



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



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

**WEDNESDAY NOVEMBER 29<sup>th</sup> 2023  
TOWN COUNCIL MEETING AGENDA**

1. Welcome all to the meeting
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 8<sup>th</sup> November 2023 and current  
action list (LGA1972 Schedule 12)
6. To receive and discuss letter from Conwy CBC detailing financial asks for 2024/25
7. To receive information about 2024/25 draft precept and approve plans going forward
8. To receive and approve s176 grant for Llanfairfechan Town Twinning
9. To receive information and approve plans for Festive Fayre
10. To receive and approve current payments for November 29<sup>th</sup>, 2023

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/87627899455?pwd=SzZxV3lGaVljU2FheHJSTENuZDJZZz09>

**Meeting ID: 876 2789 9455**

**Passcode: 233298**

**Payments to be made**

- |  |
|--|
| 1. Town Clerk reimbursement for Remembrance costs Mayor Allowance Peace poppies £68.00         |
| 2. Petty Cash £200   |
| 3. Town Clerk reimbursement for Lantern parade paper cups £8.99                                |
| 4. Llanfairfechan Community Hall Room Hire for markets June September October November £480.00 |
| 5. Menter Iaith translations £420.26   |
| 6. Claire Hughes Market Support £450.00  |
| 7. Conwy CBC community skips £1584.00  |
| 8. Amazon brush, mop heads £29.95  |
| 9. Amazon dry mop £33.17   |

**Christmas Payments**

- |   |
|---|
| 11. Riverside Buffet for Christmas meeting £170.00          |
| 12. Donation Festive Fayre £50 Beulah Brass                 |
| 13. Donation Festive Fayre £50 Menai Training Band          |
| 14. Donation Festive Fayre £50 Crazy Catz                   |
| 15. Festive Fayre Face Painting £180.00 2pm to 5pm          |
| 16. Amazon wooden ornaments for tree Ysgolion & Santa 81.92 |
| 17. Nationwide Ambulance Service Festive Fayre £180.00      |

**Retrospective Payments**

- |   |
|---|
| 18. Running Imp Santa medals and trophies £249.24 |
|---|
11. To discuss planning matters  
[0/51222 95 Gorwel Llanfairfechan LL33 ODR planning](#)
  12. To receive correspondence
  13. To receive reports from meetings
    1. Report from Llanfairfechan Remembrance
  14. Report from site meeting for Station Road Community Garden
  15. To receive urgent matters for discussion



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Mayor Cllr Laura Fielding Deputy Mayor Cllr Alun Rhys Jones

**WEDNESDAY 29<sup>th</sup> NOVEMBER 2023  
TOWN COUNCIL MEETING MINUTES**

In Attendance: Chair: Mayor Laura Fielding; Deputy Mayor Alun Rhys Jones; Cllr Penny Andow; Cllr Sharne-Marie Bellis; Cllr Leena Farhat; Cllr Andrew Hinchliff (online); Cllr Rob Jewell (online but internet failed after a while) Cllr Chris Jones; Cllr Nia Jones; Cllr Elgan Owen (online); Cllr Christine Roberts; Cllr Preben Vangberg; Town Clerk Jayne Neal. The meeting was held in Council Chambers and on ZOOM platform and was recorded for minutes preparation.

1. Mayor Laura Fielding welcomed all and shared general housekeeping information for the meeting
2. To receive apologies for absence (LGA 1972 Schedule 12)

Cllr Gareth Wyn Jones

Resolved to receive and take note

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

Item 8 Cllr Preben Vangberg; Cllr Christine Roberts; Cllr Sharne-Marie Bellis; non-prejudicial interest so Cllrs did not leave the room

Resolved to receive and take note

4. To receive representations and queries from the public.

One member of the public was in attendance as an interested observer but gave no representation

Resolved to receive and take note

5. To receive and approve minutes 8th November 2023 and current action list (LGA1972 Schedule 12)

It was noted that Cllr L Farhat was not in attendance at that meeting.

Matters arising from minutes

Action List

5 Bus Stop damage – officer has now returned to work and reports have been actioned. Question has gone to Wales trunk Agency to request information about speed limit on the A55 and also the old bus stop

6 Llanfairfechan Flag Project – it was agreed that Christmas Flags should be put up in Station Road. All green flags will be taken down. Clerk to arrange the replacement flags as suggested. County Councillor and Clerk to enquire about SPF funding for new flags in the spring.

