

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE GENERAL PURPOSES MEETING
Held on the 23 January 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;
Town Clerk & RFO: Jayne Neal

329. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS

None received

330. TO RECEIVE APOLOGIES FOR ABSENCE **Cllr Gareth Wyn Jones Cllr Nia Jones**

RESOLVED to receive and take note

331. 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 13	Relationship to staff	Staffing Matters	Did not take part in discussion

RESOLVED to receive and take note

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

Proposed Cllr Delohne Merrell Seconded Cllr Glenn Robinson

RESOLVED to approve and take note

333. MATTERS ARISING FROM THE ABOVE MINUTES

No matters arising

RESOLVED to receive and take note

334. TO REVIEW ACTION LIST 12/12/2018

8 Basket ball hoops have arrived

30 Town Council funded CCTV for Village Road has now been installed. This will support the work of NWP in the village and allow us to work in partnership to protect community safety

31 A quote has been received and the start up costs for the Digital Information Board would be just under £13,000.00 but it was agreed that this could be an excellent marketing opportunity for businesses and community projects alike. Initial plans are to place the information on the promenade, final positioning to be decided after a site meeting and information gathering from CCBC. There is an on cost of approx. £1885.00 for yearly maintenance, it was suggested that local businesses may be encouraged to pay a small amount for regular advertising on the board to cover this cost. It is hoped the board may be in place by the end of March and it was proposed that further details should be gathered, and a site meeting arranged.

Proposed Cllr Delohne Merrell Seconded Cllr Carol Gell

ALL RESOLVED to receive and take note

335. TO RECEIVE INFORMATION ABOUT JETTY MEETING AND OBSERVATIONS FOR FLOOD DEFENCE BID 18/1/2019 – Information from Cllr C Gell

A productive meeting of the Task and Finish group took place on Friday 18th January at Llanfairfechan Sailing Club. Cllr Gell read out minutes of the meeting and stated that an action plan will be drawn up and required information will be sought from CCBC regarding the queries that were highlighted. Minutes will be on public display on the window noticeboard and on the Town Council website.

RESOLVED to receive and take note

336. TO DISCUSS PROPOSED MEET AND GREET ICT LAUNCH FEBRUARY HALF TERM

Wednesday 20th February has been identified as a date for the Town Council ICT project launch. It was agreed there would be a soft launch of the English website to be followed with a full launch at the

Llanfairfechan Celebrates event in June. Soft launch will be in conjunction with a Meet & Greet session in the Lloyd Hughes Room 10am – 12 working in partnership with PCSO Sara’s community surgery and a Local Energy Partnership information session. In addition, a representative from Cartrefi Conwy will be in attendance. PCSO Sara is keen to hold monthly surgeries so we hope that other agencies will agree to be in attendance. The Creative Enterprises project ‘Get Ready for Employment’ will also soon be coming to the Community Hall and will help Llanfairfechan residents who are seeking work.

RESOLVED to receive and take note

337. TO RECEIVE INFORMATION ABOUT FIT FOR FUNDING SESSION WITH CVSC

Information was circulated about this Town Council funded training for local groups on Tuesday 19th February 6pm – 8pm. Anyone who is a committee member for a not for profit organisation in the village is invited to take up this opportunity. All groups who have received funding from the TC will be encouraged to attend this session, which will give information about how groups can improve their governance and become ‘Fit for Funding’.

RESOLVED to receive and take note

338. TO RECEIVE UPDATE ON MUGA AND VICTORIA GARDENS RE BYELAWS

The CCBC Open Spaces Bye Laws document was distributed for inclusion in information folders. It was reported that a request for use of the MUGA by a commercial provider has been made. After consulting the By- Laws document, advice has been sought from CCBC. An email has been received stating that the legal position is being considered and we should expect a response soon. In the interim, permission cannot be given until the position is made clear

A local contractor has agreed to complete the work to set up the Petanque Court, clear the shrubbery and replace the two broken flagstones. Materials have been bought so this process should be completed in time for the May launch of the Victoria Garden Family picnic and play area.

RESOLVED to receive and take note

339. TO REPORT ON 2019/20 PRECEPT PROPOSAL LETTER AND CCBC LETTER

The 2019/20 Precept letter has been sent off to CCBC. A CCBC letter was received two days after the precept deadline detailing possible cuts in service over the next twelve months. The areas that may affect Llanfairfechan are:

- Libraries – a cut of £105,000 countywide will need to be made
- Playgrounds – the amount required to maintain current service of inspection and maintenance far outweighs the proposed budget of £12k.
- Car Parks – free car parks in Conwy County are under scrutiny and it is likely charges will be introduced and Town Councils are asked to consider management or charges are likely to be implemented by CCBC
- Public Conveniences - public conveniences may be under threat if Town Councils do not take on management

County Councillor reported that it was strongly stated at the Local Area Forum that it would have been useful to have received this letter before the Precept deadline. It was noted that the Promenade car park is not currently targeted but will, no doubt, be considered by CCBC in the future. However, it was reported there is further deterioration in the surface of the car park with further potholes and this has been taken up with CCBC.

Another email has been received that confirms the library service in Llanfairfechan is due to be cut by one day; there is also some concern about building ownership and lease. Clerk to contact Library committee to ascertain the situation to inform future decisions about future funding from the Town Council.

