



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

Mayor Cllr Chris Jones

Deputy Mayor Cllr Laura Fielding

01248681697 Town Clerk: jayne@llanfairfechan.net

**WEDNESDAY 27<sup>th</sup> JULY 2022 TOWN COUNCIL MEETING**

1. Welcome all to the meeting
2. To receive apologies for absence (LGA 1972 Schedule 12)
3. To receive declaration of interest – (Disclosable personal or prejudicial interests as Regulations 2012)
4. To receive representations and queries from the public.

In attendance:

*Conwy County Borough Council Flood Protection Team and Head of Neighbourhood Services*

5. To receive update on progress of the Llanfairfechan flood protection project and the Promenade Car Park
6. To receive and approve minutes 6<sup>th</sup> July 2022 and action list (LGA1972 Schedule 12)
7. To receive information and approve further Kickstarter community planning project sessions - report will be circulated
8. To receive information and approve community events calendar 2022/2023 – report will be circulated
9. To receive information and approve plans for the Llanfairfechan Town Council Public Bench Project – report will be circulated
10. To receive grant application for Llanfest 2022
11. To discuss Town Councillor emails and social media pages
12. To receive and approve current payments for July and August 2022
  1. Menter Iaith TBC at meeting
  2. CCBC Community Skips Station Road £288.00
  3. CCBC Bus Shelter Maintenance Charge £1000.00 2022/2023
  4. Town Councillor Allowances 2022/2023 £150.00 x 13
  5. Kirsty Merrell Daily Tens July Market licence £21.00
  6. SLCC renewal membership £215.00
  7. Zurich Insurance 2022/23 (Retrospective) £1290.78
  8. Brighthouse Leisure Bouncy Castle (Retrospective) £115.00
  9. Riverside café cakes (Retrospective) £81.00
13. To discuss planning matters
  - 0/49837 Gelli Aur 3 Garth Wen Llanfairfechan LL33 0BB
  - 0/49812 Plot 64 Cae America Llanfairfechan LL33 0SQ
  - 0/49807 Bridge House Penmaenmawr Road Llanfairfechan LL33 0RJ
  - 0/49796 Ground Floor Flat 7 Station Road Llanfairfechan LL33 0AL
14. To receive correspondence
15. To receive reports from meetings
16. To receive urgent concerns & compliments

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82633895008?pwd=S2VnZ3htNkVoreUjXdmldlT09TeElzdz09>

Meeting ID: 826 3389 5008

Passcode: 491380

## MINUTES FROM WEDNESDAY 27<sup>th</sup> JULY 2022

### MEETING OF THE TOWN COUNCIL

In attendance: Chair: Mayor Chris Jones; Deputy Cllr Laura Fielding; Cllr Nia Jones; Cllr Alun Rhys Jones; Cllr Elgan Owen; Cllr Christine Roberts; Cllr Preben Vangberg

