



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



**Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB**

**Mayor Cllr Chris Jones**

**Deputy Mayor Cllr Laura Fielding**

**WEDNESDAY 7<sup>th</sup> JUNE 2023  
TOWN COUNCIL MEETING AGENDA**

1. Welcome all to the meeting
2. To receive apologies for absence (LGA 1972 Schedule 12)
3. To receive declaration of interest – (Disclosable personal or prejudicial interests)
4. To receive representations and queries from the public.

Llanfairfechan Sailing Club boat park planning application – members of the committee will be attending the meeting

5. To receive and approve minutes 26<sup>th</sup> April 2023 and current action list (LGA1972 Schedule 12)
6. To receive information about Councillor vacancies and approve co-option in Lafan Ward and election in Pandy Ward
7. To receive information and approve internal audit process for 2022/23
8. To receive information and approve new model Standing Orders for 2023
9. To receive and approve contribution for Llanfairfechan Paddling Pool 2023/24
10. To receive and approve Finance Reports May 2023
11. To receive and approve current payments for May 2023

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/83817373311?pwd=Wm1HV3IrbUVsbTJVejlNcktqQnJDUT09>  
**Meeting ID: 838 1737 3311**  
**Passcode: 470265**

<b>Payments to be made</b>
1. Kirsty Merrell Daily TENS licence April £21.00
2. Staff Wages and Pension payments for April 2023 £4700 (note increase as per precept agreement)
3. HMRC payments April May June £2260.00
4. Community Town Hall venue hire for May and June market £120.00
5. Jayne Neal reim Vista Print photo book £17.22
6. Conwy CBC Community Skips £720.00
7. Menter Iaith Minutes translation April and May £312.62
8. Viking – public toilet large rolls hand towels 152.28
<b>Retrospective payments</b>
1. British Gas MUGA payment £50.35
2. Amazon Nylon thread for window displays £7.49
3. Amazon fishing wire for window display £5.48

12. To discuss planning matters  
 0/50789 Tyddyn Angharad Uchaf Valley Road Llanfairfechan LL33 0ES Two storey extension to side of dwelling house  
 0/50721 1 Fron Pant Pool Street Llanfairfechan LL33 0TW Proposed extension with adjoining open porch and adaptation of side/lower roof structure  
 Proposed development at 11 Gorwel and land to east at Tyn Drain, Llanfairfechan, LL33 0DS
13. To receive correspondence
14. To receive reports from meetings
  1. Sustainable Services meeting
  2. Mayor's Group meeting
  3. Pendalar Hall clearance meeting
15. To receive urgent matters for discussion

# Minutes of Llanfairfechan Town Council Meeting

## Wednesday 7<sup>th</sup> June 2023

In Attendance: Chair: Mayor Laura Fielding; Cllr Leena Farhat (on Zoom); Cllr Andrew Hinchliff; Cllr Chris Jones; Cllr Nia Jones; Cllr Alun Rhys Jones; Cllr Elgan Owen; Cllr Preben Vangberg (on Zoom).

Town Clerk Jayne Neal

1. Chair Mayor Laura Fielding welcomed all to the meeting
2. TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 SCHEDULE 12)  
Cllr Penny Andow; Cllr Gareth Jones; Cllr Christine Roberts
3. TO RECEIVE DECLARATION OF INTEREST – (DISCLOSABLE PERSONAL OR PREJUDICIAL INTERESTS)  
Cllr Laura Fielding – Correspondence Item 4 - did not take part in discussion
4. TO RECEIVE REPRESENTATIONS AND QUERIES FROM THE PUBLIC.

LLANFAIRFECHAN SAILING CLUB BOAT PARK PLANNING APPLICATION – MEMBERS OF THE COMMITTEE WILL BE ATTENDING THE MEETING

Item 'Proposed development at 11 Gorwel and land to east at Tyn Drain, Llanfairfechan, LL33 ODS' was moved up the agenda as several residents were in attendance with a special interest in that matter.

