

**CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**Held on the 19 March 2014 in the Council Chamber at 7pm**

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

**Deputy Mayor Mrs Tamzin Hopwood**

**Mr Ray Jones            Miss Sarah Jones**

**Mr Stuart Neesham   Mrs Christine Roberts**

**Mr Andrew Hinchliff**

**Mr Gareth Wyn Jones**

**Mr Gareth Roberts**

**Mr Chris Jones**

**Mr Geraint Jones**

**Mr Glenn Robinson**

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

**ABSENT: Cllr Tim Scott**

1024. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC. (5 minutes per speaker within 20 minutes framework or at the discretion of the Chair). **NONE**

1025. TO RECEIVE APOLOGIES FOR ABSENCE. **RESOLVED to receive and note apologies from Councillor Miss Megan Birtill.**

1026. 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.**

1027. URGENT MATTERS –Notice of items which, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency. **NONE.**

1028. TO APPROVE PAYMENT OF WAGES TO THE TOWN CLERK AND CLEANSING OPERATIVE FOR MARCH 2014 AS PER HMRC PRINTOUT. **RESOLVED to approve payment and sign cheques numbers 101646 and 101638**

1029. TO APPROVE PAYMENT TO HMRC FOR REVENUE OWED FOR TH 4<sup>TH</sup> QUARTER OF 2013-14 **RESOLVED to approve payment and sign cheque number 101640**

1030. TO APPROVE PAYMENT TO :

Invoice No	Payee	Reference	Amount	Cheque no.
4/4 2013-14	Mr Glyn Jones	Cenotaph Gardener	£180	101641

**RESOLVED to approve payment.**

1031. TO APPROVE PAYMENT TO :

Invoice No	Payee	Reference	Amount	Cheque no.
19	B E Jones & A Bason	cutting overhanging branches and tidy car park Village Road	£90	101642

**RESOLVED to approve payment.**

1032. TO APPROVE PAYMENT TO:

Invoice No	Payee	Reference	Amount	Cheque no.
20	B E Jones & A Bason	weeding/spraying flower beds in Victoria Gardens	£72	101643

**RESOLVED to approve payment.**

1033. TO APPROVE PAYMENT TO :

Invoice No	Payee	Reference	Amount	Cheque no.
ES/243154003	CCBC	Playground Inspections for the period 01/01/14 – 31/03/14	£57.71	101644

**RESOLVED to approve payment.**

1034. TO DISCUSS TERMS AND CONDITIONS OF FUNDING TO LLANFAIRFECHAN COMMUNITY LIBRARY GROUP

**RESOLVED to approve contributing £3,000 annually over a three year period - 2014-2017 - in order to sustain a Library service in Llanfairfechan. The Mayor signed the terms and conditions contract witnessed by the Town Clerk.**

1035. TO CONSIDER MEMBERSHIP OF ONE VOICE WALES FOR 2014-15 - £469

**RESOLVED not to become a member.**

1036. TO RECEIVE UPDATED REGISTER OF ASSETS FOR 2013-14

**RESOLVED to receive and note to approve.**

1037. TO RECEIVE ANNUAL RISK ASSESSMENT REPORT 2013-14

**RESOLVED to receive and note to approve.**

1038. TO RECEIVE THE ANNUAL INTERNAL REVIEW STATEMENT REPORT

**RESOLVED to receive and note to approve.**

1039. TO RECEIVE MAYOR'S CORRESPONDENCE/REPORTS

It was noted that thank you letters had been received from the Llanfairfechan Cubs and Llanfairfechan Football Club thanking the Mayor for the generous donation. The leader of the Rainbows had left a telephone message confirming receiving the donation and thanking the Mayor.

**RESOLVED to receive and note.**

1040. TO RECEIVE A LETTER OF THANKS FROM TLC (The Luncheon Club of Llanfairfechan ) for s137 Grant of £200. **RESOLVED to receive and note.**

1041. TO APPROVE DATES OF FORTHCOMING MEETINGS FOR 2014-15

**RESOLVED to approve and note that meetings will be held every 3 weeks from April 2014 to March 2015**

1042. TO ELECT MAYOR FOR 2014-15

The Clerk informed members that in line with Standing Orders the post is first offered to the presiding Deputy Mayor. Cllr Andrew Hinchliff proposed and Cllr Ray Jones seconded Cllr Mrs Tamzin Hopwood as Mayor Elect for 2014-15. Councillor Mrs Tamzin Hopwood accepted the post. Members congratulated Cllr Mrs Hopwood. **RESOLVED to receive and note**

1043. TO ELECT DEPUTY MAYOR FOR 2014-15

The Clerk informed members in line with Standing Orders the post is first offered to the most senior serving members who have not been Deputy Mayor. Cllr Mrs Christine Roberts declined the post. The opportunity was then offered to the floor. Cllr Andrew Hinchliff proposed Cllr Miss Sarah Jones and Cllr Glenn Robinson seconded the motion. No other nominations were received. Cllr Miss Sarah Jones accepted the post of Deputy Mayor Elect for 2014-15 and thanked members for the opportunity. Members congratulated Cllr Miss Jones. **RESOLVED to receive and note.**

