

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL**  
**MINUTES OF THE GENERAL PURPOSES MEETING**  
Held on the 15 May 2019 in the Council Chamber at 7.00pm

**PRESENT: Councillors: Chair – Deputy Mayor Penny Andow; Cllr Carol Gell; Cllr Andrew Hinchliff; Cllr Iolo Kars Jones; Cllr Gareth Wyn Jones; Cllr Delohne Merrell; Cllr Christine Roberts**  
**Town Clerk & RFO: Jayne Neal**

**58. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS**  
**None**

**59. TO RECEIVE APOLOGIES FOR ABSENCE Cllr Claire Hughes; Cllr Alan Jones; Cllr Chris Jones; Cllr Nia Jones; Cllr Gareth Roberts; Cllr Glenn Robinson** **RESOLVED to receive and take note**

**60. TO RECEIVE DECLARATION OF COUNCILLOR'S INTEREST – Code of Local Government Conduct (Members are reminded that they must declare the existence and nature of their declared personal interest).**

Name of Member	Agenda No	Details of Personal interests	Details of the Council business to which it relates	Withdraw /Take Part
Cllr Penny Andow	17	Personal link		Withdraw
Cllr Carol Gell	17	Neighbourhood link		Withdraw
Cllr Andrew Hinchliff	17	Member of CCBC Planning Committee		Withdraw
Cllr Gareth Wyn Jones	16	No personal link to the issue but family relationship may be prejudicial.		Withdraw

**RESOLVED to receive and take note**

**61. TO RECEIVE MINUTES OF THE ANNUAL MEETING HELD ON 1 MAY 2019**

**These had been previously distributed and were taken as read**

**Proposed Cllr D Merrell Seconded Cllr C Gell Unanimous**

**RESOLVED to approve and take note**

**62. MATTERS ARISING FROM THE ABOVE MINUTES**

**None**

**RESOLVED to receive and take note**

**63. TO REVIEW ACTION LIST 10 MAY 2019**

**1. Footpath Tender – after a delay due to bank holiday, documents are now ready and translated but there is a delay as the Penmaenmawr Clerk is on A/L This will be actioned after 21<sup>st</sup> May**

**7 Noticeboard repair – Pen Dalar will be fixed in the next few weeks, Perspex has now arrived.**

**8 Jetty gate meeting is booked for 5<sup>th</sup> July time to be confirmed by Clerk**

**9 Meeting with CCBC about Town Council link with community library is booked for Friday 17<sup>th</sup> May at 10am Councillors will meet and then feedback to the committee**

**10 Ecobricks project – problem with storage. County Councillor to discuss way forward with co-ordinator**

**11 An Admin Assistant has been provisionally appointed – awaiting references and hopefully starting on Tuesday 4<sup>th</sup> June**

**13 Basketball hoops and lines – Lines to be put on hold currently as it is hoped that the MUGA will be resurfaced subject to funding**

**15 Mayor's Charity Tea dance – to be organised for July. Clerk and Mayor to progress this**

**17 Red Ensign – Clerk reported that other Town Councils are not involved in the project, but it was agreed we would mark the occasion by showing the flag on the digital screen**

**18 Cenotaph plug – clerk to chase up email sent in April**

**20 Email re: concern over garden waste bags and changes to policy**

**RESOLVED to receive and take note**

**64. TO RECEIVE AND APPROVE FINANCIAL RISK DOCUMENT FOR 2019/20**

**Proposed Cllr C Roberts Seconded Cllr G Wyn Jones Unanimous**

**RESOLVED to approve and take note**

**65. TO RECEIVE INFORMATION AND APPROVE TRANSFER OF EARMARKED RESERVES**

**Following on from previous discussions and from One Voice Wales advice, it was agreed that £50,000 will be held as the stated reserve for contingencies. The excess of £17,000 will be transferred into the Community Regeneration Project account for use as agreed to meet the needs identified in community consultations**

