

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE GENERAL PURPOSES MEETING
Held on the 20 February 2019 in the Council Chamber at 7.00pm

PRESENT: Councillors: Chair – Dep. Mayor Christine Roberts; Cllr Penny Andow; Cllr Carol Gell; Mayor Andrew Hinchliff; Cllr Claire Hughes; Cllr Alan Jones; Cllr Chris Jones; Cllr Iolo Kars Jones; Cllr Delohne Merrell; Cllr Gareth Roberts; Cllr Glenn Robinson; Cllr Gareth Wyn Jones

Town Clerk & RFO: Jayne Neal

365. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS

Marc Shepherd, Chair of Llanfairfechan Town Football Club was in attendance to discuss the resurfacing of the MUGA pitch on the recreation ground. The club currently trains outside of Llanfairfechan as there are no facilities that meet the needs for training. It was suggested that the Football Club would attract more junior players if training took place on home ground and this would have a positive effect on standards in the club. It is also very costly to run the training in Conwy and Bangor. It was agreed that it would be positive to work together and in partnership with CCBC to investigate funding options to provide good quality multi use games area. Councillors noted that they had never been happy with the surface and have already been investigating options. Initial quotes have suggested the cost may be as high as £80,000 but there followed a discussion about surfaces that may not be as expensive but still of the appropriate standard. Marc agreed that he would source some quotes and the Town Council would meet the club reps and CCBC to develop a task and finish group to apply for funding.

PC Dave Evans, Community Beat Manager for West Area which includes Llanfairfechan, was also in attendance. He suggested that if small grants were needed, it may be worth applying to the North Wales Police PACT fund. They are looking for innovative projects that would reduce the risk of crime using diversionary tactics. PC Evans went on to introduce himself as the new Community Beat Manager with responsibility for Llanfairfechan and took questions from Councillors

The force aims for the village PCSO to have 70% visibility within the village, but this is a gold standard and due to funding cuts the PCSO is sometimes called to cover elsewhere. However, it was stressed that the only way to ensure a police response to incidents is if residents report and keep on reporting any information. The PCSO surgeries are due to be held every month and will be held at school time so it is hoped that parents may take the opportunity to chat about any concerns. It was stated that:

- **Urgent matters should always be reported on 999**
- **Non-urgent matters will be dealt with by 101 but there can be a long wait for a reply. It was stated that this is also due to the current funding climate and it is worth holding on as the phone will be answered eventually. It was noted that webchat is often a quicker and easier way to leave information**
- **If residents do not want to leave a name, information can be shared confidentially through Crimestoppers which is an independent charity with a freephone number, 0800 555 111.**

The use of CCTV in evidence was discussed and it was noted that there are personal privacy issues that need to be addressed if fitting CCTV in a domestic setting. In a community setting there is no concern, but warning signs should be in operation.

366. TO RECEIVE APOLOGIES FOR ABSENCE **Cllr Nia Jones** RESOLVED to receive and take note

367. 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 Gareth Roberts	Item 12 Item 17.1	Relationship to staff Business link	Staffing matters Planning matters	Withdraw Withdraw
Cllr Carol Gell	Item 17.1	Neighbour	Planning matters	Withdraw
Cllr Andrew Hinchliff	Item 17.1	Planning Committee	Planning matters	Withdraw

RESOLVED to receive and take note

368. TO RECEIVE MINUTES OF THE FULL COUNCIL MEETING HELD ON 5 DECEMBER 2018

Proposed Cllr Delohne Merrell Seconded Cllr Carol Gell

RESOLVED to approve and take note

369. MATTERS ARISING FROM THE ABOVE MINUTES

Present. Cllr Gareth Wyn Jones did not attend

364.2 Penmaenmawr Ecobrick project is not a Town Council project but organised by an individual resident

RESOLVED to receive and take note

370. TO REVIEW ACTION LIST 12/12/2018

2 Rotary have approved in principle and are considering the Jack Hutt funding pot

7 WiFi is still not up to standard

8 Basketball courts will be sorted as soon as the nights are lighter

10 Local trader has offered to do preparatory stonework as he is working at the Towers currently

21 It was agreed that a security certificate should be purchased for the websites – clerk to progress this

24 A cheque presentation will be made to the school on Friday 22nd

40 These have now been fixed – CCBC responded quickly

RESOLVED to receive and take note

371. TO RECEIVE INFORMATION ABOUT JETTY MEETING AND OBSERVATIONS FOR FLOOD DEFENCE BID

18/1/2019 – Information from Cllr C Gell and Clerk

An email has been received from the Principle Engineer CCBC detailing the position with regards to the jetty gates. It was confirmed that this is a county wide policy and based on resource availability. CCBC Legal Dept have confirmed that this liability/responsibility cannot be passed onto third parties. A bid is being submitted to address the beach access problems in Llanfairfechan but there can be no resolution to the locking of the gates in the short term. A discussion took place and it was agreed this should be taken further and Clerk to email for further information from Flood Risk & Infrastructure, including the risk assessment. A letter was read it from a concerned resident who and it was agreed the letter should be sent onto CCBC and Clerk should also send formal reply.

