



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

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**MINUTES FROM WEDNESDAY 11th MAY 2022
MEETING OF THE TOWN COUNCIL**

In attendance: Chair: Mayor Penny Andow; Deputy Mayor Chris Jones; Cllr Leena Farhat; Cllr Laura Fielding; Cllr Andrew Hinchliff (on Zoom); Cllr Nia Jones; Cllr Gareth Jones; Cllr Claire Hughes; Cllr Alun Rhys Jones; Cllr Elgan Owen; Cllr Christine Roberts; Cllr Preben Vangberg

County Councillor Jacob Williams was in attendance as to meet the Town Council and be available to liaise with Conwy CBC matters.

8. Welcome by Chair of Meeting – All were welcomed. County Cllr Jacob Williams was thanked for attending and it was noted that this is very positive for working relationships going forward

9. To receive apologies for absence: All were present at the meeting Resolved to receive and take note

10. To receive declaration of interest – Code of Local Government Conduct applies

Cllr A Hinchliff – Llanfairfechan Community Hall grant

Cllr A Jones – Action List item to discuss PROW contract

Cllr C Jones – Llanfairfechan Community Hall grant

Cllr Christine Roberts – Llanfairfechan Community Hall grant and Llanfairfechan Football Club grant

Resolved to receive and take note

11. To receive representations and queries from the public. No members of the public were present at the meeting

Resolved to receive and take note

12. To receive and approve minutes 30th March & 20th April 2022 and Action List 11th May 2022.

Minutes had been received previously and were taken as read. Clerk noted that ratification of the minutes had been on hold due to elections.

Item 6.2 It was noted that a member of Llanfairfechan Bowling Club is extremely unhappy that Town Council have provided funding to mend the damaged electrical box on the recreation ground as they believe Conwy CBC should have completed the work. Clerk reported that Conwy CBC legal had clarified that the box is the responsibility of the clubs and would not be mending the box. Clerk has stressed the work must be done as soon as possible as it is a risk to the general public. Football Club Chair has stated the work will be completed and they are very grateful the grant has been made available. It was agreed that clerk email the bowling club to provide information about progress and reassure this is in the best interests of the public due to the safety concerns. In addition, Clerk to email the Football Club to reassert that this work must be completed in a timely manner.

30th March 2022 minutes Proposed Cllr N Jones Seconded Cllr L Farhat Resolved to approve and take note

20th April 2022 minutes Proposed Cllr E Owen Seconded Cllr C Hughes Resolved to approve and take note

Action list 11th May 2022 – this is the first report for two months due to the elections.

Public Rights of Way - Cllr A Jones left the room. Clerk explained that Town Council have previously agreed a light cut in May and a full cut at the end of September to limit disruption to wildlife as advised by PlantLife and environmental advice. Clerk requested the existing tender rolls on for 2022/23 as Covid-19 has pushed back decisions and the work needs to be completed asap. Town Council is responsible for specified paths within a contract with Conwy CBC and there has to be two cuts according to this contract. It was agreed that Clerk can rebook the PROW contractor for this year as work has been of a good standard. A tendering process will be held next year to give local contractors the chance to bid.

Promenade shelter by footbridge

It was reported that resident had been in contact and was extremely disappointed that the benches had not been replaced despite promises by Conwy CBC officers. County Councillor Bryn Ward will chase this matter up and will report back. Clerk to email ERF to also ask for a deadline date

Promenade car park & flood protection project -It was noted that no further information had been shared about the design process and there are concerns time is moving on. Design team to be invited to the next meeting. A concern was raised about the changes to parking charges that have occurred in other towns – a daily charge has now been implemented. It was noted this would not be suitable for Llanfairfechan. Town Council will continue to negotiate with Conwy CBC about a way forward with pay & display. This may be a proposal to sponsor the area. However, these are ongoing discussions and public consultations will need to take place before any changes occur. Community Skip decision. County Councillor Bryn Ward agreed to investigate the situation and work in partnership towards a suitable outcome.

Station Road Car Park

Serious resident concerns about the disruption at the car park and possible damage in the area. Email from Conwy CBC states the contractor will have completed the transfer of rock armour at the Station Road carpark in the coming week and should have vacated the site by the end of next week. County Councillor Jacob Williams to continue to liaise with resident to offer support and help with queries.

Nant y Pandy car park – A white van has been abandoned at Nant y Pandy car parking area. This asset is in the process of being transferred to Town Council, but it is currently with Conwy CBC and so responsibility still lies with Conwy CBC to investigate and remove the vehicle.

