



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB
Mayor Cllr Chris Jones Deputy Mayor Cllr Laura Fielding

MINUTES FROM TOWN COUNCIL MEETING WEDNESDAY 5th OCTOBER 2022

In attendance: Chair: Mayor Chris Jones; Deputy Cllr Laura Fielding; Cllr Penny Andow; Cllr Leena Farhat; Cllr Andrew Hinchliff; Cllr Gareth Jones; Cllr Nia Jones; Cllr Alun Rhys Jones; Cllr Elgan Owen; Cllr Christine Roberts; Cllr Preben Vangberg. Town Clerk Jayne Neal in attendance and prepared the minutes

1. Welcome all to the meeting
2. To receive apologies for absence (LGA 1972 Schedule 12)

Cllr Pat Griffiths; Cllr Claire Hughes

3. To receive declaration of interest – (Disclosable personal or prejudicial interests)

Cllr Leena Farhat	personal interest	item 5	no prejudicial interest
Cllr Nia Jones	personal interest	Item 11.11	no prejudicial interest

4. To receive representations and queries from the public.

Two members of the Public in attendance for Item 5 Community Libraries

In attendance: *Conwy County Borough Council Head of Culture and Information*

5. To receive update on Conwy Council Community Libraries:

Helen Goddard introduced herself as the new Section Head of Culture and Information in Conwy CBC and introduced Cllr Aaron Wynne Conwy CBC Cabinet Portfolio Holder for Culture and Leisure. Town Council had received the draft report Conwy County Community Libraries Review of the Delivery Model 2022 by email, and it was taken as read. The report reflects on the community library delivery model that has been in place in Conwy’s community libraries since 2014. Llanfairfechan is one of five community libraries in Conwy County, and all are run in partnership between Conwy Culture and Information and constituted Trustee groups in the locality. Through the review, it has become clear that new Service Level Agreements (SLA) need to be drawn up to meet new requirements that have emerged during the period of operation. Main recommendations were presented as:

1. A need to increase communication within the partnerships
2. Trustee groups need support to develop volunteering and community work at the libraries
3. SLA’s need to be reviewed and new ones drawn up to make them fit for purpose

Discussions during the consultation period revealed that, whilst footfall and loans at the libraries had been good, development has been affected by the loss of the Community Library Officer in 2019 and, in 2020, the onset of Covid 19 pandemic. It was stated this is a time to reset the service and move towards a future that involves the use of volunteers alongside professional librarians and joint ventures to offer a more rounded service to residents. The meeting was then opened for questions.

Question 1 The report shows that Llanfairfechan Library performs well and is an exemplar post pandemic as numbers have picked up quickly following the reopening of full service. Within the current climate what assurances can be given that the library service will continue?

Response from Cabinet Member: No assurances can be given. The shortfall in budget for Conwy CBC for the coming year is 18m and rising. All services are under threat and savings will have to be made. The portfolio includes many services totalling 8m and all areas will be considered for cuts where possible – some service may even be lost. It is an extremely grim picture and County Council will be looking to Town Councils to help with the burden. It was noted that 2 community libraries are fully funded by their Town Council.

Question 2 Through community consultation, the view in Llanfairfechan is that we do well with what we have and services that are here are well used. Why should we be asked to pay at local level for a local authority service?

The budget picture is grim – 75% of Conwy's budget is used for frontline care services and even these are under threat. These are unprecedented times and services will be affected.

Question 3 What funding priorities are being drawn up in Culture and Information?

Having worked in other communities that have faced a loss of service, it is recognised this is a difficult and frustrating process. The context of community libraries already comes from a position of financial hardship, previous cuts led to the development of the partnership groups to maintain a service in the outlying areas. Statutory guidance from Welsh Government states that a community like Llanfairfechan should have library access within 3 miles (or 15 mins travelling time on public transport). More information can be found in the Welsh Government document [Connected and Ambitious Libraries](#). Conwy CBC currently exceeds this target in all areas of the county. We know the financial picture is grave and if residents want to keep a service local, then active partnerships will be needed to maintain it. Libraries must evolve into community hubs with active volunteers supporting a range of information and activities. Match funding from Town Councils will enable groups to secure external funding that could secure the future for Llanfairfechan Community Library.