1. Welcome by Chair of Meeting – All were welcomed.
2. To receive apologies for absence: Cllr Penny Andow; Cllr Leena Farhat; Cllr Pat Griffiths; Cllr Andrew Hinchliff; Cllr Claire Hughes Cllr Gareth Jones  
Resolved to receive and take note
3. To receive declaration of interest – (Disclosable personal or prejudicial interests as Regulations 2012)
  - Cllr Christine Roberts Item 10 Llanfest application (on committee) Personal Interest
  - Deputy Mayor Laura Fielding Item 10 Llanfest application (on committee) Personal Interest
  - Mayor Chris Jones Item 12 planning 0/49796 (family friend) Personal Interest
  - Cllr Nia Jones declared at Item 12 planning 0/49807 & 0/49796 (family friend) Personal InterestResolved to receive and take note
4. To receive representations and queries from the public. No members of the public were present at the meeting. Two independent representatives of the Conwy CBC Democratic Services Standard Committee were present and explained their role in attending and observing Town and Community Councils. This is part of a programme to attend all Councils to help share good practice. A review meeting will take place to discuss observations  
Resolved to receive and take note
5. Conwy County Borough Council Flood Protection Team and Head of Neighbourhood Services – Town Council had hoped that representatives from Conwy CBC would be at the meeting. However, a partnership meeting has now been planned and the team manager, has agreed to attend. Clerk to move date to Monday 22nd August if possible as several Town Councillors cannot attend in the week before. It was noted that Town Councillors are extremely unhappy about the situation and are concerned that the work deadlines will be pushed back again. The residents survey has not taken place as yet and work was supposed to start in September.  
Resolved to receive and take note
6. To receive and approve minutes 6th July 2022 and action list (LGA1972 Schedule 12)  
Minutes had been distributed previously and were taken as read.  
35.10 Paddling Pool – the matter of the blue paint has been referred to Conwy CBC and they have been in touch with the complainant. However, there is further concern about the surface of the pool which has been reported to be slippery. Clerk to email Conwy CBC to report.  
35.7 MUGA pitch – concerns that the basketball boards are now broken and so more work is needed. The tarmac is in a very poor state and this needs to be considered a priority as the area should be up to standard for use by residents and local groups.  
35.5 SpeedWatch – Clerk to prepare list of hotspots and send by email. Aim is still to launch in September and hope that more volunteers come forward once it is up and running.  
35.12 Office IT & GDPR – Clerk has been in touch with BT and a problem has been uncovered in the setup of the fibre line so that the number can be migrated. BT are working on the situation and in the interim no charge will be made for the fibre service in the interim but the Town Council line cannot be cancelled until the matter is resolved.  
35.14 Football club electrical box – Contractor has been taken on and the job will be completed by the end of the week.  
35.6 Cenotaph Information been received about the Silent Soldier with prices. Clerk to measure the size of the wall and secure a quote for the next meeting. Lead in time is 20+ weeks so it won't be installed for this year's remembrance event. However, the Town Council would like to move this forward for 2023.  
35. 17 Artisan market list has been shared again with dates to the end of the year. A draft calendar for 2023 will be produced for next meeting and shared with all partner agencies and residents.

## Action List 27<sup>th</sup> July

Cyngor Tref Llanfairfechan Town Council Action List		
Date: 27th July 2022		
Item:	Date:	Progress
Insignia and past mayor badges	new matter	to discuss
Nant y Pandy car park	04/07/2022	has now progressed to planning
Promenade car park & flood protection	21/06/2022	on agenda
Nant y Coed damage	05/07/2022	update previously received work ongoing
Benches project	on agenda	Item 9
Speedwatch project	06/07/2022	update from Town Councillors
Cenotaph	26/07/2022	sent further email
MUGA West Shore	05/07/2022	concerns about surface and basket ball board
petanque court	to progress	awaiting response from Peachy
Debrillator	progressing	installation complete- plaque ongoing
Paddling Pool	05/07/2022	resident contacted by CCBC
Audit	completed	sent 28th June special delivery
Office & GDPR IT	26/07/2022	migrated number and in process of closing account
Clerk's & Staff Training	05/07/2022	bursery form to be completed
Football Club electrical box	26/07/2022	this work will be completed by the end of the week
Boat pond shelter benches		now fitted
Bus shelter The Heath		has been promptly mended
Silent Soldier	26/07/2022	email received
Kickstarter Community Plan	on agenda	item 7
Food & Artisan Markets		next market on Sunday 25th September
Llanfest August 6th		Kirsty and Jayne will have a TC stall at the event
Fireworks event	26/07/2022	email sent Monday 7th November
Remembrance event	on agenda	Item 7
Winter festival and xmas lights	on agenda	Item 7

Proposed Cllr N Jones Seconded Cllr E Owen

Resolved to approve and take note

7. To receive information and approve further Kickstarter community planning project sessions - report  
 Report had been distributed and was taken as read. Two consultation days with Planning Aid Wales have taken place so far for this project - Wednesday 8<sup>th</sup> May and Monday 18<sup>th</sup> July. Consultation numbers have been good, and 8 residents have come forward to be part of the Community Planning Partnership. It was noted that the bouncy castle had been inspired and encouraged many more people to attend. It is hoped that the partnership launch can take place in September. It was agreed that a further consultation session could take place at a Halloween event in October. An extra session has been suggested there is concern about the lack of feedback from Pen Dalar. This could be something that the Partnership runs with the help of Town Council. It may be something in the play park with Dr Zigs bubbles. If this does not work, it was suggested that perhaps a survey could be sent to the households directly. This could be done by Town Councillors or by contracting Dragon Directories to help. It is hoped the Kickstarter introductory community plan and action plan will be launched at the beginning of December at our Winter Festival market on Sunday 11<sup>th</sup> December 2022. Staff team to be progress the work.

