

# CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL

NEUADD Y DREF,  
LLANFAIRFECHAN  
LL33 0AB



TOWN HALL  
LLANFAIRFECHAN  
LL33 0AB

## Minutes of Town Council ONLINE Meeting Wednesday 23<sup>rd</sup> September

363. In attendance: Chair: Mayor Delohne Merrell; Deputy Mayor Penny Andow; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Christopher Jones; Cllr Nia Jones; Cllr Gareth Wyn Jones; Cllr Christine Roberts  
One members of the public was also in attendance online.

364. WELCOME BY CHAIR OF THE MEETING

Mayor Delohne Merrell welcomed everyone to the meeting

365. TO RECEIVE APOLOGIES FOR ABSENCE.

Cllr Carol Gell: Cllr Iolo Kars Jones

366. TO RECEIVE DECLARATION OF COUNCILLOR'S INTEREST – CODE OF LOCAL GOVERNMENT CONDUCT

Name	Nature of Interest	Withdraw
Cllr Delohne Merrell	Payment for Fizzy Pickle projects – this matter had already been agreed in previous meeting.	Not necessary
Cllr Andrew Hinchliff	Planning committee	Withdraw if necessary

367. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC.

No specific queries at that time

368. TO RECEIVE AND APPROVE MINUTES 19<sup>th</sup> AUGUST

Minutes from 22<sup>nd</sup> July had been received by email and were taken as read.

Matters Arising: Item 354:10. County Councillor has been working liaison with the Allotment Committee and Network Rail. The company have apologised that work did not follow the environmental survey guidelines and a further meeting is due with all representatives involved. AM will also be attending the meeting.

Proposed Cllr N Jones Seconded Cllr A Hinchliff Unanimous

369. TO RECEIVE REPORT FROM THE CRISIS MANAGEMENT TEAM

The CMT have now returned to the Action List as an operational tool. There are currently many queries that need to be tracked and so the list is a more effective way of doing this. Action List had been circulated.

Point 1. PROW. It was noted that environmental concerns have been raised online about PROW cuts. Second cut could be October. In addition, previous concerns about the first cut should be considered – April is a better time to help with wildlife and wildflowers. To be considered in the contract for 2021/2022.

370. TO DISCUSS AND APPROVE APPLICATION FOR COVID-19 TOWN CENTRE RENEWAL

All Councillors received copies of the report and supporting documentation by email to inform the decision process. Work had been undertaken to consult with residents to ensure that the bid meets local need and a data report was shared at the meeting on 19<sup>th</sup> August to inform the writing of the application.

Point 1. It has been checked and all shops on Station qualify for rate relief

Point 2. It is recognised that painting of the shops is difficult due to the narrow pavements in the road. This matter needs further investigation. Fizzy Pickle projects has been tasked with negotiating with shop owners and so it is hoped this bid will be the starting point for communication, possibly looking towards regeneration grants for the future.

Point 3. It was noted this is a relatively small amount of money of £10,000 and, whilst very valuable, we will only be able to make small steps towards improvement.

Clerk to submit bid to Conwy County Borough Council and report back to Council at next meeting

Proposed Cllr C Jones Seconded Cllr N Jones Unanimous

**371. TO DISCUSS AND APPROVE EVENT PROJECT PLANNING REPORT**

**All Councillors had received copies of the Llanfairfechan Town Council Community Activities Report by email to inform the decision process. It was noted that it is nice to see something positive to discuss in these difficult times.**

**Point 1. Halloween Pumpkin Trail - It was mentioned that a resident and the carnival committee have got together to organise a Halloween Pumpkin Trail. Town Council were very supportive of this and discussed helping by offering to supply some pumpkins. The pumpkins would be given away for a donation to local charity, possibly Foodbank. It was noted that Council would not be supportive of encouraging any gathering in the streets or 'Trick or Treating' due to Covid-19 regulations. It was suggested that any fancy-dress competition should encourage photos to be taken from home and uploaded to social media to reduce the number of people on the street. Clerk to contact carnival committee and action pumpkins if agreed. Fizzy Pickle projects will help with negotiations.**

**Point 2. Firework Night – Saturday 7th November**

**After advice and consultation. we are falling in line with Town Councils in Conwy and cancelling our 2020 event due to the C-19 pandemic.**

**Point 3. Remembrance Day – Sunday 8th November**

**Due to C-19, we are unable to hold a parade and service open to the public at the Cenotaph. We have met with a working group of Councillors and suggest the following:**

