



**CYNGOR TREF
LLANFAIRFECHAN
TOWN COUNCIL**



**Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB
Mayor Cllr Laura Fielding Deputy Mayor Cllr Alun Rhys Jones**

**WEDNESDAY FEBRUARY 7th, 2024
TOWN COUNCIL MEETING AGENDA**

1. Welcome all to the meeting and general housekeeping information
2. To receive apologies for absence (LGA 1972 Schedule 12)
3. To receive declaration of interest – (Disclosable personal or prejudicial interests)
4. To receive resignation of Cllr Elgan Owen Bryn Ward and announce election process
5. To receive representations and queries from the public
6. To receive and approve minutes 17th January 2023 and current action list (LGA1972 Schedule 12)
7. To receive information and approve MUGA refurbishment project and funding application
8. To receive information about community skips 2024
9. To receive information and approve information about councillor training plans
10. To receive and approve S19 Grant application – Llanfairfechan Community Hall
11. To receive and approve plans for Llanfairfechan Celebrates May 2024
12. To receive and approve staff information
13. To receive and approve finance report and current payments for February 7th, 2024

Join Zoom Meeting

<https://us02web.zoom.us/j/89550104358?pwd=VWxTOCtQZFBsZU9YUjRWQ0ZZmQ2QT09>

**Meeting ID: 895 5010 4358
Passcode: 266300**

Payments to be made
1. Staffing and oncosts January £4000
2. Llanfairfechan Bowling Club s137 grant £500
3. Menter Iaith translation January £270.89
4. Viking paper and toilet rolls £250.48
5. Discover Llanfairfechan grant payment £1000.00 (delayed)
6. British Gas £19.29
7. Delwedd SSL certificate £182.30
8. Sets LTD Christmas Lighting awaiting invoice

14. To receive information about planning matters:
0/51378 26 Bryn Rhedyn Llanfairfechan Conwy LL33 0UP
15. To receive correspondence
16. To receive reports from meetings
17. To receive urgent matters for discussion

Wednesday February 7th, 2024

TOWN COUNCIL MEETING MINUTES

In Attendance: Chair: Mayor Laura Fielding; Deputy Mayor Alun Rhys Jones; Cllr Penny Andow (Town & County Councillor online) Cllr Sharne-Marie Bellis; Cllr Leena Farhat (online); Cllr Andrew Hinchliff; Cllr Chris Jones online; Cllr Nia Jones; Cllr Christine Roberts; Cllr Preben Vangberg (online); Cllr Jacob Williams (County Councillor online) Town Clerk Jayne Neal. The meeting was held in Council Chambers and on ZOOM platform

In agreement with attendees, the meeting was recorded for minutes purposes.

1. Mayor Laura Fielding welcomed all to the meeting and shared general housekeeping for the meeting
Resolved to receive and take note
2. To receive apologies for absence (LGA 1972 Schedule 12) Cllr Rob Jewell; Cllr Gareth Jones. Cllrs Chris Jones, Penny Andow and Jacob Williams attended online later on in the session after attending the CCBC Town and Community Councils Forum
Resolved to receive and take note
3. To receive declaration of interest – Cllrs A Hinchliffe, Chris Jones, C Roberts declared personal interest at Item 10 as committee members. No pecuniary interest but it was decided they would not take part in vote. Cllrs C Roberts and S Bellis declared personal interest at Item 13.5 as committee members. This matter is just for payment as decision on grant previously taken. Resolved to receive and take note
4. To receive resignation of Cllr Elgan Owen Bryn Ward and announce election process

It was with sadness that the resignation of a valued member of the Town Council was reported. This is due to a new work role at CVSC which is promotion to Chief Officer of the organisation. It was noted that Elgan will be sorely missed but congratulations were raised, and thanks were given for his commitment to the Town Council. Election paperwork has been circulated and there is a 14 day period for residents to call an election. If after that time an election is not called, then the matter will go to co-option and further paperwork will be shared.
Resolved to receive and take note

5. To receive representations and queries from the public

Over 20 residents were in the chamber to discuss planning matter 0/51305 housing development off Penmaenmawr Road. It was noted that, following research and discussion, Town Council has prepared a statement, and this was submitted within the planning deadline. The statement was shown on screen and has been posted on Town Council website and sent to residents who have emailed in.