Question 4 (Huw Lloyd Jones Treasurer Friends of Llanfairfechan Library) Town Council has supported the group with an annual grant until 2019 towards building costs. This only stopped because the group had amassed reserves and the grant was not needed during the pandemic due to the government Covid 19 grants. Partnership working is not lacking, and Town Council are supportive.

Question 5 The previous SLA has been extremely difficult to enact and any new one must be on an equal footing. What would be the system for paying staff and library service on costs – would Town Council have to pay for all this?

The Community Library Service has been pared back so badly over the years that the only contribution that Conwy CBC will be asking for is for staffing – there are no other costs as there has been no budget for anything else over the years. All building costs are separate and accessed through the Trustees group. The library is open for 12 hours and the cost is currently assessed as £3000. However, this will be reviewed in view of recent wage settlements and a figure will be provided to Town Council before their precept review meeting in November.

Question 6 Partnership is crucial for good working practice. Volunteers working with a Conwy librarian on reduced hours and the Trustee group could lead on activities at the hub.

Question 7 If library staff hours were lost from the library, would this result in library closure?

There are many examples of independent community libraries in the country, but these are substantially different from statutory services and can lack the professional background. The loss of network opportunities would affect the service and book stock changes become limited. Ultimately the decision on a future service lies at local level. Conwy Library Service want to continue to work with the community in Llanfairfechan.

Question 8 The report mentions training of volunteers and trustees. How would this be achieved?

The detail of this is not in place but there was training previously when the Community Library Officer was in post. The last few years have been a big challenge following the loss of this post and the Covid-19 pandemic. The Culture and Information service has seen a 25% cut in staffing. However, with renewed SLAs and better partnership networking and training can be revisited. It was noted that, in addition, CVSC provide very professional training for trustees.

Question 9 Data collection is important for making the service fits the need. What data is available on book loans? Is the service using loan information to determine the demographic of lenders?

The current library systems are being reviewed as they are not as good as they can be. However, data is used to determine book stock, but improvements need to be made in this area of work, especially with regards to the digital offer.

With the new SLAs and a more equal partnership, it is hopeful the service can be maintained and improved. Thanks were given to Helen and Aaron for attending and supplying the information.

Thanks were given to Huw Lloyd Jones and the committee for their work to keep the service going so far. It was noted that a clear figure for supporting the library needs to be received before the Town Council precept meeting on 16th November. Resolved to receive and take note

6. To receive and approve minutes 7th September 2022 and action list (LGA1972 Schedule 12)

These had been distributed by email and were taken as read.

No matters arising

Cyngor Tref Llanfairfechan Town Council Action List			
Date: 5th October 2022			
	Item:	Date:	Progress
1	Insignia and past mayor badges	Update	to be discussed
2	Nant y Pandy car park	03/10/2022	with planning
3	Promenade car park & flood protection	04/10/2022	email sent
4	Benches project	audit 11/10/22	next meeting agenda
5	Speedwatch project	Update	to be discussed
6	Cenotaph	Update	to be discussed
7	Victoria Gardens gates	agenda	Item 7.1
8	Glan y Mor Elias & Morfa Madryn project	agenda	Item 7.4
9	MUGA West Shore	agenda	Item 7.2
10	Petanque court	Update	to be discussed
11	Debrillator	completed	need for Facebook post
12	Paddling Pool	now closed	meeting to be set up
13	Audit	completed	awaiting reponse no queries sent through
14	Office & GDPR IT	Ongoing	TC account now closed - CH account bills on hold
15	Clerk's & Staff Training	Update	January start
16	Boat pond	04/10/2022	email sent
17	Silent Soldier	07/09/2022	Clerk to measure and order
18	Kickstarter Community Plan	on agenda	Item 8.2
19	Food & Artisan Markets	on agenda	Item 8.1
20	Halloween events	on agenda	Item 8.1
21	Fireworks event	on agenda	Item 8.1
22	Remembrance event	on agenda	Item 8.1
23	Winter fayre and xmas lights	on agenda	Item 8.1

