



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

01248681697 Town Clerk: jayne@llanfairfechan.net

**MINUTES FROM WEDNESDAY 12<sup>th</sup> JANUARY 2022  
MEETING OF THE FULL TOWN COUNCIL**

In attendance: Chair: Mayor Penny Andow; Deputy Mayor Cllr Christopher Jones; Cllr Laura Fielding; Cllr Carol Gell; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Nia Jones; Cllr Alun Rhys Jones; Cllr Gareth Wyn Jones; Cllr Christine Roberts;

177. Welcome by Chair of Meeting

178. To receive apologies for absence Cllr Delohne Merrell Resolved to receive and take note

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

Cllr A Hinchliff declared his role on the CCBC Planning Committee but has confirmed he is able to remain in the meeting if he does not comment on his intention to vote Resolved to receive and take note

180. To receive representations and queries from the public:

Business Manager for Plas Menai Surgery will be in attendance for a review and discussion.

Richard Marriot was welcomed by Chair and gave a short presentation on new developments at the surgery.

It is no surprise that the Covid-19 pandemic has challenged primary care work across the region and beyond and GP services in Conwy town have been particularly hard hit. In response to a general request by BCUHB Health Trust, the GP partnership at Plas Menai agreed to put in an expression of interest to take on the contracts for the merged surgery between Gyffin and Llys Meddyg in Conwy town. These had previously been run under health trust management. The rationale is that, as a larger enterprise, the Plas Menai Partnership will have a stronger voice in the local Primary Care policy developments and that the established team already are well placed to provide services to a patient cohort of 15,000. The benefits could be that more services could be rolled out across Llanfairfechan and Conwy and there would be equitable primary care provision for all communities in the partnership.

A clear statement was made that GPs from Llanfairfechan surgery would not be moved over to Conwy. It is envisaged that a dedicated team of GPs will cover the Conwy Practice. The other practitioners will be able to work across the cohort with some extending their hours or with new staff coming into the team. This will be an opportunity to look at innovative ways to provide targeted primary care services where they are needed.

The contract with BCUHB is signed and starts in February 2022. The surgery recognises there may be anxieties about access for the Llanfairfechan surgery, however it was, again, stated that access will not be affected by the new arrangements and work at the Llanfairfechan surgery service will remain unchanged. Richard thanked the Mayor and Town Council for the opportunity to share the information and stated that the surgery remains committed to working together towards the best service for residents in Llanfairfechan and Penmaenmawr.

Question 1 Re: patients from Penmaenmawr who are currently registered in Conwy. Will anyone be able to go to any practice? The surgeries will be run as individual practices so patients will only attend their own practice. However, patients can choose to enrol at whichever one they prefer as is the case currently and across the country.

Question 2. Will there be extra resources for specialist practitioner services? The merger will help the partnership to develop good professional cross working and innovative ways of developing practitioner capability .

Question 3. Will a practice reopen in Penmaenmawr? There are no plans to reopen a practice in Penmaenmawr, but the surgery is supporting the development of a Wellbeing Centre in Pen and possibly a Family Centre in Conwy.

Question 4. Could you be more specific about developments in other practitioner services? Innovative clinical developments include the health visitor team who are now based at Llanfairfechan Community Town Hall and in Penmaenmawr library and more services in the community could develop. Covid-19 has offered an opportunity to develop more partnerships across health and social care and the new cluster will help to support this way of working.

Question 5. Could you clarify that all staff will be retained and there will be no influx of patients into Plas Menai Llanfairfechan? Plas Menai GPs will be retained in practice and patients from Conwy will remain at the Conwy practice. Lead Nurse Practitioner will increase hours to allow flexibility and other practitioners have the opportunity to work across the cluster.

Question 6. Concern that we could stretch people too thin and also would like to know what the Wellbeing Centre will look like? The wellbeing centre is an independent venture, and the surgery is just in a support role for the Community Interest Company who are planning to run the centre. The surgery is open to any innovative access and service pathways. Suggestions there could be a further discussion and residents are welcome to feedback.

Question 7. If there is a shortage of staff in Conwy will Llanfairfechan lose GPs to cover the shortfall? No one is moving and remote access to GPs helps to ensure that patient service is covered even if there are emergencies. The surgery is a business and will look at the most efficient way of ensuring needs are fully met. There will be contingencies in place, especially needed during a pandemic when staff could be hit with illness. The main message is that the service in Llanfairfechan Plas Menai will not suffer because of this new development. Indeed the capacity may increase as new practitioner innovations come into existence.