**Proposed Cllr C Roberts Seconded Cllr C Gell Unanimous**

**RESOLVED to approve and take note**

**66. TO RECEIVE INFORMATION ABOUT HR MATTERS AND APPROVE PROCESSES**

**After discussion, it was agreed that an HR service that offered advice when needed would be the most suitable for Town Council needs. Clerk to progress this with suggested contact for businesses in Penmaenmawr**

**RESOLVED to receive and take note**

**67. TO RECEIVE INFORMATION FOR THE REGISTER OF MEMBERS INTERESTS FORM**

**Postponed to next meeting – Clerk to gather further information**

**RESOLVED to receive and take note**

**68. TO RECEIVE INFORMATION AND APPROVE PROCESSES TO ADMINISTER TOWN COUNCILLOR'S ALLOWANCES**

**Postponed to next meeting as it was agreed all Councillors needed to be present to vote on this**

**RESOLVED to receive and take note**

**69. TO FINALISE AND AGREE MEMBERSHIP AND CHAIRS OF COMMITTEES / SUB COMMITTEES AND OUTSIDE BODIES**

**A sub-committees document was distributed and amended as required. Clerk is still gathering information about the committees linked to outside bodies and will prepare this for next meeting. Voting took place on the sub committees document.**

**Proposed Cllr G Wyn Jones Seconded Cllr C Gell**

**Unanimous**

**RESOLVED to approve and take note**

**70. TO FINALISE ARRANGEMENTS FOR INCREDIBLE EDIBLE COMMUNITY GARDENING SESSION AND VICTORIA GARDENS LAUNCH**

**1. An email had been received from resident raising concerns about the effects of noise and larger groups of people using the community gardens. All points from the email were discussed at length and the following was agreed:**

- a. Clerk to contact CCBC for confirmation on processes – it was noted that no planning permission is needed for works on a playground area**
- b. It was stressed that consultation did take place on the new skatepark and the ramps had been chosen by the respondents**
- c. A further small boundary will be added to the end of the pitch to ensure no balls hit the garden wall. It is envisaged this pitch will be used by small groups of people and will not constitute a noise hazard as Petanque is a very gentle sport**
- d. The signs will be erected elsewhere from the garden boundary wall and will be placed responsibly**
- e. The bench will not be placed against the boundary wall and will be fixed to the ground away from the wall**
- f. The PCSO has been informed about the reported anti-social behaviour and is patrolling the area in the evenings to observe the situation.**

**2. The Incredible Edibles launch will be held on Wednesday 22<sup>nd</sup> May at 5.30pm and will be an opportunity to plant edible plants in the community planter, have a practice on the petanque pitch and meet other group members. Clerk to action the following:**

- a. Buy hanging baskets, hosepipe, compost and plants in readiness for the event. A wholesaler has been identified**
- b. Market the event with posters and Facebook**
- c. Liaise with group members to plant the apple tree and attend the event**
- d. It is Llanfairfechan WI's 90<sup>th</sup> anniversary and they have been offered 90 trees to be planted in the village. It was agreed that Town Council would be pleased to support if planting is planned in partnership with CCBC Countryside team. It was also noted that the saplings would need bark protection – WI could apply to S137 grants if funding is required for this**

**3. The Victoria Gardens launch event will be held on Saturday 1<sup>st</sup> June at 10am**

- a. Mayors of Llanfairfechan and Pleumeleuc will dedicate the plaques and compete in the inaugural Petanque match.**
- b. Members of the Town Twinning group and Town Council will be attending**
- c. Clerk to prepare posters and market the event – all welcome**

**Proposed Cllr G Wyn Jones Seconded Cllr D Merrell**

**Unanimous**

**RESOLVED to approve and take note**

**71. TO DISCUSS RESPONSE TO POTENTIAL HOUSING DEVELOPMENTS IN LLANFAIRFECHAN**

**Conwy has been contacted and a document was distributed detailing the processes involved.**

1. Summer 2019 – CCBC public consultation will start. Our Town Council consultation due to start at Llanfairfechan Celebrates on 27th July
2. Spring 2020 – Deposit Plan will be released – this will have more in depth information about plans and will include the local opinion
3. CCBC Housing and Planning Policy teams are keen to work with Town Council and residents to develop housing solutions that will provide a diversified housing stock that will meet future need and place Llanfairfechan at the forefront of modern housing development, fit for the future