Item 1 Insignia Clerk had been asked about Past Mayor badges and quotes had been gained from Thomas Fattorini Ltd A design had been drawn up with a price: Quantity 10 £94.32 each nett Quantity 5 £137.85 each nett

It was agreed that this was not acceptable in the current financial climate. Clerk to investigate cheaper options that would not be full insignia, but would still mark the previous role. To be added to next agenda

Item 5 Speedwatch This project has stalled for a second time as there is not enough volunteer interest. It is not possible to progress this without the support of volunteers

Item 6 Cenotaph Clerk had been asked to measure the wall and arrange purchase of a Silent Soldier wall plaque. It was noted that there had been further concerns about this. The wall is very unsightly and the plaques would draw attention to this. Suggestion that a poppy mural project with young people could be a better solution. Clerk to investigate this and feedback

Item 10 Petanque Court The refurbishment has now been taken on by Town Twinning who will submit a grant application to complete the work. The plan is to complete in readiness for the Pleumeleuc visitors in May 2023 and provide a tournament. This will perhaps include Penmaenmawr Town Council, Llanfairfechan Town Council and Town Twinning groups.

Item 15 Clerks training Clerk to start in January 2023 along with Conwy Town Clerk

New item for action list Flag project – This project has been previously agreed at Town Council. Shops have been consulted and there is a positive response. Quotes have been received and are within parameters. A concern was raised about whether this should be done in the current financial climate, but it is hoped this will be a fairly low-cost project that will brighten the Station Road and Village Road shopping area. Clerk to progress the project and feedback

Proposed Cllr N Jones Seconded Cllr L Farhat

Resolved to approve all and take note

7. To receive information and approve plans for environmental projects:

1. Victoria Gardens safety issues

Cllr Leena Farhat reported from a meeting with the Play Officer for Conwy CBC. There are resident concerns that the play area at Victoria Gardens is not safe due to the low wall and the gates onto the road. It has been suggested that fencing and gates may be needed for the area. The following estimates have been provided:

- New bow-top fencing and playground safety gates - £7,000
- Renovate the old balance beam = £2000
- Supply and install new 3 x balance beams = £2000-£3000

A full discussion was had and Clerk was instructed to action the repairs and installation of the balance beams and repairs to the slats in the pavilion seating. Clerk to ask for further clarification on the need for fencing. It was suggested that the fencing seems extremely expensive and local contractors may be interested in the work at a lower cost. Town Council have reserves that are ringfenced for work to enhance play in Llanfairfechan and this will be used to pay for the work.

2. MUGA pitch remedial repairs

MUGA closest to the road has been risk assessed and closed. There is a very large hole in the tarmac and will get worse with use. It is also dangerous as someone could easily injure themselves whilst playing in the MUGA. This hole can be patched and then the surfaces could be repainted with new court lines on them. The rest of the tarmac is in reasonable condition and only needs painting. The MUGA fence behind one of the goals also needs repairing. Clerk to action repairs and bring quotes to next meeting.

3. Llanfairfechan Public Benches

The upper village bench audit will now take place at 10am on Tuesday 11th October meeting at the Hall. A quote has been received for metal benches as requested. Supply only 6 benches in the style of Cenotaph bench with plain shield - £680.00 each. Fitting of benches will be £40 each provided there is an existing solid base otherwise fitting would require individual costings according to the lay of the land. These are slightly more expensive than conventional benches but have a long life span and very durable for the highway benches.