1. Concerns about sewerage in Llanfairfechan being fit for purpose – A discussion took place about the recent resident FOI and concerns relating to Penmaenmawr Road and wider. Town Council are in conversation with Dwr Cymru, and they have offered to attend a meeting. It was agreed this meeting should be separate to Town Council but open to the public. Clerk to organise this as soon as possible and advertise.
2. Infrastructure concerns about whether schools and primary care services will cope with new residents in the town. The 21st Century schools project has been reduced from 11 schools to one or two. The schools are in a difficult situation in that they are waiting to hear about the buildings so its difficult for them to comment. It's a case of waiting to see what happens with the Local Development Plan replacement and this is unlikely to be resolved until 2025. How soon any of the proposed developments will go forward is very much undecided. [The Current Local Development Plan](#) 2007 to 2022 is the one that guides the current planning process for this matter as it stands until the replacement plan comes in. Residents don't feel that the GP surgery can cope even if Plas Menai say they can – the proof is in the fact that doctors' appointments are very difficult to book.
3. Research shows housing is needed in Conwy New housing has been built east of county and as far as Penmaenmawr. It is inevitable that housing will be built in Llanfairfechan but, crucially, it must be of the right type and pricing. This has been raised in the town Council statement as shown. This planning matter does comply with regulations to provide affordable housing, but it was queried whether this will be truly affordable.
4. County Councillor stated that they will attend the planning committee meeting and will be speaking against the development. Residents were encouraged to attend the planning committee and raise their own points. It was clarified that attendees can speak to 5 minutes but that a resident representative would be preferable.
5. Concerns about the environmental impact survey with a view that it is not fit for purpose. This can be raised at the planning meeting if required.
6. County Councillor agreed to set up an informal meeting to speak to residents at the Council Chamber Wednesday February 28th at 7pm.
Resolved to receive and take note

6. To receive and approve minutes 17th January 2023 and current action list (LGA1972 Schedule 12)

No matters arising from the minutes.

Action list:

Date: 7th February 2024		NFI = no further information	
Item:	Date:	Progress	
1 Nant y Pandy car park	Information	in meeting pack - lease to be agreed and emailed back	
2 Paddling Pool	email	information from CCBC manager	
3 Promenade car park & flood protection	email	email sent 5/02/2024 seeking further info	
4 Bus stop damage Y Bont east	email	this has now been picked up by CCBC officer	
5 Llanfairfechan Flag Project	update	applications has gone into the key fund for T&CCs	
6 resident concern about flytipping in Station road	NFI	awaiting information about mobile CCTV	
7 Benches project	on agenda	correspondence	
8 Station Road Garden	update	request about water supply	
9 MUGA West Shore	on agenda	information in meeting pack	
10 Audit	NFI	external audit has been sent out and no further requests for information have been received	
11 Kickstarter Community Plan	update	serious concerns about this - update to be given	
12 Pagoda shelter	NFI	painting needs completing. Weather has been too rough	
13 Beach huts	update	some rendering has fallen down - has been reported	
14 Llanfairfechan Celebrates	on agenda	information from meeting	
15 Christmas lights	update	meeting on 5th February T&F group	
16 Caradog Place footbridge barriers	update	these are still up but have been for many years - advise on way forward	
17 Pen dalar sign	NFI	cover has arrived and Preben has agreed to update the posters.	
18 Food and Artisan markets March	update	28 stalls currently booked - others have been contacted	
19 Christmas Tree of Lights Rotary	update	information in meeting pack	
20 Chwarae Allan	update	rise in cost	
21 Lights on Promenade	update	work is now taking place to address this problem	

1. Nant y Pandy car park – agreed to memorandum of sale shared prior to meeting

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

5. Flag Project – application has gone into the Town and Community Council Key Fund. It includes the double sided shop flags x 20 and a spider dome tent for use in consultation and community activities. This was agreed unanimously as a good idea for future community use.