Resident 1 comments:

- a. Road access up and along Gorwel is unsuitable and dangerous for both construction traffic and new residents. The road is already made narrow by numerous parked vehicles who have no alternative. There have already been accidents.
- b. Drainage – excess surface water problems have been experienced by many residents from the fields in question. How will the planned containment tanks deal with this?
- c. There has been a problem with rats since the land in question was disturbed for surveys. This will increase in the construction works.
- d. There have been numerous bursts in the water mains on Gorwel and also sewer blockages. These roads cannot cope with heavy construction traffic going over them.
- e. If construction goes ahead who will be responsible for any damage to the dry stone wall at the back of our properties or any structural damage to our houses through excavation & vibration. There will be excessive noise and dust & soil during construction and properties will be less attractive to buy.
- f. Health services & other services cannot cope at present as it is.
- g. The Public Right of Way at the back will have to be reinstated if and after the project goes ahead and there needs to be assurances this will happen.

Resident 2 comments: Lived in Gorwel for 25 years and there has been a problem with drains which hadn't been adopted by the council. Residents had to pay towards major work and resident queried if these have now been adopted. It was noted they have now been adopted along with all other services. However, the drainage from Cae America drains onto Gorwel and we can't cope with more.

Resident 3 comments: There has previously been an agreement that no building takes place in the town above 600 ft – does this not still stand?

Resident 4 comments: Query about why brownfield sites in the town can't be used first for example The Heath. It was noted there are specific problems with The Heath and options are being considered by Conwy CBC but Town Council have not received information as yet.

Resident 5 comments:

- a. The introduction to the planning document states there is a housing shortage yet, looking online, there are 33 Llanfairfechan properties on sale at a range of prices – is the problem actually that people can't afford to buy houses?
- b. The infrastructure cannot take it. Schools will be affected, and the GP surgery is already at capacity. For example, it has taken 3 months to get a blood test, cancelled 4 times as the nurse was not available. 3 weeks wait for a physio; with another 200 people added to the patient list, this will only get worse.
- c. As an ex industry professional, they can say that the sewerage system in Gorwel is not fit for purpose. It is known that it is at capacity and the constant problems that have been mentioned shows this is true. Welsh Water were forced to adopt it by Welsh Government. The sewerage system in Llanfairfechan is overloaded – the sewage plant by Madryn is constantly failing, leading to pollution. The top of the village water is constantly failing, and monthly texts have been received to prove this.
- d. Electricity concerns as the planning includes EV charging points – this will put even more pressure on an overloaded system.

- e. The main concern about this particular proposals is access. Valley and Mount Roads are single track and the Gorwel access is effectively single track due to parking. There are already existing problems with parking and access in the upper town.
- f. Finally, the point about housing need and properly affordable housing was made. The housing that is being proposed will not be affordable to families in the town and their children.

It was suggested that the affordable housing noted in the plan will only be 10% lower in cost and this is not low enough. Chair stated that Town Council would prepare a statement for the consultation at our meeting on 28<sup>th</sup> June. Evidential information will be gathered in the meantime and the statement would be publicly shared in due course. If needed, FOI requests will be made to gain information and an FOI about the number of empty properties had already been submitted by a Town Councillor. An email with information about the project can be sent to residents if they contact the Town Clerk on jayne@llanfairfechan.net. An email had been sent to planning to ask about the LDP and how this building project would affect those plans.

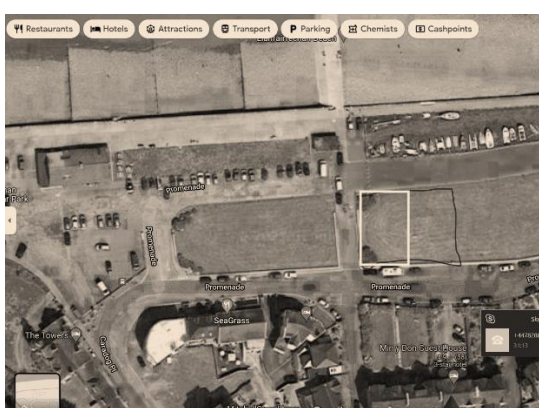
Resident 5 comments: It was reiterated that there are three significant brownfield sites that should be used before building on green spaces. These may not be attractive to builders, but they should be used first.

