



**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 October 1st, 2025
TOWN COUNCIL MEETING, 7pm Llanfairfechan Council Chambers and online with Microsoft Team

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 September 10th, 2025, and October action list (LGA1972 Schedule 12)
6. To receive proposed timetable for subcommittees, update roles and approve processes
7. To receive information the Cydraddoldeb/Equality project and proposed staffing plans
8. To receive information and approve process towards a new accounts package
9. To receive information about Xmas Fayre entertainment and approve costs
10. To receive survey results for market survey 21/09/2025 and approve dates for 2026/2027
11. To receive S137 Community grant application and plan marketing for 2025/26
12. To receive and approve Finance Report & current payments for September 10th, 2025

Microsoft Teams [Need help?](#)
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Meeting ID: 345 235 726 699
Passcode: PZ6Zd7AA

Payments to be made

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| 1. Staffing payments and pension (document to be shared) |
| 2. Worldcare Skips Station Road £258.00 Nant y Berllan £258.00 |
| 3. Viking Toilet cleanser/paper and card for remembrance £126.76 |
| 4. Amazon Equalities project spend: Paper guillotine £49.99/ Chalk Board £39.50 |
| 5. British Gas/Electric MUGA £40.05 |
| 6. Amazon MUGA spend: Tennis net wire £24.98 Centre strap £13.99 |
| 7. Menter Iaith translations September £448.17 |
| 8. Mind & Environment Mental Health First Aid £1320.00 |
| 9. Amazon Chromebook charger £10.99 / IT mouse £4.80 |
| 10. Conwy CBC Paddling Pool sponsorship 2025 £5211 |

Retrospective payments

- | |
|---|
| 1. Morfa Madryn hides Paul Haswell £185.00 |
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13. To receive information about planning matters:
 1. 0/52611 Tyddyn Drain Mount Road LL33 OHD
 2. 0/52837 11 Bryn Mair LL33 OUN
 3. 0/52841 32 Parc Henblas LL33 ORW
 4. 0/52848 Evangelical Fellowship Mill Road, Llanfairfechan, LL33 OTG
 To receive correspondence
14. To receive reports from meetings and events
15. To receive compliments, complaints and urgent matters for consideration and to log for future meetings

Wednesday October 1st, 2025

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

MINUTES

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

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)

Mayor Nia Jones; Cllr Penny Andow (Town & County Councillor); Cllr Andrew Hinchliff BEM; Cllr Gareth Jones

Resolved to receive and take note

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

Item 7 – Cllr A Rhys Jones and Cllr Rhys Griffiths declared a personal interest as applicant is known to them – both did not take part in the discussion but stayed to receive information.

Resolved to receive and take note

4. To receive representations and queries from the public

One resident was in attendance, and they raised concerns about the 0/51286 East of Gorwel planning application and any appeal to Welsh Government. This matter is not currently listed on the [Welsh Government appeals search](#). An assurance was given that Town Council would remain steadfast in their [previous view on this matter](#). The upcoming RLDP deposit plan will not include this site as preferred and Town Council's focus is on the proposed 100 – 150 house development at Cae Ffynnon as preferred by the RLDP.

Resolved to receive and take note

5. To receive and approve minutes September 10th, 2025, and October Action List (LGA1972 Schedule 12). These were taken as read and no matters were arising from them. The action list was discussed as follows:

Events: Ponyfest 2025 Lantern workshops Sat 1st and Sat 8th Mini parade and Twmpath on Sat 1st/ Llanfairfechan Lantern Parade and Fireworks Saturday 8th November event. Lantern Parade start at East Jetty 6:30pm Fireworks display at 7pm/Llanfairfechan Remembrance Sunday 9th November 10am at the Council Chamber for participants 10:30 parade 10:50 start for the service/ Mayor's Buffet and Volunteer Celebration (by invite) Thursday 4th December start 6:30pm buffet volunteer celebration DJ and social. This will be an event to celebrate all volunteers in Llanfairfechan.

