



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



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

TOWN COUNCIL MEETING April 10th, 2024, 7pm
AGENDA

1. Welcome all to the meeting and general housekeeping information
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 March 20th, 2024, and current action list (LGA1972 Schedule 12)
6. To receive applications and vote on co-option for Bryn Ward
7. To receive information and approve plan for PROW and new cutting regime at Caradog Place and Victoria Gardens 2024
8. To receive information about the Conwy CBC and approve Climate Change pledge
9. To receive information about SPF funding and approve project plan for flags and spider dome
10. To receive information and approve project plan for West Shore Recreation Project
11. To receive information and approve plans for Llanfairfechan Celebrates
12. To receive and approve finance report and current payments for April 10th, 2024

**Join us online with
Microsoft Teams**
[Join the meeting now](#)
 Meeting ID: 367 342 874 268
 Passcode: c6kkpG

Payments to be made
1. Staffing, contract officer and oncosts January £4000
2. Audit Wales costs £261.00
3. Antur Waunfawr paper disposal £16.80
4. REIM Jayne Lavender plants for Station Road £37.42
5. Amazon Gavel and block £17.58
6. CCBC monthly Play Inspections 2023/24 £565.18
7. Planning Aid Wales Planning for Future Generations training - £100
8. Cllr Care Payment March – £43.60
9. Condolence flowers - £44.95
10. Amazon Hurricane Lamp for peace - £12.50
11. Amazon Oil for lamp - £19.83
12. Veterans Breakfast club room hire Community Hall (s137 grant) £151.25 (Retrospective)
13. British Gas payments Feb / March £36.96 (retrospective)

13. To receive information about planning matters:
0/51551 25 Gorwel Llanfairfechan LL33 ODT
14. To receive correspondence
15. To receive reports from meetings
16. To receive urgent matters for discussion

Wednesday April 10th, 2024

TOWN COUNCIL MEETING MINUTES

In Attendance: Chair: Mayor Laura Fielding; Deputy Mayor Alun Rhys Jones; Cllr Sharne-Marie Bellis; Cllr Leena Farhat (online); Cllr Andrew Hinchliff (online); Cllr Rob Jewell (online) Cllr Chris Jones; Cllr Nia Jones (online); Cllr Preben Vangberg (online); Town Clerk Jayne Neal. Bryn Ward County Councillor Jacob Williams was in attendance
The meeting was held in Council Chambers and on Microsoft Teams platform

In agreement with attendees, the meeting was recorded for minutes purposes.

1. Mayor Laura Fielding welcomed all to the meeting and shared general housekeeping and conditions for the meeting Resolved to receive and take note
2. To receive apologies for absence (LGA 1972 Schedule 12) Cllr Gareth Jones; Cllr Penny Andow (Town & County Councillor; Cllr Christine Roberts; Resolved to receive and take note
3. To receive declaration of interest – Cllr N Jones declared personal interest at Item 10. No pecuniary interest as payment is statutory allowance Resolved to receive and take note
4. To receive representations and queries from the public

Two residents were in the chamber to discuss the planning proposal 0/51286. It was noted this was not on the agenda as it had been received after the agenda was set. Residents were keen to make Town Council aware that the matter had been put back on the planning list and they requested that Town Council submit a statement again to restate its view. Further discussion raised the concerns about waste water and the fact the site is outside of the settlement boundary. Conwy LDP team have stated clearly that they are not in favour of this site because of this issue. Town Council has previously issued a statement to planning, and this is available on the agenda page of our website. It was agreed that Councillors should be given time to read the online updates and feedback their thoughts to Clerk by email. If there are new matters to be considered a special meeting may be called. Otherwise, Town Council will resubmit their original document before the deadline date.

Resolved to receive and take note

5. To receive and approve minutes March 20th, 2024, and current action list (LGA1972 Schedule 12)

Library – It can now be announced that Conwy CBC have accepted the Town Council offer of £6000 for 2024/25. This will mean that the library hours will not be cut in 2024/25. It was noted that Town Council need to now consider whether this payment should be part of our precept setting 2025/26

Community Skips – Following on from Conwy CBC phasing out the community skip service, Clerk is finding it difficult to book a skip at the moment. We hope to have something in place by May. Clerk and Events Officer will continue to organise and inform residents of progress. We have got a list of all free and paid for recycle services and a post will be produced to advertise options going forward.

