



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL30AB

01248681697 Town Clerk: jayne@llanfairfechan.net

**MINUTES FROM ANNUAL MEETING  
WEDNESDAY 19<sup>th</sup> MAY 2021 7pm**

In attendance: Chair: Cllr Delohne Merrell; Cllr Penny Andow; Cllr Carol Gell; Cllr Laura Fielding; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Rob Jewell; Cllr Christopher Jones; Cllr Iolo Kars Jones; Cllr Alun Rhys Jones; Cllr Christine Roberts.

33. To elect the Mayor & Chairman of the Council & receive the Declaration of Acceptance of Office  
Proposed Cllr C Hughes Seconded Cllr C Gell Unanimous Resolved to approve and take note

34. To elect the Deputy Mayor & Vice Chairman & receive the Declaration of Acceptance of Office  
Proposed Cllr A Hinchliff Seconded Cllr R Jewell Unanimous Resolved to approve and take note  
Mayor Penny Andow took the Chair for the remainder of the meeting.

35. Vote of thanks for work in the year 2020/21 by Cllr Chris Jones  
It was noted that 2020/21 had been a difficult year due to the pandemic and thanked James, Jayne and Kirsty for their hard work and loyalty through all of it. Cllr Jones remarked on the busy workload for the Crisis Management Team and thanked Past Mayor Delohne Merrell, Deputy Mayor Penny Andow and Town Clerk for the work to protect the community against the pandemic. He also thanked all Councillors for their support and engagement through 2020, despite the challenges that we have faced.

Town Clerk also thanked the whole Town Council for their care and support of staff and residents during 2020/21.

Past Mayor Delohne received the past mayor's badge, that has been richly deserved after such an extended time in post. Resolved to receive all and take note

36. To receive apologies for absence Cllr Gareth Wyn Jones; Cllr Nia Jones;  
37. To receive information about agreed formal committees and any other delegations

The following members of committees were agreed:

	2020/21
Full Council Alternate meetings	Mayor Cllr Miss Penny Andow
Full Council Alternate meetings	Deputy Mayor Cllr Chris Jones
Staffing Committee	Christine Roberts
	Carol Gell
	Andrew Hinchliff

	Delohne Merrell
	Nia Jones
<b>Environmental Committee</b>	Alun Rhys Jones
	Laura Fielding
	Chris Jones
<b>Crisis Management Team Review planned for September 2021</b>	Penny Andow Chris Jones Delohne Merrell Jayne Neal

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

**38. To approve Standing Orders and Financial Regulations 2021/22**

**Proposed Cllr C Roberts Seconded Cllr C Jones Unanimous Resolved to approve and take note**

**39. To receive Annual Report 2020/21**

The report was well received, and it was noted that it was an accurate account of work in 2020/21 and in an attractive format. An Annual Report is a new requirement in the Local Government and Elections (Wales) Act 2021 but this does not become compulsory until May 2022 and will include a requirement for an action plan for the coming year. It is hoped that work on the community planning process will help us prepare for this. Thanks were given to Mayor Delohne Merrell and Town Clerk for preparing the report.

**Resolved to receive and take note**

**40. Any Other Business**

No AOB was presented

**41. Formal close of Annual Meeting by Mayor Penny Andow**

## **MINUTES FROM WEDNESDAY 19<sup>th</sup> May 2021 MEETING OF THE FULL TOWN COUNCIL**

**42. To receive representations and queries from the public**

No members of the public were present

**43. To receive declaration of interest –**

**Code of Local Government Conduct applies**

No declarations were made

**44. To receive and approve minutes 28th April 2021**

**Streetlamps – there is enormous amount of concern about the unlit streetlamps around the Caradog Place area. Town Council have been in communication with CCBC and Scottish Power. The site has been assessed and there is a major fault in the system which will require a lot of work that will take some time to resolve. Clerk to email CCBC for further update**

**Bunting and Flags for the village – various issues were discussed about a way forward. It was noted that Pen Dalar should not be left out if this project goes forward. Suggestion that Discover Llan is approached to work in partnership to upgrade the look of the village streets. Clerk to action**

**Coach and vehicles parked on Station Road – a letter has been drafted and will be sent to the owner of the vehicles, stressing the concerns over safety in the area. Clerk to action**

It was reported that the Head Teacher at Ysgol Pant y Rhedyn and Babanod has been very grateful for the support of the Town Council with the IT project. Targets have almost been met for 1:1 pupil /device.

Morfa Madryn project has been seen favourably by Dwr Anafon but further information is required about work that will take place. A meeting is planned between project team and trustees on Friday 21<sup>st</sup> May at 1pm

Report of a water leak at the top of Cae Ffynnon – has been reported to Dwr Cymru.