Current Developments: No further information has been received from the flood team about the consultation. It was stated the session would be in September, so it is already delayed. A resident's group is preparing a letter to go to Conwy CBC/ The MUGA problems have settled down due to the anti-vandal paint. However, the PCSO has reported that they are keen to see CCTV at the site due to the heavy use of facilities in the area surrounding in the paddling pool and playpark. Town Council were very concerned to hear about the incident under police investigation, that occurred earlier in the week and ask that CCTV is progressed with urgency. This will be on the agenda for October 22nd with full quotes. The tennis net is currently out of action, and a mechanism is on order. However, it was agreed that the focus should now be on football and netball as the winter sports and the tennis net be removed for now. / The RLDP team have held an advice session with Discover Llanfairfechan to help produce a hybrid Planning/ Community Plan and it was agreed this had been a useful meeting. The importance of this process was stressed as it will help to hold developers to account and develop a shared vision for the town in the future up to 2033. / Thanks were given to Cllr C Roberts that the lower bench audit has continued and is almost completed. The upper town will need to be undertaken over the next few weeks. / Legislative requirements to register interests must be completed and an up to date TC Register of Interests compiled by the end of October.

Proposed Cllr C Jones Seconded Cllr R Griffiths All unanimously resolved to approve and take note

6. To receive proposed timetable for subcommittees, update roles and approve processes The proposed draft timetable was accepted as a working document, and it was agreed that the staffing team should progress plans and write up terms of reference for the committees. It was agreed that Cllr Charlotte Davies and Cllr Leena Farhat will share the reporting from Ysgol Babanod. Clerk to contact Headteacher to offer this as full cover for the schools.

Proposed Cllr R Griffiths Seconded Cllr C Davies All unanimously resolved to approve and take note

7. To receive information the Cydraddoldeb/Equality project and proposed staffing plans The plans are in place for Ponyfest and recruitment has started for the job role. One application has been received from a skilled professional who has experience of working within the area of Cymraeg promotion and celebration and is from Llanfairfechan. They have been invited in for interview and the staffing committee will report back. Paned a Scwrs is planned to start on the 1st November at the Ponyfest and this will be advertised in the next few weeks.

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

8. To receive information and approve process towards a new accounts package

A comparison report had been distributed and was taken as read. The Town Clerk and Deputy Town Clerk had attended a meeting with representatives from Scribe and Rialtas and have previous experience working with Sage. Scribe was agreed as the most appropriate for need and is best value. Staff team to progress setting up an account to start in January 2026 to ensure that the system is in place for operation from the new financial year in April 2026

Proposed Cllr R Griffiths Seconded Cllr C Roberts All unanimously resolved to approve and take note

9. To receive information about Xmas Fayre entertainment and approve costs

It was agreed that Cor y Penrhyn should be supported as it is always a favourite at the Christmas market. The donation of £200 will go to their chosen Christmas charity. Christmas tree is being prepared for the 14th November in readiness for the launch of Rotary Tree of Lights. Thanks to Cllr C Jones for organising.

Proposed Cllr C Roberts Seconded Cllr A Rhys Jones All unanimously resolved to approve and take note

10. To receive survey results for supplier's market survey 21/09/2025 and approve dates for 2026/2027.

13 replies had been received from the survey. Feedback about the markets was extremely good – all respondents mentioned the good atmosphere and community focus, and many say they chose ours above others. Food stalls are still a challenge to attract, and more work is taking place to bring new stalls and food vans in. It was agreed that the spring markets will run February to May 2026 with the January market dropped due to low sales. It was also agreed that Deputy Town Clerk can progress the idea to install roadside event signs but it was noted this will need to go through planning so will be a longer term process.

Proposed Cllr A Rhys Jones Seconded Cllr C Davies All unanimously resolved to approve and take note

11. To receive S137 Community grant application and plan marketing for 2025/26

Grant application received from Llais Lle for payments to install a new picnic bench outside the play park at Pendalar. The group were congratulated on their work to improve the area and also for gaining the funding from Cartrefi Conwy for the metal bench. It was agreed a grant for £560.00 will be approved.