Town Councillor stated that if the Local Development Plan comes out there will be community benefit with a school and then the old school site could provide land for appropriate accommodation such as apartments for older people. Clerk to contact Welsh Water and LDP team in Conwy using FOI if needed. Town Clerk to clarify if the school will still be in the Local Development Plan. It was noted a points system has been implemented for the new school – important that LDP team give their comments on this.

Lance Jones, Secretary to Llanfairfechan Sailing Club presented information about the extension to the boat park. A plot of land had been identified but Conwy CBC will not offer a lease due to a resident objection on the basis of a restrictive land covenant in the area, due to concerns about legal costs that might occur in the future. In partnership with Conwy CBC, the club have identified a new parcel of land with no restricted land covenants.



Plan A



Plan B

Plan A is further from the houses but may create a dead space as the grassed area would be more affected. It has more of an impact on the maintenance of the green space.

Plan B offers definable piece of land and easy to maintain and access. It is closer to the houses and concerns may be felt about noise of clanging halyards. A reassurance was made that all boats with masts and halyards will be kept in the main area. The extension will enable the club to expand its work with young people by providing small boats called Toppers that are not much bigger than a regular size windsurfer and they can be racked and kept low. The cost and simplicity of this option can be seen as preferable.

Town Councillor asked if it is possible to proceed with the original site - perhaps a two pronged attack?

Information from Conwy CBC is that they will be risk averse to offering a lease on the original site as future residents of the site might cite the covenant and take legal action.

There are 22 youth members and more waiting to join so the club is keen to move forward and capitalise on this interest. The sailing club will comply with any biodiversity requirements that are requested by Conwy. Access to the site will be from the North end and the area will be fenced and gated appropriately.

Resident query: Shouldn't the residents on The Promenade be consulted about their choice of plan?

There was reassurance that the next step is going to be consultation with residents. The club wanted to get a objective view on the plan before taking it to the consultation so this is why Town Council has been contacted first. It was noted that the Sailing Club are doing an amazing job with the young people in Llanfairfechan and the open day that was held at the weekend was excellent.

A vote was taken and Town Council unanimously agreed that Plan B is the preferable option.

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

**5. TO RECEIVE AND APPROVE MINUTES 26TH APRIL 2023 AND CURRENT ACTION LIST (LGA1972 SCHEDULE 12)**

Minutes had previously been distributed in the meeting pack and were taken as read. No Matters Arising from the minutes.

**Proposed Cllr E Owen Seconded Cllr C Jones Unanimous Resolved to approve and take note**

<b>Cyngor Tref Llanfairfechan Town Council Action List</b>		
<b>Date: 7th June 2023</b>		
<b>Item:</b>	<b>Date:</b>	<b>Progress</b>
1 Potholes in Mill Road	17/04/2023	Under observation by CCBC
2 Nant y Pandy car park	update	info by email
3 Paddling Pool	update	work started no details have been sent re; contribution as yet
4 Promenade car park & flood protection	update	information received
5 Bus stop damage Y Bont west	update	work is due to be done under our maintenance payment
6 Benches project	update	progress made; the item will be added to next agenda
7 Station Road Garden	update	progress made; the item will be added to next agenda
8 MUGA West Shore	on hold	grant to be considered for resurfacing but MUGA is in use again now
9 Petanque court	update	work completed TC owes for materials
10 Audit	agenda	on agenda.
11 Kickstarter Community Plan	update	awaiting reports from Discover Llanfairfechan meeting
12 Flags project	on hold	awaiting info from sional
13 Ward Vacancy Lafan	agenda	on agenda co-option to be completed
14 Ward Vacancy Pandy	agenda	on agenda co-option process to be considered
15 Big Green Week	update	lots of activities planned by Mayor and community
16 Llanfest	22/07/2023	Llan TC will have a stall with questionnaire and fake tattoos
17 Police information	update	two matters - cannabis leaf and hanging basket

**2. Nant y Pandy Car Park** Conwy CBC have sent their apologies for the delay in the legal process of land transfer to which they understood was under way. With the current arrangements of the planning application process, they will provide Town Council with updates to the process as they become available.