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

#### 45. To receive information from Crisis Management Team

Action and information list for 19 <sup>th</sup> May 2021 Llanfairfechan Town Council and Crisis Management Team			
	Coach parked in Station Road	Jayne	Letter sent 13 <sup>th</sup> May
	Playground equipment & MUGA	With CCBC	Equipment is being fitted in the next few weeks. New swings and octopus seesaw at recreation ground. Springers at Victoria Gardens in next weeks. MUGA work completed
	Gorwel parking	With CCBC	Information from cabinet member has been passed onto resident
	Nant y Pandy Car park	With CCBC	Ongoing legal process / email query sent to Phil Vipond 27/4
	Promenade car park	With CCBC	Email sent to CCBC 27/4
	Cemetery water	With CCBC& Dwr Cymru	This has progressed. Extra payment made to Dwr Cymru – CCBC to complete the groundwork in the next week and then Dwr Cymru can complete the connection work
	Dwr Anafon Morfa Madryn Grant	With Anafon panel	Meeting suggested for May 18, 2021 01:00 PM
	Plas Menai health visitors	Jayne & GPs	Health visitor attending the hall on Friday and giving the dates for booking
	Ysgol IT project	Jayne/Kirsty	Pennaeth have asked if can put another shout for computers. Poster will be updated and sent out
	Town Centre Regen Fund	Jayne/Kirsty	We now have six gazebos all in use in the community Village Inn Pen Y Bryn The Virginia Split Willow Seagrass and (possibly Golf Club) One gazebo was damaged in the sotrms but Split willow paid for repairs and its back up again now.
	Incredible Edibles & planters	Jayne/Kirsty	Plant and seed swap planned for May 22 <sup>nd</sup> Sessions have started on Thursdays and Co-op planter has been planted with swiss chard
	Website translation	With Delwedd	Translation completed and Delwedd working on this
	LDP and House builds query	Jayne	Email sent to CCBC on13/05/2021
	ERF reporting App	Jayne	Joint CCBC / TC ZOOM training for Councillors planned re: station road flytipping – email mel
	Flytipping at Station Road car park	Jayne	Flytipping Wales CCBC have offered to help with a solution to the matter- further info to be shared by email
	Streetlamps on promenade	With CCBC	Site visit this week Nathan streetlighting – should get feedback soon
	A55 junction project		Statement sent as arranged
	Llanfairfechan Community Week plans		Attached poster – all preparations in place

#### 46. To receive and approve payments

1. Staff Payments May – wages and employer & employee pension contributions to date – £4200(includes Project Support Worker – start date was 1<sup>st</sup> May 2021)
2. Viking - chair and filing unit for new staff – £131.09
3. Gareth Roberts – MUGA posts, fence and tarmac - £450.00
4. Instant Promotions – 2 x Gazebos and weights - £1795.20
5. EPC Forestry – first PROW cut - £800.00
6. Menter Iaith - £65.94

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

#### 47. To discuss planning matters- None received

48. To receive urgent correspondence – during Covid-19 regulations general correspondence is shared with Town Council by email

Resident letter was read out thanking Jayne, Kirsty, James and James' partner Caz for their work on the Street Support project and congratulating James on his excellent attitude to his work. 'Diolch o galon Llan Council have done good this last year'.

It was agreed that James should receive recognition for his work and an award and bonus will be presented at the Brave the Shave event on 5<sup>th</sup> June 2021 at 1pm.

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

**49. To receive urgent concerns & compliments**

1. Ongoing query about Flytipping from Pen y Bryn – County Councillor to chase up. Clerk to forward email
  2. Concerns from all Councillors about the email received from a resident over the weekend. This case has moved forward significantly, and all relevant services have been contacted. It was noted that the fact that Councillors responded by email to the resident showed the professionalism in Town Council and that resident concerns are taken seriously.
  3. Councillor reported that the community skip processes at Station Road run extremely efficiently. CCBC staff are very helpful and residents are considerate to each other, often helping with other people's items. Really positive service
  4. Further concerns raised about housing effected by the proposed A55 junction work. County Councillor has met with residents and reassured that compulsory purchase has to match current house prices. Concerns about property blight for St Brenda's and other properties have been raised in Town Council objection document which can be viewed in Current News on the website.
  5. Promenade car park – County Councillor to email CCBC for update. Clerk to invite CCBC to Town Council meeting
  6. The retiring Mayor Cllr Delohne Merrell and Consort Cllr Carol Gell attended the Llanfairfechan and North Wales Croquet Club 30<sup>th</sup> +1 celebrations on Sunday 16<sup>th</sup> May. Their attendance was well received, and members of the club welcomed the gift of a white peony for the raised beds. True to form, the weather was inclement. It was noted that the start and finish of mayoral duties were marked with wet weather! Cllr Carol Gell thanked Delohne for the opportunity to stand as her consort and reported that it had been a pleasure to do so.
  7. Several Councillors congratulated Cllr Penny Andow and Cllr Chris Jones on their appointments and gave thanks to Cllr Delohne Merrell for her work as Mayor over an extended period due to Covid-19.
  8. Cllr Laura Fielding reported that plastic Free Llanfairfechan Litter Pick had been a success on Sunday 16<sup>th</sup> May. Despite bad weather, 30 volunteers came out to litter pick various areas of the village and 20 large bags of rubbish and other items were collected. Plastic Free Llanfairfechan were congratulated on their work and thanked for organising the event.
  9. Early notice was given of the Mayor's charity fundraiser Brave the Shave on 5<sup>th</sup> June at 1pm – to be held on the promenade.
50. Close and next meeting: 8:10pm

Next Town Council Meeting Wednesday 9<sup>th</sup> June 2021 at 7pm online

Signed by Chair of meeting:

Date: