deputy Mayor Nia Jones asked that we provide thanks to Elmer & Son Landscape Gardening Services. There have been a few instances of trees/large branches come down and block highways and footpaths. Elmer's & Son's team come out voluntarily and cleared it. Deputy Clerk asked to send a thankyou letter.

2) Cllr Preben Vangberg raised that he has requested a green bag for cardboard recycling 3 weeks ago but still has not had one delivered. This is concerning as other residents on his road are in the same situation which means that residents are unable to recycle cardboard. The street in question is Park Crescent North. Cllr Penny Andow agreed to raise this with CCBC and get a response.

3) In response to the Skatepark meeting report, Cllr Sharne-Marie Bellis raised the idea of getting local kids involved with raising funds with something like a sponsored 'roll up the prom' for example. This idea would be used to help fund the concrete skatepark.

Resolved to receive and take note

Meeting closed at 9pm