

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL  
MINUTES OF THE FULL COUNCIL MEETING MEETING  
Held on the 31 July 2013 in the Council Chamber at 7.00pm**

**PRESENT: Councillors: Chair – Mayor Mrs Carol Gell**

**Deputy Mayor Mrs Tamzin Hopwood**

**Mr Chris Jones**

**Miss Sarah Jones**

**Mr Glenn Robinson**

**Mr Gareth Wyn Jones**

**Mr Stuart Neesham**

**Miss Megan Birtill**

**Mr Geraint Jones**

**Mrs Christine Roberts**

**Mr Andrew Hinchliff**

**Mr Ray Jones**

**Mr Gareth Roberts**

**OFFICER: Mrs E Shepherd Town Clerk & RFO**

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

718. TO RECEIVE APOLOGIES FOR ABSENCE. **RESOLVED to receive and note apologies from Councillor Tim Scott.**

719. 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.**

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

CCBC	Notice from the Head of Environment, Roads and Facilities – Carriageway Thin Surfacing, at the rear of Park Crescent commencing on the 12 August 2013 for 1 week	<b>RESOLVED to receive and note.</b>
A55 Management	Bench on Old Telford Road –Members were informed that the A55 Management have informed that the bench will have to be fixed by bolting to concrete as it is not possible to sink the legs into concrete as per agreement to original plans, due to more underground cabling than was previously thought to be present. It was suggested that the Town Council can make use of the constructed bench and commission a bench to the new specifications.	<b>RESOLVED to approve a new bench be commissioned at the same cost as the previous bench.</b>

721. TO APPROVE AND SIGN MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 3 JULY 2013. **RESOLVED to approve and sign as a correct record.**

722. CLERK’S REPORT – 3 July 2013

694- 668/XVII – ATM Pod – A reply from the Officer in charge at CCBC Apologising for the delay in progressing with this matter. Members expressed concerns that the continued delay may well lead to HSBC withdrawing.

697 – 668/XI – Flower planting by CCBC - Members were informed that the two flower beds on the eastern side of Penmaenmawr Road by Junction 15 off the A55 have now been planted with perennial plants. The sea defence wall has been tidied. The planters by the traffic lights have been planted with bedding plants. The two troughs by the turning to Park Road have not been replanted.

707 Victoria Gardens – planting of perennial plants and evergreen shrubs to be purchased, plus the donation of plants from Bryn Euryn Nurseries will be carried out during the last week in September. **ACTION: Clerk to contact the Guides and Cub Leaders to see if they are interested in helping out. To also consult with the WI to see if they are interested in replanting their flower bed.**

MATTERS ARISING –

698 – CCB Councillor for Bryn/Lafan wards stated he had been in consultation with local historians regarding the QR points and that matters were in hand.

711 – CCB Councillor for Bryn/Lafan wards stated he was supporting the planning application reference 0/39902 and had requested a site visit and that the matter be brought to a planning committee meeting of the Authority.

723. TO RECEIVE REPORT ON THE CCTV MEETING WITH CCBC OFFICER IN COLWYN BAY HELD ON THE 17 JULY 2013. **RESOLVED to receive and note to write to Inspector Verburgh and make a case for a CCTV camera by Pont y Pentre following recent reports of anti social behaviour outside the public house.**

724. TO RECEIVE AND APPROVE THE ANNUAL RETURN FOR THE YEAR ENDING 31 MARCH 2013.

Members were informed that the External Auditor had completed the audit work for year ended 31 March 2013. There are no issues arising which they believe the Council should consider prior to approval of its Annual Return in accordance with the Accounts and Audit (Wales)(Amendment) Regulations 2010. **RESOLVED to approve the Annual Return and that the Chair sign the original copy to be forward to the External Auditor by the 20 September 2013 who will then complete the audit, sign the RETURN and issue a Notice of conclusion of the Audit.** Members thanked the Clerk/RFO for her work in this matter.

725. TO DISCUSS AND RECEIVE INFORMATION ON WEBSITE PROVISION.

I. TO RECEIVE NOTICE FROM CCBC TO DECLARE INTEREST IN FUNDING PROPOSAL FOR TOWN AND COMMUNITY COUNCIL WEBSITES. Members were informed the Clerk had completed notice of interest to receive the £500 grant from the Authority on the understanding that the Town Council develops a website within the present financial year ending 31 March 2014. **RESOLVED to receive and note.**

II. TO RECEIVE QUOTE ON PROVIDING AND SETTING UP A WEBSITE FOR THE TOWN COUNCIL.

Members were presented with a copy of the quote and draft structure from website developers DELWEDD who is based in Caernarfon. Cost for Year 1 - £2498.50 +VAT. Cost for Year 2 - £559.40 +VAT. Members were informed that Caernarfon and Conwy Town Council were clients of this firm and that Abergele and Llandudno were also in the process of signing. Colwyn Bay Town Council is with another firm based in Conwy. **RESOLVED the Clerk make enquiries with the firm in Conwy and bring this matter to a Full Council meeting for further discussion.**