1044. TO RECEIVE CORRESPONDENCE FROM SNOWDONIA NATIONAL PARK AUTHORITY - invitation to representatives to attend an evening with officers and members from the Authority at Capel Curig Community Centre on the 19 May 2014 at 7pm. **RESOLVED Cllr Gareth Wyn Jones and Cllr Geraint Jones would attend on behalf of the Council.**

1045. TO APPROVE PAYMENT to:

Invoice No	Payee	Reference	Amount	Cheque no.
13384	Sapphire Document Solutions Limited	photocopies	£34.91	101645

**RESOLVED to approve payment.**

1046. TO RECEIVE INFORMATION REGARDING a project proposal by the Light Up Group to put old rowing boats filled with topsoil for planting, as at Deganwy, at the entrances to Llanfairfechan and on the Promenade and also bank them up to make them more visible – An email from the Office at CCBC stated that the cost including delivery of topsoil would be £690. He also requested confirmation that the Town Council would pay. Cllr Glenn Robinson presented a quote from a local contractor for the sum of £420 including VAT.

**RESOLVED the Clerk liaise with the Officer from CCBC questioning if the topsoil can be purchased from outside suppliers.**

**RESOLVED payment will be met from the Bequest Account.**

**The Mayor thanked all concerned for their work.**

1047. TO WITHDRAW PAYMENT APPROVED ON THE 6 NOVEMBER 2013 cheque no 101582 for £500 to the fireworks company – Due to no contact or explanation for the quality of the fireworks display from the company it was requested to approve withdrawal of payment from this financial year 2013-14 and review payment if invoiced in the next financial year 2014-15. **RESOLVED to approve.**

1048. PLANNING – Reference 0/40568

Applicant: Mr David Honan

Proposal: Construction of a 3900mm x 3200mm addition to an existing garage to allow the storage of logs and biomass fuel, a bicycle and recycling bins for the dwelling house (Retrospective Application)

Location: Ferndown, Valley Road, Llanfairfechan, LL33 0ET

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

1049. PLANNING – Reference 0/40571

Applicant: Mr John Davies

Proposal: Remove 2 no. Holly Trees and 1 no. Sycamore Tree. Reduce and Shape 1 no Yew, 1 no. Bay and 1 no. Conifer Tree

Location: Roselea, The Close, Llanfairfechan, LL33 0ET

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

1050. TO RECEIVE FEEDBACK REPORTS ON MEETINGS ATTENDED BY REPRESENTATIVES ON OUTSIDE BODIES ON BEHALF OF TOWN COUNCIL (ONLY).

- I. Llanfairfechan Carnival – Cllr Mrs Tamzin Hopwood gave a verbal report on matters discussed. It was stated that this year’s event will be held on the football pitch Recreation Grounds. Local groups and organisations will be invited to have stalls and independent traders will also be invited to attend. **RESOLVED to receive and note**
- II. Llanfairfechan Community Hall – Cllr Ray Jones gave a verbal report on matters discussed. It was stated that new internal fire doors are to be installed. Hire charges will go up by 10-12% due to increase energy costs. **RESOLVED to receive and note**
- III. Purchase of IT Equipment for the Town Council – The Clerk gave a verbal report regarding a meeting with a Technology Company to supply and fit a whiteboard and projector in the Council Chamber. To also supply and interactive laptop. It was suggested that the wall where the commemorative boards are is the best place for the projector, however the wall is very damp and one of the boards has started to warp.

**RESOLVED to relocate the boards to another wall in the Chamber and to investigate the chimney and roof areas for leaks. Quotations to remove the boards and treat the damp areas will be sought. It was noted that the room will require redecorating.**

1051. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- I. Domestic Garden Fires – it was question if there were regulations regarding householders having constant fires in their back gardens. County Cllr Andrew Hinchliff stated he would make enquiries.
- II. Potholes Upper Valley Road – It was reported that the potholes had been filled and a letter of thanks had been received from the resident who had complained to the Town Council.
- III. Plas Menai Medical Centre – It was stated that further complaints regarding the telephone manner of staff had been reported to Town Councillors. It was reported that the appointment system had changed but allegedly had not been well publicised
- IV. Penmaenmawr Road parking problems – It was reported that cars are parking across the disabled dropped kerb and on the grassed area opposite the Medical Centre.
- V. Terrace Walk – It was reported that the boundary fence of the Golf Club below Tan Rallt Isaf has partly fallen down.

1052. DATE OF NEXT MEETING – Full Council Meeting held on the 9 April 2014

CLOSE – The meeting closed at 8.15pm