



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



**Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB  
01248681697 Town Clerk: jayne@llanfairfechan.net**

**MINUTES FROM TOWN COUNCIL MEETING  
WEDNESDAY 17<sup>TH</sup> MARCH 2021 7pm**

**In attendance: Chair: Mayor Delohne Merrell; Cllr Carol Gell; Cllr Laura Fielding; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Rob Jewell; Cllr Christopher Jones; Cllr Nia Jones; Cllr Iolo Kars Jones; Cllr Alun Rhys Jones; Cllr Gareth Wyn Jones; Cllr Christine Roberts.**

477. To receive Declaration of Acceptance of Office for Bryn Ward:  
**Laura Diane Fielding** **Resolved to receive and take note**
478. To receive Declaration of Acceptance of Office for Bryn Ward:  
**Rob Jewell** **Resolved to receive and take note**
479. To receive Declaration of Acceptance of Office for Bryn Ward:  
**Alun Rhys Jones** **Resolved to receive and take note**
480. To receive apologies for absence – none received **Resolved to receive and take note**
481. To receive any declarations of interest from Members

**Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).**

Name	Nature of Interest	Withdraw
Cllr Delohne Merrell	Item 12 To review and approve plans for recruitment of Community Projects Officer	Withdrew to the ZOOM waiting room
Cllr Rob Jewell	Item 15.2 Discuss Planning Matters	Withdrew to the ZOOM waiting room
Cllr Andrew Hinchliff	Item 15 Planning Matters	Cllr has sought advice from CCBC legal team that states members of the CCBC planning committee can remain in Town Council planning discussions providing Cllr does not make recommendations.

482. To approve the minutes of the meeting held on 24th February 2021  
**Minutes had been circulated by email. There was one matter arising:  
It was noted that the Promenade streetlamps and digital sign are still out of use. Scottish Power work scheduled for 20<sup>th</sup> March but Clerk will contact again to ensure this takes place  
Proposed Cllr A Hinchliff Seconded Cllr P Andow Unanimous** **Resolved to approve and take note**
483. To receive meeting calendar for 2021/2022 – note revised schedule of three weekly meetings  
**List had been circulated and the new three weekly schedule was discussed and agreed.  
Proposed Cllr C Jones Seconded Cllr C Roberts Unanimous** **Resolved to approve and take note**
484. To review and approve CCBC Llanfairfechan parking review  
**L1/18/20/01 Pen y Bryn – It was noted that Town Council have asked for a small amount of restriction to protect cars in a very narrow stretch. CCBC has proposed 10 metres which is more than necessary. County Councillor to check the area and liaise with CCBC to ensure the length is acceptable.  
L1/18/21/01 Gorwel - Town Council previously aware of this matter and in agreement. Previous CCBC consultation with residents did not have a good uptake so further consultation taking place  
L1/18/21/02 Llwyn Ysgaw – Town Council agreement on this as it is a congested area  
L1/18/21/03 Park Nant Road – no observations made. Town Council agreement  
L33/18/21/01 Plas y Berth – Concerns around the bus stop area. Proposals to implement a no waiting 9am – 6pm**

**Town Council agreement to improve safety. Clerk to feedback all information to CCBC**

485. To review and approve CCBC proposal to transfer asset Nant Y Pandy car park area

Clerk had previously sent out an email to all Town Councillors containing all the information so far from CCBC regarding the proposed transfer. Clerk reported the background to the matter. This has been an unregulated patch of space since the changeover from District Council and therefore problems have been difficult to manage. Town Council have previously agreed to consider this as an asset transfer as it would enable regulated resident car parking which is greatly needed in the area. A resident consultation took place and results have been published on our website – majority in favour of this. During site works, six extra spaces were developed by the contractors and residents requested these stay in place. A full planning process will take place to consider this matter. CCBC officers are available to help and support this process and ensure that all matters are in order. There will be an initial cost to Town Council (noted on the email as: Planning Application process by Consultancy which are at a cost of £927.88 and Planning Application £750.00). Available funds can be taken from project reserves account. It was noted that this development is sorely needed as pressure over parking in Valley Road is significant and County Councillor was thanked for all their work in helping to move this forward.

**Proposed Cllr P Andow Seconded Cllr A Hinchliff Unanimous Resolved to approve and take note**

486. To discuss and approve plans for proposed Future Llanfairfechan community planning week April 12th to 16th

It was noted this is a good time to launch these projects as things are starting to move again as we come out of Covid-19 lockdown. Discover Llanfairfechan has launched a new promotional video which has resulted in many thousand views and has been a good success. It was agreed that work with businesses was important and noted that Welsh Government have many grant schemes to support work of this sort – clerk to investigate. Clerk displayed a draft timetable of possible events for an online ‘Future Llanfairfechan Community week’

1. Llanfairfechan Community Hall relaunch meeting Information on business plan following Covid-19 for Hirers and residents who use the hall Tuesday 13th April
2. Future Llanfairfechan Community Information Exchange Relaunch of the community planning process All residents invited Wednesday 14th April
3. Introduction to online digital business Information for Llanfairfechan businesses to help them after Covid-19 Llanfairfechan businesses Thursday 15th April

1 & 2 were agreed - clerk to send out information about the community planning process to all new councillors.

