

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL  
MINUTES OF THE FULL TOWN COUNCIL MEETING**

**Held on Wednesday 4<sup>th</sup> March 2020 in the Council Chamber at 7.00pm**

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

**282. WELCOME BY CHAIR OF THE MEETING: Mayor Delohne Merrell;**

**283. TO RECEIVE APOLOGIES FOR ABSENCE: Cllr Glenn Robinson; Cllr Claire Hughes**

**RESOLVED to receive and take note**

**284. 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 Details of the Council business to which it relates</b>	<b>Withdraw /Take Part</b>
Cllr Andrew Hinchliff	18	Planning Committee	Withdraw
Cllr Iolo Kars Jones	7	PROW Tender	Withdraw
Cllr Alan Jones	18	Planning Committee	Withdraw

**RESOLVED to receive and take note**

**285. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC.**

**Laura Fielding from Plastic Free Llanfairfechan was present and reported that the project had got off to a great start:**

**Launch event with 30 – 35 people and interesting speakers**

**Mass unwrap with 27 shoppers unwrapping their plastic 80+ wrappers were counted**

**Community Hall box – over 1000 items counted from the two-week period. Some plans to extend the collection to pet food but this would need a second bin.**

**The business champions project has its first pledge from Seagrass cafe and so its hoped that other businesses in the village will get involved.**

**A poll about refillable milk bottles has taken place with responses positive about the idea. It was noted that a local farmer may be taking this idea up and further information will be shared when received**

**RESOLVED to receive and take note**

**286. TO APPROVE MINUTES OF THE GENERAL PURPOSES MEETING 19TH FEBRUARY 2020**

**Proposed Cllr A Jones Seconded Cllr C Roberts Unanimous RESOLVED to approve and take note**

**287. MATTERS ARISING FROM THE ABOVE MINUTES AND TO REVIEW AND UPDATE THE TOWN COUNCIL ACTION LIST**

**No matters arising**

**Action list – many of the items on the list will be discussed on the agenda**

**4. Bus stop maintenance – board has been removed and put behind the shelter. Clerk to report**

**15 Resident bins – the Station Road car park bins are a problem again. CCBC have asked for to resolve the issue but ideas have been exhausted**

**27 Incredible Edibles – funding opportunities to be added to the next agenda for discussion**

**27 Victoria Gardens is to receive a 300kg load of topsoil for the growing areas from a start-up incredible Edibles funding stream. This will enable an apple tree to be planted – currently the soil is not good enough quality. Dog roses have been planted by the petanque pitch to act as a natural hedge barrier – these will be kept low so there is no intrusion.**

**RESOLVED to receive and take note**

**288. TO DISCUSS AND APPROVE JOINT PTC & LLTC PROW TENDER DECISION**

**PROW panel (consisting of Mayors PTC and LLTC and two Clerks) met to decide the tenders on Tuesday 25<sup>th</sup> March. Although five packs were sent out only two were submitted – GGC Works and EPC Forestry. Both have good credentials and references. GGC had provided an excellent service for the contract 2019/20 at a cost of £1450.00. 2020/21 Tender submitted by GGC was £3300.00 and EPC Forestry was £1600.00. The lower rate and the fact that excellent references had been received from Llandudno Town**

Council led to a decision that the EPC tender represented best value. Councillors agreed with the PROW panel decision to engage EPC Forestry as contractor for 2020/21

Proposed Cllr G Wyn Jones Seconded Cllr C Jones Unanimous RESOLVED to approve and take note  
289. TO DISCUSS AND APPROVE PROCESS REGARDING PEN DALAR DEFIBRILLATOR

It was reported that the defibrillator at Pen Dalar has been damaged beyond repair. The equipment was used in an emergency recently and the box lock was broken open. As a result, the equipment could not be secured when returned and was subject to the bad weather during storms. Clerk had contacted the committee at Pen Dalar and they had requested TC help with this matter. It was noted that the defib is an important service at Pen Dalar and councillors agreed to fund a new unit. The unit will be a make guaranteed by Welsh Ambulance service and, as a result, there is currently no charge when the battery needs changing. This new unit will be a more sustainable solution and Clerk will work in partnership with the committee to support the maintenance process

