



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL330AB

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**MINUTES FROM WEDNESDAY 9<sup>th</sup> JUNE 2021  
MEETING OF THE FULL TOWN COUNCIL**

In attendance: Chair: Mayor Penny Andow; Cllr Carol Gell; Cllr Laura Fielding; Cllr Andrew Hinchliff; Cllr Claire Hughes; Cllr Rob Jewell; Deputy Mayor Cllr Christopher Jones; Cllr Nia Jones; Cllr Iolo Kars Jones; Cllr Alun Rhys Jones; Cllr Delohne Merrell: Cllr Christine Roberts.

**42. Welcome by Chair of meeting**

**43. To receive apologies for absence – none received**

**44. To receive declaration of interest – Code of Local Government Conduct applies**

Name	Nature of Interest	Withdraw
Cllr Carol Gell	Item 4b Sailing Club Committee member	No vote required so was present at the discussion
Cllr Andrew Hinchliff	Item 4b Sailing Club Committee member	No vote required so was present at the discussion
Cllr Andrew Hinchliff	Item 9 Planning Matters	Cllr has sought advice from CCBC legal team that states members of the CCBC planning committee can remain in Town Council planning discussions providing Cllr does not make recommendations.

Resolved to receive and take note

**45. To receive representations and queries from the public**

**a. Llanfairfechan Promenade Car Park CCBC proposal**

In attendance: Andrew Wilkinson, Head of Neighbourhood Services CCBC and Dylan Jones who is the new Traffic Manager for CCBC.

CCBC have developed a draft map and scheme for refurbishment and improvement, and this was presented to Town Council with the following points made:

1. The new scheme could include safe cycle and pedestrian routes in and around the car park, spaces for disabled access, eight electric charging points for cars whilst maintaining access for The Towers and the boat park and slipway.
2. Provision for additional pedestrian footpaths with a raised table crossing leading into the car park where currently there is no safe disabled access
3. Possible grass protected surface for the grassed area – this is to combat damage due to vehicles parked on the grass
4. Internal drainage to be adjusted to direct water away from where it currently pools
5. CCBC would ordinarily start on this work before the end of the year but an opportunity to link this work with the proposed flood protection has been suggested which may mean a longer lead in time.
6. The flood risk application result should be received within 2-3 months and could allow a much more co-ordinated destination scheme opportunity, and this should not be missed. If a joint project goes ahead then there will need to be temporary remedial work in the interim. CBCBC have already filled the

**potholes will stones but further work will take place to bind the stones to make them safer and this work will last about six months before deteriorating.**

- 7. It was restated that CCBC has a mandate from Cabinet to produce income from all car parks in Conwy so pay and display will be considered but only at the point where the refurbishment is fully completed, and the resident's parking scheme has been implemented.**
- 8. Refurbishment will be funded upfront from prudential borrowing against future income or match funding that could be from Town Council or other funding streams.**

