

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL**  
**MINUTES OF THE FULL TOWN COUNCIL MEETING**  
Held on the 3 July 2019 in the Council Chamber at 7.00pm

**PRESENT: Councillors: Chair – Deputy Mayor Penny Andow; Cllr Andrew Hinchliff Cllr Carol Gell; Cllr Iolo Kars Jones; Cllr Alan Jones; Cllr Chris Jones; Cllr Nia Jones; Cllr Christine Roberts; Cllr Glenn Robinson**  
**Town Clerk & RFO: Jayne Neal**

**107. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS**

**None**

**TO RECEIVE APOLOGIES FOR ABSENCE Mayor Delohne Merrell; Cllr Claire Hughes: Cllr Gareth Wyn Jones;**

**RESOLVED to receive and take note**

**108. 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).**

<b>Name of Member</b>	<b>Agenda No</b>	<b>Details of Personal interests</b>	<b>Details of the Council business to which it relates</b>	<b>Withdraw /Take Part</b>
Cllr Andrew Hinchliff	14:1	Member of the Planning Committee		Withdraw

**RESOLVED to receive and take note**

**109. TO RECEIVE MINUTES OF THE ANNUAL MEETING HELD ON 1 MAY 2019**

**These had been previously distributed and were taken as read**

**Proposed Cllr C Roberts Seconded Cllr C Gell Unanimous**

**RESOLVED to approve and take note**

**110. MATTERS ARISING FROM THE ABOVE MINUTES**

**97.4 Clerk to chase CCBC about the jetty gates as there has still been no response.**

**97.12 An email response has been received from the Chief Executive Officer Conwy County Borough Council. It notes that CCBC appreciate the work of Town and Community Councils in mitigating the effects of financial austerity. He warns that no assurances can be made about staffing levels as the organisation are still experiencing uncertain times. The Town Council is asked to suggest areas that are of difficulty and the matter will be looked at.**

**97.14 A meeting has been attended by Clerk and Cllr Andow to address the concerns about bus shelters and roadways near to the GP surgery. CCBC Managers are looking at the problem and will send information through to help the Town Council decide a way forward. This will be added to the next agenda.**

**98 CCTV streetlight request has been refused. Clerk to let contractor know and ask for the camera to be fitted on the sign Clerk to chase Cenotaph streetlight request.**

**99 Clerk had sent out surveys and we can use these examples for the basis of conversations at the workshop with CCBC on 17<sup>th</sup> July. It was stressed that the right questions need to be asked to gain the evidence for affordable and social housing. The definition of affordable housing is contested – some houses that are branded affordable are, in fact, beyond the reach of some. Chair asserted that there is the opportunity to opt out of the LDP process and this should be considered. Whilst it was agreed that there is a need for housing in the village, the right infrastructure is crucial, and work would need to be done to ensure this is in place. It is important that TC are given clear project deadlines and information about any processes that are in development.**

**106.5 CCBC has reported this is a new contractor and work is not of standard. County Councillor will raise this matter at CCBC Audit meeting**

**106.6 Land registry form has now been filled out and will be sent with a cheque payment of £4**

**106.9 It was noted that there has been good communication with CCBC about the road closure at Nant y Pandy car parking area on Valley Road, After negotiation, this job will now be completed in a shorter time period and with part of the car parking area remaining open**

**106.3 Pentanque court. There have been difficulties in getting a contractor. Other options were suggested. Clerk to action**

**Action list point 14 – Quote has now been received for coping stones at Victoria Gardens. Clerk to action**

**RESOLVED to receive and take note**

**111. TO DISCUSS POTENTIAL HOUSING ISSUES CAUSED BY PROPOSED IMPROVEMENTS TO A55 JUNCTION 15**

It was agreed that the computer-generated videos were much easier to follow and gave a good picture of what is proposed with new junction. There were mixed messages about the houses that are affected, and this is because nothing is decided as yet. Negotiations are taking place with social housing providers and there are legal guidelines that need to be followed. A number of residents and Councillors were shocked at the junction choice and are unhappy with it and a discussion about the options ensued. However, it was noted that we are now at the stage of making the best of the current situation. It was noted that the project team are working on plans to minimize disruption during the building period. There is a 95% target for two lanes to be open at all times and efforts will be made to bring in materials by train. The concerns about the Madryn slip road were raised again and it was reported that the team may now be looking at improvements. It was agreed that the Town Council should continue to work closely with the project team, CCBC and social housing providers to ensure as positive outcome as possible for all concerned.

**RESOLVED to receive and take note**

**112. TO DISCUSS AND APPROVE FOOTPATH MAINTENANCE CONTRACT**

Clerk distributed a report. After a protracted development and tender period, the Footpath Maintenance Contract has been completed and the Tender has been offered to GG Contractors subject to insurance and certificates check. The cost will be £1450.00 for the combined work in Penmaenmawr and Llanfairfechan which represent a considerable saving. Cost to Llanfairfechan will be £967.00, of which CCBC will reimburse £750 as agreed in the contract. Although this has created a delay on the spring cutting, all monitoring and administration procedures are now in place and contract will be reviewed on an annual basis.

**RESOLVED to receive and take note**

**113. TO DISCUSS AND APPROVE PLANS FOR COMMUNITY LIBRARY GRANT**

Clerk distributed report and noted that in 2014, Town Council had committed 3 years of start-up funding at £3000 per annum and then continued funding at £2000 per annum to contribute towards the running costs of the building. £2000 has been set aside for funding in 2019/20. It was reported that, with regret, current staffing difficulties now mean that TC are unable to provide in-kind funding for staff development hours. However, it was agreed that Llanfairfechan Town Council are fully supportive of there being a community library in the village and wish to ensure the service continues. A figure of just over £3000 is needed to cover building costs to ensure that Library is secure. The Committee have been asked to complete a resident's survey to gauge opinion within the village. They have also committed to purchasing a more modern and effective access ramp and look at buying a more effective counter. Town Council are committed to proving the grant monies for this year and will review the situation in September. It was reported that Cllr Kars Jones and the Skill Swap group have written a joint application for funding from Co-op Community grant to run skill swap sessions at the library.

**RESOLVED to receive and take note**

**114. TO DISCUSS AND APPROVE FIREWORK EVENT DAY 2019**

Clerk to email Festival Fireworks to check 1,2,3<sup>rd</sup> November as potential dates. Agreed one of those dates will be chosen for the 2019 Firework display.

**RESOLVED to receive and take note**

**115. TO RECEIVE INFORMATION ABOUT TOWN COUNCILLOR ALLOWANCES AND HMRC**

Clerk distributed information. It has been further clarified that HMRC require Councilors' to be added to payroll. A payroll system will need to be purchased as the free HMRC system will only accommodate nine people. A question was asked about self-employed Councilors' and this will be checked before the next meeting. Clerk will make the payments in September – if anyone is needed earlier payments, please contact.

**RESOLVED to receive and take note**

**116. 116. TO RECEIVE FINANCIAL STATEMENT JUNE 2019/20**

**117. TO RECEIVE PETTY CASH STATEMENT JUNE 2019/20**

Clerk distributed information.

Proposed Cllr G Robinson Seconded Cllr N Jones Unanimous

**RESOLVED to approve and take note**

**118. TO APPROVE PAYMENT TO**

1. Viking Direct Cleaning Materials £140.15 (retrospective)

2. CCBC Digital Sign groundworks and electrical supply £2262.56

Proposed Cllr G Robinson Seconded Cllr N Jones Unanimous

**RESOLVED to approve and take note**

**119. TO DISCUSS AND APPROVE PLANNING MATTERS**

**0/45752 Extension to dwelling 1 Church Cottages (this was considered at a previous meeting)**

**(Please note - this should have read 0/46427 6 Plas Gwyn – so this application was considered instead.)**

**No Observations on this matter**

**RESOLVED to receive and take note**

**120. TO RECEIVE FEEDBACK ON MEETINGS ATTENDED ON BEHALF OF TOWN COUNCIL (ONLY)**

1. **Discover Llanfairfechan are still looking for photographs for the calendar, in particular, from the carnival. Clerk reported that TC have been given lots of boxes of walking maps from the Heath and so can distribute to Discover if interested**
2. **LLTFC AGM was last week – problem with gate after carnival. Clerk to contact club to enquire if help is needed**
3. **Mayor and Consort attended the Penmaenmawr Civic Sunday and had a very enjoyable time. Llanfairfechan Mayoral Inauguration and Charity Tea Dance is booked for Sunday September 8<sup>th</sup> at 2pm. Invites will be sent out in the next week.**
4. **Town Twinning AGM 6<sup>th</sup> August 7pm – all welcome** **RESOLVED to receive and take note**

**121. TO RECEIVE CORRESPONDENCE FROM:**

1. **Notice of Appeal Against Enforcement ENF/2017/3562/NOTICE1 – information only**  
**RESOLVED to receive and take note**

**122. TO RECEIVE COMPLAINTS/CONCERNS/COMPLIMENTS**

1. **Town Council have agreed that a sign will be put up to indicate where the public toilets are on Village Road – Clerk to action**
2. **Overgrowth on Cae Fynnon Road has been reported to CCBC**
3. **Weeds by the yacht pond. Clerk to contact harbourmaster with urgency**
4. **Councillors raised concerns about the continuing staffing situation. An administrative assistant was recruited in June but has had to give up the job due to a change in personal circumstances. It has been agreed that recruitment should start again as soon as possible. An email has been sent to Grwp Llanrdrillo Menai as there are some level 3 students just completing the business administration course. In the meantime, Clerk to consider taking on extra hours to cover the role and report back by email. Clerk's annual leave is booked for August and so the office will close during this period. A staffing meeting has been called for Wednesday 17<sup>th</sup> July and a draft plan will be drawn up for ratification at TC meeting 17<sup>th</sup> July**
5. **It was confirmed that Llanfairfechan Foodbank boxes are being regularly picked up by volunteers and items used as they come in.** **RESOLVED to receive and take note**

DATE OF NEXT MEETING –

**General Purpose Meeting at 7pm 17th July 2019 at 7pm**

**MEETING CLOSE – 9:00pm**

Signed (Chair) \_\_\_\_\_ Date \_\_\_\_\_