- a. The Town Council will order the usual number of wreaths for organisations in Llanfairfechan, but it may be necessary by Covid-19 regulations for the Mayor and Deputy Mayor to be the only ones in attendance. Therefore, Town Council will lay the wreaths on behalf of the organisations.**
- b. A social distanced wreath laying will take place with only the Councillors in attendance. Only groups of 30 people are allowed to assemble in an outside public place.**
- c. The event will be shown on a slideshow online that can be shared later for residents to watch.**
- d. Conversations with Fizzy Pickle project – suggestion that we hold a sponsored poppy making project in Llanfairfechan. This will contribute to a window display at the hall and also raise funds for British Legion with a sponsor a poppy appeal\*\***
- d. It was agreed that we ask residents to stand in silence on their doorsteps on Sunday 8<sup>th</sup> November to mark the occasion. This will be acceptable within Covid-19 regulations and ensure that gatherings are not encouraged**
- e. Further discussion agreed that Town Council would pay for all the wreaths for this year but open a Just Giving page to allow groups and residents to offer donations to the British Legion. We could run the sponsored poppy event on this page.**

**Point 4. Festive celebrations – throughout December**

**In discussion with Fizzy Pickle Projects the following plan is suggested, and we could still offer some festive cheer even though it is not possible to hold an event as was hoped.**

**Option 1 – using some of the Town Centre renewal grant, Town Council could rent the solar Christmas trees for hanging on the basket hooks though advent to new year. This would cost around £800 but would provide a very striking display**

**Option 2. – shops could be encouraged to dress their windows for the festive period and there could be a prize for the best one and certificates for entering the competition**

**Point 5 St David's Day Local Food Market – March 2021 A project report from Fizzy Pickle projects will follow, plans are in development, but current Covid-19 situation means that we are awaiting further guidance and ideas on how to proceed**

**Point 6. Scarecrow trail June 2021 – Carnival weekend Following the success of this year's event, we aim to run a trail next year and are hopeful it will be a much bigger event as we have had a lot of interest.**

It must be stressed to all that these are all indicative ideas that may have to be changed or cancelled due to the Covid-19 pandemic. As Town Council, it is important for us to continue planning towards these activities as we have to recognise that the future is very uncertain, and we must always be working within Welsh Government Covid-19 regulations.

**Point 7** Report from Discover Llanfairfechan committee that a Llanfairfechan promotional video has been produced and that 300 calendars have been printed. These will be a positive boost and can be advertised over the next few months.

**Proposed Cllr A Hinchliff Seconded Cllr C Jones Unanimous**

372. TO DISCUSS AND APPROVE TOWN COUNCIL MEETING PLAN FOR OCTOBER 2020 TO MARCH 2021

Proposed calendar had been sent out by email to inform discussion. Standing Orders had been consulted and there is no reason why three weekly cannot be implemented. As we have a growing workload, once a month is not enough to meet but to go back to two meetings a month would be too difficult on ZOOM.

All agreed on the following dates:

14<sup>th</sup> October 2020                      2<sup>nd</sup> December 2020                      3<sup>rd</sup> February 2021

4<sup>th</sup> November 2020                      13<sup>th</sup> January 2021                      17<sup>th</sup> March 2021

Currently, all meetings will continue to be held on ZOOM due to Covid-19 regulations

**Proposed Cllr P Andow Seconded Cllr C Roberts Unanimous**

373. TO DISCUSS AND APPROVE GRANT TO YSGOL BABANOD AND YSGOL PANT Y RHEDYN TO HELP MEET THE DEMANDS OF THE COVID -19 PANDEMIC

Confirmation had been sought from SLCC and CCBC that Town Council is able to contribute to funding some IT equipment to support the school in their plan to offer more flexible learning. It was noted that CCBC do have a Chromebook loan system and it is hoped that, in future, the school may benefit from that scheme. It was stated that this is a one-off decision made because funding for Urdd will not be needed this year due to Covid-19. As a result, Llanfairfechan Town Council have agreed to contribute £3000 to the IT fund.

**Proposed Cllr P Andow Seconded Cllr A Hinchliff Unanimous**

374. TO RECEIVE AND APPROVE FINANCIAL REPORT AND PETTY CASH REPORT

Petty Cash will be reported next time. Clerk was urged to take Petty Cash payment owed, report to CMT and ratify at next meeting. No queries were raised on Financial Report

**Proposed Cllr C Jones Seconded Cllr G Wyn Jones Unanimous**

375. TO APPROVE PAYMENTS

1. Staff Payments September– wages and employer & employee pension contributions - £3194.46
2. Fizzy Pickle Projects – cover for Clerk’s annual leave and project costs for September £870.00
3. Dwr Cymru connection charge for Erw Feiriol - £392.00
4. Viking Direct - £140.38
5. Sional – vinyls for Community Hall floor - £262.50