**Questions were raised as follows:**

- 9. There is a concern that the draft map has reduced parking spaces to accommodate the active travel paths. Has the project team scoped out the area on a weekend to understand the true number of vehicles requiring spaces? The team have a site visit planned and this will be taken account of in the final plan – once the planning work is fully completed, it is often found that extra spaces will be found. There must be a balance between safe pedestrian/ cycle access and parking need.**
- 10. How will concerns about resident parking in the area be addressed? A resident parking scheme will be implemented to protect the area from displacement parking**
- 11. Will there be more than one pay and display machines? Yes, there would be more than if machines were fitted**
- 12. How would electric chargers work against the flood barriers? The plan is not fixed, chargers have been put there initially as the electrical supply is there. This could be changed if unsuitable**
- 13. Would the road to the slipway be resurfaced as part of the scheme? Yes, this would be included**
- 14. We need to calculate how spaces we would actually be losing? More must be done to maximise the number of parking spaces as there is already a shortfall. Further work will be done to calculate actual spaces**
- 15. Would you provide overnight parking for camper vans with hook ups? This is a contentious issue in a lot of areas and CCBC would be led by resident and Town Council consultation on this.**
- 16. Serious concern noted about the longer lead in time for this project – noted that we have been waiting a long time for this work to take place and concern about public perception**
- 17. In view of the move towards clean fuel - could there be more electric charging points? Ducting could be installed to make sure that the area is futureproofed so that extra charging could be added when needed. Decision has to be balanced on what is likely to be used presently as the spaces are not accessible to cars that are not charging up so we don't want wanted spaces.**
- 18. Noted that the pedestrian and cycle routes are to be welcomed**
- 19. Would this plan affect the use of the slipway and boat yard? It would not be expected to affect this area but there would be conversations with the harbourmaster and consultation with current users and residents to make sure the area is not adversely affected.**
- 20. Report from residents that the stones in the potholes are dangerous, in particular to children, as are coming out of the holes. When will the work be done to address this? As this is a health and safety issue, Chair requested that this is addressed within 7 days and that Town Council is kept informed.**
- 21. Is there going to be a charge to residents in the area for resident permits? No it would not be envisaged that CCBC would charge as the scheme would impose the new restrictions on residents. However, the final would have to go through Cabinet. All visitors would have to park in the car park**
- 22. Could the disabled spaces be positioned on the seaside to allow a view and easy access to the prom and recreation ground? Yes, this is a draft and all these type of decisions can be changed according to local viewpoint**
- 23. Could this scheme have an affect on Station Road with displacement parking? This would be a concern as there are already serious pressures there. Yes, it is likely that Station Road would need to be included in the resident's scheme to prevent this happening. It would certainly be considered within the research.**

24. Would the car park be a short-term parking area? **Times of charging will need to be discussed. Some places have only after 9am to allow dog walkers and early walk for free. All options need to be considered**
25. When will Town Council know exactly what funding is required? **It should be noted that there are two aspects to this scheme:**
  1. **Refurbishment is going to happen as soon as possible – this is not directly linked to pay and display at this stage**
  2. **The requirement for an income is a CCBC Cabinet decision and will be considered once the refurbishment has taken place**

**Any figure is based on possible income for the area, and this will change from the one quoted previously in the CCBC Sustainable Services document due to the new scheme. Options for the future could be for Town Council fund the area for free resident parking either by sponsorship or permits. There will be a figure available once the final design is agreed by all stakeholders**

**26. Next steps for the project:**

1. **Provide a temporary safe fix for the potholes asap**
2. **Continue designing the project plan in consultation with stakeholders**
3. **Await decision from WG re: Flood Defence Scheme (2/3 months)**

**Chair requested a flow chart that could be shared with residents to show what is planned and when it will be achieved. Town Council and CCBC will work in partnership to make sure the project benefits the whole community.**

**b. Llanfairfechan Sailing Club application Project Hwyl**

**In attendance: Lance Jones, Llanfairfechan Sailing Club**

**A revised project document had been shared with Councillors prior to the meeting and it was referred to as follows:**

1. **The Sailing Club has received notification that their funding application to create additional facilities has been accepted and so they are now keen to start developing Project Hwyl.**
2. **First steps have already taken place with the launch of a competition to name the new training boats in the two schools in Llanfairfechan.**
3. **The sailing club committee has decided that it will be applying for permission to extend the boat park by 31 metres, not 38 metres as previously indicated. This is CCBC land and the permission represents a change of use, simply extending the fence along the promenade footpath for a further 31 metres and along the red road to the next lamp post a distance of 32 metres. At this furthest point the grass is just 8.2 metres wide, this being the narrowest limit of what is viable for use.**

**Questions were raised as follows:**

4. **This is quite a large % increase – why is this needed? The aim of the project is to introduce new people to water sports and some links have been made with residents and existing groups in the village. In particular the open water swimmers have expressed an interest and residents who engaged with the previous Open Day were all keen on getting involved. Research suggests that those who start to learn quickly go onto owning their own craft and boats are accessible within a reasonable price range.**