8 Benches Project – new plaque is up, and the family have kindly donated £50 to the bench project

9 Station Road Garden – The area has been cleared and work parties will be set up to prepare the area for the raised beds. All help will be welcomed, and Veterans breakfast Club have expressed an interest. Thanks was given for the work completed by Gwyl from Keep Wales Tidy; he has been extremely helpful in putting the greenhouse and the shed up at the Rotary Community Allotment. We are very happy that this will lead to more partnership work between Incredible Edibles and the allotment group. There is a lot of interest in this development and residents are already coming forward with ideas.

13 North Wales Police – PCSO Joshua Jackson has completed his training and will try to attend the meeting on the 6<sup>th</sup> December to meet Councillors and will attend the Festive Fayre. He has already emailed youth services to talk about some joint outreach work in the areas of concern around the town.

17 Christmas Lights – work is being completed for the install in the first week of December. Two lighting rigs have been borrowed from Colwyn Bay and the partnership with SETS Ltd is already proving to be positive. Thanks were given to Cllr Chris Jones for organising the Christmas tree and many thanks to all the volunteers who helped to erect the very big and heavy tree.

18 Christmas ornaments - The schools are preparing 280 ornaments, and 2 classes are attending on 4<sup>th</sup> December to put some on the tree. Ornaments have been bought so that they can be given out to children at the Santa's grotto.

21 Dog mess - The situation hasn't improved in Station Road. Thanks were given to any residents who help to keep the street clear of mess. It is obvious that a small group of dog owners are not willing to clear up and the only option is taking social responsibility and residents clearing as it is seen. Once the weather improves, we will spray chalk paint on the pavements to remind about clearing up but it is doubtful if repeat offenders will heed the message.

22 Pen Dalar Noticeboard - Plans have been made for the sign to be refurbished and regularly served with posters. A Pandy Councillor will take on this responsibility in partnership with the clerk.

23 Food and Artisan Market January booked for Sunday 21st January. It was noted the November market was a great success with over 250 customers and the food stalls selling out of meals. We now have over 160 suppliers asking to join the markets. Generally, we can only fit in 34 stalls in the main hall, so we have implemented a priority system:

Criteria 1 Food and Drink stalls from North Wales – these will always be offered a space

Criteria 2 Businesses in Llanfairfechan, Penmaenmawr, Dwygyfylchi, Aber – these will always be offered a space

Criteria 3 Craft and artisan market stalls from outside the local area will be offered a space if available

We have offered outdoor stalls, but no one will accept this so there will be some disappointment. However, we have to be able to choose stalls that fit the criteria. It was noted the overarching aim of the project was to offer local food to residents and support local businesses.

Proposed Cllr Preben Vangberg Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

6. To receive and discuss letter from Conwy CBC detailing financial asks for 2024/25

A letter from Conwy CBC had been distributed previously and the following points were made:

1. Public conveniences – The cemetery toilets at Rhandir Hedd have been added to this list and Village Road and Station Road are not mentioned. It was agreed that no precept will be raised for 2024/25 as CCBC have still not provided an SLA for Village Road. Once this is done negotiations can be opened up – suggestion is that it may be possible for TC to take on the cleaning of toilets to keep them open.
2. Playgrounds- Town Council have already been replacing play equipment where needed and £5000 per year is already in the budget to cover this
3. Festive lighting – the new CCBC charge for applications and electricity will be around £500 which will need to be included in 2024/25 budget in addition, there is a cost of around £6500 for installation, PAT testing, and new lights that will need to be included as festive lighting costs have been met for three years from reserves.
4. Bus shelter - £1000 maintenance has been in our budget for several years so this will not be an increase
5. Community Skips – may be an increase as this is under discussion. Current budget is £5500, and no rise is envisaged. Any last minute increase could be taken from reserves.
6. CCTV – a small raise of around £50 will be provided from existing budget
7. Paddling Pools - £1880 is already in our budget and no increase has been planned for 2024/25
8. Library Contribution - £3000 has been previously agreed for this budget so no further rise will be needed.

