



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



**Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB
Mayor Cllr Alun Rhys Jones Deputy Mayor Cllr Nia Jones**

Wednesday November 13th, 2024

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

In attendance: Chair: Mayor Alun Rhys Jones; Deputy Mayor Nia Jones; Cllr Penny Andow (online); Cllr Sharne-Marie Bellis; Cllr Andrew Hinchliff BEM; Cllr Christine Roberts; Cllr Preben Vangberg. Town Clerk: Jayne Neal; Deputy Town Clerk: Callum Morrison

- 1. Mayor Allun Rhys Jones welcomed all to the meeting and gave general housekeeping information**
- 2. To receive apologies for absence (LGA 1972 Schedule 12)
Cllr Leena Farhat; Cllr Chris Jones; Cllr Gareth Jones; Cllr Cathryn Taylor **All resolved to receive and take note****
- 3. To receive declarations of interest – (Disclosable personal or prejudicial interests) It was noted that several councillors sit on community group committees who will be affected by precept decisions, however, it was agreed that no prejudicial interests applied to these roles and there is no personal benefit to individuals
All resolved to receive and take note**
- 4. To receive representations and queries from the public**
 - 1. Resident Lloyd Jones was in the chamber to discuss ideas about a possible Llanfairfechan photography project.**

A brief description was given on a digital portraiture project that took place during Covid lockdown. There was discussion about turning this into physical exhibition in the town. There is now some legacy money to progress this project, and a request was made to Town Council to see if help could be given to move this forward. An updated idea is to provide digital screens in shops and buildings to show the photographs and other people’s artwork. A number of benefits were discussed, all of which would celebrate the creativity and history of notable individuals in the town. A discussion took place and it was agreed that Town Council would source the appropriate tech and add to agenda in January for decision and planning. **All resolved to receive and take note**

- 5. To receive and approve minutes October 23rd 2024 and current action list (LGA1972 Schedule 12)**

Minutes had been distributed prior to the meeting and were taken as read. There were no matters arising. An action list was provided:

Date: November 13th		NFI = no further information	
Item:	Date:		Progress
1 Nant y Pandy car park	update	to discuss in precept item	
2 Promenade car park & flood protection	update	email sent to Conwy CBC awaiting reply	
3 Bus stop damage Y Bont east	NFI	email sent to CCBC liason to find out what is going wrong	
4 Llanfairfechan Flag Project	update	Gareth has the flags and will be fitting them over the next couple of weeks.	
5 Benches project	update	Victoria Gardens and MUGA benches now fitted	
6 Station Road Garden	NFI	signs ongoing - to be ordered and fitted	
7 SPFS Recreation project (MUGA)	update	planning needs to be submitted for the informal pitch	
8 Kidstarter Community Plan	update	email sent to all interested parties 11/11/2024	
9 Pagoda shelter	NFI	pagoda wood has been restored - could be now painted	
10 Christmas lights and Tree of Lights	Agenda	all ready	
11 Food and Artisan Market	Agenda	all ready	
12 Community Skips	NFI	project going well with few resident complaints	
13 GP surgery gardening query	NFI	email sent 20/07/2024 awaiting response	
14 Winter Sounds & community cinema	Update	tickets still available to both gigs also cinema night on Saturday	
15 Sub committee meetings	update	date needed for finance meeting before xmas and environmental group in January	
16 IT information and email security	update	tablets for Deputy and Mayor are still being sourced	
17 Llanfairfechan Remembrance	review	all went well but a couple of issues have been addressed by email to veterans	
18 Fireworks and lantern parade	Agenda	to be arranged	
19 Festive Fayre	Agenda	event Sunday 8th December - please add to diary - volunteers will be needed	
20 Llanfairfechan TC Gazebo project	NFI	forms and agreements need updating. Project needs to log number of hirings through the year for analysis	
21 Abandoned cars at car parks	update	two cars have been removed from Nant y Pandy	
22 Vacancies and co-options	update	we have two interested candidates and both have proposers and seconds - plan for this to be at December meeting	