**Proposed Cllr C Jones Seconded Cllr P Andow Unanimous**

376. TO DISCUSS PLANNING MATTERS –

0/47706 Ty’N Y Coed Penmaen Park Llanfairfechan LL33 ORL Proposed Front & Rear Extensions with internal alterations REGISTERED 17-09-2020

0/4769610 Garth Wen Llanfairfechan LL33 OBB Proposed Extension & Alterations REGISTERED 16-09-2020

0/476873 Bryn Perthi Mount Road Llanfairfechan LL33 OHD Demolition of existing extensions and erection of new extensions REGISTERED 11-09-2020

0/47634 Trewen The Close Llanfairfechan Conwy LL33 OAG Remove 1 no. cypress REGISTERED 28-08-2020

0/476132 Maes Y Glyn Ffordd yr Orsaf Llanfairfechan LL33 OBN Single Storey Extension REGISTERED 21-08-2020

All information had been shared with Councillors and applications had been reviewed prior to the meeting. No observations or concerns were raised.

**377. TO RECEIVE URGENT CORRESPONDANCE**

**Point 1. Town Council vote for Conwy/ Denbighshire PSB representative. Two candidates have been proposed and Clerk to collect responses from Councillors by email and submit vote before 30<sup>th</sup> September.**

**378. TO RECEIVE URGENT COMPLAINTS / COMPLIMENTS / CONCERNS**

**Point 1. Complaint from resident about flower baskets. There have been no hanging baskets this year due to Covid-19.**

**Point 2. Report that a private hedge on Penmaenmawr Road is impeding the pavement. Councillors to look into this matter and Clerk to report once information has been gathered.**

**Point 3. Concern that the pedestrian walkway to the surgery is overgrown. Steps to surgery have damage. Clerk to email surgery**

**Point 4. Concern that there is too much digital information for Town Council meetings and a request that Clerk prepares paper packs for councillors. Councillors will help with delivery of these to reduce the need for postage.**

**Councillors can contact Clerk if they are happy with digital and do not want paper packs.**

**Clerk to action for next meeting**

**Point 5. Compliments on the work to continue community activities at this time – important during the pandemic to offer something positive**

**Point 6. Report of hole in fence at Terrace Walk – Councillor to send information so Clerk can report**

**Point 7 Concern that the community hasn't got sufficient cover if the local PCSO is away for any reason. The new District Inspector has been in touch with County Councillors and has reassured that our concerns will be logged. Clerk to email DI to raise formal concern from Town Council**

**Point 8 Concern that facemasks are not being used on public transport and school transport. Clerk to check regulations and email for response about this**

**Point 9 Llanfairfechan Foodbank report – no Welsh Government boxes are now being received so food bank stocks are reducing rapidly. During the pandemic period, 10,000 food boxes were delivered across Conwy County and 1,000 in Llanfairfechan alone. With the increasing Covid-19 regulations, there are concerns that stocks will not meet demand.**

**Point 10 Community Flu Immunisation sessions -Concern that appointments are full. Clerk reported that a further two sessions have been booked at the Community Hall in November and so appointments will open up again. It is very positive that so many residents have taken up the opportunity for immunisation.**

**Point 11 – Many complaints that it is difficult to get through on the Plas Menai surgery phone lines and also the expansive messages are causing irritation. Clerk to contact surgery to discuss.**

**Point 12 – Nant y Coed. Significant work will need to take place here following the recent storms. A capital fund project is planned by CCBC and a business case has been submitted. Temporary fixing will not be safe enough as any further storms will wash it. It was reported that planning work has been impressive and the ideas for a solution will be effective**

**Point 13 – there are ongoing concerns about a coach that is being parked on Station Road. Clerk to contact the Traffic Commissioner to report and gain advice.**

**Point 14 – Houses affected by flooding on Station Road. CCBC flood team have been in attendance and are working to address the matter. Some remedial work has taken place on site and we await further information**

**Point 15 – Report that residents seem to distancing along the promenade much better than visitors.**

**Point 16 – Clerk to send condolences to the family of Councillor Dave Cowans who has worked tirelessly for the residents of Conwy County and, sadly, passed away recently.**

**Point 17 – Further work by Councillors and staff has taken place on planters on Promenade, at the roundabout boat and Victoria Gardens. More work is planned, and all help is gratefully received. There are some plants available for the cenotaph and a stock of poppy seeds to sow in the Spring.**

**Point 18 – Clerk to email NRW for update on river clearance**

**379. CLOSE AT 20:25PM NEXT ZOOM MEETING: Wednesday 14<sup>th</sup> October 2020 7pm online**

**If you have any queries or comments, please contact:  
Town Clerk on 01248 681697 or [jayne@llanfairfechan.net](mailto:jayne@llanfairfechan.net)**