It was noted that this letter has been a real help to precept setting and thanks were given to the officers for sending information to us in good time. Resolved to receive and take note

7. To receive information about 2024/25 draft precept and approve plans going forward

Precept report, proposed budget sheet and staffing sheet had been distributed previously and had been discussed with Finance Committee. Clerk has updated the proposed budget with suggestions from the committee including a 4.6% inflation level where needed and staffing sheet re: increase for Environmental Operative to meet Real Living Wage levels for 2024 (due to rise to £12 an hour). The committee suggested that the differentials should be maintained between staff members.

Mayor and Deputy Mayor allowances – a discussion was had about the historical nature of these payments, and it was agreed that a new admin process would be beneficial and that more equity between the two allowances would be preferable. It was noted that there should be some money available to make sure anyone who stands as Mayor is supported and no individuals are at a disadvantage. It was suggested a positive approach could be to give the money at the beginning of a term of office so that the money is available for use through the year. Clerk and finance committee to seek guidance and feedback with a possible way forward at the February meeting.

Draft budget is set to rise to £156,568.02 but Clerk is proposing that £11,568.02 is taken from reserves and a precept of £145,000 is requested. Tax base figure has not been sent as yet but based on last year's figures this would result in a Band D figure of around 97.64. There are concerns this is a significant rise but it was noted that the [2018 Independent Review Panel on Community and Town Councils in Wales](#) states Community and Town Councils shouldn't be reluctant to raise the precept if needed (page 22). The current sustainable services survey is

helping us to understand what the electorate wants us to fund, and we will aim to use this information in our final precept decision making. Clerk and finance committee to continue to work on this in readiness for final budget decisions in January meeting. Town Council are mindful of how the other areas are coping with the budgetary pressures and clerk to send information about this. 17<sup>th</sup> January will be the final budget date.

Proposed Cllr Nia Jones Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

8. To receive and approve s176 grant for Llanfairfechan Town Twinning

It was agreed that the amount of £1000 should be awarded to the Town Twinning Association.

Proposed Cllr Nia Jones Seconded Cllr Chris Jones Unanimous Resolved to approve and take note

9. To receive information and approve plans for Festive Fayre

The proposed programme was agreed to be:

12:00 – 18:00 Community Fayre opens in Ysgol Babanod

12:00 – 18:00 Food and Artisan Market opens in the Community Main hall, school yard and on the street

12:00 – 18:00 Fairground opens on the street

11:00 – 16:00 Santa's Grotto on the stage in the Community Main Hall

13:00 Menai Training band will play a set in the entertainment gazebo outside the hall

14:00 Beulah Brass will play a set in the entertainment gazebo outside the hall

15:30 Crazy Catz performing their Ponies song and dance set

(the group can use the council chamber for changing and chilling if needed)

16:15 Quayside Buccaneers will play a festive set in the entertainment gazebo outside the hall

16:30pm Lighting of LED light sticks and families encouraged to join in with the carols in the main hall and free mince pies for stall holders

17:15 Raffle announcements and Carols start in the Main Hall

Information about Rotary Santa caravan, this is not happening as times have changed and people don't carry cash in the same way anymore. The grottos are working better for Rotary.

Clerks asked for as much help as possible as there were over 950 customers at the 2022 event, email clerk for further information about what help is needed.

Proposed Cllr Nia Jones Seconded Cllr Christine Roberts Unanimous Resolved to approve and take note

10. To receive and approve current payments for November 29th, 2023

Proposed Cllr Nia Jones Seconded Cllr Preben Vangberg Unanimous Resolved to approve and take note

11. To discuss planning matters

0/51222 95 Gorwel Llanfairfechan LL33 ODR planning

Applicant should follow the direction of the planning officer in this matter. Resolved to receive and take note

12. To receive correspondence

1. Letter received regarding The Heath

Case officer from Cadw has reported that the building would not meet the criteria for listing due to significant alterations to the building. The importance is not at the level of other historical convalescent homes in Wales. Conwy are looking at assets all around the county within the housing portfolio. Suggestion is that Town Council continue to voice the opinion that the building should be converted rather than demolished. This should be considered at the LDP meeting on the 7<sup>th</sup> December. Clerk to send an email to LDP team raising this matter.