1. Nant y Pandy car park – Town Council will need to decide whether to take this forward in the current financial climate. This is something for the finance committee to consider at the precept meeting in December so that we can make a final decision in January.
2. Flood Protection - Email has been sent to the CCBC team – Clerk to chase this information up. It was noted that Surfers against Sewerage are organising a public water test day. Clerk to gather further details about this.
3. Bus Shelter - Clerk has been in touch with Conwy CBC and it is now at management level
4. Flags will be put up over the next few weeks
5. Victoria Garden benches have been fitted and the MUGA benches are also completed. The embankment benches are awaiting updating and this will be done soon.
7. MUGA completion - Planning needs to be submitted for the informal goalpost – this will be done in the next few weeks.
8. Kickstarter Community Plan - Update email has been sent to all concerned and interested parties have been asked to respond by the end of the week if they do not want to be part of the email group. Quite a lot of the action points from the Kickstarter have been achieved. Town Council have been informally following the recommendations from the residents survey since its release.
14. Winter Sounds is going ahead at the Community Hall. This is a partnership project with Conwy CBC and underwritten by Town Council. Funding has been received to put on two music gigs – Martin Daws and Banda Bacana. In addition, Brian and Charles community cinema tickets are going well but all are invited to come along.
15. Clerk to send out potential dates for subcommittee meetings
16. IT Project - The team are still in the process of sourcing tablet devices for the Mayor and Deputy Mayor – this will now happen in the New Year.
17. Llanfairfechan Remembrance went well with a big turnout of residents for the event. There were some concerns over veteran participants in the service who did not fulfil their roles as expected. A wreath was moved in a disrespectful manner and Flt/Lt John S Hinchliff was deliberately left off the reading of the fallen. This was a big disappointment and has caused upset but the Veteran's Breakfast Group and the Town Council will move beyond this and continue to work together positively to provide the best possible event for 2025 and beyond.
21. Two cars have been removed from Nant y Pandy car parking area. Thank you to PCSO for actioning this.
22. Co-options will take place at our December meeting. There are two candidates and Clerk to notify them of this development. All resolved to unanimously approve and take note

6. To receive review reports from Playing Out 2024/25 and approve information and costs for 2025/26

Town Council were pleased with the report and the discussion showed a lot of support for this project. The costs of this have risen from £800 to £2325.00 over the years but it was felt by the Finance Committee that it is a worthwhile project, so it has been included. Discussion will be continued as part of the precept discussion.

All resolved to receive and take note

7. To receive information from Finance Committee and approve plans for draft budget 2025/26 and proposed precept

The Town Council runs on an advised reserve of 50% which equated to £72500 in 2024/25. There was a full discussion on the challenges ahead and it was agreed that in order to maintain this and meet the new demands from Conwy CBC, it is inevitable that the precept request will have to be raised. Financial asks that have been received from Conwy CBC are as follows:

- £5211 for services to keep the paddling pool open May to September – agreed for a three year period
- £550 for CCTV annually
- £2325 for Chwarae Allan 10 weeks provision through school holidays
- £11392 for Promenade toilets annually
- £1000 for bus shelters annually
- £3000 for the Conwy Libraries service annually (but this may be more if the WG settlement is tight)

In addition, we know there is an expected bill of £15,000 for the repair of the skatepark.

Therefore, even without calculating expected inflation increases, Town Council is facing a rise in budget of £38478 to support the services that CCBC will cut otherwise. It was agreed the draft precept budget should be adjusted to take account of the support of CCBC services and a figure of around £12,000 could be taken from reserves. There are

concerns about running the reserves too much below 50% as it leaves no room for dealing with unexpected urgent costs. Clerk to request a breakdown of costs from CCBC managers and to adjust the draft precept to reflect the discussion. A meeting of the Finance Committee will be called for December so that a final draft precept budget can be presented in January.

All resolved to unanimously approve and take note

8. To receive information and approve plans for Market’s booking site launch

The market booking site with SimplyBookMe was received positively, but there is an issue with fully inputting the Welsh Language. Unlike a bespoke website, there is no option for developing an equivalent Welsh language site, so the only offer is an inbuilt Google translate button. It is not possible to have all text translated and shown on each section as there are limitations on word count. It was agreed that the title and the home page would be translated so that the first page shows our commitment to the Welsh language. We will then offer google translate as a button for those wishing to view in Welsh. The site is not a public one as such, as it is designed for booking suppliers only. The Llanfairfechan Food and Artisan Market is developing as a separate business entity and so it is positive for the project to develop the best practice. There is no other option for a booking site at present as a bespoke option with an embedded payment option would be beyond the means of the Town Council. This is, currently, a review period for all operational developments and so is a trial to see how the booking site is received by suppliers. At the end of the year, we can change to a different format if this does not suit.

All resolved to unanimously approve and take note

9. To receive information and approve OVW document Terms of Reference

This had been previously distributed and was taken as read. Clerk noted it was an important document that contributes to good practice and offers practical examples of projects that could be of use in the town. The document states that:

The final report of the Independent Review Panel 2018 – with its 46 recommendations largely remain areas for action for One Voice Wales and its members (accepting that some recommendations were taken forward in the Local Government and Elections (Wales) Act 2021) – clearly set out the challenges facing the sector and opportunities for change to enable improvement. One Voice Wales believes that the findings of this comprehensive undertaking still hold water and should be seriously considered by the Senedd Inquiry as the way forward for the community and town council sector.

This is positive for our Town Council as the review panel report have contributed to our changing practice over the last 6 years.

All resolved to unanimously approve and take note

10. To receive final planning and approve Llanfairfechan Christmas Buffet and Christmas Market arrangements

The buffet for the December 4th Town Council meeting was agreed and the Mayor has agreed to use his Mayor’s Allowance to pay for it. A list will be formulated of groups and people to attend, and formal invites will be sent out. Staff team will work with Mayor and Deputy Mayor to develop.

Christmas Market and Fair is to be held Sunday December 8th, and all volunteers will be gratefully welcomed

It was agreed Town Council would pay for a face painter so that free face painting can be offered.

All resolved to unanimously approve and take note

11. To receive and approve Finance Reports and current payments for November 13th, 2024

Payments to be made
1. SLCC membership for Deputy Town Clerk £75.00
2. Festive Lights £238.57
3. Worldcare Skips £240.00
4. Wreath and 50 grave crosses British Legion £50.00
5. Amberon road closure Remembrance £876.00
6. Amberon road closure Christmas Market and Fair £1362.00
7. G Roberts blacksmith Picnic bench Victoria Gardens £1137.00
8. Viking paper and card (remembrance) £45.00
9. Proband LTD Back up services £60.00
10. Menter Iaith translations £285.09
11. SLCC ILCA fee Deputy Town Clerk £120.00
12. Town Clerk REIM Microsoft 365 annual fee £236.57
13. Entertainments Christmas Market £300.00
14. Mince Pies for Christmas Market £25.00

15. Christmas Buffet for grant holders' celebration £75.00

No matters arising from the Finance Reports and Payments were taken together

All resolved to unanimously approve and take note

12. To receive information about planning matters

None received

All unanimously resolved to receive and take note

13. To receive correspondence

1. Rotary would like to put a bench outside the GP surgery and Clerk has sent details of the Llanfairfechan Bench Project and the members will discuss at the next meeting.

2. Information about the public toilets has been received from CCBC manager.

Village Road toilets are already run by Town Council these facilities will remain open Monday to Saturday 9am to dark each week. Conwy has no land ownership here and Town Council may need to look into the land legalities.

Station Road toilet building is no longer in use and will be developed as an information point and storage unit

Promenade toilets It was agreed in the precept discussion these should remain open throughout the year

All unanimously resolved to receive and take note

14. To receive reports from meetings

1. Report from CCBC County Councillor The staff team were thanked for their work and the Deputy Town Clerk was congratulated on his appointment. Town Council was also congratulated for their work and their community focused approach. CCBC Cabinet had requested that information is shared about the serious financial position at Conwy CPC. The final budget information will be on the 15th of December, and it looks extremely challenging. Budget cut meetings are in process at the moment across all departments.

Town Councils have to navigate their own way through the precept process, and it is a balancing act to consider within the county picture – Llanrwst and Penmaenmawr are the nearest to the financial position in Llanfairfechan so it will be interesting to see how they will approach it.

2. GP Surgeries letter A discussion took place and Clerk was asked to share the email out to councillors

All unanimously resolved to receive and take note

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

1. It was reported that Llanfairfechan Community Hall Committee are in the final stages of change of ownership from Conwy CBC and will soon be signing the paperwork to take over the building. The committee were congratulated by the County Councillor for this huge move forward and it was noted that this further evidence that Llanfairfechan is seen as a shining example across county.

2. There have been lots of comments about the Halloween Market and how much fun it was. Appreciation was given to the Deputy Town Clerk in organising and running the day. It was noted that the logo and new admin structures are already making a difference and 2025 will be an exciting year.

3. Hedges have been cut at the recreation ground but the top of the hedges by the croquet club haven't been completed. Town Council were reassured this will be done in the spring cut in March in readiness for the croquet season.

Meeting ended at 9:00pm