7. Residents are unhappy that the benches on the cob are looking like they are deteriorating but the oak was chosen so that they will naturalise and blend into the landscape with a long life going forward. However, contractor and staff are keeping an eye on them and will address any problems if they occur.

19. Rotary have requested that the Christmas tree changed into a Tree of Life project in aid of charity. It is hoped Town Council will still be able to source the tree from the local resident and Rotary will fund purchase of the lights. The children’s decorations can be continued but put onto the indoor trees and window. All agreed this was a good idea; clerk to inform Rotary. **Resolved to approve and take note**

20. Chwarae Allan costs have risen and there is a choice between 10 sessions or 5 sessions. It was noted that the sessions are valued and agreed unanimously that Clerk should request the 10 sessions for £2,325.00. Clerk to query whether the play grant will be received again. It was noted that the precept would need to raise in 2025/26 to take account of this.

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

21. **Street Lamps on The Promenade** Work now taking place and hopeful this will be completed soon

Item 6 Proposed Cllr C Roberts Seconded Cllr N Jones Unanimous Resolved to approve and take note

7. To receive information and approve MUGA refurbishment project and funding application

A project report had been previously circulated and was taken as read. An application to the SPF Fund Conwy has been accepted at £34,077 and the paperwork is being prepared. An application to Cymru Football Foundation is being written and we are hopeful that this will add £90,000+ to the project. This will cover refurbishment of the MUGA to include a recreation area fit for the 21st Century with free access during daylight hours and small charges for use with the floodlights. It also includes development of the green space next to the MUGA areas. Some income will come in to help with maintenance going forward along with possibilities of sponsorship with advertisement. Town Council thanked the Football Club chair for all the work involved with the application process and agreed with the recommendations of the report and supported the application process.

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

8. To receive information about community skips 2024

From information gleaned from [Conwy Cabinet meeting](#) and information received from ERF, it seems community skips are not able to be booked from Conwy CBC after 31st March 2024. It was agreed that this would be a big loss to the community and alternative solutions must be sought. Clerk has contacted Crest Cooperative to see if there is any way to set up an alternative project and possibly one that could include all Town and Community Councils who wish to be involved. Clerk to continue to look at possibilities and report back.

Resolved to receive and take note

9. To receive information and approve information about councillor training plans

The Council Training Plan was circulated prior to the meeting and taken as read. Councillors were reminded it is now a legislative requirement to have a training plan and that it is up to members to manage their own training processes. To help with One Voice Wales training, Clerk will share course information when received but only those who have attended a One Voice Wales session will get a training credit. All councillors will be expected to at least read through the presentations as Town Council will be working to those principles. It will be beneficial to all if everyone is familiar with the recommended policies. Welsh Government are looking into plans to make the basic modules mandatory for new councillor but, currently, they are only recommended. In future, councillors may not be able to take up their roles unless they have completed specified induction training modules. Clerk to send out the recent training presentation - Conduct and Governance for Town and Community Councils. A review of training plan will be repeated in February 2025 as an annual review and further practical processes will be implemented over 2024 to help councillors with this process.

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

10. To receive and approve S19 Grant application – Llanfairfechan Community Hall

This had been circulated prior to the meeting and was taken as read. No issues were raised, and the grant was unanimously agreed.

Proposed Cllr L Farhat Seconded Cllr S Bellis Unanimous Resolved to approve and take note

11. To receive and approve plans for Llanfairfechan Celebrates May 2024

A plan is being formed to run Llanfairfechan Celebrates as a Mayor's civic event to include a kite festival, community stalls and family themed activities based around Victoria Gardens and east shore on May 11th, 2024. The Northern Kite Group have shown an interest in bringing their large character kites and dignitaries will be invited from other local councils. The idea was received positively and clerk and Mayor to work up the plan and feedback.