**There is already significant pressure on space in the boat yard with queuing members waiting for a space. There are a few boats that have been approached as they are not in current use – they will have to be moved from the area if they are not using the space appropriately.**
5. **Aesthetics – How is the park going to be made attractive and efficient? Police had suggested a higher fence, but the committee have agreed this is unacceptable from an aesthetic point of view. The current fencing will be extended, and a local contractor has already provided an estimate and plan for the area. In addition a new local contractor has been engaged to maintain the area to make sure it meets standards.**

6. There will be a longer stretch of pavement where walkers will be obscured. How will the club keep this area safe and clean?

**The club already operate a safety policy on the sea wall side. No tall boats are stored on that side and low profile and kayaks only are there to protect pedestrians. Masted and tall boats are kept on the red roadside and masts are lowered out of season.**

7. Community engagement and consultation – what is planned? **The report to Town Council is the first step in this and it is positive that the club have been invited to talk about the project. An Open day will take place on Sunday 8<sup>th</sup> August where the community can join the members in taster sessions on boats, kayaks and boards. It is hoped that from this, using the funding provided, the club can encourage 12 young people and 12 women to sign up to the basic training courses run by Plas Menai Watersports Centre and this will enable them to progress onto practice in Llanfairfechan on the new training boats.**
8. Flood Risk Reduction plans – The work seems to be likely to be taking place quite soon so might this affect Project Hwyl? **It is useful to have been present tonight to hear about this development and is certainly something to consider. Its even more important that there is partnership working and information exchange between CCBC, Town Council and the Sailing Club during this time. Resolved to receive and take note**

**46. To receive and approve minutes 19th May 2021**

Proposed Cllr A Hinchliff Seconded Cllr C Jones

Unanimous

Resolved to approve and take note

**47. To receive information from Crisis Management Team and approve change of arrangements re: Covid-19 pandemic**

Action and information list for 6 <sup>th</sup> June 2021 Llanfairfechan Town Council and Crisis Management Team			
	Coach parked in Station Road	Jayne	Letter sent again and email to all parties on 3 <sup>rd</sup> June
	Playground equipment & MUGA	With CCBC	Equipment is being fitted in the next few weeks. There will be a charge for fixing the springers at Victoria Gardens and there will also be a small charge from CCBC to repair a piece of the safety matting in the area
	Gorwel parking	With CCBC	Information from cabinet member has been passed onto resident
	Nant y Pandy Car park	With CCBC	Ongoing legal process / email query sent to Phil Vipond 27/4
	Promenade car park	With CCBC	ON AGENDA
	Cemetery water	With CCBC& Dwr Cymru	This has progressed. Extra payment made to Dwr Cymru – CCBC to complete the groundwork in the next week and then Dwr Cymru can complete the connection work
	Dwr Anafon Morfa Madryn Grant	With Anafon panel	Ongoing with committee taking things forward
	Plas Menai health visitors	Jayne & GPs	No dates as yet but project is going forward
	Ysgol IT project	Jayne/Kirsty	Pennaeth have asked if can put another shout for computers. Poster will be updated and sent out w/b 7/6/21
	Town Centre Regen Fund	Jayne/Kirsty	We now have five gazebos all in use in the community Village Inn Pen Y Bryn, The Virginia, Split Willow, Seagrass. We have one gazebo for TC use, and it will be used on Saturday for Brave the Shave
	Incredible Edibles & planters	Jayne/Kirsty	Plant and seed swap went really well. Sessions on a Thursday are taking off and we have had permission to plant up at the Co-op
	Website translation	With Delwedd	Completed just awaiting agenda and minute translations
	LDP and House builds query	Jayne	Email sent to CCBC on 3/06/2021
	ERF reporting App	Jayne	Friday June 18 <sup>th</sup> at 11am – training by Town Clerk – all welcome online including residents
	Flytipping at Station Road car park	Jayne	Flytipping Wales CCBC have offered to help with a solution to the matter- email sent 3/06/2021
	Streetlamps on promenade	With CCBC	Email sent 3/6//2021
	A55 junction project		Public Enquiry is going ahead and will be likely in September
	Llanfairfechan Community Week plans		Report provided to meeting 30th June