RESOLVED to receive and take note

372. TO DISCUSS AND APPROVE NEXT STEPS FOR DIGITAL SIGN PROJECT – Clerk and Cllr A Jones

Three quotes have been received and permission from CCBC parking services to place the sign on the car park. Electricity supply still being finalised but is likely to run from the toilets. It was agreed the project should go ahead with Vesa Mount. It was reported that 5 businesses have already expressed an interest in advertising on the sign so there is no concern about on costs as these will be met by advertisers. The cost of the project is £13,000 with an extra £3000 for groundworks. There was unanimous support for this project as it will add value to the activities that take place in the village and resolve the issue about advertising banners. All village-based charity and community associations will be able to advertise their sessions on the sign at no cost and the Town Council will be able to use it to disseminate important community information.

Proposed Cllr Gareth Wyn Jones Seconded Cllr Penny Andow

It was agreed that an extra £500 should be used to buy an integrated CCTV camera to protect the sign

Proposed Cllr Andrew Hinchliff Seconded Cllr Chris Jones

Resolved to approve and take note

373. TO DISCUSS AND APPROVE CONTRACTOR FOR PETANQUE PITCH, VICTORIA GARDENS SIGN AND

DISCUSS INCREDIBLE EDIBLES PROJECT – Information from Cllr G Roberts and Clerk

A quote has been received and a further quote is being sought. The Clerk noted that a second quote is not necessarily required as the amount is under the spending limit. It was agreed that, due to time pressures, an email can be circulated for agreement so that work can start before the next meeting. The Launch Day is planned for Saturday June 1st when the French visitors will be here with the Town Twinning project. An inaugural Pentanque match will take place and the area will be dedicated to the memory of Cllr Ray Jones. The Victoria Gardens sign is in draft form. It was agreed that sign should read in Welsh and French as well as English. Clerk to progress this work with the help of the Town Twinning committee.

There was unanimous support for an Incredible Edibles project and a meeting will be called soon. A resident has shown an interest in getting involved and he will be invited to the meeting. A hosepipe and a water utility key will be purchased in readiness for the spring. Town Councilors' will be reseeding and stone clearing on Thursday 28th February at 5pm.

RESOLVED to receive and take note

374. TO DISCUSS AND APPROVE PAYMENT TO PWYLLGOR Apêl Llanfairfechan – Eisteddfod Genedlaethol Sir Conwy 2019– Information from Clerk

The Clerk noted that a decision was taken to provide some funding to the Llanfairfechan Eisteddfod Appeal. The Appeal has reached its target and the Councilors' applauded their hard work in achieving this. There was a discussion about how much should be given to the appeal and it was proposed that £500 would be a suitable amount. The Councilors' voted 8-4 in favour of this proposal. It was noted that the group had also received help with venue costs for the Elvis event and its possible there could be more Community Hall events in the future to consider.

RESOLVED to receive and take note

375. TO RECEIVE INFORMATION ABOUT ECOBRICK PROJECT – information from Cllr P Andow

The Ecobrick project is going well with collection points at the Split Willow, Town Hall and both schools. Residents can seek clarification about weights and types of bottles from the notice boards or Ecobrick website. The local project is accepting milk bottles but requests that bottles are tightly packed to the required weight. 6 tonnes are needed for the play project in Penmaenmawr and 5500 has already been collected. CVSC and CCBC are looking to expand the ecobrick projects across Conwy and this may help to mitigate some of the concerns about new play equipment. The project was described as a win win for everyone as it is significantly reduced the amount of rubbish in domestic black bins locally.

RESOLVED to receive and take note

376. TO REPORT ON STAFFING MATTERS – Information Cllr D Merrell and Clerk

The Administrative Assistant role is now vacant but there is some outstanding Annual Leave and Toil to be agreed. The Staffing Committee have requested Timesheets and the Clerk has now received these. Some work needs to take place to tally the figures, but it is hoped that a payment can be made by the next Town Council meeting. It was proposed that the Clerk should calculate TOIL, Sickness and Annual Leave from 2018/2019 to meet Audit Standards and report to Staffing Committee. Clerk to seek advice from SLCC Mentor and CCBC to ensure we meet all standards. Correspondence will be sent out and it is hoped the situation can be soon resolved. It was noted that Staffing Contracts need to be updated and the Clerk advised following the guidance from One Voice Wales where model contracts are available. Clerk to provide templates for staffing committee meeting and develop systems to be ratified at Full Town Council. Proposed Cllr Alan Jones Seconded Cllr Chris Jones

RESOLVED to approve and take note

377. TO DISCUSS PEN DALAR SIGN REPAIR – Information from Clerk

A telephone conversation has revealed that the Pen Dalar had not been told that maintenance of the sign was their responsibility. As a result, it was proposed that the Town Council replace with durable material and a contractor be contacted to complete the work. Clerk to action.

