



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL30AB

01248681697 Town Clerk: jayne@llanfairfechan.net

**MINUTES FROM WEDNESDAY 30th MARCH 2022
MEETING OF THE FULL TOWN COUNCIL**

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

245. Welcome by Chair of Meeting

246. To receive apologies for absence: Cllr Gareth Wyn Jones; Cllr Elgan Owen; Cllr Claire Hughes

Resolved to receive and take note

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

Cllr A Hinchliff Item 6 Chair of Llanfairfechan Community Town Hall Committee

Cllr C Jones Item 6 Treasurer of Llanfairfechan Community Town Hall Committee

Cllr C Roberts Item 6 Community Hall committee member & Item 10 Football Club

Cllr A Hinchliff Item 16 On the CCBC Planning Committee but has confirmed he is able to remain in the meeting if he does not comment on his intention to vote. Also declared an interest as personal friend to applicant 0/49472#

Resolved to receive and take note

248. To receive representations and queries from the public.

Ed Curts was in attendance to present information a proposed Winging, Windsurfing and Windfoil event in Llanfairfechan May 14th & 15th May 2022. The organisers have been in touch with CCBC Open Spaces to gain permission and the event is backed and supported by the RYA. The idea is to invite around 50 participants to try water sports on Llanfairfechan beach over a two-day period. Certificated instructors and experienced water sports leaders will be on hand to organise, marshal and support the event. Local business Seagrass has been asked to get involved to provide an evening BBQ. This was originally suggested as a South Wales event by RYA but has been persuaded by Ed Curtis and the organising group to bring it to Llanfairfechan. The group are seeking the support of Town Council for the event and are happy to share any further plans as they develop.

Question 1 Will there be guard boats in place? Yes, there will be several safety boats in attendance. The organisers are working in partnership with the Sailing Club and so their safety boats will be there, and RYA are supplying further boats so there will be around 6 or 7 available.

Question 2 Thanks were given to the group for bringing such an exciting event to Llanfairfechan. It was noted that it feels all the work undertaken by Town Councillors Andrew Hinchliff and Carol Gell previously to develop the slipway area has really now come to fruition with a growing interest in the beach as space for water sports. Is the group aware that Town Council has gazebos to loan to community events and would this be helpful? This could be helpful, and the group will be in touch with Town Clerk to organise this in the coming weeks.

Question 3 Could Town Council help with advertising? Marketing materials are currently being produced and they will be shared with Town Council. Town Council will then share through their media channels as agreed.

It was noted that, due to elections, it would not be possible for any further visits to Town Council meetings, but it was agreed that Town Council will be kept apprised by email and is available to help where possible.

Resolved to receive and take note

249. Item 10 To receive information about damaged electrical box at Llanfairfechan Football Club and approve plans was moved up the agenda to enable information to be shared by Rhys Griffiths & Dewi Williams. An application for s137 grant funding had been submitted and circulated to Town Councillors prior to the meeting. Particular attention was drawn to a damaged electric box that has been causing concerns about public safety.

Town Council agreed the grant of £1224.90 should be provided to the Football Club and asked that the work on the box should be undertaken promptly.

Proposed Cllr A Hinchliff Seconded Cllr N Jones Unanimous Resolved to approve and take note

250. Minutes had been distributed prior to the meeting and taken as read.

Item 230:11 A further meeting of the Station Road Car Park partnership group will take place on Monday 4th April and County Councillor and Town Clerk will report back.

Action List is proving to be very difficult to progress at the moment elections up coming. Clerk will restart the year at our May meeting and ensure the updated Action list is available for the new council.

Proposed Cllr D Merrell Seconded Cllr C Jones Unanimous Resolved to approve and take note

251. To receive applications and approve s 137 community grant application

1. Llanfairfechan Community Hall

This grant had been resubmitted with further information and detailed community sessions that do not raise income for the hall. The grant is requested to cover the running costs for these sessions:

• Public Town Council meetings = 16 meetings annually	= £320.00
• Town Council development meetings = approx. 10 annually	= £100.00
• Town Council community events = 10 annually	= £1000.00
• NWP PCSO surgeries monthly surgeries = 10 annually	= £75.00
• Monthly markets x 10 annually	= £1700.00
TOTAL	= £3195.00

Grant requested £3000.00. It was noted the Town Council like this detail going forward as good practice

Proposed Cllr N Jones Seconded Cllr L Farhat Unanimous Resolved to approve and take note

252. To receive updated Annual Timetable Town Council meeting 2022/23

This had been received by email and there was one adjustment to remove an extra meeting in November.

Proposed Cllr C Jones Seconded Cllr C Gell Unanimous Resolved to approve and take note

253. To receive report from Llanfairfechan Celebrates Event and approve plans going forward

A report had been sent by email prior to meeting. Llanfairfechan Celebrates and the Food & Artisan Market on 20th March had been a good community event with over 390 customers and 40 stall holders. Three points of review had emerged:

1. Use of the foyer for stalls – this area was too busy and created a problem with access for the market. Risk assessment in future will state that only one stall can be accommodated in the foyer and that the walkway must be kept clear to meet safety guidelines
2. Following complaints from traders and customers at previous markets and the increasing number of food stalls, Town Clerk complied the risk assessment and a decision was made that no dogs should be allowed in the main hall. This created confusion and discontent on the day. As a result, the matter was referred to Llanfairfechan Community Hall Committee to make an assessment about the policy. Following full consideration of the matter, the committee agreed that, in fact, only service dogs should be allowed in the main hall for any event. The following reasons were given:
 - Danger to other users – concerns that within busy activities, dogs may become frightened, and their subsequent behaviour may be a risk, in particular to children.
 - The wooden flooring in the hall has undergone expensive refurbishment (fundraised by the community) It is easily damaged and clearing after animals could be an extra health and safety risk
 - With regards to food markets specifically - research on other small indoor market venues shows that the majority of organisers refuse entry to pets.