726. TO RECEIVE CORRESPONDENCE FROM DEVELOPMENT AND BUILDING CONTROL MANAGER CCBC LOCAL AUTHORITY – PLANNING APPLICATION CONSULTATION. Members were informed that from the 15 July 2013 all new applications received will now have the application documents available to view online. **RESOLVED to receive and note that the Town Council has registered to receive paper copies until new IT equipment is purchased. The Clerk informed members this will be in the region of £1,200 – the Town Council has set-aside a budget of £1,000 in 2011/12 for the purchase of new IT equipment. A grant application to ‘Awards for All’ can also be made to assist with this project.**

727. TO RECEIVE CORRESPONDENCE FROM LLANFAIRFECHAN WI ON WATERING OF FLOWERBEDS VICTORIA GARDENS. Members were informed that members of the WI were not able to water the plants in their flowerbed during the extremely hot weather in July. As an emergency measure Cllr Gareth Roberts and Cllr Glenn Robinson had constructed a Bowser and had undertake the task to water all the flower beds in Victoria Gardens and the hanging baskets outside the Town Hall. The two councillors were thanked for their work. **RESOLVED to receive and note.**

728. TO RECEIVE CORRESPONDENCE AND MAGAZINE FROM THE MAYOR OF PLEUMELEUC ON THE TOWN TWINNING VISIT IN MAY 2013. The post cards expressed their congratulation to the Mayor Cllr Mrs Carol Gell on her appointment to office and to inform they had sent a copy of the magazine which included many photographs of the French visit in May 2013. **ACTION - The chair of the Town Twinning Association will forward a reply on behalf of members.**

729. TO RECEIVE ANGLESEY AND GWYNEDD JOINT LOCAL DEVELOPMENT PLAN 2011-2026 – Proposed draft revised timetable. **RESOLVED to receive and note.**

730. TO RECEIVE EMAIL CORRESPONDENCE FROM A VISITOR TO THE AREA REGARDING TOILET FACILITIES AND THE RESPONSE FROM CCBC. The email was read out to members informing them of the difficulties the leader of a group of adults with enduring mental health problems had had in finding the toilets on the Promenade out of order and the Station Road toilets closed. The toilets in Penmaenmawr and Pensarn had also been closed. This email had been forwarded to CCBC officers for their attention. A reply from the officer in charge was read out stating the Contractors of the Promenade toilets had been unable to rectify problems with the door timers, however the manufacture had carried out remedial works and all appears in order. The timers are now set to shut the facility at 7pm and open them at 7am. CCBC Staff arrive between 9 and 9.30am to clean the toilets and to ensure everything is functional. **RESOLVED to receive and note to write requesting that the toilets are closed later i.e. 9pm during the summer holiday period, and that the RADAR key can be used to override the timers 24/7.**

731. TO APPROVE RETROSPECTIVE PAYMENT OF WAGES TO THE TOWN CLERK AND CLEANSING OPERATIVE FOR JULY 2013 AS PER HMRC PRINTOUT. **RESOLVED to approve payment of cheques numbers 101545 and 101546.**

732. TO APPROVE PAYMENT OF WAGES TO THE TOWN CLERK AND CLEANSING OPERATIVE FOR AUGUST 2013 CHEQUES. **RESOLVED to approve postdate payment of cheques numbers 101547 and 101548.**

733. TO APPROVE PAYMENT OF PURCHASE OF CLERKS MANUAL 2013 INSERTS FROM SLCC

Invoice No	Payee	Reference	Amount	Cheque no.
112013	SLCC Enterprises Ltd	Update of the Clerks Manual - inserts	£35.50	101549

**RESOLVED to approve payment.**

734. TO APPROVE PAYMENT TO SLCC TO RENEW MEMBERSHIP FOR 2013

Invoice No	Payee	Reference	Amount	Cheque no.
2013-14	SLCC	Renewal of membership	£145	101550

**RESOLVED to approve payment.**

735. TO APPROVE PAYMENT FOR THE PROVISION OF COMMUNITY SKIPS MAY-JUNE 2013 (Note £10 increase per skip since last invoice)

Invoice No	Payee	Reference	Amount	Cheque no.
ES/243078 137	CCBC	Provision of community skips	£576	101551

**RESOLVED to approve payment.**

736. TO APPROVE PAYMENT FOR TRAVELLING ALLOWANCE EXPENDITURE TO TOWN COUNCIL REPRESENTATIVE

Invoice No	Payee	Reference	Amount	Cheque no.
Budget 2013-14	Cllr Tamzin Hopwood	Travelling Expenses – Snowdonia National Park Open Day	£29.60	101556

**RESOLVED to approve payment.**

737. TO APPROVE PAYMENT TO CLLR GLENN ROBINSON FOR EQUIPMENT PURCHASED TO CONSTRUCT A BOWSER TO WATER VICTORIA GARDENS AND HANGING BASKETS

Invoice No	Payee	Reference	Amount	Cheque no.
Various Invoices	Cllr Glenn Robinson	Reimbursement - Construction of water Bowser (Ref 727)	£386	101553

**RESOLVED to approve payment.**

738. TO APPROVE PAYMENT TO B E JONES AND A BASON FOR PLANTING AND WEEDING VICTORIA GARDENS AND SPRAY WEEDS IN THE TENNIS COURTS