**Points from Action List:**

- 1. Request for Plastic Free Llanfairfechan recycling session**
- 2. Streetlamps – still awaiting repair work. The lights and the digital sign are still not in operation**
- 3. Health visitors are running sessions from the hall – starting in the next few weeks**
- 4. LDP work – Clerk has emailed and is awaiting a response, but it seems officers have been away from the office for some time**

Suggestion that Town Council move towards reinstating physical meetings at Llanfairfechan Community Town Hall from Wednesday 21<sup>st</sup> July. This could be run as a hybrid meeting to meet the needs of those who are not able to attend due to Covid-19 concerns. Furthermore, it was suggested that the need for the Crisis Management Team seems to be reducing as business resumes quicker than expected so it was suggested that we reconsider this matter at the same meeting.

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

48. To receive and approve financial report and petty cash report June 2021

Noted that £150.00 paid into Current Account is due to Clerk's complaint of bank service – we do not normally pay into this account.

Bus Shelters – Clerk to check when cleaning will take place. PROW – Clerk to send invoice for reimbursement of £750 to CCBC as agreed

Proposed Cllr C Gell Seconded Cllr R Jewell Unanimous Resolved to approve and take note

49. To receive and approve payments for June 2021

1. Staff Payments June – wages, employer & employee pension contributions to date – £3800
2. B&Q Tradeport – rechargeable torch and extension lead - £67.29
3. CCBC Community Skips - £552.00
4. (Retrospective paid 13th May) Erw Feiriol connection extra quote - £427.20
5. (Retrospective paid 24th May) Flowers by the sea Hanging baskets - £429.36
6. (Retrospective paid 24th May) Llanfairfechan Playgroup s137 grant (late payment) - £395.87
7. (Retrospective paid 4th June) Cawthreys star award - £72.00

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

50. To discuss planning matters: 0/48534 Trewen 14 The Close Llanfairfechan Conwy LL33 0AG

(Listed Building Consent) The resident is in consultation with the CCBC Planning Officer - No further observations were noted Resolved to receive and take note

51. To receive correspondence – postponed to next meeting Resolved to receive and take note

52. To receive reports from meetings – postponed to next meeting Resolved to receive and take note

53. To receive urgent concerns & compliments

1. Request for a copy of the draft car park plan from CCBC – Clerk to action
2. Request for the village planters to be cleared and planted. Councillors agreed to tidy them up in the interim and Clerk to contact CCBC to check what plans are in place this year
3. Restated concerns about the length of time the car park project will take. Clerk to formulate a statement for residents in consultation with CCBC. Clerk to email to request a 7 day turnaround on remedial work in the meantime.
4. Complaint about the look out at Terrace Walk – County Councillor will enquire about plans in CCBC
5. There have been resident reports about the old co-op. It was stated this is not a Town Council matter until it comes in as planning. Clerk reminded that residents can directly query planning matters through Conwy Council in their planning portal or by contacting the team directly by email. Clerk is facilitating a Report It online training session on Friday 18th June 2021 at 11:00am to help councillors and residents navigate the various service reporting website pages. Poster will be sent out soon.
6. Congratulations were given to the Mayor for the Barve the Shave event. Very positive event and all councillors and helpers were thanked for their work on Saturday. Thanks to Gaynor from Zax for supporting the event which can be seen on Facebook at the Town Council page I Ddathlu Llanfairfechan Celebrates

Resolved to receive and take note

54. Chair closed the meeting at 8:41pm.

Next meeting: Full Town Council Meeting Wednesday 30th June 2021 at 7pm online

**Signed by Chair of meeting:**

**Date:**