The land by Pandy bridge will be transferred to Town Council and converted into a resident's car park which will allow regulation and formal car spaces will be laid out. Currently three cars at the car park have been left unattended and these have been reported.

**4 Promenade Car Park** Conwy CBC have now got confirmed funding for car charging points. There has been no further information the Flood team about the Welsh government funding but the car park refurbishments is due to be started autumn 2023 in any case as this has gone through as a business case in Conwy.

**5 Bus stop damage on Y Bont westbound** has been reported and Conwy are awaiting parts to fix it. It will be paid for from the annual maintenance charge. It was noted that replaced mesh would be more effective.

**7 Station Road Garden** – This is moving forward in 2023. A licence has been drawn up and will be signed soon and a grant application will be submitted to Keep Wales Tidy. This is a new venture, so we are always keen to have new volunteers – the group meets at Victoria Gardens 6pm Thursdays for an informal meet up.

**11 Kickstarter Plan** – in principle, it has been agreed that Discover Llanfairfechan could combine with the Community Planning Partnership project.

**15 Big Green Week** - Several activities during this week. Saturday 10<sup>th</sup> June Llais y Lle family arts session meeting at the Pavilion 1pm, Sunday 11<sup>th</sup> June Open Gardens in Valley Road and Plant Pot Swap and plant stall 2pm to 5pm, Friday 16<sup>th</sup> June Llanfairfechan Clothes Swap at the Community Hall 7pm to 9:30pm. There are several stalls at this event including Repair stall, bags etc made from old sails, recycled jewellery, Town Twinning crepes, book swap stall.

**16 Llanfest 22<sup>nd</sup> July** – Discover Llanfairfechan may share a stall and we will have the Sustainable Services questionnaire available and fake tattoos for children

**17 Police information** –A hanging basket has been damaged and lost as a result of drunken behaviour. The resident has been encouraged to report the incident to police. This has been discussed with the NWP Community Beat Officer who has also urged that residents report any concerns about anti-social behaviour or criminal damage in the area. Town Clerk was directed to contact regulatory services with the concerns about drunken behaviour.

**Resolved to receive and take note**

**6. TO RECEIVE INFORMATION ABOUT COUNCILLOR VACANCIES AND APPROVE CO-OPTION IN LAFAN WARD AND ELECTION IN PANDY WARD**

Lafan Ward vacancy had gone through the 14 day election process, but no election was called by any residents. The matter then went to Co-option and Town Clerk had advertised online, in the Community Hall window, and had sent emails asking for CV and cover letter to five residents who had expressed an interest. Only one had been received back and so it was up to Town Council to accept this application or decide to put the co-option out again for further coverage. It was unanimously agreed that Town Council would co-opt Robert Jewell as Lafan Town Councillor. Cllr Robert Jewell stated that it will feel much more appropriate to stand as Town Councillor in the Ward in which they live. The Declaration of Acceptance will be held on 28<sup>th</sup> June.

Pandy Ward Vacancy has been through the 14 day election process, the co-option process can be advertised for the next 14 days and then go to co-option. We had one person with an expression of interest who pulled out of Lafan as they want to stand for Pandy which is their home ward so we are hopeful the role will be soon filled.

