



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL30AB

01248681697 Town Clerk: jayne@llanfairfechan.net

**MINUTES FROM WEDNESDAY 24th NOVEMBER 2021
MEETING OF THE FULL TOWN COUNCIL**

In attendance: Chair: Mayor Penny Andow; Deputy Mayor Cllr Christopher Jones; Cllr Laura Fielding; Cllr Carol Gell; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Alun Rhys Jones; Cllr Delohne Merrell; Cllr Christine Roberts

150. Welcome by Chair of Meeting

151. To receive apologies for absence Cllr Nia Jones; Cllr Gareth Wyn Jones

Resolved to receive and take note

152. To receive declaration of interest – Code of Local Government Conduct applies

153. To receive representations and queries from the public:

Resolved to receive and take note

154. To receive and approve minutes 3rd November 2021 and Action List 24th November 2021

Item	Action		Date	ERF Ref
1 Playground equipment	All items being fitted at the moment. Matting has been ordered for the springers	awaiting	22/11/2021	
2 Parking Review	going through the final part of the legal process		22/11/2021	
3 Nant y Pandy Car park	This is now progressing through legal and received update on 23rd August	awaiting	outcome	
4 Promenade car park	Designer Sam Parkinson will be reporting to Council on 8th December		22/11/2021	
5 Plas Menai PEG	30th November - confirm who is attending			
6 LDP and Community Plan	CCBC Engagement plan being developed. No further information to share as yet	on hold	on hold	
7 Flytipping at Station Road car park	Clerk to email street lighting and erf. Phone discussion with CCBC link officer to share			
8 A55 junction project	Public enquiry now postponed Project on hold until further notice	on hold	16/09/2021	
9 Transforming Towns funding	Community Planning meeting booked for 7th December	awaiting	05/10/2021	
12 Nant y Coed	CCBC Officer has now reported and payment has been made			
13 Digital Sign damage	sign has been picked up and is being mended	Email sent	31/10/2021	
16 Llanfairfechan Winter Festival	review on agenda	report	12/10/2021	
17 Defib and safety equipment	new meeting has not been set as yet but Clerk to action this week	email sent	08/10/2021	
18 Media Trolley	equipment is being delivered Tuesday 23rd November and fitted by the end of the week			
19 Cenotaph	slate is being laid this week and poppy painting project will be launched			
20 benches and co clearance	awaiting information from Prow contractor			

Point 1 Playgrounds led to a discussion about social media posting. Council feel that we are not posting enough good new stories through our pages and that we need to do better. Can a social media post be put out about the playground work asap. Social media – The Town Council have decided to form a Task and Finish group to redesign the social media work in the council. Councillors will meet on Wednesday 1st December to start the process. Clerk was not asked to attend.

Point 2. Flytipping at Station Road Clerk to action meeting asap

Point 12 Mayor has posted on social media about Nant y Coed as residents needed to know

Point 18 Media trolley equipment being delivered by Thursday 25th

Point 19 Request for more slate to complete the cenotaph area. This will be done in the New Year

Point 17 Clerk to action defib meeting asap

Proposed: Cllr A Hinchliff Seconded: Cllr C Gell Unanimous

155. To review Llanfairfechan Winter Festival

Clerk had prepared a report, but the matter was overshadowed by a lengthy discussion about the social media criticisms. Town Clerk stated that the road closure and fairground had been a challenge due to all the issues around Covid. Potential numbers had been a concern, so advertising had been directed at residents only through the notice board and in the window. This will need to be addressed for next year.

With the growing number of community events and some queries from potential volunteers, it was suggested an engagement meeting is set up in the new year to discuss a calendar of events, marshals and advertising. It was noted that, with concerns about Winter covid numbers, there may be also a need to reinstate the Street Support project. Clerk stated that volunteers would have to be brought in to achieve this now that the Environmental Operative is back in his role of street cleansing and Community Hall preparation (the hall is now fully operational and very busy).

- **Saturday 20th November – Food and Artisan market with fairground.** Fairground had been booked by Light up Llan. Discussions were had about whether the fairground could be made safe, but it was agreed the risk assessments, sent over by Simon's Leisure and shared with Town Councillors, showed they would take care of the area. Town Clerk controlled risk assessments on all activities at the hall. Feedback from the people who attended was excellent and stall holders have all booked for our follow up markets. The event was very busy and thanks were given to all the councillors and staff who controlled the event so that numbers in the hall were kept within Covid-19 guidelines and the
- **Sunday 21st November – Community Festive Fair with Rotary Santa and Face Painting.** All contained within the Community Hall so could be risk assessed and controlled by the Town Clerk. Around 80 families visited the Santa Grotto and the face painter was busy all afternoon. Stall holders were happy with the Community Fair, although this was quieter than the Saturday.
- **Monday 22nd November – Toy Swap event held at the Community Hall and covered by Town Clerk risk assessments.** This was quieter maybe around 30 families, but those who attended were really positive about the opportunity to pick up some toys. Although due to finish at 3pm the event continued until 3:30pm to allow the children from Babanod to choose from the stall and quite a number took up this opportunity. Only two boxes of toys remained, and these will be donated to Foodbank. A donation box was also collected in aid of Foodbank
- **Tuesday 23rd November Winter Lights comes to Llanfairfechan.** All risk assessments and event control undertaken by CCBC. Over 550 residents booked tickets for the event and enjoyed a great performance at The Heath. CCBC reported this was the best support and atmosphere so far.