Proposed Cllr C Davies Seconded Cllr R Griffiths All unanimously resolved to approve and take note

12. To receive and approve Finance Report & current payments for September 10th, 2025

Information had been distributed, and no matters were arising from the reports and current payments list.

Next meeting will be the first draft precept discussion so there will be a Precept Report and draft precept information available. Precept will need to include an amount for the new accounts package and other new costs.

Proposed Cllr R Griffiths Seconded Cllr C Roberts All unanimously resolved to approve and take note

13. To receive information about planning matters:

1. 0/52611 Tyddyn Drain Mount Road LL33 0HD – There was a feeling that native trees would be better in the landscaping plan. No other observations were logged

2. 0/52837 11 Bryn Mair LL33 0UN No other observations were logged

3. 0/52841 32 Parc Henblas LL33 0RW No other observations were logged

4. 0/52848 Evangelical Fellowship Mill Road, Llanfairfechan, LL33 0TG This was a response to conditions of approval. No other observations were logged

Resolved to receive and take note

14. To receive correspondence

1. Several emails had been received from residents regarding the RLDP information.

Some of the concerns will be answered by the planning process and there will be more controls in place through the RLDP process. The information has been sent onto the RLDP team. Clerk to respond with reassurance that Town Council are working closely with the RLDP to gain the best settlement for Llanfairfechan. The response should also stress the importance of the consultation period and town council urges resident to engage with the process and share their concerns.

2. Information received from independent Senedd research shows the changes since the 20mph was introduced:

The reduction in casualties of 25% on 20/30mph roads is twelve times the decrease on roads with higher speed limits. The positive impact of 20mph in Wales is more than a statistical 'blip'. Compared with the pre-20mph year of 2022-23, casualties are down in every quarter. All four police forces saw casualty reductions. In North Wales, where 94% of roads changed from 30mph to 20mph, casualties fell by 46%. Motor insurers are reporting lower vehicle damage claims after implementation. esure has reported a 20% relative reduction in car claims in Wales since the nationwide limit was introduced. This information was positively received but it was noted there are still motorists who are not complying.

3. Visitor levy to support tourism becomes law - There is some suggestion that monies from this levy should be used to fully fund public facilities such as toilets etc. Each local authority group must decide how their levy will be spent and so it will be a local decision. However, the process is not likely to be completely in the near future due to the upcoming elections, it is really a case of keeping up with information as it is shared. Webinars will be provided over the next few months so that local authorities can understand the process.

4. A response has been received about the sniper wall on West Shore. Cadw considers requests to "spot-list" individual buildings if supported by new information that suggests the building may meet the criteria for listing. There is no formal procedure to follow or form to complete to make such a request, but we normally ask people to write in with relevant information on the building to assist us with making our assessment of it. More information on the process of getting a building listed and what information should be submitted in support is available on our website via the link below: <https://cadw.gov.wales/advice-support/historic-assets/listed-buildings/spot-listing-requests>. Clerks to look into whether the veterans group wish this to proceed. Resolved to receive and take note

15. To receive reports from meetings and events

1. Ysgol Pant Y Rhedyn Governors. Chair Karen Griffith; Vice Chair Menna Wakeford; Good news that some remedial work has taken place and the toilets have been upgraded and look great.

2. Llanfairfechan Community Hall Refurbishments have made a huge difference to the running of the hall. The latest challenge is how to protect the colony of bats in the roof space. Advice is being sought but work will need to take place so this will require extra funding. The hall is already saving a large amount of money following the installation of solar panels. The previous fuel bill had risen to £20,000 per year but last month's electricity bill was only around £150. Reminder the Beatles Complete tribute band are playing on Saturday over 200 tickets have been sold.

3. Staffing Meeting – The Deputy Town Clerk role is now on a permanent contract, and everything is signed up. Staff team are working on documents to show the changeover of hours and tasks. Deputy Mayor witnessed the signing of contracts and Clerk will email information about the changes to working practice.