Resolved to receive and take note

8. To receive information and approve community events calendar 2022/2023 – report had been distributed and was taken as read.

1. Food & Artisan Markets – these have been running monthly and have been a real success with good customer support and over 30 stalls regularly booking and attending. The June market was a little quieter and the staff team considered proposing a 10-market annual programme for 2022/23.

We felt the July /August period is a challenge due to the summer holidays and other summer markets. However, the number of suppliers has improved for July with 40 stalls including three new food suppliers and customers numbers were constant at 202. Town Council that there will be a £10 charge for the stalls from the Winter Festival markets onwards. This will help towards venue costs for the hall.

2. Remembrance Event, Fireworks event and Winter Festival - plans are starting to develop for these events, but a lot of work needs to be done to get these right in 2022. We suffered significant criticism last year because of the revised plans due to the pandemic and we want to make sure that any money spent will be valued by the residents in 2022. The staff team have started to gather information to help the Town Council decision process. Clerk has proposed a community meeting where residents and Town Council can set the final planning ready for a ratified decision at our September meeting. Proposal is Monday 22<sup>nd</sup> August at 6pm. Posters will advertise the meeting and residents will be encouraged to contribute and volunteer if they would like to be involved. The staff team would be looking to our September 1st Town Council meeting at the latest, to have a clear way forward for the sessions mentioned here.

Proposed dates:

- Fireworks display – Monday 7<sup>th</sup> November at 6pm. This is the safest day for the tides, and it should not clash with other events. No toy sellers will be allowed on site as Town Council is sensitive to residents' financial current pressures and wish this to be a free event. Staff team to contact cafes and Sailing Club to make them aware of proposed date and ask if they would like to open. First Aid will be present on the night.
- Remembrance Event – Sunday 13<sup>th</sup> November at 10:30am. We would hope to return to the pre pandemic arrangements. Some discussion took place about closing Penmaenmawr Road for 30 minutes and engaging a security firm to undertake this. First Aid will be present at the event. Clerk to investigate this and report back
- Winter Festival – Saturday 10<sup>th</sup> December and Sunday 11<sup>th</sup> December. We hope to invite Rotary to provide a Santa Grotto and encourage community stalls for the Saturday and then hold the artisan market on the Sunday.

All resolved to receive and take note

9. To receive information and approve plans for the Llanfairfechan Town Council Public Bench Project – report had been distributed and was taken as read. A site visit was undertaken by Cllr Alun Rhys Jones, Cllr Pat Griffiths, and Town Clerk on 19th July 2022 to assess the benches in the lower town. Assessment was based on four options:

1. Existing bench needs no work to be completed
2. Existing bench in need of refurbishment. It is suggested that initial enquiries are made to Conwy CBC to request this work to be done with an offer to pay for the service if needed.
3. Existing bench needs replacing.
4. A new bench should be fitted.

Suggestion is that benches on the highway are galvanised metal benches. Benches in playgrounds are metal benches with coloured paint. Benches on or near the nature reserves should be natural wood and with etched designs to offer interest for children and families. Clerk to progress suggestions on the report and feedback for ratification at 1st September meeting.

All resolved to receive and take note

10. To receive grant application for Llanfest 2022

Cllr C. Roberts and Cllr L. Fielding left the room after declaring an interest as committee members. It was confirmed that the new events committee has all governance in place. CVSC had assisted the group in developing a constitution and required insurances were in place. It was agreed that the grant could be given but Clerk was asked to check that all health and safety and security arrangements were in place.

Proposed Cllr N Jones Seconded Cllr P Vangberg

Resolved to approve and take note

11. To discuss Town Councillor emails and social media pages

Town Council was reminded that Llanfairfechan Town Council emails have been set up for all elected members and that it is preferable for them to use these emails for Town Council business. It support can be provided to help with

this process. Clerk requested emails when the process is complete so that information can be updated. Social media is operating effectively, and the social media committee are happy to continue to set the posts.