Action List

Date: 10th April 2024		NFI = no further information	
Item:	Date:	Progress	
1 Nant y Pandy car park	NFI	email sent for further info 13/03/2024	
2 Paddling Pool	NFI	due for opening in May	
3 Promenade car park & flood protection	update	emails from residents sent to project team	
4 Bus stop damage Y Bont east	NFI	can it be confirmed this has been completed?	
5 Llanfairfechan Flag Project	on agenda		
6 Resident concern about flytipping in Station road	NFI	awaiting information about mobile CCTV	
7 Benches project	NFI	NFA	
8 Station Road Garden	update	Launch went well - positive feedback. Sessions start Tuesday 9th April 6:30pm - 8pm	
9 SPF WS Recreation project (MUGA)	on agenda		
10 Audit	update	email sent to chase up as Internal Audit needs to start	
11 Kickstarter Community Plan	NFI		
12 Pagoda shelter	NFI	email sent to estates - query to flood protection team	
13 Beach huts	update	email sent to estates - query to flood protection team / damage report sent into system	
14 Llanfairfechan Celebrates	on agenda		
15 Christmas lights	update	information from Shaun	
16 Pen dalar sign	NFI	cover has arrived and Preben has agreed to update the posters - to action	
17 Food and Artisan markets plan	next market	Sunday April 21st	
18 Christmas Tree of Lights Rotary	update	received the lights in and Rotary will put together a project plan	
20 SPF Events project	on agenda		

3 Coastal protection project Conwy Team is due to attend the May 1st meeting and Clerk has forwarded all resident emails to them for consideration. Following the floods on April 9th, resident concerns continue to be about access, drains, proposed car park surface and a lot of comment about the secondary wall and whether this could be raised. Many residents are concerned that raising the sea wall will have no impact against the height of the waves. Town Councillors, County Councillors and Town Council staff were present on April 9th to observe and help residents in difficulty and thanks were given to all services and residents who helped on the day. It was noted that the Conwy CBC Project Manager was on site for the whole of the incident and recorded a lot of data and photographs to inform the proposed project design. In addition, NRW officer was in attendance and

reported they will be working in partnership with Conwy CBC to meet the challenges posed by the river on the promenade.

Concerns were raised about what will happen to Morfa Madryn and Glan y Mor Elias. Bryn County Councillor reported he had been in touch with Conwy CBC, and it has been reported that the teams are looking at what can be done and prioritising repair work in the area following the floods. Conwy sent a JCB down to the promenade within 24 hours and this work has started to take place.

8 Station Road Garden

The launch event was a great success, and thanks were given to the Rotary club and WI members who volunteered at the event. Thanks were also given to Incredible Edibles Conwy members who visited the event and helped with planting. Garden sessions are starting soon, and information will be shared on social media and in the community window.

10 Audit We have received an invoice from Wales Audit but no report for 2023/24. Clerk will hold on to payment until the report is received.

11 Beach Huts These are badly damaged and there are health and safety concerns. This has been reported to Conwy CBC and County Councillor for Bryn will have a look and chase this up. It has been fenced off now, so the area is safer.

12 Christmas lights 2023 work have now been paid for and the amount was cheaper as there was not time to install and switch on the lights on the crossroads tree. We are awaiting a price from Colwyn Bay Town Council to purchase second hand lights from them – these will be an improvement as they are bigger than our current stock and will stand out more on Penmaenmawr Road. There are also some garlands that may be available, and these may solve a problem in Station Road.

18 Rotary Tree of Lights project Lights have been brought to the hall and they will be on the pat test list for 2024. We are awaiting a project plan from Rotary and will take it forward later in the year. There may be a memorial book for pledges held at the hall.

Proposed Cllr C Jones Seconder Cllr A Rhys Jones

Resolved to approve and take note

6. To receive applications and vote on co-option for Bryn Ward

This was an uncontested co-option for Cathryn Taylor. Town Council was thanked for considering the application and Cathryn was welcomed to the council. It was agreed that formal acceptance will be made on May 22nd, 2024, in a meeting prior to the Annual Meeting.

Proposer Cllr R Jewell Seconder Cllr A Hinchliff Unanimous

Resolved to approve and take note

7. To receive information and approve plan for PROW and new cutting regime at Caradog Place and Victoria Gardens 2024

Town Council agreed the Public Rights of Way tender can keep rolling on as the work is of a good standard and the contract has been offered at the same price as last year.

It was proposed that the grass on the raised section of Caradog place could be left to develop a biodiversity site by cutting only twice a year – this was agreed. It was also suggested that there could be a wild area at Victoria Gardens, and this will be further discussed and planned. It was noted that some work will need to take place at Victoria Gardens as it was significantly flooded on the 9th April – Clerk will follow this up by email to Conwy.

Resolved to approve and take note

8. To receive information about the Conwy CBC and approve Climate Change pledge

This will be sent out to Councillors and added to the next meeting. Clerk to send out information.

Resolved to approve and take note

9. To receive information about SPF funding and approve project plan for flags and spider dome

The project proposal is to raise the flags for the May bank holiday weekend through to end of October. They will then be taken down and new Christmas flags will be purchased for Station Road only towards the Christmas celebrations to be erected for the last week of November. These will be up until first week of January to protect them from the worst weather. The spider dome will be used for events and consultation activities and can be loaned by local groups. It was suggested a deposit system could be used to protect the equipment. Costs (all figures rounded up)

- 20 Flags: £4,437 1 Spider dome: £2358
- Total gross cost is £6795
- £1133 vat to be claimed back
- SPF Fund contribution is £ 3,696.80
- Actual cost to Town Council is £1966

We have a lot of externally funded project that require us to pay for the VAT up front and then claim back. HMRC has been contacted and we can put in an interim VAT claim to reclaim all VAT costs from projects quickly. The

project was agreed but Clerk to follow up some queries – fabric swatch before purchase; change the dome to green to match the flags and feedback. All in agreement to take it forward. Resolved to approve and take note

10. To receive information and approve project plan for West Shore Recreation Project

All is going well – FAW funders have visited, and they are very pleased with developments. Project plan is to provide one refurbished multi use court and one dedicated football pitch. There will be a gate and locking system, but the courts will remain as a free provision during daylight hours. There will only be a cost for the courts during floodlight hours and this money will be used towards maintenance going forward. There will be a consultation stall at the Food & Artisan market on 21st April and other partnership meetings will take place in the interim. Contractors are due on site at the beginning of May and a launch is planned for Wednesday August 7th National Play Day Resolved to approve and take note

11. To receive information and approve plans for Llanfairfechan Celebrates

A poster has been prepared and will be translated and sent out to stalls in the next week. Date for the diary Saturday May 11th 2pm to 4pm. Northwest Kite Club have been invited and will attend with large kites if weather permits. Suggestion that the local Windfoil/ surfers might want to be involved. Further information to follow.

Resolved to approve and take note

12. To receive and approve finance report and current payments for April 10th, 2024

It was agreed that the documentation could be taken together – all in order

Proposer Cllr A Hinchliff Seconder C Jones Unanimous

Resolved to approve and take note

13. To receive information about planning matters:

0/51551 25 Gorwel Llanfairfechan LL33 ODT_no observations made

14. To receive correspondence

1. Clerk to share the Pre-Election Period timetable of actions
2. Email from resident – Making everyone aware that there is a lot of flood protection help that householders can access. It is hoped that residents along the promenade have access to this information and feel able to follow the advice. Clerk to respond to the resident to ask if they would be willing to make residents aware of this information and help them to prepare. Concerns were also raised about drivers that were ignoring the road closure signs and adding to problems. Clerk to email North Wales Police with queries about this matter and also to post social media to remind drivers to follow guidance when these emergencies occur. There were particular concerns about the number of stones and large rocks that came over with the waves and it was noted there was a critical mass of factors led to the incident. Town Council will try to encourage people to sign up to [Floodline to receive warnings](#) Householders who were on Floodline did receive phone warnings.
3. Concerns raised by resident about the Morris Dance event at the weekend. It was felt that parking and use of Village Road caused serious health and safety issues. Town Council were reassured that the Community Hall Committee are following up the concerns about this event. Clerk to follow this up.
4. Emails exchanged about BEM award for Cllr Hinchliff – small reception will take place prior to June or July meeting further details to follow.

15. To receive reports from meetings

1. Cllr Alun Rhys Jones - Meeting with Conwy CBC Biodiversity Officer Funding available for biodiversity hedging and tiny forests – looking at spots in Glan y Mor Elias or by the football club. Street trees for Penmaenmawr Road up to Pendalar may be supported. Further information to follow.
2. Cllr C Jones Discover Llanfairfechan constitution is moving forward and is now being checked with CVSC

16. To receive urgent matters for discussion

1. Thanks to resident and ex-mayor Carol Gell for continuing to maintain the boat at the roundabout
2. Renewable Energy Group are almost ready with their constitution. It was agreed that it could include the Mayor as a regular member of the group to maintain a link with Town Council going into the future.
3. Plan to develop a 'who's who' for Town Council – asking for pen pictures and photos be sent on as soon as possible because it is hoped it will be completed for the new year in council (Annual meeting May 17th).
4. Councillors were reminded that good practice guidance suggests Councillors should use their Town Council email for contact in formal business. However, this is something for Councillors to decide themselves and Clerk will add whichever email they wish to the contact page.

Meeting closed at 9:00pm – next meeting is Wednesday May 1st at 7:00pm