It was noted that any further questions can be sent onto the Town Clerk on [jayne@llanfairfechan.net](mailto:jayne@llanfairfechan.net) and it can be forwarded to the surgery. Rochard was thanked for attending and sharing the information with Town Council.

Resolved to receive and take note

181. To receive and approve minutes 8<sup>th</sup> December 2021 and Action List 12<sup>th</sup> January 202

Minutes had been distributed prior to the meeting and taken as read. No Matters arising

Action List discussed as follows:

Action and information list for 12th January 2021 Llanfairfechan Town Council				
Covid-19 Alert Level 2 still in operation. Covid-19 Omicron variant been identified				
Item	Action		Date	Ref
1 Amenities (ERF)				
1. gardening	email the CCBC to ask for a meeting to discuss borders and gardening with IE		11/01/2022	
2. PROW	invoice to be submitted re: PROW 2021. Tenders required for 2022? Was C/F due to Covid19		11/01/2022	
3. Parking review Gorwel concerns	emailed CCBC to report concerns awaiting reply		05/01/2022	
4. Nant y Pandy car park	previous ratified decision. **New letter received - to discuss**		06/01/2022	
5 Promenade car park & flood protection project	email sent to CCBC or upadte **County Councillor has information**		05/01/2022	
6 Flytipping at Station Road	email sent prior to Xmas - needs chasing so that progress can be made			
7 Nant y Coed damage	temporary work is being undertaken by CCBC. Officer sending updates	rec	23/11/2022	
8 Benches project	***should this be put onto agenda 2nd February***			
9 Bodlondeb House	concerns about public pathway and slates has been sent to empty homes officer			
2 Cenotaph				
1 slate covering	EO has capacity to complete this job should we order? ***to discuss**			
3 Community Skips				
4 MUGA West Shore				
1 resident concern	the nets are broken and the basketball board needs work again **to discuss**			
5 S164 Contribution Playareas				
1. query from CCBC re: Valley Road	concerns about safety due to car parking. Meeting to be set up with CC and Clerk	email rec	12/01/2022	
2 photo shoot celebration	awaiting info from CCBC and will progress in the next month	email sent	12/01/2022	
6 S164 Victoria Gardens upkeep				
1 IE receipt of funding	funding is available for edible hedgerows but it needs progressing by March	email	06/01/2022	
7 S4 Contribution Bus Shelters				
8 S87 Public Conveniences (Station and Village Rd)				
1 Toilets Station Road	concerns raised about closure. Email sent to CCBC awaiting response **to discuss**		10/01/2022	
9 Audit	concern that external has still not been returned due to Covid-19	email sent	10/01/2022	
10 Elections				
16 Mayor Allowance	Youth services confirmed for Council Chamber paid for by Mayor's Allowance limit numbers to 6			
19 Office & GDPR IT	media trolley is ready for use suggest trial hybrid meeting to try the system out. Bdate to be arranged*			
21 Petty Cash	Clerk needs to update and claim at February meeting			
22 Photocopier	new offer from company - clerk to update soon			
23 Clerk's & Staff Training	Clerk to enrol on CILCA by the end of March 2022			
25 S137 Grants Local Groups	Application due in from Foodbank - to discuss at February meeting			
28 S19 Grants community facilities	Clerk to arrange payment to Community hall 2021/22			
29 S144 Carnival	Project Officer to contact and discuss joint work for 2022/23			
Action and information list for 12th January 2021 Llanfairfechan Community Planning Partnership				
Covid-19 Alert Level 2 still in operation. Covid-19 Omicron variant been identified				
Big Survey Day planned for 23rd January	**on agenda**			
Big Call Out Day	should we look at running a call out day due to new variant?			
Food & Artisan Markets	booked for 23rd January, 20th February, 20th March			

4. Nant y Pandy car park – Town Council have previously ratified a decision to take over the Nant y Pandy car park area. A new CCBC legal letter was read out and will be emailed to elected members for formal agreement before replying to CCBC on Monday 17<sup>th</sup> January.