Invoice No	Payee	Reference	Amount	Cheque no.
11	B E Jones & A Bason	Maintenance of Tennis Courts and Victoria Gardens	£330	101554

**RESOLVED to approve payment.**

739. TO APPROVE PAYMENT TO B E JONES AND A BASON FOR FOOTPATH MAINTENANCE IN LLANFAIRFECHAN - £870

Invoice No	Payee	Reference	Amount	Cheque no.
10	B E Jones & A Bason	Footpath Maintenance Contractor	£870	101555

**RESOLVED to approve payment.**

740. TO APPROVE THE CLERK ATTEND THE REGIONAL CONFERENCE OF THE SLCC HELD IN VENUE CYMRU LLANDUDNO ON THE 18 SEPTEMBER 2013 AT A COST OF £69. **RESOLVED to approve the Clerk to attend the Regional Conference of the SLCC.**

741. TO RECEIVE FINANCIAL STATEMENT NO. 4 Members were presented with a copy of statement 4 dated 31 July 2013. **RESOLVED to receive and note.**

742. TO RECEIVE PETTY CASH ACCOUNT STATEMENT NO. 4 Members were presented with a copy of statement 4 dated 31 July 2013. **RESOLVED to receive and note.**

743. PLANNING – REF 0/39922

APPLICANT: Mrs Marjorie Rhodes

PROPOSAL: Remove 1 no. Cedar Tree

LOCATION: 3 St Winifred's Close Llanfairfechan LL33 0NT

**RESOLVED to have no objections to the above application.**

744. PLANNING – (Listed Buildings and Conservation Areas) Act 1990 Section 1

Buildings of Special Architectural/Historical Interest - Nant, Valley Road, Llanfairfechan, Conwy

RECORD NO. 87665 For information purposes the property has now been designated by Cadw as a Grade 2 Listed Building on the 6 June 2013.

**RESOLVED to receive and note.**

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

- I. NWALTCC – Cllr Stuart Neesham gave a verbal report on matters discussed. The AGM had been held before the Annual Conference. The Association had adopted a new name and will be known as the North and Mid Wales Association of Local Councils; there had been 3 speakers appointed during the day Police Commissioner for North Wales; spoke person on the Health Service; and the AM for Aberconwy. Cllr Neesham stated the meeting had over run and he had to leave after the lunch break to attend another appointment.
- II. CCBC Communities Meeting – Cllr Ray Jones gave a verbal report of matters discussed – the revamping and identifying of conservation areas within the County. Town and Community Councils will be contacted in the near future.
- III. Bryn y Neuadd Liaison Group – Cllr Andrew Hinchliff reported on matters discussed. Internal staff changes - the appointment of 2 New Modern Matrons for the Learning Disability Units and for Ty Llewellyn. It was stated that the Chief Officer will be making arrangements to attend a Town Council meeting in the autumn. The Modern Matron for Ty Llewellyn will provide an item for the Town Council's Newsletter. Members were informed on the updated procedures on the reporting of patients on release from Ty Llewellyn.

746. TO RECEIVE MAYOR'S CORRESPONDENCE/REPORTS

The Mayor Cllr Mrs Carol Gell reported she had attended the BBQ to raise awareness and funds for the MND at Llys y Coed; attended a Civic Sunday held in Kinmel Bay for the Chairman of CCBC; she had also visited the Playing-out Scheme held on West Shore Llanfairfechan. On a sunny day there were 20 children registered, however on a rainy day last week only one child had turned up. The Mayor congratulated Cllr Gareth Wyn Jones on his successful appointment as the NFU Community Champion of Wales.

747. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- I. West Shore Bridge – it was reported that work had started to remove the debris. This will be transported onto the foreshore. Preventative measures for the river is also going to take place with construction of weirs at strategic points.
- II. Finger Point signs – it was reported the signs by the Station, Boating Lake and the Recreation Grounds have been repainted and look better.
- III. Razor Clams fishing – it was reported that a number of gatherers had been seen at 5.30am along the foreshore. The matter had been reported the Fisheries Department.
- IV. Thefts – reported thefts of catalytic converters from vehicles in the area.
- V. Litter Bins – request to have a bin by the entrance to Lon Ty Bach off Aber Road
- VI. Litter Bins – reported that the bins requested last financial year have not been installed
- VII. Disabled Access Promenade – reported that there is no disabled access on the eastern side of the Promenade. It was stated by the CCB Councillor for Bryn/Lafan wards that the Authority had been notified that the ramp located midway along the sea defence wall was not in the best location.
- VIII. Footpath 18/18 Dracula's Hill – reported that soil and small stones washed by rainfall onto the path are making it very difficult to navigate this path safely.
- IX. Newry Drive – reported that the Highways Department are proposing to install new drainage systems in the area.

748. DATE OF NEXT MEETING – General Purposes Committee 4 September 2013.

REMINDER – VISIT TO THE WG BUILDING IN LLANDUDNO JUNCTION on the 4 September – It was RESOLVED to postpone and rearrange the date of this visit.

CLOSE – 8.45pm