In addition to this CCBC information, Public Rights Of Way partnership working documents are being written up by CCBC and this will affect the work taking place to ensure public footpaths are accessible. There will be a clearer responsibility on Town Councils to ensure work is completed in an accountable

manner. This may necessitate a yearly tendering process for contractors and will require strict guidelines to be followed. Further details will be shared once the development process is completed

RESOLVED to approve and take note

340. TO REPORT ON BRITISH LEGION WREATHS AND DISCUSS HANGING BASKETS 2019

Almost all the money from the Remembrance Wreaths has now been collected and over £500 will have been raised for Royal British Legion once the rest of the money comes in. Any outstanding payment are required by the end of the month. It was agreed the community ecumenical service had been a success and that the support of Amberon and LB Medical Services should be bought in for next year's event. It was noted that the volunteer bugler will not be available in 2020 as he is away travelling. We need to find a replacement for this year so any contacts for this would be a great help. Possibly Beulah Brass and members of a choir to lead the singing would be a good idea.

It was agreed that the hanging baskets project needs a rethink and the Clerk will look at new options, possibly incorporating an Incredible Edible approach. Information will be gathered and reported at a future meeting for consideration

RESOLVED to receive and take note

341. TO REPORT ON STAFFING MATTERS

It is with regret that the staffing committee have received notice of resignation from Bethan McDonald, Administrative Assistant, who has been off on long term sick since October. Thanks were given for all the hard work undertaken for the Town Council and the Community Hall, in particular, the Community Hall refurbishment project. Outstanding annual leave has been calculated and a letter will be sent to complete processes in the next week. It was agreed that any other outstanding payments may be considered if paperwork is submitted and collated to meet our external audit requirements. It was proposed that the Clerk should action these decisions and feedback to the Council.

Proposed Cllr Delohne Merrell Seconded Cllr Carol Gell

RESOLVED to approve and take note

342. TO DISCUSS TOWN COUNCIL SUB COMMITTEES – information from Cllr A Jones

A proposal was made to rationalize the number of committees with the suggestion that all decisions come through the council in any case. It was suggested we might move to Task & Finish Groups that meet on a project basis. It was noted that Staffing Committee and Footpath committee may still be needed. Clerk to investigate options and clarify status of committees in the legislation. This will not be changed until the Annual Meeting in May so there is time to consider options.

RESOLVED to receive and take note

343. TO DISCUSS CCBC COASTAL BID – Information from Cllr I Kars Jones

It was noted that CCBC had requested a position statement from the Town Council with regard to the CCBC Coastal bid. A discussion took place and it was agreed that beach access and car park have been ongoing concerns. It was reported that community funding applications had been refused on two previous occasions so this may not be feasible until future ownership is decided. Beach access is something that could be included. Clerk to contact Owen Conroy for guidance and feedback at next meeting

RESOLVED to receive and take note

344. TO APPROVE FINANCIAL REPORT 2018/19 DECEMBER 2018 (carried forward from last meeting)

345. TO APPROVE DIRECT DEBIT MANDATE FOR BT BROADBAND TO START JANUARY 2019

1. All commissioning documents and passwords must be obtained for the ICT project before signing off – Clerk to arrange this with Technical Footprint
2. Answerphone must be put back online – Clerk to contact BT

Proposed Cllr Carol Gell Seconded Cllr Claire Hughes

RESOLVED to approve and take note

346. TO APPROVE PAYMENT TO

1. **Scots Petshop (Dog project)**

It was agreed this project should continue. £40 income had been raised from the sale of bags at Light Up Llan so the scheme is almost self-funding

2. **BDO External Audit**

3. **Delwedd webhosting**

4. **BT connection and first payment**

5. **Town Clerk wages (January)**

6. **Environmental Operative wages (January)**

7. **Administrative Assistant wages (January)**

8. **Gwynedd County Council Pension Service (January payments)**

It was noted these payments cover employee and employer contributions. Query on cost but it was reported this is the requirement level of a public pension and SLCC had advised TC should be included in local public pension scheme.

Proposed Cllr Glenn Robinson Seconded Cllr Carol Gell

RESOLVED to approve and take note

347. TO RECEIVE CORRESPONDANCE:

1. **Library Consultation information – Clerk to email to Councillors**

2. **A55 junction feedback – email read out**

3. **Abandoned vehicle Penmaen Park – email read out**

4. **Arriva bus meeting Dwygyfylchi – Cllr Claire attending this meeting**

RESOLVED to receive and take note

348. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

1) **Station Road Car Park. Work on resident's drive way – Clerk to investigate with CCBC**

2) **Station Road Car Park. Problem with resident bins – clerk to contact CCBC recycle team to discuss**

3) **Bus Stop and parking across the road from the GP surgery – queries from residents – report to Practice Manager and feedback**

4) **S4C have a £5000 funded TV opportunity for community refurbishment project – call for ideas**

5) **Historical Slide show for Llanfairfechan Foodbank. Monday 4th February at 7pm all welcome. There will be a raffle and donations will be gratefully received**

6) **Fire department are looking into the query about adequate fire fighting coverage on the Promenade**

7) **It was noted the projector board in the council chamber is too shiny – options need to be considered to improve it**

8) **Concerns that consultation for the Snowdonia National Park project was not as extensive as it could have been. Cllr Gareth Wyn to enquire about this**

9) **Potholes on Pen y Bryn are getting worse – Clerk to report** ALL RESOLVED to receive and take note

MEETING CLOSE – 9:15pm

Signed (Chair) _____ Date _____