It was agreed that the Town Council should aim to be fully engaged with the processes. Town Council had already planned a local housing need survey to be launched at Llanfairfechan Celebrates and these findings will contribute to the CCBC consultation. Support can be sought from the Rural Housing Enabler and the Planning Policy Officers; Clerk to contact and ask if they can attend Town Council for an information meeting. Clerk to enquire about previous communication and ensure that Town Council is informed **RESOLVED to receive and take note**

**72. TO DISCUSS AND APPROVE PLANNING APPLICATIONS**

1. 0/46224 Weathervane Gwynfor Shore Road

As there were six Councillors who have given apologies and three Councillors withdrawing after registering an interest, it was not possible to comment on this as the Town Council were not quorate. Clerk to email planning officer to report and ask for an extension to next meeting 5<sup>th</sup> June

**73. TO APPROVE PAYMENTS TO:**

1. Noticeboard Online – Pendalar Hall £234.00
2. Siemans Financial services ABS Photocopier lease June to September 2019 £302.40
3. Zurich Insurance Policy YLL-122006-4433 £1227.46
4. Wages and pension payments May – £2790.17
  - i. Town Clerk May
  - ii. Wages Environmental Operative May
  - iii. Pension employer and employee contributions May

Proposed Cllr A Hinchliff Seconded Cllr D Merrell Unanimous **RESOLVED to approve and take note**

**74. TO RECEIVE CORRESPONDANCE FROM:**

1. Grant Award Leader Programme – awarded to Incredible Edibles for plants and tools and Litter picking packs for Keep Llanfairfechan Tidy. Grants worth £1000. It was agreed that some of the grant could be used for hi viz jackets
2. Letter from Croquet Club – thank you for the grant awarded to help with groundworks. It was noted that the club serve low cost lunch every Friday which is open to the public
3. Query about recycle clothes unit in Station Road – Clerk to enquire with ERF about the possibility of changing or adding a unit

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

**75. TO RECEIVE REPORTS AND COMPLAINTS:**

1. Report that the Local Energy Advice Partnership LEAP service has been extremely useful and has led to a number of household checks and benefits. It was noted there is a range of safety and support checks that are available for free to households where there are residents over 65 years old. Town Council have the details of these schemes and can help residents to access the service. Clerk to invite these services to Llanfairfechan Celebrates
2. Reports that there was a lot of disruption in Village Road from the Morris Dancing event at the weekend. Clerk has spoken to the organiser and they will address this issue. Community Hall committee will consider this at the next meeting and decide whether the event should take place again
3. Sustainable Management Grant application being prepared which could offer funding for education and community linkages with Snowdonia National Park and the Carneddau ponies. Councillors will make school aware of possible opportunities
4. Small weather station – a request has been made to put one of these units on the summit of Garreg Fawr. Clerk to investigate permissions and feedback to resident
5. No 2 light opposite the Sailing Club has been out of action for some time. Reports have been made but not followed up. County Councillor to look into this
6. A concern was raised that food recycle bags are not being distributed effectively - it seems that yellow tags are being ignored. County Councillor to investigate this
7. Street works sign at the crossroads – Conwy Council are working on finalising details with contractors and trying to make sure the work will be as minimally disruptive as possible. The work is planned to run from the

**crossroads a short way down Penmaenmawr Road. As soon as the final details are available, Conwy Council will make sure that information is available on social media and the Council website, as well as letters to residents in the immediate area.**

**MEETING CLOSE – 9:20pm**

Signed (Chair) \_\_\_\_\_ Date \_\_\_\_\_