4. Glan y Mor Elias & Morfa Madryn projects

Three options have now been developed for the final EnRaw grant application:

Original Match funding amount agreed by Town Council £2,701

Project cost without the Habitat improvement work £9,542.96 + vat match funding required £1,374 (original project cost was 18k/match £2701. Project cost reduced to £9,542.96 due to alternative interpretation within the benches)

Project cost with additional option A habitat improvement £23,937.96 + vat match funding required £3,447

Project cost with additional option B habitat improvement £14,427.96 + vat match funding required £2,077

It was agreed that Town Council would offer £3447 match funding as this is such a positive project.

Formal thanks were given to Haf Hones and Lesley Lawson from Conwy CBC for their help and Cllr Alun Rhys Jones for leading on the project.

Resolved to receive and take note

8. To receive information about community projects:

1. Artisan Markets and community events - October November December 2022

Llanfairfechan Halloween Food and Artisan Market and Pumpkin giveaway Sunday 23rd October

Llanfairfechan Fireworks Display Monday 7th November

Llanfairfechan Remembrance Sunday 13th November 10:30am

Llanfairfechan Food and Artisan Market Sunday November 20th 12pm

Llanfairfechan Christmas Shop Window launch 1st December

Llanfairfechan Festive Fayre Sunday 11th December 12pm

2. Community Planning Partnership

Two co-op consultations are being held, the first one went reasonably well but people found there was too much information that took too long. Response for the art competition was positive. The digital survey information needs to be shared on a flyer at the next session. Partnership work is progressing, and the Kickstarter Plan is on track for the Christmas Market 11th December.

Resolved to receive and take note

9. To pass a resolution to sign up to the SLCC civility and respect pledge

This had been previously distributed and was agreed. It was noted we are one of the few Town Councils in North Wales to have taken up this pledge.

Proposed Cllr A Hinchliffe Seconded Cllr C Roberts

Resolved to approve and take note

10. To receive and approve Finance Reports October 2022

This had been previously distributed and was taken as read. All approved.

Proposed Cllr N Jones Seconded Cllr L Farhat

Resolved to approve and take note

11. To receive and approve current payments for October 2022

Payments to be made
1. Staff Wages and Pension payments for October £4700
2. Amazon Business Account Large Stars for community event £12.99
3. REIM TENS Licence Oct Market Kirsty Merrell Daily £21.00
4. Amazon business account – computer for Town Clerk £836.77
5. Amazon business account – mobile phone for Project Officer £229.00
6. Amazon Business Account - computer insurance £80.29
7. Amazon Business Account - phone protection case £9.99
9 Conwy County Borough Council Community Skips £1,152.00
10 Paul Davis-Haswell Work on hides (part Dwr Anafon funding) £1894
11 Town Councillors Carers support payment June 2022, July 2022, September 2022 £90.25
12. Retrospective Conwy County Borough Council Paddling Pool contribution £1883.25

All approved

Proposed Cllr A Hinchliffe Seconded Cllr G Jones

Resolved to approve and take note

12. To discuss planning matters

1. 0/49986 Ty'n Coed The Close Llanfairfechan LL33 0AD

This is a tree matter, please follow the advice of the Conwy CBC tree officer

Resolved to receive and take note

13. To receive correspondence

No correspondence was reported

Resolved to receive and take note

14. To receive reports from meetings

Cllr Laura Fielding reported on a meeting with the GP surgery Business Managers

The changes that have occurred at the surgery were discussed and the process has been extremely challenging for all concerned. However, it was suggested there is no evidence that patients were unable to access appointments during that time. During the period of change the staff were getting used to a new clerical system against the backdrop of significant staff sickness. The new online access system will be a simple format with one page of application, and this should help with the situation. Those who cannot apply online will still be able to phone the surgery. As has been suggested by the surgery previously, it is important that expectations are managed effectively. In comparison with other surgeries, it is reported that Plas Menai is still doing well in its access to treatment. However, the Councillors stated that there needs to be better communication and offered a stall at a future artisan market to help patients speak directly about their concerns. It was agreed the web information needs to be properly aligned to present a clear message. A Facebook statement about the changes has now been sent out by the surgery. It was reported that all covid boosters are now being provided in Llandudno. Some residents at Llys y Coed are not taking up the offer because the travel is too much for them. Clerk to email query to Plas Menai.

