

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE GENERAL PURPOSES MEETING
Held on the 3 April 2019 in the Council Chamber at 7.00pm

PRESENT: Councillors: Chair – Mayor Andrew Hinchliff; Cllr Penny Andow; Cllr Carol Gell; Cllr Alan Jones; Cllr Chris Jones; Cllr Iolo Kars Jones; Cllr Delohne Merrell; Cllr Glenn Robinson; Cllr Nia Jones (part of meeting)
Town Clerk & RFO: Jayne Neal

1. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS

In attendance: Committee members from Pwyllgor Apêl Llanfairfechan - Eisteddfod Genedlaethol Sir Conwy 2019. Presentation of donation cheque. On behalf of the committee, Sian Hobson thanked the Council and stated that the money will contribute to the success of an important event in Conwy County that will have a positive impact on the economy and wellbeing locally. The local committee have managed to raise over and above the target of £7000 and plan to continue to organise Welsh language events in the village. It was also noted that the Town Council is supporting all children in Llanfairfechan to engage with the Welsh language by funding school Urdd subscriptions. It is hoped all parents will encourage children to get involved now that this is a funded opportunity for all.

2. TO RECEIVE APOLOGIES FOR ABSENCE Cllr Claire Hughes; Cllr Christine Roberts; Cllr Gareth Roberts; Cllr Gareth Wyn Jones; RESOLVED to receive and take note

3. 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 C Gell	Item 15.1	Friendship with owner	Planning matters	Withdraw
Cllr A Hinchliff	Item 15.1	Planning Committee	Planning matters	Withdraw

RESOLVED to receive and take note

4. TO RECEIVE MINUTES OF THE GENERAL PURPOSES MEETING HELD ON 20 MARCH 2019

Proposed Cllr C Gell Seconded Cllr C Jones RESOLVED to approve and take note

5. MATTERS ARISING FROM THE ABOVE MINUTES

None received RESOLVED to receive and take note

6. TO REVIEW ACTION LIST 1/3/2018

1 Joint Footpath tender is due to go out on 18th April and Town Clerks are working together to prepare paperwork and tasks. It was agreed that Cllr I Kars Jones will represent the Town Council at the decision meeting. Clerk to email all paperwork to footpath committee for final agreement. Clerk querying CCBC payment

3 Clerk to chase up a new date

4 Victoria Gardens Sign – this is now almost ready for translation. Clerk and Mayor to meet for final adjustments and text will be sent to all for checking before it goes to translation

6 ICT meeting is booked for 8th April

8 Water fountains have been identified – clerk to gain more information. CCBC link has been made and will be advising on next steps

11 Clerk to chase up contractor and ensure it is completed within the due date

12 Clerk to check with Pen Town Council and enquire about electronic signs as an alternative. It was agreed Speedwatch cannot go ahead without volunteers

16 CCBC representative has offered to come to the next TC meeting. Clerk to ask again for a site visit

17 Erection of the sign has been held up due to ground works, but all is ongoing. Cllr A Jones has prepared paperwork and model adverts for the sign, and these were approved. Clerk to send email out to all clubs and societies offering the free advertising. Clerk and nominated Councillors to complete training on administering the sign. Password access will be Clerk only. There is a close link with Discover Llanfairfechan and we will be working in partnership. The sign can show videos so TC would like to source ones of Llanfairfechan Clerk to investigate and contact TV Conwy.

19 Basketball hoops are now up in the MUGA and it was reported that children are already using them. Mayor to contact the young resident to organize a photo opportunity with Cllr D Merrell who provided the money from her previous years Mayor’s fund

25 &26 Clerk to report back about Saturday Community Skips. Concern about green bags – there is an online consultation. Is this at the library for people who do not use computers? Clerk to enquire

30 Parking in the village. The following was agreed:

- 1. Station Road and Village Road should be changed to 2hrs restriction**
Proposed Cllr C Gell Seconded Cllr C Jones
- 2. Consultation with residents should start the process of restrictions on the hill. The Town Council are extremely concerned about safety and believe that needs to be addressed**
Proposed Cllr A Hinchliff Seconded Cllr A Jones

31 It was agreed TC should fund new flags.

Proposed Cllr G Robinson Seconded Cllr P Andow
All RESOLVED to approve and take note

7. TO DISCUSS RECRUITMENT OF ADMINISTRATIVE ASSISTANT

Clerk had investigated bringing in an agency, but quotes were too expensive. Feedback from SLCC rep is that a joint Town Councils scheme might be good for the future but will take time to set up. CVSC have agreed that they could send an independent interview panel member for a donation for travel and expenses. Clerk to arrange this. It is hoped that recruitment advert will go out on the 8th April

RESOLVED to receive and take note

8. TO DISCUSS AND AGREE NEXT STEPS FUTURE LLAN:

- **ECOBLOCKS – progressing well**
- **INCREDIBLE EDIBLES AND HANGING BASKETS – meeting 8th April at 6pm**
- **COMMUNITY SHED PROJECT – next meeting 15th April. Time TBC**
- **HOUSING CONSULTATION – Clerk to draw up draft for launch at Llanfairfechan Celebrates**

A discussion took place about the close linkages between these projects and that fact that these could all eventually feed into a Future Llanfairfechan Community Panel. It was agreed that Llanfairfechan Celebrates should take place on Saturday 27th July 10am – 3pm

RESOLVED to receive and take note

9. TO DISCUSS SUB COMMITTEES AND REORGANISATION FOR 2018/19

It was agreed there should be some changes to subcommittees at the Annual Meeting.

