



**CYNGOR TREF  
LLANFAIRFECHAN  
TOWN COUNCIL**



Llanfairfechan Community Town Hall Village Road Llanfairfechan LL30AB

01248681697 Town Clerk: jayne@llanfairfechan.net

**WEDNESDAY 18<sup>th</sup> May 2022 7pm**

**MINUTES FROM THE ANNUAL MEETING 2022/23**

1. Welcome to the meeting was made by Mayor 2021/22 Penny Andow who stated it had been a pleasure to serve Llanfairfechan during 2021/22 despite the challenges that had been present during the Covid-19 pandemic. Llanfairfechan was noted as a wonderful community and one that will continue to thrive going into the future.
2. To elect the Mayor & Chairman of the Council & receive the Declaration of Acceptance of Office  
Mayor Chris Jones completed the Declaration of Acceptance of Office in the presence of the full Town Council. Resolved to receive and take note
3. To elect the Deputy Mayor & Vice Chairman & receive the Declaration of Acceptance of Office  
Deputy Mayor nominations were received for Cllr Laura Fielding  
Proposed Cllr N Jones Seconded Cllr P Andow – unanimous  
Deputy Mayor Laura Fielding completed the Declaration of Acceptance of Office in the presence of the Full Town Council Resolved to receive and take note
4. Vote of thanks for work in the year 2021/22 by Cllr Laura Fielding  
Deputy Mayor Laura Fielding thanked the Mayor and Deputy Mayor 2021/22 for all their work through the year and, in particular, noted the work of the Crisis Management Team throughout the Covid-19 pandemic. A lot of vital work had taken place behind the scenes with great commitment from all concerned Resolved to receive and take note
5. No apologies for absence were received Resolved to receive and take note
6. To receive information about agreed formal committees and any other delegations  
**Cyngor Tref Llanfairfechan Town Council Sub Committees 2022/23**

The following representatives were agreed:

	2020/21	2022/23
<b>Chair - Full Council Alternate meetings</b>	Mayor Cllr Miss Penny Andow	Mayor Cllr Chris Jones
<b>Chair - Full Council Alternate meetings</b>	Deputy Mayor Cllr Chris Jones	Deputy Mayor Cllr Laura Fielding
<b>Staffing Committee **Town Council have previously agreed that these roles can only be assigned to those who have been in elected post longer than six months**</b>	Christine Roberts Carol Gell Andrew Hinchliff Delohne Merrell Nia Jones	Mayor Chris Jones Cllr Andrew Hinchliff Cllr Claire Hughes Cllr Nia Jones Cllr Christine Roberts
<b>Environmental Committee</b>	Mayor Chris Jones Dep Mayor Laura Fielding Alun Rhys Jones	Dep Mayor Laura Fielding Cllr Chris Jones Cllr Nia Jones Cllr Alun Rhys Jones

<b>Community Planning Partnership Kickstarter project reps</b>	New Committee  <b>Rotating attendance</b>	Cllr Claire Hughes Cllr Leena Farhat Cllr Elgan Owen Cllr Alun Jones Cllr Andrew Hinchliff Cllr Gareth Jones
<b>Media &amp; Communications Group</b>	Dep Mayor Laura Fielding Cllr Claire Hughes	Dep Mayor Laura Fielding Cllr Claire Hughes
<b>Finance Committee</b>	New committee	Mayor Chris Jones Deputy Mayor Laura Fielding Cllr Penny Andow Cllr Preben Vangberg
<b>Community Safety</b>	New committee	Mayor Chris Jones Cllr Nia Jones Cllr Christine Roberts

### **Town Council Representatives External Groups**

	<b>2020/21</b>	<b>2022/23</b>
<b>Play Strategy group</b>	Cllr Claire Hughes	Cllr Claire Hughes
<b>Ysgolion Town Council representative</b>	Cllr Leena Farhat	Cllr Leena Farhat
<b>Older Person's Forum</b>	Cllr Andrew Hinchliff	Cllr Andrew Hinchliff
<b>Discover Llanfairfechan</b>	Cllr Andrew Hinchliff Cllr Chris Jones	Cllr Andrew Hinchliff Cllr Chris Jones
<b>Town Twinning</b>	Cllr Christine Roberts	Cllr Christine Roberts
<b>Community Hall Committee Town Council reps</b>	Cllr Andrew Hinchliff Cllr Chris Jones Cllr Christine Roberts	Cllr Andrew Hinchliff Cllr Chris Jones Cllr Christine Roberts
<b>GP Surgery</b>	<b>Rotating attendance</b>	Mayor Chris Jones Deputy Mayor Laura Fielding Cllr Leena Farhat

1. There is an outstanding query about the number of required Town Council Representatives for Ysgol Babanod and Ysgol Pant y Rhedyn – Clerk to request written confirmation from Headteacher to clarify the situation.

2. Clerk to contact about the Ty Llywelyn Partnership Group and report back to Town Council  
Proposed Cllr N Jones Seconded Cllr G Jones Resolved to approve and take note

7. To approve Standing Orders, Financial Regulations & Financial Risk Assessment 2022/23

Standing Orders - These had been ratified in 2021/2022 and distributed prior to meeting. The document is also available on the Town Council Website. No queries were raised

Proposed Cllr N Jones Seconded Cllr G Jones Unanimous

Financial Regulations - These had been ratified in 2021/2022 and distributed prior to meeting. The document is also available on the Town Council Website. No queries were raised

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

Financial Risk Assessment - This had been ratified in 2021/2022 and distributed prior to meeting. No queries were raised; however, it was noted that the new Finance Committee will have the time to

scrutinise the finance admin processes more closely. Although there are no current concerns, the committee will be able to undertake a full review of procedures as part of their new remit. Clerk welcomed this as it is likely that external funding and income extra to the basic precept will need to be monitored going forward.

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

8. To receive Annual Report 2021/22

The draft Annual report for 2021/2022 was distributed and it was agreed it was fit for purpose.

Resolved to receive and take note

9. Formal close of Annual Meeting 2022/23

Mayor Chris Jones thanked everyone for their attendance and input at the meeting

Next meeting:

Town Council Meeting Wednesday 22nd June 2021 at 7pm in Council Chamber and online