5 Promenade car park & flood protection project.

Re: Cob wall damage. Email received from CCBC:

- The marine licence application has been submitted before Christmas to Natural Resources Wales and they have committed to expediting its delivery. However there is a minimum 28 day statutory consultee period which cannot be shortened. It is to be hoped this ML will be delivered in February.
- Funding of £280k has been secured from the Welsh Government as a contribution towards the scheme – it is estimated that the scheme will cost between £330k and £400k
- Once the marine licence is awarded, the works will take up to 5 weeks to complete
- The repair should be complete before the end of March

All updates are available online at <https://www.conwy.gov.uk/en/Resident/Leisure-sport-and-health/Coast-and-Countryside/Seaside/Beaches-and-Promenades/Coastal-Defence-Projects/Coastal-Defence-Improvements-at-Llanfairfechan.aspx> Clerk and County Councillor to work with social media team to produce a public statement.

These matters will be split into two separate sections on the action list.

Clerk has emailed Conwy for update in car park information – awaiting response.

1.8 Benches project This should this be put onto agenda 2nd February

2.1 Cenotaph -slate covering. EO has capacity to complete this job. Clerk to order membrane and slate

4.1 nets and basketball board are broken in the MUGA – clerk to organise replacements and repair

8.1 Toilets Station Road Resident concerns raised about closure. Email sent to CCBC awaiting response

19.1 Office & GDPR IT. media trolley is ready for use. Trial hybrid meeting to try the system out - date to be arranged.

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

182. To receive information and approve plans for co-option of residents to fill Bryn and Lafan Ward vacancies. The good news was shared that 5 residents are interested in the vacancies and so it is likely they will be filled. Clerk explained that the vacancies had been advertised initially for election, but no candidate requested an election, so the next step is co-option. Following good practice guidance, there can be two options:

1. To request EOI and CV and then for Elected members to vote at the next meeting Wednesday 2<sup>nd</sup> February
2. To request EOI and CV and then an interview panel should be organised, and applicants would be interviewed with a final decision made at Town Council meeting in March.

It was noted these co-options will only stand until May when the Community Council elections will be held. As a result, it was agreed that option 1 should be followed and a decision sought on 2<sup>nd</sup> February. Concern was raised about advertising, but it was clarified the vacancies had been advertised for some time in the Community Town Hall window, on the website and on Facebook. Clerk to email interested parties at the earliest opportunity with details and invite formal application with accompanying CV.

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

183. To receive and approve plans for Community Planning Partnership and Living Well Project

1. Community Partnership and Volunteering event– January/February meeting to be booked

Proposal run a Big Survey Day in the Lloyd Hughes room at the same time as the market on the 23<sup>rd</sup> January. Suggestion this should be thematic to try and capture resident's particular interest areas. An infographic had been prepared and this was well received. Clerk to action translations and marketing with Media Committee. Suggestion to print more lamppost posters to advertise the community plan. Further meetings will take place alongside the more informal drop in opportunities.

2. Byw'n Dda Living Well project work with businesses

The Byw'n Dda project funding application includes work with businesses and Clerk has been developing a proposal for a business week in February. It was agreed the week should run 14<sup>th</sup> to 20<sup>th</sup> February to avoid half

term week. Conwy Business Centre and Coleg Meani have already said they are interested in working with the project. Clerk has also met with itsLello. A Llanfairfechan business support organisation to work in partnership Clerk to progress the work and feedback at next meeting. Resolved to receive and take note

3. Llanfairfechan Town Council event planning – this had been covered at the previous points  
184. To receive and approve information about Covid-19 Omicron variant and measures to help Town Council operate during the pandemic

Elected members considered whether they feel ready to come back into the Council Chamber.

Points to consider:

1. CCBC are still holding virtual meetings, however, it was reported that trial meetings are starting this week.
2. We are told hybrid meetings are proving to be very challenging. The media trolley is now operational and so it is suggested we run a training meeting to see how effective it might be to use it as a tool for hybrid meetings.
3. Town Clerk and Environmental Officer are working in the hall as it is open for business and needs servicing. Project Worker has been instructed to work from home as per Covid-19 guidelines.
4. Alert Level 2 has been checked and we have written information CCBC regulatory services allowing our markets to go ahead. The figure of 30 for an event does not include stall holders, staff and volunteers.

Resolved to receive and take note

185. To receive update about digital sign repair and payments

Following examination by Vesa Mount, the sign has been written off. A quote has been given for a new unit. Awaiting information from Zurich claims before moving this forward as this would be a cost of £12,000 to the Town Council if the claim is not agreed. There is a lot of disappointment in the length of time this claim has taken and in the fact that the unit has been written off. However, if the Town Council had made their own repairs there could be risk factors and the unit would be liable to break down again. Its an extremely disappointing situation and the result of vandalism. A situation beyond our control.