Proposed Cllr L Fielding Seconded Cllr A Hinchliff Unanimous Resolved to approve and take note

**7. TO RECEIVE INFORMATION AND APPROVE INTERNAL AUDIT PROCESS FOR 2022/23**

JDH Hughes have now received all the information and there are a few small queries that need answering. Clerk is hopeful the internal audit will be available for ratification at 28<sup>th</sup> June meeting. Resolved to receive and take note

**8. TO RECEIVE INFORMATION AND APPROVE NEW MODEL STANDING ORDERS FOR 2023**

These had been distributed by email previously. The standing orders have been prepared by the SLCC and so are taken as fit for use. It was noted there is a point stating there can be shorter notice for meetings. This does not concern as there is always three days' notice given and the agenda link is also posted on Facebook to allow residents to be aware of what is due to be discussed.

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

**9. TO RECEIVE AND APPROVE CONTRIBUTION FOR LLANFAIRFECHAN PADDLING POOL 2023/24**

A final email has not been received but an indication is that Conwy CBC will accept our original offer of £500. Town Clerk asked that if they formally ask for £500, this can be just agreed by email? It was clarified that the money is a contribution towards annual maintenance and so the money is not held over if not spent. The work is being undertaken currently and it is hoped the pool will be reopened for the summer holidays.

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

**10. TO RECEIVE AND APPROVE FINANCE REPORTS MAY 2023**

The finance report and reconciliation sheets were available at the meeting. The Christmas lights has only just gone out of the account – it could not be paid by bank transfer as it was over the £10,000 limit. The cheque has only just cleared. It was noted that Conwy CBC are asking Town Council to take over many services and this is why Town Council is preparing a Sustainable Services Questionnaire to gain an idea of what residents consider a priority. It was clarified that the TENS license has to be bought monthly for the markets and they have to be reimbursed as Conwy CBC so not have an invoicing system for this. MUGA is a charge for standing order and the cost is unsustainable. The lights will need to be upgraded as LED so that we are able to use them.

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

**11. TO RECEIVE AND APPROVE CURRENT PAYMENTS FOR MAY 2023**

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

**12. TO DISCUSS PLANNING MATTERS**

0/50789 Tyddyn Angharad Uchaf Valley Road Llanfairfechan LL33 0ES Two storey extension to side of dwelling house – no observations

0/50721 1 Fron Pant Pool Street Llanfairfechan LL33 0TW Proposed extension with adjoining open porch and adaptation of side/lower roof structure - no observations

Proposed development at 11 Gorwel and land to east at Tyn Drain, Llanfairfechan, LL33 0DS – this had been moved up the agenda.

**13. TO RECEIVE CORRESPONDENCE**

2. Cemeteries - Erw Feirol Facebook and Rhandir Hedd letter. Concerns about the state of the cemeteries and Conwy CBC response. Clerk had been copied into the correspondence with Conwy about Rhandir Hedd and read out the letters. Resident is unhappy with the Conwy CBC response. Clerk to email Conwy Cemeteries Officer to discuss the matter.

3. Email to Jacob Williams from resident with Town Council copied in - We last spoke about Benarth in January and I was wondering if you have any update regarding the Judicial review which you said you would be proposing follow the very swift planning consent for a permanent children's home?

The resident then goes on to detail concerning incidents around the site including, witnesses anti-social, damage and threatening behaviour, parking around the property. These are all concerns that were raised prior to the planning change consent. Clerk to email residents with information about the company complaints policy, Conwy CBC and the Care Inspectorate for Wales to share concerns. It was noted that these are the concerns that were shared by Town Council prior to the changes.

**4. Parking on Station Road**

Resident email to report there are problems with parking outside Bogs and Basins. The van is parking outside the shop for many hours without loading or unloading. The van is also parked in the parking space down from the shop well in excess of the permitted time limits. The resident has notified the Conwy Enforcement Department.

There are serious concerns about possible accidents. Clerk to contact Conwy CBC Regulatory Services

**5. Memorial plaque on bench**

Resident has requested a memorial plaque on the Morfa Madryn bench. It was noted that this is under the jurisdiction of Gwynedd County Council so it will be for Gwynedd County Warden to decide. If its not allowed, then we can offer the final space on the bench at The Cob.