Proposed Cllr N Jones Seconded Cllr C Roberts Unanimous RESOLVED to approve and take note  
290. TO RECEIVE INFORMATION AND APPROVE ERW FEIRIOL CEMETERY WATER SUPPLY

With agreement from CCBC and assistance from Cllrs, Clerk has started the application process. The connection will be completed under the Dŵr Cymru community support process. Town Council will arrange the connection within the cemetery and pay the £92.40 admin fee. CCBC have agreed to reimburse any water charges. Council agreed this project should go ahead and hoped that water will be available soon

Proposed Cllr N Jones Seconded Cllr C Roberts Unanimous RESOLVED to approve and take note  
291. TO DISCUSS AND APPROVE FINANCIAL RISK ASSESSMENT 2019/20

Document was distributed and discussed. Clerk to query VAT purchases for venue and to add digital sign onto risk assessment. It was noted that Financial Regulations were reviewed last year so there is not a requirement to undertake this year

All other matters on the risk assessment were agreed

Proposed Cllr A Jones Seconded Cllr G Wyn Jones Unanimous RESOLVED to approve and take note  
292. TO DISCUSS AND APPROVE CCTV FOR PROMENADE

CCBC have submitted the figures for joining the county CCTV scheme. Capital purchase of equipment £5680 and annual maintenance of £336.00. This figure is the direct cost for 1 CCTV situated in the site as directed. The CCTV will cover the digital sign, toilets and have sight of the jetty gates to enable monitoring of the tides. Clerk to email to set the process in motion.

Proposed Cllr N Jones Seconded Cllr C Roberts Unanimous RESOLVED to approve and take note  
293. TO DISCUSS AND APPROVE FINANCIAL CONTRIBUTION TO CCBC PADDLING POOLS 2020/21

Figures had been received from CCBC and it was noted that nearly £4000 had been spent on opening and closing the paddling pool. It was agreed that this seemed a large amount of money for a paddling pool with no pump. Clerk to email CCBC for further breakdown of this cost. Item to be added to next agenda.

RESOLVED to receive and take note

294. TO DISCUSS AND APPROVE MEETING DATES FOR 2020/21

Document was distributed and Councillors asked to check before it goes out on the website

An updated skip list was distributed – Clerk apologised for the dates on the previous version. This has been checked as a final document and will be shared publicly. RESOLVED to receive and take note

295. TO RECEIVE MARCH FINAL STATEMENT

Copies were distributed and discussed. Clerk was asked to provide forecast for end of March so that any reserves can be allocated to projects a previously agreed. To be included in next agenda.

Proposed Cllr C Gell Seconded Cllr C Roberts Unanimous RESOLVED to approve and take note  
296. TO RECEIVE MARCH PETTY CASH STATEMENT

Copies were distributed and discussed

Proposed Cllr A Hinchliff Seconded Cllr P Andow Unanimous RESOLVED to approve and take note  
297. TO RECEIVE INCOME

Income received from Community Hall to purchase the storage trolleys. £504.90

RESOLVED to receive and take note

298. TO APPROVE PAYMENTS

1. CSI storage trolleys £605.88
2. (contribution from Community Hall will be 504.90)
3. North & Mid Wales Association of Local Councils £50
4. Delwedd SSL Certificates £172.27
5. (£47.99 will be paid by Discover Llanfairfechan)
6. Sam Lock Home Improvements (toilet door repair) £20.00
7. Dwr Cymru Erw Feiriol administrative charge £92.40
8. CCBC Playground Inspections £22.01

Proposed Cllr A Hinchliff    Seconded Cllr C Gell                      Unanimous                      **RESOLVED** to approve and take note

299. DISCUSS PLANNING MATTERS

0/47093 Unit 4 Llanfairfechan Industrial Estate variation of conditions – no observations made

**RESOLVED** to receive and take note

300. TO RECEIVE FEEDBACK ON MEETINGS ATTENDED ON BEHALF OF TOWN COUNCIL

1. Sustainable Communities – car parks report from information meeting at 5pm 4/3/2020

Most Councillors had been present at an information meeting to discuss car parks in Llanfairfechan. CCBC officers explained the project to look at car parks across Conwy has been in operation since 2015 and that Llanfairfechan is the last area to be considered. A 2015 report had been produced by an independent consultant in 2015 stating ‘if a CCBC car park was deemed to be able to derive an income, it should. If car parks could not derive an income, then disposal should be the option’.