Proposed Cllr Carol Gell Seconded Cllr Chris Jones

RESOLVED to approve and take note

TO DISCUSS AND APPROVE LOCKS FOR RESIDENT BINS AT STATION ROAD CAR PARK

An email has been received from CCBC and they would be happy for the anything that might improve the situation. However, it was pointed out that there is a discrepancy in the number of tenants who should have access to the bins, and this is a concern to the Councilors. In addition, it was noted this has been a long-standing problem that has previously been very difficult to address. It was noted that a fear is that it will lead to fly tipping in the car park as has happened before. Clerk instructed to refer back to CCBC and suggest that the Councilors' are not convinced that locks are a solution. The Town Council have tried to ease the current situation by ordering an extra community skip each month.

RESOLVED to receive and take note

378. TO DISCUSS AND APPROVE RURAL SUMMER SPORTS SCHEME PAYMENT

– Information from Clerk and Cllr Claire Hughes

A letter of request has been made and the Rural Summer Sports Scheme is requesting £700 towards the project running in Llanfairfechan. Town Council have run a poll with the school parent’s Facebook Groups and 95 would be ‘very likely’ to use the scheme; 12 said it would depend on timings and what is available; 2 were very unlikely to use the scheme. It was noted that have started this process early so that we can make an informed decision about this. Clerk asked to gain further information about timetable, type of sessions and how they will link to existing sports group and report back to meeting.

379. TO APPROVE PAYMENT TO:

- | | |
|---|------------------------------|
| 1. CCBC Community Skips and Playgrounds October/ November/ January | Approved |
| 2. Viking cleaning materials £77.63 | Approved |
| 3. Town Councillors Allowance Fund / Deputy Mayor’s Fund - Pant y Rhedyn
Playground grant £1600.00 | Approved |
| 4. Pant y Rhedyn – Urdd fund | Awaiting further information |
| 5. Town Councillors Allowance Fund / Deputy Mayor’s Fund
English Methodist Church – Facilities grant £200.00 | Awaiting further information |
| 6. Town Clerk wages (January) | Approved |
| 7. Environmental Operative wages (January) | Approved |
| 8. Administrative Assistant final wage payment | Awaiting further information |
| 9. Gwynedd County Council Pension Service (January) | Approved |

Clerk asked to check with One Voice Wales rulings on declaration of payments as the Town Council would like to appear on the minutes for transparency.

Proposed Cllr Delohne Merrell Seconded Cllr Penny Andow

RESOLVED to approve where agreed and take note

380. TO DISCUSS AND APPROVE PLANNING MATTERS

- 1) **0/45932** Extension to existing side balconies Flat 3 and Flat 1 Gwylanedd Promenade
- 2) **0/45924** Erection of fence (retrospective permission) 25 Pen Dalar
- 3) **0/45935** Removal of overhanging branches Preswylfa Lodge Park Road

Item 1 & 2 No observations made

Item 3 Clerk to ask if the necessary permissions have been granted by owner of the tree and check that the services of a tree surgeon have been requested

RESOLVED to receive and take note

381. TO RECEIVE CORRESPONDENCE FROM

- 1) Eryri Development Plan – **the plan is now available and can be accessed online**
- 2) Road closure – **Top of Valley Road for BT work**
- 3) Resident email – **community business approach. It was agreed that the resident should be invited onto the Place Plan group when this begins**
- 4) CCBC Tourism Business survey – **now out of date the turn around is very short on all of these consultations.**

RESOLVED to receive and take note

382. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- 1) **Resident has sent a card to the Mayor supporting recent developments in the village that are helping to rejuvenate the area. It was noted that the return of the Post Office at Nisa and its welcoming staff have made a big difference. The ukulele session started by Clare Somerville have been a great success and has led to the development of village play along sessions that have been supported by the Community Hall and the Village Inn.**
- 2) **A CCBC Task & Finish Group will report at the end of June about County plans for regulation of local areas. This means that any agency such as Kingdom will not be used until after this process is completed which is likely to be the Autumn**

- 3) **The local Quarry Villages bus is still suffering because the new regulations for Community Buses are vague and undefined, the other matter is that while calling for some clarification from Gethin George, which he couldn't give, he confirmed that the Local Authority Grant Aided Local Services, ie 75, had retained their funding and will run next year.**
- 4) **Concerns were raised about the reported reduction in school's budgets and it was stated that it is hoped this will not lead to the loss of teaching staff. This was discussed at length and further information will be sought by School Governors**
- 5) **Request that the promenade car park is added to the next agenda**
- 6) **Question about wall in Station Road car park. Clerk has been informed by CCBC Car parks dept that this matter is being investigated**
- 7) **CCBC has mended the wall on Valley Road that had been reported as unsafe by a resident and the longstanding damage at the embankment at the top of Valley Road is on the list to be addressed**
- 8) **Suggestion about business sponsorship for the dog bag dispensers – this will be investigated**
- 9) **Llanfairfechan Foodbank is extremely busy and set to run out of food within the next month. Further funding or food items needs to be urgently sought**
- 10) **Report on further potholes and unsafe surfaces in the village Clerk to report**

MEETING CLOSE – 9:40pm

Signed (Chair) _____ Date _____