2. Letter received from Helen Goddard CCBC Library Services

This was already discussed at item 6

3. Beach of Dreams 2025 information

Overall Aim of Project: To create a mass participation project(event) in May 2025 to engage the mainstream public in the climate change debate, using creative activities and to encourage/support participants to create a climate action pledge personal to them. Clerk to attend meeting to gather information and feedback.

Resolved to receive and take note

13. To receive reports from meetings

1. Report from Llanfairfechan Remembrance

The remembrance event has provided over £600 of wreath and poppy donations for the 2023 British Legion Poppy Appeal. Thanks were given to everyone who helped to make it such a success and it was reported Llanfairfechan Remembrance is now one of the biggest gatherings in the local area. The involvement of the Veterans Breakfast Club had made a difference to the occasion and Pastor Chris Arkell had done an excellent job of leading the ecumenical service. It was agreed that there seemed to be more of an attendance this year and it seems to increase year on year.

**2. Report from site meeting for Station Road Community Garden**

This had been discussed in item 5

3. Report from the Planning Aid Wales online LDP land meeting. Concern raised that the level of houses has reduced to 150 and this could mean that there will be no infrastructure funding as the number won't meet the threshold. In addition, there appears to be church in Wales land included. This should be raised on 7<sup>th</sup> December. Clerk to share link to live map and information available online. Councillors can email clerk to get tickets if needed. Clerk to email PAW to ask if they will allow residents to attend on the door.
4. Report from Discover Llanfairfechan. The group are still working to develop the constitution to amalgamate with the community planning partnership. Once this is done the Draft Kickstarter Plan can be ratified by the group and then Town Council.
5. Report from Town Twinning. Preliminary dates for travel to France is May 4<sup>th</sup> and 5<sup>th</sup> and staying until Weds. This is during school holidays. The host group are planning a lot of events for the trip.
6. Report from Ysgol Pant y Rhedyn school governor's meeting. Lots of concerns about the LDP were raised with the group seeking clarification about the position of the new school if the number of houses has reduced below the threshold. Ongoing matter regarding parking around the school involving staff members. The school are wondering if Grass Crete could be used in the layby further down to increase parking options. Conwy have been in attendance due to humidity levels and mould – tests are being done. There is going to be a facelift in the canteen – some new chairs and painting. The expansion of free school meals has allowed this work to take place. New officer to develop Cymraeg in the classrooms. It was noted that Llais y Lle may go ahead next year and would be a good way to add value to work of the officer. The school needs new governors so it would be useful to share the information with anyone interested.
7. Report from phone meeting with football club – FAW funding is available and could complete the whole recreation development project. Working closely with Treasurer to complete a joint bid before Christmas to progress this.
8. Report from Community Hall Committee – report that the group have received SPF funding of c£49,000. The project will include funding for 900 hours of a self-employed development worker role, redevelopment of the stage lighting to LED lighting – reducing fuel usage by 90% and equipment to meet the fire risk report.

**14. To receive urgent matters for discussion**

1. Conwy CBC work on the cob to replace the gate and fencing by the entrance to Glan y Mor Elias. Gate will secure the area and be easier for access on the footpath. There is no risk for emergency services as this is no longer a route onto the promenade.
2. Feedback from CVSC grant officers from the Community Hall application to key fund. It was noted that the application was well written and was tailored specifically to the Voluntary Sector Key Fund with outputs and outcomes that were relevant and achievable. The email stated that the Clerk was very efficient and accommodating to the requests for information from the team and responded very quickly and thoroughly to each request and it was a pleasure to deal with our organisation. Conwy Council are also pleased with the working relationships with Town Council, and we have a good reputation across Conwy.
- 3 New accommodation may be needed for the current tenants of Church Institute. It was hoped Libanus church might be available, but this is not possible. Meeting tomorrow will decide the future of the Institute.
- 4 New 20 mph dragon signs are being fitted in the town.
- 5 Meeting with Egin is being planned to discuss the future of a Llanfairfechan hydroelectric scheme
- 6 Morfa Madryn hide has been vandalised. Clerk to report to new PCSO and Gwynedd CC.

Meeting ended 9:45pm