**14. TO RECEIVE REPORTS FROM MEETINGS**

- 1. SUSTAINABLE SERVICES MEETING** – this has been moved to 27th June
- 2. MAYOR’S GROUP MEETING** – the next meeting will be 3rd July and ideas for projects in 2023/24 are invited
- 3. DISCOVER LLANFAIRFECHAN MEETING** – plans for new merchandise are in place and the calendar pictures will be agreed at the next meeting. The group have confirmed they won’t need to claim a grant for this year as they have a balance in the bank.
- 4. PENDALAR HALL CLEARANCE MEETING** – the hall has now been cleared. Thank you to the volunteers and councillors who helped on the day. Conwy CBC are going to help by moving the rubbish and transporting the table tennis tables. All usable items have been moved to the Community Hall and an inventory made so that items can be returned if it reopens. Pendalar Hall is now meeting the requirements of Conwy’s empty homes insurance so is safer. Pendalar Hall Committee are maybe looking at starting a Friends of Pen Dalar Group to continue community work in the area.
- 5. COMMUNITY EVENTS COMMITTEE** – reassured that tables and gazebos will be transported effectively. Suppliers for the Llanfairfechan Food and Artisan Market are going to trade down at Llanfest in July. Community stalls are free and commercial stalls are £10 to be booked through the committee with Ceri Jones.
- 6. CHURCH INSTITUTE UPDATE** - Advice from local agents to auction the Church Institute (Grade 2\* listed) and sell the Churchman’s Hall (Grade 2 listed) by closed bid for housing. However, there is a complication as London estate agents have now been called in by the family. It was agreed it’s a beautiful building, but it needs proper support and a group of people to take it on. It is difficult to justify another community venue in a town with a population of just over 3600 but funding would be available if there was a strong of people to take it forward. The difficulty is showing a clear need for another community building.

**15. TO RECEIVE URGENT MATTERS FOR DISCUSSION**

- 1. Town Twinning** were congratulated on a very well run twinning event and Mayor Laura Fielding for a great speech. The Community libraries was also highlighted as, in partnership with the other community libraries, it has won a large grant to update governance and help with marketing and development of the projects. It's really a good opportunity for Llanfairfechan library as they are taking the lead on it. The library bid is really putting the local library in a good position for the future. Cllr Elgan Owen reported that he would be stepping away from the library committee as there will be a conflict of interests due to work with CVSC who have been contracted to work on the funded project.
- 2. Bus shelter at Pen Dalar.** Residents are asking if a shelter could be fitted. This was discussed and Clerk instructed to contacted. Clerk to email Conwy to ask the question. It was noted the sign at the footbridge needs updating as the bus stop has been removed from the other side of the bridge. Clerk to request the sign is removed.
- 3. Pen y Bryn pothole** Councillor has reported it to Conwy
- 4. Abandoned cars** – Car in the lay by on Aber Road has been there for few days. Will be checked for MOT and tax and reported if needed. VW Camper has been left under the bridge on Shore Road East and it has been over two weeks. Clerk to speak to PCSO to see if there are any police concerns.
- 5. Resident query about Station Road toilets** If they can’t be opened due to the deterioration, could signs be put up to direct people to other public toilets. There have been a number of incidences of people using the area even though the toilets are currently locked. Clerk to provide a poster. The future of the public toilets is in doubt, Conwy CBC would like to transfer the assets to Town Council. The Review Panel

suggested that Town Councils should be taking on place based services and local authority should keep responsibility for person based services. This is why Llanfairfechan Town Council have decided to conduct a resident questionnaire to find out what services residents would like to priorities.

6. Shelter by Footbridge on Promenade Conwy CBC have come back to say that they have no paint. Suggestion that Crest may have paint at a reduced price. Mayor to contact Conwy to ask for dimensions and amount of paint that is needed so paint can be purchased, and the job can be done before the summer. It was stated this is a temporary fix and we expect the shelter to be included when the flood protection project is started.

Meeting ended at 9:30pm

Next meeting is on Wednesday 28<sup>th</sup> June at 7pm