

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE FULL COUNCIL MEETING MEETING
Held on the 3 July 2013 in the Council Chamber at 7.00pm**

PRESENT: Councillors: Chair – Mayor Mrs Carol Gell

Deputy Mayor Mrs Tamzin Hopwood

Mr Gareth Jones

Mr Stuart Neesham

Mr Tim Scott

Mr Geraint Jones

Mrs Christine Roberts

Miss Megan Birtill

Mr Ray Jones

Mr Gareth Roberts

Mr Andrew Hinchliff

Miss Sarah Jones

Mr Glenn Robinson

OFFICER: Mrs E Shepherd Town Clerk & RFO

ATTENDING: Matt Forbes, Harbour Master, Conwy CBC

689. IN ATTENDANCE THE HARBOUR MASTER CCBC TO DISCUSS LAUNCHING OF VESSELS FROM THE LLANFAIRFECHAN SLIPWAY. The Chair welcomed Mr Matt Forbes to the meeting. Mr Forbes stated Llanfairfechan slipway was for the use of powered vessels for fishing and sailing. It is hoped that owners would consult with the Sailing Club; this in turn would help the club to become more proactive. The preferred site for jet skis is Porth Eirias in Colwyn Bay, Beacons Slipway and Penmaenmawr Slipway. It was noted that up to 10 jet skis at a time can be launched off Penmaenmawr. Owners of vessels must adhere to speed limits, pay annual registration fees, launching fees, and have appropriate insurance cover in place. The Harbour Master advised members to think long and hard and to consult with the community before deciding to authorise the launching of jet skis off the slipway in Llanfairfechan. He also advised for the safety of swimmers an area must be cordoned off with buoys - this will have an initial cost of £500. He would look up the bylaws for speed restrictions off Llanfairfechan beach and report back to the Clerk. Any decision reached cannot be implemented until 2014 season. The Chair and members thanked Mr Forbes for attending.

690. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC. - **NONE**

670. TO RECEIVE APOLOGIES FOR ABSENCE. **RESOLVED to receive and note apologies from Councillor Chris Jones.**

691. TO RECEIVE DECLARATION OF COUNCILLOR'S INTEREST – Code of Local Government Conduct (Members are reminded that they must declare the **existence** and **nature** of their declared personal interest). **NONE**

692. URGENT MATTERS –Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency.

MUGA West Shore	Ian Forbes CCBC Officer reported by email that an enquiry had been made to Scottish Power on behalf of the Town Council to reconnect the electricity supply. Scottish Power had replied that the area requires a new transformer as they cannot guarantee supply, therefore they will not reconnect. Cost of a new transformer would be in the region of £30,000. RESOLVED to hold a Sub Committee meeting when further information is received.
NWALTCC	Notice of next AGM and Annual Conference to be held on the 19 July 2013 in Holywell. Town Council representative Cllr Stuart Nessham will be attending. The fee of £20 was approved.

693. TO APPROVE AND SIGN MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 5 JUNE 2013. **RESOLVED to approve and sign as a correct record.**

694. CLERK'S REPORT

649	Armed Forces Day – the flag for the event had been flown between the 21 June and 28 June 2013. It was noted that the Wales Flag is too badly damaged to be flown again. A request to purchase a new flag was approved.
644/II	Bryn y Neuadd Liaison Group Meeting dates proposed are Thursday 18 July after 2.30pm or 29 July in the morning. Mr Guto Bebb will be issued a private meeting with the Head of Service. RESOLVED to meet on the 29 July 2013 time to be confirmed.
654 & 658	Review of Community Council Boundaries and Electoral Arrangements in CCBC – A copy of the questionnaire was distributed to members to be returned to the Clerk. It was noted that a copy of the presentation given by CCBC Officer in the Forum Meeting was also provided.
668/XVII	Installation of ATM machine – No further response received. County Councillor for Pandy Ward will follow this matter up.
668/V	New Recycling 3 tier trolley – County Councillor for Bryn/Lafan Ward reported that he had reported the complaints to the Officer in charge at CCBC. An extra bin may be used to recycle plastic, tin and cartons. A questionnaire will be circulated to householders to note any concerns they have at the end of the trial.

695. TO APPROVE AND SIGN MINUTES OF THE POLICY COMMITTEE HELD ON THE 10 JUNE 2013
RESOLVED to approve and sign as a correct record.