Resolved to receive and take note

186. To discuss and approve Llanfairfechan Town Council precept 2022/23

Clerk detailed the discussions that took place at the Precept meeting on Monday 10<sup>th</sup> January at 7pm.

At the meeting it was agreed that the proposed budget of £125,000 could go forward with a precept request of £100,000 which is the same as the precept in 2021/2022

(Proposed at Monday's meeting by Cllr Penny Andow Seconded Cllr Chris Jones).

Changes to the Project Worker contract were discussed and agreed at the meeting

(Proposed at Monday's meeting by Cllr Penny Andow Seconded by Cllr Carol Gell).

Clerk to check:

- HR legalities about change of contract for Project Worker
- Costs for the changes to Project Worker and Environmental Officer contracts can be borne by reserves in the first two years but precept will have to rise. It should be noted that TC have returned a stand still budget due to Covid-19 over the last two years as they are aware of resident financial pressures at this difficult time.
- Clerks payment rates to make sure TC are in line
- Insurance re: media trolley and cover for volunteers
- Welsh Language Scheme translations – commitment to translate any public documents including posters and social media. Budget may need to rise further next year. 2022/ 23 will be a review year.

Clerk clarified:

- Paddling pool costs £1800 are now part of the core budget

A discussion took place about whether the Town Council should return a stand still precept of £100,000, but it was agreed that it was necessary in these difficult times. Families are facing financial challenges from all directions currently and the Town Council holds reserves that have been prudently saved for to help us though. It was noted that the extra staff role will provide extra capacity to develop alternative funding streams through the markets and external project grants. The future is very uncertain for everyone, and another 12 months could see a completely changed situation. It was noted that the precept may have to be increased in the next financial year but a stand still budget for 2022/23 was the fairest solution.

Proposed Cllr A Hinchliff Seconded Cllr C Gell Unanimous

Resolved to approve and take note

187. To receive and approve January Finance Reports

No queries were raised, and the financial report was received and approved

Proposed Cllr A Hinchliff Seconded Cllr C Gell Unanimous Resolved to approve and take note

188. To receive and approve payments for January 2021

1. Staff Wages and Employer & Employee pension payments £4577.28 (includes Byw'n Dda funding)
2. Councillor Allowances 2021/2022 £150 per elected member to cover costs during the year including phone calls, mail, travel and any other misc. items. Councillors can choose to donate their allowance to charity, but it has been agreed in Town Council that, in the interests of democratic diversity, the allowance will be paid to all. Total cost £1650.00
3. Planning Aid Wales Training Event Alun Rhys Jones £40.00
4. Brian Davies LTD Llanfairfechan Play Area installation of springers £900.00
5. Delwedd annual maintenance £638.72
6. ABS (excess colour photocopying charge) £8.98
7. Menter Iaith translations November December £488.88
8. Gareth Roberts Digital sign removal and storage £245.00
9. One Voice Wales membership £624.00
10. Dwr Cymru Victoria Gardens £28.38 Retrospective payment 12<sup>th</sup> December 2021
11. CCBC Community Skips £552.00 Retrospective payment 2<sup>nd</sup> January 2022

It was noted that although already ratified, the defibrillator had not been purchased as yet. This will happen over the next month.

Proposed Cllr A Hinchliff Seconded Cllr C Gell Unanimous Resolved to approve and take note

189. To discuss planning matters

1. 0/49211 1 Tai Twr Pen Y Bryn Road Llanfairfechan LL33 0UA
2. 0/49236 3 Pant Y Carw Nant Y Felin Road Llanfairfechan LL33 0SU
3. 0/49254 Land adjacent to Bryn Celyn, Penmaen Park, Llanfairfechan, Conwy, LL33 0RL

All applications had been considered prior to the meeting. No observations were raised, and it was agreed applicants should follow the advice and requirements of CCBC Planning Officers. Resolved to receive and take note

190. To receive correspondence – during Covid-19 pandemic most correspondence is shared by email

Letter from Member of the Welsh Parliament for Aberconwy congratulating the Town Council on their Street Support Project. With over 180 residents supported and around 900 prescriptions delivered, it was noted this is an amazing achievement and the project had helped the community come together, providing a lifeline at such a critical time. Resolved to receive and take note