Thanks were given to the resident who posted on Llanfairfechan Notice Board to support our work with the Winter Festival. This helped others to show their support which was heartening at such a difficult time. Resolved to receive and take note

156. To receive and approve payments for November 2021

1. Winter Festival costs:

1. Solar Trees £3060.00 (£510.00 VAT will be reclaimed in 2022)
 2. Face painter (Community Festive Fayre) £160.00
 3. Potted Christmas Tree £69.28 (retrospective) paid 16/11/2021
 4. Reimbursement to Town Clerk for Walkie Talkies £54.99
 5. Reimbursement to Town Clerk for door counters £16.77
 6. Reimbursement to Town Clerk for hearts x 2 packs £21.98
 7. Reimbursement to Town Clerk for bunting x 2 packs £25.38
 8. TENS licence CCBC £25.00
- Total costs: 3432.807

2. Menter Iaith translations October £298.15

3. EPC Forestry - The Cob extra work to cut back the undergrowth £200.00

4. Express Matting LTD Grass matting for Victoria Gardens £450.00

5. Menter Iaith translation September (retrospective) paid 7/11/21

6. CCBC CCTV annual charge (retrospective) £336.00 paid 7/11/2021

7. Staff Wages and Employer & Employee pension payments £4700.00 (now includes Byw'n Dda funding)

8. Mel Owen MUGA lights repair (Youth Service meeting there) £84.00

Proposed: Cllr C Jones Seconded: Cllr D Merrell Unanimous

Resolved to approve and take note

157. To discuss planning matters

None received

Resolved to receive and take note

158. To receive correspondence

All correspondence has been forwarded as received due to online meetings still being in operation.

Late correspondence was received from a resident asked two questions by email:

1. When did the council agree to spend £3000 on solar trees as it is not in minutes recorded?

This decision was taken when Light up Llan disbanded as it was recognised that this would be the only option for this year. Ratified on 21st July minutes. We hope to pull together a community events working group for next year so other options will be considered

2. Why wasn't there a legal road closure? There was a legal road closure, and the notices were on the lampposts in the area. If there are any complaints about the operational control, they can be sent to Conwy County Borough Council who will investigate. Resolved to receive and take note

159. To receive reports from meetings

1. Foodbank meeting with Fire Service set up following the information received at the last Town Council meeting. Very positive working relationship set up with all foodbanks in Conwy now linked to the fire prevention project.
2. Site meeting to resolve the tree matter at Pen Dalar. This has been a long-standing problem which has now been addressed and residents are happy the trees have been cut back.
3. Meeting with CCBC Corporate Communications and Marketing Manager following the Winter Lights performances. Extremely pleased with support from Llanfairfechan and looking to work together to bring further events to the village
4. Meeting with Royal British Legion (RBL) Poppy Campaign Conwy coordinator. Clerk prepared information report for councillors. It was confirmed that Llanfairfechan orders the most wreaths in the local area. Over £500 of wreaths were delivered this year and, in addition, Mayor Penny Andow contributed £300 from her allowance to the charity for this year's campaign. RBL have received a copy of the Llanfairfechan Remembrance 2021 video and will use this in their review of this year's events.
5. Discover Llanfairfechan meeting – There has been a discussion about the group coming back into the Town Council. Changes at the bank have prompted this and the discussions are ongoing and will be considered in the future. Resolved to receive and take note

160. To receive urgent concerns & compliments

1. Several councillors thanked staff and volunteer councillors for their work over the Winter Festival weekend. The events went really well.
2. Staff were thanked for dealing with the extremely stressful time due to the unwarranted social media reporting
3. It was reported that any flood defences will be focused on the promenade area. NB. This matter will be discussed with CCBC officers on Wednesday December 8th as news has been received from Welsh Government
4. Plastic Free Llanfairfechan have given a talk to WI and WI are collecting toiletries for Foodbank to say thank you for the talk.
5. Penmaenmawr silhouette soldiers look extremely good. This idea was previously considered, and it is suggested we purchase for next year as part of the cenotaph refurbishment.
6. It has been suggested by CCBC that disabled access for the shoreline at Llanfairfechan is a challenge due to the incline nature of the beach
7. Concern about cockle collecting by quad bikes. Report was made to CCBC and fisheries
8. Community Safety meeting is booked for Tuesday 7th December at 7pm. Staff to arrange advertising.

161. Meeting closed at 8:29pm and the next meeting will be held on Wednesday 8th December 2021 at 7pm ZOOM online

Clerk & RFO Jayne will be away from the office Sunday 12th December to Monday 3rd January
Community Projects Officer Kirsty will be available until Weds 15th December after which time the
office will be closed until New Year. Monday to Wednesday 9am to 12 on 01248681697
or email swyddfa@llanfairfechan.net