696. TO APPROVE AND SIGN MINUTES OF THE GENERAL PURPOSES COMMITTEE MEETING HELD ON THE 19 JUNE 2013. **RESOLVED to approve and sign as a correct record.**

697. CLERK'S REPORT

673	Roger Sowersby sent in his apologies for giving the wrong date it should be Saturday the 13 July
684	Website grants – Clerk to enquiries with website providers and bring back to Council. Noted that a website must be set up within the present financial year to obtain the £500 grant.
668/XI	Flower Planting – It was reported that planting had not been done. This matter to be followed up.
668/II	Camas Lan Footpath – reported that large branches overhanging the footpath had been lopped and the area made safe.
668/VII	West Shore Bridge – Work to clear the debris under the bridge will commence week starting the 8 July 2013. The boundary stone wall will have to go to a committee meeting of the Environment Agency Wales for further discussion.
668/I	Rhandir Hedd Cemetery – It was reported that the grass cutting is contracted out. The grass had been left to grow too long and this had caused problems. The area has been tidied and grass cutting cleared. A letter of apology from CCBC will be sent to each person who had contacted them regarding this matter.

698. TO CONSIDER REQUEST FROM HISTORY POINTS -

- I. To install QR codes for free on the bench and the boundary wall along the river by the cenotaph.
RESOLVED to approve request.
- II. To consider commissioning a walking tour of Llanfairfechan with up to 5 other QR coded sites at a cost of £50 per page – total £250. **RESOLVED to approve request on the understanding that local historians are consulted.**

699. TO RECEIVE THE PUBLIC SERVICES OMBUDSMAN FOR WALES' ANNUAL REPORT 2012/13.
RESOLVED to receive and note.

700. TO RECEIVE NOTICE FROM SNOWDONIA NATIONAL PARK OF LIST OF MEETING TIMES AND DATES FOR ALL THREE OF THE AUTHORITY'S MAIN COMMITTEES FOR THE FORTHCOMING YEAR (FOR INFORMATION PURPOSE). **RESOLVED to receive and note.**

701. TO RECEIVE NOTICE FROM SNOWDONIA NATIONAL PARK ON RENEWABLE AND LOW CARBON ENERGY , THE SUPPLEMENTARY PLANNING GUIDANCE NOTE IS ISSUED IN DRAFT FORM FOR PUBLIC CONSULTATION and is available to view at the National Park Offices; Libraries; the Authority's Tourist Offices and online. Closing date – 5pm 2 August 2013. **RESOLVED to receive and note.**

702. TO RECEIVE NOTICE FROM THE CHAIRMAN OF THE COMMISSION ON PUBLIC SERVICE GOVERNANCE AND DELIVERY drawing attention to the Commission's recent invitation to help inform of its work by encouraging people to engage with the Commission's work in helping to shape the future of public services delivery in Wales. Nearest event will be held on the 12 August 2013 at the Welsh Government Office, Llandudno Junction 10am-12pm. **RESOLVED to receive and note.**

703. TO APPROVE FIRST QUARTER PAYMENT FOR 2013-14 TO MR GLYN JONES CENOTAPH GARDENER £175

Invoice No	Payee	Reference	Amount	Cheque no.
1 st 2013	Mr Glyn Jones	Cenotaph Gardener	£175	101539

RESOLVED to approve above payment.

704. TO APPROVE PAYMENT TO VAUGHTONS FOR 5 PAST MAYOR BADGES AND 5 BLACK WALLETS - £276.36

Invoice No	Payee	Reference	Amount	Cheque no.
00037942	Vaughtons	5 past Mayor's Badges and wallets	£276.36	101540

RESOLVED to approve above payment.

705. TO APPROVE PAYMENT TO PETTY CASH ACCOUNT - £100

Invoice No	Payee	Reference	Amount	Cheque no.
Budget 2013/14	Petty Cash Account	Replenish the Town Council's petty cash account	£100	101541

RESOLVED to approve above payment.

706. TO APPROVE REIMBURSEMENT PAYMENT TO THE CLERK :- Total £44.97

- a. £10 for the CVSC course held on the 20 June 2013 as cheque no 101537 made out for £20 has been cancelled due to error as the correct fee as registered member is £10
- b. Purchase of bedding plants for Victoria Gardens £34.97

Invoice No	Payee	Reference	Amount	Cheque no.
CVSC /Aldi till receipts	E Shepherd	Budget – Training and Victoria Gardens	£44.97	101542

RESOLVED to approve above payment.

707. TO CONSIDER PURCHASING SHRUBS AND PLANTS FOR FLOWERBEDS FROM BRYN EURYN NURSERIES –50 shrubs/perennials for £100, and the Nursery will donate another 50 if Town Council can give them some publicity when planting. This will give 100 permanent plants with room to plant bedding around them the following year. **RESOLVED to approve purchase of plants and to publicise the event through media converge and own newsletter.**

708. TO RECEIVE NOTICE THAT 19 HANGING BASKETS AND 2 WINDOW BOXES HAVE BEEN DELIVERED AND DISTRIBUTED TO LOCAL BUSINESS IN THE TOWN AND TO APPROVE PAYMENT OF:-

Invoice No	Payee	Reference	Amount	Cheque no.
SS/290358736	CCBC	Hanging Baskets and Window boxes	£345.24	101543

RESOLVED to approve above payment.