Resolved to receive and take note

**12. To receive and approve current payments for July and August 2022**

1. Menter Iaith TBC at meeting
2. CCBC Community Skips Station Road £288.00
3. CCBC Bus Shelter Maintenance Charge £1000.00 2022/2023
4. Town Councillor Allowances 2022/2023 £150.00 x 13
5. Kirsty Merrell Daily Tens July Market licence £21.00 - this not required as it was paid after the last meeting
6. SLCC renewal membership £215.00
7. Zurich Insurance 2022/23 (Retrospective) £1290.78
8. Brighthouse Leisure Bouncy Castle (Retrospective) £115.00
9. Riverside café cakes (Retrospective) £81.00

Proposed Cllr C Roberts Seconded Cllr P Vangberg

Resolved to approve and take note

**13. To discuss planning matters**

0/49837 Gelli Aur 3 Garth Wen Llanfairfechan LL33 0BB - no observations raised

0/49812 Plot 64 Cae America Llanfairfechan LL33 0SQ - councillors discussed the landscaping – no observations raised

0/49807 Bridge House Penmaenmawr Road Llanfairfechan LL33 0RJ – Cllr Nia Jones left the room due to personal interest. No observations raised

0/49796 Ground Floor Flat 7 Station Road Llanfairfechan LL33 0AL – Cllr Nia Jones was out of the room but it was agreed that Mator Chris Jones did not need to leave the room for this matter. No observations raised.

**14. To receive correspondence**

1. Capel Zinc would like permission to hold an outdoor service either on the Prom or at Victoria Gardens. Harbourmaster has already agreed for the promenade. It was agreed this would be in order for Victoria Gardens as well.
2. Email from resident noting concerns about safety around the entrance to the Co-op. Older people are struggling to cross as it is a busy spot with lots of traffic from all directions. Request that Town Council consider a crossing there. Clerk to email Conwy CBC to discuss the matter and add to Actio List for further consideration
3. Email from resident about swift boxes on public buildings. It was noted there is a project to undertake this work at the moment. Clerk to email Conwy CBC estates for permissions and to contact project officer. Clerk to ask if the project could extend to domestic houses as there is difficulty with installation and the need for cherry pickers to do this.

Resolved to receive and take note

**15. To receive reports from meetings**

Cllr Laura Fielding & Cllr Christine Roberts – Llanfairfechan Events Committee

All discussions had been about Llanfest which is due to take place on 6<sup>th</sup> August. All plans going ahead, and Town Council will have a children's activity stall at the event providing free temporary tattoos and a colouring mandala activity. We will also advertise the Community Planning Art Competition.

Cllr Alun Rhys Jones – Carneddau Partnership Roadshow

Presentations and information had been shared at the event. Interesting to see the work completed so far and an opportunity to meet the project workers who will be involved in the Glan y Mor Elias interpretation project.

Cllr Preben Vangberg – Town Twinning project and schools

There is a lot of interest in the schools from Pleumeleuc and Llanfairfechan linking up in a pen pal project and having more involvement in the Town Twinning project. It was agreed this would be really positive and discussion took place on how this might be achieved. Further planning will take place in readiness for the visitors from Pleumeleuc in May 2023.

**16. To receive urgent concerns & compliments**

1. The number 75 bus is only going up to Mill Road on request which doesn't work if you are hoping to pick up the bus there. Councillor will contact Llew Jones to report and ask for this to be changed.
2. Sheep have been getting into Rhandir Hedd cemetery – clerk to contact cemetery officer to report.

3. Residents in Pen Dalar have identified a growing spot in Pen Dalar that could be redeveloped as a possible Incredible Edibles space. Clerk and Councillor to discuss further and feedback.
4. Public toilets – can the postmen cut another key so that all Llanfairfechan postman have 24/7 access to the toilets in Village Road? This was agreed.
5. Ex- councillor Carol Gell is continuing to tend the boat at the crossroads and the planters in the prom. Thanks were given for this as it is a great help.
6. Report that the radar key on the Village Road toilets is not working. Clerk to check the situation.
7. There has been a resident complaint about the rubbish in the Co-op car park. This has also come in by phone to the Clerk. The resident thought that the Environmental Operative had been tasked with clearing the space. This is not true, and he has confirmed that he does not pick up in that area as it is private property. Clerk to email co-op to ask that they address the matter.

Resolved to receive and take note

Meeting closed at 9:39pm

Town Council takes a break in August and so the next meeting is Wednesday 1<sup>st</sup> September at 7pm