To receive reports from meetings

Cllr Chris Jones – Town & Community Forum 11<sup>th</sup> January 2022

CCBC Budget 22/23 update

Presentation by Brian Cossey

Since March 2020 most of CCBC staff been working from home due to COVID

WG hardship fund will come to an end 31st March 2022

Venue Cymru and Theatre Colwyn are Closed

75% of CCBC ( 183.308,000) comes from WG that's a 9.5% increase which is 16 million

But there's still a funding gap of 7.4 million

Extra Funding needed

Teaching Staff £2.6 million

CCBC staff wage increase £4.8 million

Income tax 1 million

Unknown interest increases

School building projects

Other community projects £306,000

Social services- provide national living wage

Huge increase in Adult & Children care . They need extra £5 million

They have 1 child whose care costs are £6,000 a week

Education

Ysgol GOGARTH increasing considerably, so they are looking for extra funding

School transport costs rising

Free meals going up by £300,000 that's before WG promise to pay for every school child to have free meal

Additional learning £500,000

CCBC vehicles need extra £175,000 to cover fuel and running costs

Street cleaning up due to stay cations up by £290,000

Given a example of daily waste collection up from a normal day for street cleaning of 4 tons to a peak in the summer to 17 tons

Leisure centres looking for extra £250,000

Public protection services need extra staff up by £250,000

Homelessness costing £2.8 million

What this means

Looking at business cases CCBC can support

Service cuts

Raise in the council tax

CCBC looking at transferring to Town Councils

Street cleaning

Extra funding may be available- contact Haf

Electoral Boundaries

Changes to be done before next elections

Llanfairfechan not affected

Reduce county councillors from 59 to 55

And 38 wards to 30 wards

8 will be multi member wards

Other changes since last local elections

16 & 17 year olds can now vote

There was a 63% registration for this age group

Public conveniences

Cllr Liz Roberts, Dolwyddelen town council gave tips on taking on WC

1 not an easy task

2 taken 2 years

3 have regular meetings with support officer at CCBC ( Steve Teale )

4 have 1 contact at TC

They were hoping to use Grey Water( rain water) to flush toilets, but this had two issues

1 to expensive

2 not enough collection area

They have card machines on the doors to collect monies which go to TC account

Having cash collection attracts vandalism and theft

They have a volunteer to clean the toilets

They have hanging baskets outside

They want to put on trip advisor to promote the village

HealthMatic provided the doors, but they have had issues with the company

Key points from Greg Robbins

- Single point of contact
- Early engagement
- Grey water use / harvesting

Create an arm's length business ( Mentor Llanfairfechan) for example

UK Community Renewal Fund

Provides 100% funding for training packages

Must have plan in place by end of November 2022

Must do annual reports

Community Plan

100% funding available for TC

Must be applied for before end of June 2022

**Cllr Alun Rhys Jones**

**Early-stage meeting to discuss funding project for Glan y Mor Elias**

**Up to 30k funding available to improve the infrastructure of natural areas to encourage engagement with nature. Proposal to update existing and fit new interpretation boards along Glan y Mor Elias and refurbishment of the hides. It is hoped the Promenade footbridge shelter may be part of the project as it is in need of serious repair. As well as information about nature, it should include a panorama of Mountain Range and information of historical interest. Proposal to link to Carneddau funding as match funding is needed. Town Council working closely with CCBC officers to develop the project application. Site visit planned for February – all elected members welcome.**

**Resolved to receive and take note**

**To receive urgent concerns & compliments**

- 1. Concern that the new parking lines at Pen y Bryn have not solved the problem as they are too short. It was agreed that County councillor and Ward Councillors would meet to discuss and feedback.**
- 2. Concerns about the new lines at Gorwel and subsequent displacement parking. It has been reported that this area is now dangerous for pedestrians. Clerk has emailed CCBC and is waiting for a response. It was noted that that it is impossible to solve all parking issues as the village is just too small to take the number of cars now parked. As soon as new lines appear, there are always unintended consequences.**
- 3. Phone box on the pro has been vandalised. This has been reported and BT will be making repairs in the near future**
- 4. Plastic Free Llanfairfechan are organising a litter pick for February and have asked to use the Town Council litter picks. It was noted that Rotary may be willing to help with this event**
- 5. More work is being undertaken in Nant y Felyn to reduce the risk of flooding. The team in CCBC are working hard to clear culverts and put in new systems to cope with flood water.**

**Meeting closed at 9:14pm Next meeting: Town Council Meeting Wednesday 2nd February 2022 at 7pm online**