Resolved to receive and take note

12. To receive and approve staff information

HR approved the process discussed at the past meeting and letter has been sent out along with the necessary forms. A tender advert has been out on social media and in the window at the hall. Shortlisting planned for 9th February 2024 and Interviews on 12th February. If all things are positive, new start for the role will be around Monday 4th March.

Resolved to receive and take note

13. To receive and approve finance report and current payments for February 7th, 2024

These had been circulated prior to the meeting and were taken as read. No concerns or queries were raised.

Proposed Cllr Nia Jones Seconded Cllr A Rhys Jones Unanimous Resolved to approve and take note

14. To receive information about planning matters:

0/51378 26 Bryn Rhedyn Llanfairfechan Conwy LL33 0UP Clerk to feedback that documents were not downloading and so it was not possible to comment on this matter.

Two other matters had been added after the agenda had been completed:

0/51422 Llanfairfechan Beach Promenade Llanfairfechan Conwy LL33 0BY

0/51419 Llanfairfechan Car Park Llanfairfechan Conwy LL33 0BY

It was noted there was no new information to Town Council about these plans as the information had been shared previously. Councillors to email Clerk if any comments to be logged as the deadline date is before the next meeting.

15. To receive correspondence

Concerns raised by resident that the survey results could lead to the removal of the public toilets at Village Road. An email response has been sent to reassure that there are not any plans to close the toilets at the moment and that the data did not show a conclusion on this matter.

Resolved to receive and take note

16. To receive reports from meetings

1. Renewable Energy Llanfairfechan

18 people attended this first meeting, and the Egin representative was impressed with the enthusiasm and expertise in the group. Another meeting is planned to gather ideas and the option is to go back to Egin to move things forward. It was clarified that the Community Hall has already received a full energy audit. Clerk to email this to the group.

2. Transforming Towns Cllr Laura Fielding

Cllr Laura Fielding - Significant opportunities to install sensors to monitor and data gather information about use of buildings and shops etc in the town. These are mobile so can be moved from place to place. There are also opportunities to install public Wi-Fi, but concerns were raised about how the public data is used. Clerk to send out report and invite officer to speak to a meeting about the sensors.

3. Christmas Lighting Task & Finish Group

Councillor Chris Jones - Councillors met with the contractor who have brought some designs over from Colwyn Bay. Hope for a purchase at a low price. Station Road garlands and maybe string lights – quotes to follow. Awaiting permission from Conwy CBC to install the tree lights at the crossroads. Contractor will attend the meeting on March 20th.

4. Incredible Edibles planning meeting

Clerk to report – Work to complete the plots at the new Station Road Garden planting has started at the new garden thanks to the Keep Wales Tidy funding. Green projects in the town also include Rotary community Allotment who have benefited from a new greenhouse and shed, the Llanfairfechan Orchard Group and the planned Llanfairfechan Fruit Trail. A launch date for Station Road is planned for Saturday 9th March 10am to 12pm and encourage volunteer sign up and fruit bush planting.

5. Cllr Chris Jones due to attend the GP surgery PEG group and will take questions to the meeting.

6. Cllr P Vangberg – reported on the Community Library meeting. A lot of remedial building work needs to be completed on the library building and funding has been received from the SPF fund. A significant proportion will be used in Llanfairfechan due to the nature of the work that needs completing.

Resolved to receive and take note

17. To receive urgent matters for discussion

1. Dog waste bins

Valley Road bin – contractor has been sent to see if it can be mended

The Cob bin – it has been noted by Conwy that there is a public bin nearby and this should be used instead.

2. Clerk to send out a statement about bag it and bin it.

3. Dog waste is still bad around Ysgol Babanod

4. County Councillor helping to sort the clearance of the remaining items at Pendalar Hall

5. Signs outside the co-op – emails have been exchanged. Clerk to send details to County Councillor

6. Potholes at Pen y Bryn have been filled.

Meeting closed at 9:25pm