709. TO RECEIVE FINANCIAL STATEMENT Members were presented with a copy of statement 3 dated 1 July 2013. **RESOLVED to receive and note.**

710. TO RECEIVE PETTY CASH ACCOUNT STATEMENT Members were presented with a copy of statement 3 dated 1 July 2013. **RESOLVED to receive and note.**

711. PLANNING – REF 0/39902

APPLICANT: Mrs Kathryn Le Comte

PROPOSAL: Erection of single storey dwelling with satellite garage and access (outline)

LOCATION: Land off Llannerch Road, Llanfairfechan

RESOLVED to have no objections to the above application.

712. PLANNING – REF 0/39895

APPLICANT: Mr and Mrs Patrick and Angharad Williams

PROPOSAL: Proposed new dormer to front elevation of dwelling.

LOCATION: 42 Cae America, LL33 0SQ

RESOLVED to have no objections to the above application.

713. TO RECEIVE FEEDBACK REPORTS ON MEETINGS ATTENDED BY REPRESENTATIVES ON OUTSIDE BODIES ON BEHALF OF TOWN COUNCIL (ONLY)

- I. Football Club – Cllr Glenn Robinson gave a verbal report on matters discussed. Members of the Football Club are willing to help with the river cleanup in August. Cllr Andrew Hinchliff reported that the Rotary are also willing to help out.
- II. CCBC and Town/Community Councils Forum – Cllr Mrs Carol Gell gave a verbal report on matters discussed. Conditions on approval of the £500 Grant to Town and Community Councils – website must be setup within the present financial year, some information on the Town Council website must be bilingual. Boundary Reviews. Offer of training on Code of Conduct for Chair and Clerk. Environment and Highways Department to amalgamate resources; there will be one telephone number and email address – information document to follow in due course.

714. TO RECEIVE MAYOR'S CORRESPONDENCE/REPORTS

To approve payment to TLC Group for provision of buffet for the Mayor's Inauguration Ceremony held on the 21 June 2013.

Invoice No	Payee	Reference	Amount	Cheque no.
21/06/2013	TLC	Buffet for Mayor's Ceremony	£275	101544

RESOLVED to approve payment.

The Mayor thanked everyone for their support on her Inauguration Ceremony, and stated it had been a lovely atmosphere and an enjoyable evening. Appreciation and thanks were expressed to the volunteers of the TLC Group for their work in providing the buffet.

The Mayor stated she had enjoyed the Carnival Crowning Ceremony held in the Town Hall.

The Mayor had attended the Civic Sunday for the Mayor of Conwy Town Council.

715. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- I. Wales Air Ambulance - A certificate was received, to thank the past Mayor Cllr Geraint Jones for his kind donation of £110 from his Mayor's allowance.
- II. Llanfair Arms Public House – complaints of loud music from a vehicle parked by the main door – this had been passed to the PCSO.
- III. Town Hall – reported that the rubber stabilisers for the fencing surrounding the construction site for the ATM were protruding and had caused a child to fall over.
- IV. Llwyn Gwgan garages – the County Councillor for the ward stated he had reported residents concerns that weeds were growing in abundance by the garages – Cartrefi Conwy have to request his service from CCBC.
- V. Llanfair Arms Public House – complaints that men were urinating behind the building - County Councillors stated that there had not been complaints for some time. This matter will be forwarded to the Regulatory Services, CCBC.
- VI. Carnival Day – it was reported that a vehicle parked on Park Road had been hit by one of the floats. It was requested that for future reference organisers should have parking restrictions in place where the road is narrow.
- VII. Penmaenmawr Road – it was reported that the trees on the west bound side are overhanging the road.
- VIII. Promenade Toilets – reported that the toilets are not opening until 11am and closing at 3pm and the disabled toilet is also not accessible.
- IX. Terrace Walk – it was reported that there is one bar missing from the gate and that sheep have been able to access the Golf Course.
- X. Carnival Day – compliments were expressed to all the organisers of the event. It was stated that this had shown Llanfairfechan at its best and brought the community together.
- XI. Cae Ffynnon – the hedges had not been cut all the way down the road.
- XII. Toilets Village Road – the clerk reported that the toilets had been closed on Tuesday 2 July 2013 due to Welsh Water working on the water main in the area.
- XIII. Code of Conduct Training – Cllr Mrs Tamzin Hopwood expressed an interest in attending the event.

716. DATE OF NEXT MEETING – 31 July 2013 Full Council Meeting

REMINDER TO CONFIRM ATTENDANCE TO VISIT THE CCTV CONTROL ROOM AND DISCUSS ANY QUESTIONS THAT MEMBERS MAY HAVE, ON THE EVENING OF THE 17 JULY 2013 at 7pm. It was noted that 10 members and the clerk would be attending.

CLOSE – the meeting closed at 8.55pm