Town Clerk apologised for not bringing this matter to the Town Council prior to the last market. The concerns emerged through the venue risk assessment which is the responsibility of the Town Clerk to compile. It was not expected that this amount of upset would be caused as this is normal practice for indoor food markets. It was requested that Town Clerk states on future market posters and posts on social media that only service dogs will be allowed entry. Cllr Penny Andow requested that the minutes reflect the fact that she disagrees with this decision.

3. The mix between community stalls and market stalls was reviewed as not as effective and it was suggested that future events may be split into two days Community Fair one day and Food & Artisan the next day to provide indoor facilities for all.

Despite these listed issues, it should be noted that the day was generally considered a success by traders and customers alike

Resolved to receive and take note

254. To discuss and approve plans for Kickstarter Community plan project with CCBC.

This was discussed and it was agreed that Llanfairfechan Town Council would take advantage of the opportunity to work with this project. However, it was noted that work would take place with the new Town Council following the elections so it would be ultimately up to them whether to take this forward.

Proposed Cllr A Hinchliff Seconded Cllr P Andow Unanimous Resolved to approve and take note

255. To receive and approve March financial report and petty cash end of year statement

Report and reconciliation had been circulated prior to meeting and was taken as read. No queries.

Petty Cash statement had not been prepared and Town Clerk was asked to ensure it is ready for April meeting which will only focus on finance due to the pre-election period.

Proposed Cllr D Merrell Seconded Cllr A Hinchliff Unanimous Resolved to approve and take note

256. To receive and approve current payments for March 2021

1. CCBC Skips (retrospective payment) £552.00 (updated to £1380.00)
2. ZOOM annual fee REIM Town Clerk (retrospective payment) £143.88
3. One Voice Wales Cllr Alun Jones 5672 and Cllr Christine Roberts 5772 (retrospective payment) £120.00
Clerk to check invoice 5772. Christine says not been on course
4. Delwedd balance from invoice £141.70
5. Menter Iaith translation payments £302.11
6. Siemans photocopier payment £362.40
7. HR Curtis Ltd HR advice re: job roles £60.00
8. Tammy Hales Face painter £160.00
9. HMRC January to March Employer payment £1940.08
10. Environmental Operative REIM work boots £34.99
11. Byw'n Dda Grant Funding:

itsLello payment for business development project £1780.00

£5900.06 Grant will be paid into account on receipt from CCBC)

12. Incredible Edibles Edible Hedge grant orders (retrospective):

Ashridge and Pomona	Mixed trees	£278.78
Greentech & Chimney Sheep	Tree guards	£211.10
Plantworks	Soil Improver	£54.60

£500 Grant will be paid into account on receipt from Incredible Edibles

Query 1 – CCBC Skips invoice total is inaccurate – the total skips had been grouped together and so the total is £1380.00

Query 2 There is a query about Item 3 which will be checked with One Voice Wales

Query 3 Item 11 & 12 are projects spend against external funding which is due to be received in April.

Proposed Cllr A Hinchliff Seconded Cllr N Jones Unanimous Resolved to approve and take note

257. To discuss planning matters

0/49467 Land adjacent to Crud Y Gwynt Tyddyn Drycin Llanfairfechan LL33 0RH – no observations recorded

0/49472 Glasfryn Valley Road Llanfairfechan LL33 0SE – no observations recorded

Resolved to receive and take note

258. To receive correspondence

County Councillor reported that information had been received from CCBC Head of Neighbourhood Services to say that work on the promenade car park should be starting in September. A resident parking consultation is being planned. Clerk to contact to register concerns about parking whilst the work is being completed.

Resolved to receive and take note

259. To receive reports

Cllr Leena Farhat had circulated information the SMART towns meeting that she had recently attended. A smart town is an urban area that uses different types of electronic methods and sensors to collect data. Insights gained from that data are used to manage assets, resources and services efficiently; in return, that data is used to improve the operations and future prosperity across the town. It was agreed that this project should be further considered following the elections.

Resolved to receive and take note

260. To receive urgent concerns & compliments

1. It was reported that Cllrs Carol Gell (Lafan Ward) & Delohne Merrell (Pandy Ward) have decided not to stand for election in May. They were thanked by everyone for their work over the years and it was agreed that

Councillors would meet in April to say farewell before the elections. Cllr Gell offered to continue to volunteer to help with the planters etc which was gratefully accepted.

2. There have been reports of camping at Ferranti's woods – police are aware and have visited the site. Reports have been made and they are being investigated. Owner of the land has also been informed.
3. Residents were reminded to exercise care of items and not to leave them stored outside in gardens. Any concerns about possible criminal behaviour should be reported to North Wales Police. Non-emergency phone line is 101 or it can be reported online: <https://www.northwales.police.uk/contact/af/contact-us/>
4. There is a continuing problem with cones being thrown into the river from Station Road. Clerk to email CCBC to request that the cones are linked together to protect them being moved.
5. Housing issues have been reported by residents. Clerk to email list of services that may be able to help.
6. Water leak in Village Road is ongoing and there are still serious concerns about the waste of water and possible public danger on the pavement. Councillor is in contact with Dwr Cymru and they have confirmed it's a private matter. They are working with the owner of the house to address the problem but awaiting insurance to be settled.

Resolved to receive and take note

Meeting closed at 8:32pm

Next meeting Wednesday 20th April at 7pm. The meeting will be only to ratify finance decisions and received financial report. Due to the re-election period, these minutes will be ratified at the meeting of the new Town Council on Wednesday 11th May 2022