Staffing Committee, Footpath Committee will continue to meet. There will be a joint task and finish group to progress Incredible Edibles and this will replace Flower Boats, Beds and Victoria Gardens committees

Clerk to draw up list and present at the Annual meeting

RESOLVED to receive and take note

10. TO DISCUSS AND APPROVE PLAN FOR STATION ROAD CAR PARK REFUSE PROBLEM

CCBC have requested that Town Council help to address the fly tipping problem in Station Road Car Park by buying digital bike locks. There was a discussion about the problem and Councilors were skeptical this will work as it has been tried before and it was not solved. However, it was agreed this should be tried. The next step might be to erect CCTV but there is nowhere to place this as the lamppost has been removed. Clerk to ask if the lamppost could be reinstated as it is dark in the area

Proposed Cllr Delohne Merrell Seconded Cllr Andrew Hinchliff

RESOLVED to approve and take note

11. TO DISCUSS AND APPROVE PAYROLL SERVICE

Ongoing Clerk to report at next meeting

RESOLVED to receive and take note

12. TO DISCUSS PAYMENT INFORMATION

Clerk has investigated other Town Councils and found there is a range of reporting systems. A discussion took place and it was agreed that all payments should be explicit on the agenda and that salary will be reported on in a block to maintain integrity with regards to personal information such as wage payments

Proposed Cllr D Merrell Seconded Cllr A Hinchliff

RESOLVED to approve and take note

13. TO RECEIVE FINANCIAL REPORT & PETTY CASH REPORT 2018/19

Clerk reported these are still in draft stage. There is clarity over Precept and reserves spend and accounts are to be made ready for Internal Audit May 7th

Proposed Cllr D Merrell Seconded Cllr A Hinchliff

RESOLVED to approve and take note

14. TO APPROVE PAYMENT TO:

1	Electrical installation for Defib	£228.92	approved
2	CCBC Community Skips Station Road Feb	£444.00	approved
3	CCBC Playgrounds Inspection	£42.62	approved
4	Delwedd Security Certificates	£172.77	approved

Proposed Cllr A Hinchliff Seconded Cllr D Merrell

All RESOLVED to approve and take note

15. TO DISCUSS AND APPROVE PLANNING MATTERS

1. **0/46028 The Towers variation of conditions 3&4**
2. **0/46029 The Towers variation of conditions 2&3**

No Observations

RESOLVED to receive and take note

16. TO RECEIVE CORRESPONDENCE FROM

1. **West Area Forum – Cllr D Merrell and Clerk to attend. As this is an important network forum, it is envisaged this will be attended on a rota basis with all Town Councillors taking a turn to attend**
2. **Town & Community forum – This forum appears to have limited use. Clerk to feed back and ask for agenda**
3. **Prestatyn Mayors Ball – donation to be sent**

RESOLVED to receive and take note

17. TO RECEIVE FEEDBACK REPORTS ON MEETINGS ATTENDED BY REPRESENTATIVES ON OUTSIDE BODIES ON BEHALF OF TOWN COUNCIL

- 1) **Cllr D Merrell and Clerk– GP Surgery. Positive feedback about the new processes in the surgery. [website](#) has a lot of information but the Practice are aware more needs to be done. Still concerns about parking that have been reported to CCBC. New monthly meeting between Town Clerks Penmaenmawr and Llanfairfechan and Practice Manager. Clerk to request a Councillor should attend these meetings also to seek reassurance about pharmacy**
- 2) **Cllr I Kars Jones - One Voice Wales Understanding the Law. Significant that S137 grants are being passed over and replaced by Power of Wellbeing funding which will be less restrictive in nature. Power of Competence requires the following: Clerks to be SILCA trained; 2 years of unqualified Audit statements; Councillors to be elected rather than co-opted. Town Councils are required to have a Welsh Language Policy. Political affiliations and Register of Interests should be displayed on website. Good practice is to have a Youth Councillor on the Town Council**
- 3) **Cllr P Andow – CCBC Flood Group. This group has been called together in response to increasing challenges with regards to climate change and flooding. There needs to be clarity in what support is available to residents and how the support is accessed. Also needs to be clarity about Town Council responsibility and County Council responsibility. There is information available on the [Conwy Website](#)**

18. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- 1) **Drains down Mount Road are unable to cope with heavy downpours and water crosses the road. Tarmac is compromised so there is a house that floods as a result. This has been reported to CCBC**
- 2) **Compliments were given to the Town Clerk who has been covering the Admin Assistant role for nearly 6 months and has been able to meet increasing needs with regards to community projects and admin. Staffing are meeting to discuss recognition and to progress Admin Assistant recruitment.**
- 3) **Report that the A55 junction decision has been made. No formal notification so Clerk to email for information**
- 4) **Drains in Valley Road have been affected by a noxious substance which was poured down on Saturday night. Emergency services attended and suggested this was paint stripper, petrol or similar. As well as disturbing residents during the night, this behaviour puts the village at great risk, and it is hoped that it will not happen again**
- 5) **Graveyard in Cae Fynnon is overgrown. Clerk to report to CCBC**
- 6) **It was reported that there are a lot of lonely people in the village who are not accessing services. Suggestion that maybe a film club could be started. It was noted there is already a weekly film club a Llys y Coed open to the public. There is also a donation only Ploughman’s Lunch at English Methodist Church once a month. It is hoped the digital sign might help to ensure residents are aware of all services in the village**
- 7) **The burning plastic smell has returned to Nant y Felyn. This has been reported to CCBC**

All RESOLVED to receive and take note

MEETING CLOSE – 9:40pm

Signed (Chair) _____ Date _____