Nant y Coed damage – email had been received from Conwy CBC who have obtained a stepped access quote from the contractor originally engaged to carry out riverside construction work. Funding application and 10% contingency submitted based on that quote. The re-quote costs received after time had lapsed to secure the funds saw those costs exceed the funds secured. This has now been re-tendered, and they will seek submissions farther afield hoping that the prices will come in under the fund allocation. County Councillor Bryn Ward agreed to investigate the situation and work in partnership towards a suitable outcome.

Benches project – on hold until next agenda

Speedwatch project – work can take to source equipment and Clerk will provide information at the next meeting. There are three volunteers which means the project can go ahead but we really need more volunteers for it to operate effectively. Clerk and Councillors to progress and feedback at next meeting

Cenotaph – work has been completed on the slate beds and they are looking much tidier. Clerk to investigate the purchase of black silhouettes and report back

MUGA West Shore – tennis net and basketball net needs replacing. Clerk to action.

Incredible Edibles hedge – plants are in place and the project sessions were well attended. It was noted this has raised the profile of IE and more volunteers had come forward. Some of the plants will fruit this year which will create further interest

Petanque court – Clerk asked if more stones could be added to the pitch as it is untidy. It was noted that further advice needs to be sort as it may benefit from a different process. Clerk to take advice from Conwy CBC play inspectors and Open Spaces officers and feedback to Town Council. It was suggested that town twinning be invited to the Teddy Bears Picnic Day and asked to run a petanque activity – Clerk to email

Defibrillator – This has now been installed at Seagrass and we are awaiting a memorial plaque to be made for fitting at the site. Following this, a photo will be taken to mark the partnership project and note that this has been installed in memory of Jenna Jones.

Foul smelling bonfires – Resident reports have come in about a continuing problem with foul smelling bonfires in Mill Road. Conwy CBC Regulatory Services have again stated that residents must report at the time so that an officer can attend and investigate. It is impossible to address the issue without evidence. Clerk has given this information to the resident in question and so it is hoped that this will take place next time

Audit – 2021/22 is currently with Internal Audit and will be ready for Wales Audit external audit in June.

Office & GDPR IT – Llanfairfechan Community Hall Committee have ordered a fibre line package from BT and so there will be big improvements to internet very soon. Town Council will need to decide whether to continue with their existing line or pay towards the new fibre line and operate one system at the hall. This is to be considered going forward.

Photocopier – new contract is up and running and a new photocopier has been delivered

Clerk's & Staff Training – Clerk to sign up to SLCC Cilca training by the end of May and has 12 months to complete. This is now a requirement of the LGE Act (Wales) 2021

Community Session planned for June 8th Important date for calendar. Planning Aid Wales will be facilitating a community session in the Council Chamber to start the development of a Kickstarter Community Plan. This is part of Conwy CBC support plan for specified Town Councils to help with developing community partnerships and plans. It was agreed that Councillors could meet up at 5pm for one hour and then the residents session could take place afterwards at 6pm. Further details will be shared soon, and a poster is in development.

Food & Artisan Markets These are now booked up until December and are going well.

Teddy Bears Picnic - information is prepared and a themed window has been put into the Lloyds Hughes room.

Llanfest August 6th – Clerk has met with lead volunteer and a further meeting will take place with details shared soon. OCSO has also said she would like to be involved in the organising committee if possible.

Fireworks event; Remembrance event; Winter festival and xmas lights – Clerk advised that a community partnership meeting should take place asap to start to plan these activities as soon as possible. It was stated that the Clerk cannot be expected to take on these events extra to the role and that they must be organised by a task and finish group that includes staff, elected members and community volunteers. Resolved to receive and take note

13. To discuss and approve plans for co-option of Lafan Ward casual vacancy – It was noted that residents could have called an election for the seat or previously applied for co-option. Three residents have already come forward and a vote was taken on whether to extend the period of co-option to encourage more people to consider standing. On a vote to allow a further period of application, there were 5 for and 6 against. It was, therefore, agreed that the existing applicants should be contacted for a CV and covering letter. A decision should be made at the next Town Council meeting. Resolved to approve and take note

13. To receive and approve Wales Audit completion 2019/2020 and 2020/2021 (delayed due to Covid-19).

Documents had been distributed by email and in meeting packs. 2019/20 audit conclusion had two qualifications – the audit had been submitted later than required. It was noted this was due to delays because of Covid-19. Secondly, the audit ratification had not been noted correctly on the minutes – this was an oversight due to pressures of online meetings at the time. 2020/21 audit was passed with no qualifications.