Mayor Chris Jones reported from the Llanfairfechan Community Town Hall Committee meeting

The hall is extremely busy at the moment. The main concern is about fuel charge increase. The hall is on a fixed term contract until November 31st and a new contract has been negotiated through Energy Buzz. The fuel charge is due to increase on 1st December, but it is expected the government grants will offset some of this increase. In April 2023, the contract will rise to £20,000 for gas and electricity from the current total charge of just over £5000. This is untenable and the hall will have to put up prices and change the way they heat the hall to survive. The committee are working on solutions and will feedback. There was a discussion about opening as a Warm Space and a draft grant application has been prepared for the committee to consider. This includes a facilitator for the project and partnership working with support agencies. However, it was reported by County Councillor that the idea of the warm spaces is to provide premises like a library and hot drinks for those who cannot heat their homes. The librarians have already agreed to staff these sessions so it may not be needed in the wider community.

Cllr Leena Farhat reported on a meeting with Transport for Wales about the Adopt a Station Scheme

A community group of volunteers can adopt the railway station and be part of a growing network of individuals who develop stations into cared for community spaces. Network Rail will support the projects and fund planters and wildlife boxes. There was a discussion about shelter murals and funding could be sought for this. Community Rail partnership walks can also be developed

Cllr Elgan Owen reported on meetings with community groups

- Pen Dalar Hall Committee is in the process of forming and has received governance training from him in his role with CVSC
- Funding advice has also been given to Llanfairfechan Football Club

Cllr Christine Roberts reported on follow up from the meeting about safety concerns at the paddling pool

Paddling pool paint has been checked and it is ok the top quality and non-slip. ||The slipping problem appears to be due to the soil at the corners of the area. A job number has been raised and this work will take place in the closed season.

Resolved to receive and take note

15. To receive urgent concerns & compliments

1. Llanfairfechan football club have requested a sign at the crossroads. It seems it might be possible to add a point to the finger post that is already in place.
2. It was reported the electric box at the football club has still not been fixed due to a problem about permissions.
3. Business plan for work on the promenade car park is due to be submitted this year but costs have gone up by 25%
4. Formal thanks were given to volunteers who have worked on the Morfa Madryn project – it was noted the repaired hides are a great improvement
5. Thanks to Deputy Mayor Laura for her work during the Queen’s mourning period. Thanks to Mayor Chris Jones for attending the church service. A number of flower tributes were left at the church and the occasion was marked appropriately
6. Slats on the bridge at the back of the bank car park are loose. Clerk to report. Lots of leaves to the left of the bridge going uphill – James to clear the path
7. It was reported the Llanfairfechan Clothes Swap was a huge success with over 80 people in attendance and hundreds of clothing items on offer. It was a lot of work, but another will be organised for the spring.
8. The Carneddau Archaeological dig on the slopes of Dinas has now finished but it has been extremely popular. A lot of finds have been logged and it has highlighted what important historical significance is in our local area. The area is thought to be the oldest axe factory in the world and is at least 6000 years old. The site was worked for over 2000 years and its clear there is more to be found out in future projects. There were around 20 community volunteers at each dig and over 100 schoolchildren visited the site during the project.
9. Work to shore up the coastal strip on the cob is due to finish very soon. The has been completed with minimum disruption and the footpath has remained open

Meeting finished at 9:30pm Next Town Council meeting: Wednesday 27th October at 7pm