3. GP Surgery PEG – no meeting took place. Query from last meeting to be followed up

4. Football Club meeting with Town Twinning so plans are in preparation for the trip next year. The lease matter is affecting the funding options for the club. Conwy CBC are suggesting that the 20 year lease could be brokered but it will take time to organise. Football club will send another email to Conwy CBC with the updated figures to try and move things along. Resolved to receive and take note

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

1. Concerns about the police incident were extreme in the hours following. Questions were asked about why Town Council had not issued a statement, but this was because information had not been shared by BWP due to the ongoing investigation.

2. Two paths are too overgrown to walk. This needs reporting to Conwy CBC so more information will be gathered and shared.

3. Deputy Mayor has attended a 100th birthday party, gave a speech and presented a certificate. Also attend Prestatyn Civic Ceremony recently and is due to attend Penmaenmawr Civic event this month.

4. The Dwr Anafon and Llanfairfechan Town Council funded Mental Health First Aid course will be held on 8th and 9th October. This has been hugely popular, and another 16 representatives of local organisations and businesses will be participating. This is the last course for 2025/26, but it is hoped that more funding can be found to expand the programme to include other training such as First Aid at Work and Basic Food Hygiene. However, consultation will take place first to see what the community needs.

5. Request from residents in Parc Crescent have requested a mirror to help with pulling out onto Station Road. This has been requested before and refused by Conwy CBC due to safety considerations. Mirrors are generally not permitted on public roads in the UK due to safety risks like reflecting light, misjudging vehicle speed, and potential vandalism or damage. Resolved to receive and take note

Meeting closed at 9:36pm

3. Visitor levy to support tourism becomes law

Please see further links to WG guidance:

- Guidance for visitor levy
- Guidance for registering visitor accommodation

The Welsh Revenue Authority (WRA) is responsible for collecting and managing the visitor levy and visitor accommodation registration. Our overall purpose is to:

- design and deliver Welsh national revenue services
- lead the better use of Welsh taxpayer data for Wales

As part of the Act, registration of all visitor accommodation providers in Wales will start in 2026. WRA will support accommodation providers throughout the registration process.

Separate to the Act, Welsh Government plan to introduce a Bill in autumn 2025 to create a statutory licensing scheme for visitor accommodation in Wales.

We're hosting WRA webinars for Local Authorities as an opportunity for you to hear the latest news on our work. One webinar is in Welsh and the other in English. We will be recording the sessions.

4. Wall at

My understanding of the wall in question is that it was a World War II defence point with sniper loopholes in place. This is the only reference I can see online:

[File:WWII Defences of North Wales, Llanfairfechan loopholed wall \(1\) - geograph.org.uk - 6944758.jpg - Wikimedia Commons](https://commons.wikimedia.org/wiki/File:WWII_Defences_of_North_Wales,_Llanfairfechan_loopholed_wall_(1)_-geograph.org.uk_-_6944758.jpg)

Response from Cadw: It would be difficult to make comment without knowing more about the wall in question but, generally speaking, we would not usually list a boundary wall by itself unless it was of unusually high significance. Boundary walls can be included within the listing of the house they are associated with if they were located within its curtilage at the time of listing since before 1 July 1948 but where boundary walls are listed in their own right it is usually for group value with the principal building, they belong to.

Kingswood would probably have been assessed for listing along with the rest of this row of houses when we surveyed the community of Llanfairfechan in 1991-92 but was not among those buildings put forward for inclusion on the statutory list at that time. If I am correct in identifying the property you are referring to as Kingswood, the property next-door, White Friars, was listed in April 1992 as part of this survey, so it is unlikely that Kingswood was missed by the fieldworker who carried out the survey.

Cadw considers requests to "spot-list" individual buildings if supported by new information that suggests the building may meet the criteria for listing. There is no formal procedure to follow or form to complete to make such a request, but we normally ask people to write in with relevant information on the building to assist us with making our assessment of it. More information on the process of getting a building listed and what information should be submitted in support is available on our website via the link below: <https://cadw.gov.wales/advice-support/historic-assets/listed-buildings/spot-listing-requests>