With regards to Llanfairfechan the following applies:

**CAE BRIGGS STATION ROAD** – This was deemed to be a site that would not derive an income, but it is not up for disposal as the land was given to the local community and there is access across the land from residential dwellings. This will remain as a free at the point of use car park.

**PROMENADE BEACH CAR PARK** – This was deemed to be a site that could provide an income so CCBC are pursuing the option to install pay and display. Town Council have stated that this is not a current option as the site is in serious disrepair and access for pedestrian and disabled users is poor. It was noted the resident survey of 2015/16 stated clearly residents did not want the precept to be raised for sponsorship of the car park to enable it to be free at the point of use. In addition, Llanfairfechan is due for considerable change with plans suggested by the A55 junction work and the proposed building plans contained in the CCBC Local Development Plan. Town Council asks these factors to be taken account of before any progress is made towards pay and display in the car park. It was agreed at the meeting the next step is to form a partnership group to source external funding options (possibly Brilliant Basics/ Carneddau/ Rural Development funding) to improve amenities in the area. This could include electric car charging points, a shower in the toilet area, improved access layout. All this would be dependent on gaining funding as CCBC nor Town Council could fund this. There are community payback possibilities from the proposed projects, and this will be investigated. CCBC officers had visited the site earlier in the day with the Lafan Ward County Councillor and, in the meeting, committed to remedial work to address the serious concerns about the surface of the car park as soon as possible to ensure safety in the interim. CCBC Officer stated that this is ‘an opportunity for a much bigger project’ and CCBC would be willing to work in partnership to try and source external funding to achieve this. This would mean a longer-term operational plan for the car park. However, if investigations show that there is not external money available, CCBC would look to be refurbishing the car park up to standard in Spring 2021 and installing pay and display in Summer 2021.

Further discussion took place in the Town Council meeting where there was great concern about how these developments would affect residents’ use of car park. As a result, it was agreed an option to partially fund resident permits might be left open for further discussion in the future. However, no commitment to this will be made until all investigations have been made into funding for the bigger project. Clerk to feedback to CCBC and arrangements to be made for a partnership meeting.

**RESOLVED** to receive and take note

**301. TO RECEIVE CORRESPONDANCE**

- 1. Antisocial driving and activities in the village - Clerk has responded to the email and will request Community Beat Manager to attend a meeting to discuss plans to address the situation**
- 2. Sustainable Communities – Clerk to respond to the letter and check with Mayor and Deputy before sending**
- 3. A letter with weblinks was distributed** **RESOLVED to receive all and take note**

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

- 1. It was reported we are not receiving traffic information from the community website. Clerk to check with Aled and report back. It was also asked when work to translate the website will be completed. This work has been put back due to staff pressures, but it is hoped it can be completed by April.**
- 2. CCBC have said that the signs for the changed parking restrictions in Station Road and Village Road are on order and will be fitted asap.**
- 3. Urdd registration. Councillors are not convinced that all children are benefiting from this funding. Clerk to seek further information and will issue the new style application pack for next year**
- 4. Complaint about staff – no formal complaint has been received but resident is encouraged to report if concerned**
- 5. Many concerns about rising anti-social behaviour in the village – police need to be more proactive. Clerk to action as above (301/1)**
- 6. With the increasing workload at CH, it was agreed that a staffing be called to discuss any issues. Clerk to organise**
- 7. Pen y Bryn tree is being attended to by CCBC**
- 8. More flooding in the village – Clerk to chase up drains schedule**
- 9. Recycling boxes have been improved with an extra catch so that boxes have better wind proofing. However, clerk to contact CCBC to discuss behaviour of the recycle teams**

**Close of meeting 9:20pm**