Proposed Cllr A Hinchliff Seconded Cllr C Jones

Resolved to approve and take note

14. To receive information about monthly car event – Cars and Coffee. This event usually takes place on Cayley Promenade but this will soon be closed for major flood protection works. The organisers are looking at three possible venues and Llanfairfechan has been mentioned. Clerk to liaise with Conwy CBC Harbourmaster and Open Spaces to get advice and discuss whether this event could temporarily meet on the Promenade. Clerk will feedback once information is gathered. Resolved to receive and take note

15. To receive and discuss road and parking queries as follows:

1. Llys y Coed access safety signs. Information from the Older People's Forum and Age Connect. Their safety concerns at the entrance. Conwy CBC response: Because there is footway provision a pedestrian warning sign isn't appropriate and because Llys Y Coed is not an adopted highway, a side road warning sign will not be possible. A suggested alternative is a SLOW/ARAF road marking in advance. Awaiting further information. Age Connect officer was thanked for informing the Town Council of this development.

2. Gorwel hill –There is still some considerable concern safety at the bottom of Gorwel hill. The new lines have changed parking and there are now obscured views and traffic crossing to the wrong side of the road to avoid parked cars. Email from Conwy CBC states that clearing the carriageway of all parked vehicles may encourage higher speeds and it may be that more restrictions are the answer – a little caution and courteous give & take' between drivers is a positive thing, whilst keeping speeds lower. Town Council agreed to request a site meeting with County Councillor, Ward Councillors and residents who have formally reported their concerns. Clerk to send emails.

3. Nant y Pandy car park abandoned van and update on car park progress. – addressed at Item 12 Action List

4. Promenade Car Park – addressed at Item 12 Action List

16. To receive and approve Finance Reports – these had been distributed previously and were taken as read.

Clerk requests that a Finance committee is set up in 2022/23. To be discussed at Annual Meeting

Proposed Cllr N Jones Seconded Cllr C Jones

Resolved to approve and take note

17. To receive and approve current payments for May 2022

1. Wages and pensions - Staff Wages and Employer & Employee April pension payments £4600
2. Kirsty Merrell Daily TENS April & May payment £42.00
3. CCBC Business rates Village Road Car Park £22.80

4. Worldcare Skips x 2 £468.00 (retrospective payments)
5. s137 grant LlanTC Llanfairfechan Football Club 1224.90 (retrospective payment)
6. s137 grant LlanTC Llanfairfechan Community Hall (s19 grant) 3000.00 (retrospective payment)

Proposed Cllr N Jones Seconded Cllr G Jones

Resolved to approve and take note

18. To discuss planning matters

0/49529 (amendment) Tu Hwnt Ir Afon 9 The Close – now withdrawn

0/49558 (variation) Fernbank Penmaenmawr Road – follow offer's advice

0/49599 Part of Sea Wall Approximately 1.1km from the Pavilion Car Park Llanfairfechan Conwy – no observations

0/49606 Y Bwthyn Tyddyn Drycin – no observations

Resolved to receive and take note

19. To receive correspondence – correspondence had been dealt with at Item 12 Action List

20. To receive reports from meetings

1. Cllr Alun Jones had attended a meeting about the Morfa Madryn Project. Town Council have been awarded £2094 from Dwr Anafon to cover repairs and signage.

Three event days are planned

1. Madryn Discovery Day – date in July to be agreed. This will include information walks along the coastline
2. Litter Pick date to be agreed.
3. Birdwatch – date to be agreed

It was suggested these could be linked with Big Green Week in September. Further planning to be made.

It is hoped work on the hides will start in July but agreement with Gwynedd has to be made to enable this work to start. It was announced that Town Council have been awarded £4,600 (80% of the total project cost) from Carneddau project

2. Cllr Claire Hughes has attended Play Wales training Beyond Youth Shelters. Really interesting session and Cllr Claire will prepare a summary for a future Town Council meeting as there is information that could inform future work on the Community Plan

Resolved to receive and take note

21. To receive urgent concerns & compliments

1. It was noted that a lot of nitrous oxide canisters were found on the recent community litter pick. Clerk to report to PCSO and also ask Conwy Youth Service if they could offer some information sessions.
2. Town Twinning have asked if a representative from the Town Council would like to go on the trip to France
3. Question about the promenade jetty shelter. Clerk to email Conwy CBC legal services to see if any further progress has been made
4. Compliments to the staff team for the Food & Artisan markets – information had been received to say they are of a high quality.
5. Information about an archaeological dig coming up in Llanfairfechan on 18th September. Keen for Llanfairfechan residents to get involved. This will be run by Gwynedd Archaeological Trust for the Carneddau Project

22. Mayor Penny Andow closed the meeting, noting this is the last meeting as Chair and Mayor. Further thanks were given to all who attended, and it was noted how positive it was to have the new County Councillor in attendance.

Next Meeting : Llanfairfechan Town Council Annual Meeting Wednesday 18th May 2022 at 7pm