An update to the Revised LDP plan was provided by County Councillor. A meeting with County Councillors and CCBC LDP team had been attended and the following status was reported:

1. LDP plan is continuing to look at the plot previously discussed for 250 – 300 houses with the Beech project team
2. A percentage of those houses will be social / affordable housing – unknown figure at present
3. The team are currently looking at the feasibility of building a new school onsite – it is not a done deal at present.
4. The culvert would be developed into a water feature onsite.
5. Infrastructure developments still apply – GP surgery, drainage, bus stops, sustainability and access routes etc.
6. It has again been stressed that Town Council are a key partner in this process and must be included in all discussions and consultations

3 It was suggested that some consultation should take place to see what businesses need as it may not be a course but perhaps one to one business session. The proposal was to work with ItsLello, a Llanfairfechan based business, to provide the business training. Clerk to investigate these and bring back to next meeting. Provisional agreement that the business session in April should be an information and consultation session with businesses. We can report on the offer of gazebos and marquees for outside activity use and future hopes for a business network. It was noted that Llanfairfechan businesses often offer services that are attractive for customers outside of the town and so the online element is crucial for expanding and sustaining good business. Discover Llanfairfechan was originally set up as a business networking group and this is something that could be investigated.

Clerk to progress arrangements and all matters to be included on the agenda 7<sup>th</sup> April.

**Resolved to review and take note**

487. To review and approve plans for recruitment of Community Projects Officer  
Draft documents were shown at the meeting and it was proposed that we engage in open recruitment for a Community Projects Officer. The role is based on 10 hours a week at £12.63 per hour and will require professional skills in research, consultation and community development. The job will be advertised as Welsh language desirable and will be for an initial 1-year contract. This matter will now be progressed by the staffing committee and returned to Town Council for ratification. We are also looking for a further member of the staffing committee. Councillors can email the clerk to put their names forward.

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

488. To review and approve Town Council policies  
It was noted that these policies will be considered again at our 2021 Annual Meeting in May and so this will allow time for the new councillors to become familiar with the documents and able to comment. In the interim, the policies will remain as previously agreed. Clerk reported that we are within the legal range as we review on annual basis which is not actually necessary but is good practice.

Resolved to review and take note

489. To receive and approve payments:

1. Staff Payments February – wages and employer & employee pension contributions to date – £3194.46 ( will be paid 22nd February 2021)
2. 2Instant Promotion UK Ltd - large size gazebos and flags - £3762.00 (Covid -19 Town Centre Business Support)
3. Flowers by the Sea – Flowers for bereaved family - £25.00
4. Fizzy Pickle Projects – contract payment to March 17th – 900.00
5. Delwedd – SSL certificates 2021/22 – 141.70
6. CCBC – Play inspections 2020/21 – 264.10
7. Town Clerk reimbursement – Webcam (31.99) and Brown Garden Bins 2021/22 (£55.00) – 86.99
8. Tradepoint Bangor – Plaster, Trowel and wallpaper for history room – 29.23
9. Fizzy Pickle Projects – contract payment to 24th February – 900.00
10. Play & Leisure T Rex & Caterpillar Springer (Play Grant) – 936.40
11. TTS Group – parachute and Mega play equipment (Play Grant) – 440.28

It was reported that the flowers had been paid from the Mayor's allowance as a mark of respect to a previous Town Clerk and family. All payments agreed

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

490. To discuss planning matters

1. 0/48238 variation of condition Plot 63 Cae America LL330SQ  
Clerk to report back that Town Council would ask that the process takes consideration of all resident voice and that the process follows planning advice.
2. 0/48261 change of use 5&6 Castle Buildings LL330AN  
This plan will bring back the old snooker hall back into use after a considerable time empty.  
No observations to report

491. To receive urgent correspondence

No urgent correspondence was reported. All correspondence is forwarded when received during the Covid-19 pandemic period

492. To receive urgent concerns or compliments

1. Following the report about the defibrillator and subsequent statement by Town Council, Clerk was thanked for her work to investigate the reported matter and asked to prepare a poster with defib locations and information of how to access them.
2. A55 draft Public Orders are due to be announced this week and the Church Institute has been booked for the team to provide information when requested. Due to Covid-19 regulations, this can only take place through a booking service, but the Orders will also be available for anyone to access online. The A55 team will implement the health and safety guidelines for these face-to-face sessions
3. Report of large potholes at Pen y Bryn and the promenade road near the car park entrance. These have been reported but clerk to chase up progress. Report of storm boards at east shore end of the promenade that are causing access difficulties. Clerk to clarify if these have been put up by a resident and report back.
4. Report that, sadly, Llys y Coed are currently in lockdown as a member of staff has contracted Covid-19. This is really unfortunate as this is the first instance of a case there and the staff have been working really hard to protect the residents.

5. A site meeting is planned for the waste ground next to the railways bridge on Station Road with a plan to develop a biodiversity site. Contact with the trunk agency suggests that they are positive about the idea and also maybe across the road on the corner too. They may even provide some funding for the project.
6. Three Streams and Nant y Coed. CCBC have confirmed that flood risk funding will not be able to pay for repairs to the area as no domestic properties are affected. Although CCBC are sourcing other funding, repair work may not go ahead before the summer.
7. It was reported that Llanfairfechan is about 80% towards the status of Plastic Free Community – more work is taking to gain this status and there will be a report to Town Council at a future meeting
8. Welcome was given to the new councillors; it was noted it is good to be a full council again.
9. Report that Morfa Madryn application could link with the ideas for mountain information boards along the cob. Match funding a possibility to develop history points and information boards
10. It was noted that work needs to be completed on the shelter by the footbridge on the recreation ground. In fact all notice boards and signs need updating – clerk to report
11. The no overnight parking notice has not been replaced in the promenade car park – clerk to report
12. Concerns raised about the number of walking visitors in Station Road. It was reported that the NWP Covid response team is still patrolling hotspot areas and is down on the promenade most days. Clerk to report to PCSO to make them aware there is a problem in these two other areas.
13. Report that as from next week, Street Support project will only pick up prescriptions twice a week. James is on A/L next week so councillors are covering the role.

493. Close of meeting – 9:25pm

Date of next Town Council meeting Wednesday 7<sup>th</sup> April 2021 at 7pm online