

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL  
MINUTES OF THE FULL COUNCIL MEETING  
Held on the 3 September 2014 in the Council Chamber at 7.00pm

**PRESENT: Councillors: Chair – Deputy Mayor Miss Sarah Jones**

**Mayor Cllr Mrs Tamzin Hopwood (7.25pm) Mrs Carol Gell**

**Mr Andrew Hinchliff**

**Mr Geraint Jones**

**Mr Ray Jones**

**Mrs Christine Roberts**

**Mr Gareth Roberts**

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

**IN ATTENDANCE: Mr Lyn Davies and Mr Peter Barton-Price CCBC Officers**

**PCSO Fiona Jones**

**ABSENT: Councillor Gareth Wyn Jones.**

1237. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC. (Maximum of 5 minutes per speaker within a 20 minutes framework or at the discretion of the Chair).
- i. Members of the public present expressed their concern regarding the streetlight that is out of order by their property in Station Road. It was stated that this has led to antisocial behavior of drug trafficking and fly-tipping. As the light is on Bryn y Neuadd grounds it is difficult to have it reinstated. The PCSO stated that she and the Community PC will monitor the area.
  - ii. It was questioned what is happening with the upstairs of the listed building 5-6 Castle Buildings, Station Road. It was stated that work was in progress to treat the dry rot and replace the windows. The owner proposes to lease the premises for residential use.
1238. TO RECEIVE APOLOGIES FOR ABSENCE. **RESOLVED to receive and note apologies from Councillors Chris Jones, Miss Nia Jones, Glen Robinson and Tim Scott.**
1239. 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**
1240. ADDITIONAL MATTERS –Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency.
- i. Resignation – Members were informed that Cllr Stuart Neesham had resigned from the Town Council. In line with procedures the Electoral Services at Conwy County Borough Council will be notified. The Clerk will distribute notices of the casual vacancy in Pandy Ward on the Town Council notice board, Library and Pendalar Community Hall.
  - ii. Financial Inclusion Awareness Raising Session (Local Service Board project supported by the European Social Fund through the Welsh Government) – Members were informed of an opportunity to attend a free session on the 1 October 2014 held in Colwyn Bay (booking essential). Cllr Ray Jones stated he would be attending as the County Council Representative and suggested that Cllr Miss Nia Jones represent the Town Council.
1241. IN ATTENDANCE LYN DAVIES AND PETER BARTON-PRICE CCBC OFFICERS REGARDING PLANTING OF FLOWER BEDS AND FREE STANDING ROWING BOATS
- The Chair welcomed both officers to the meeting. Mr Lyn Davies introduced himself as the Open Space Manager and Mr Peter Barton-Price as the Officer in charge of Parks and Gardens. Mr Barton-Price explained he had attended a site meeting with a group to discuss having 4 boats filled with flowers in Llanfairfechan. It was decided to remove 2 flower beds of bedding plants along Penmaenmawr Road and replace with a boat filled with perennial plants. CCBC would provide the plants free of charge for the first boat and fix to site. The Town Council had agreed to purchase

the topsoil. The group would then continue to maintain that boat. The second boat to be located on Aber Road had not been put in place due to the hot weather. It was hoped to have the boat in place by early autumn. It was stated that plants for this boat would be supplied by CCBC at a cost of approximately £300. The other 2 boats would be put on site, locations to be confirmed, and planted by the group. It was stated that due to funding cuts year upon year that savings had to be made and that there were proposals throughout the county to replace bedding plants with perennials and that Town / Community Councils maintain them. It was emphasized that it is not proposed to make changes without consulting with Town and Community Councils. County Cllr Andrew Hinchliff stated that he had a Ward Round coming up with Mr Davies and that the flowerbeds and tubs would be discussed then and the matter reported back to Town Council. Members stated that the boat on Penmaenmawr Road was not visible due to the density of the plants. Mr Barton-Price replied that some of the flowers required to be cut back. It was questioned if the promenade second sea defense wall will be planted. Mr Davies stated that perennial plants will be planted. Members were informed that there was £400 in the Bequest Account intended for the purchase of flowers. Members were also reminded that the request for volunteers to help with keeping Victoria Gardens flower beds had not been successful.

As Mr Davies is also the responsible officer for the Highways Services it was requested could he arrange for a site meeting at Mona Terrace, Pandy Ward, to discuss better signage for the cycle track through Pendalar Estate. Mr Davies stated he would notify Mr Tom Hopkins, Highways Services to make arrangements. The Chair thanked both officers for attending.

1242. IN ATTENDANCE PCSO FIONA JONES to update members on policing matters in Llanfairfechan. The chair welcomed the PCSO to the meeting. The PCSO stated there had been concentrated efforts in Pendalar Estate due to an increase in antisocial behavior from a small group of children. There was a lack of community spirit. A multiagency meeting had been held in the Community Hall in August. This had resulted in volunteers coming forward and arranging weekly activities in the Hall. Funding will be provided by the Police and CCBC to restart the youth club on Friday evenings between 6-7pm. Cartrefi Conwy will hold monthly meetings with residents. A temporary mobile CCTV Camera will be put in place to monitor the situation. It was stated the village had been very quiet over the summer months. There had been no reports of antisocial behavior. There had been reports of cars been driven at fast pace. It is proposed the PCSO will acquire a hand held camera to observe the situation and advice motorist. Parking problems were reported at the top of Station Road and the Town Council has requested the Traffic Warden visit the area. There is also double parking problems at 3.30pm outside Pant y Rhedyn School. For questions from members of the public please see item 1237 above. The Chair thanked the PCSO for attending.
1243. TO APPROVE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 23 July 2014. **RESOLVED to approve and sign as a correct record.**
1244. MATTERS ARISING FROM THE ABOVE MINUTES.
- i. Resurface Car Park Village Road – members were informed that the estimated cost of the work was £3,600 much lower than was anticipated. It was noted that the white line markings need to be reinstated. It was approved that the Clerk is to contact the Highways Manager to have the work completed.

- ii. 1203 – Dog Trust – Cllr Christine Roberts reported the Trust will visit Llanfairfechan Town Hall in January 2015 to provide free dog chipping. It was noted to change address details will cost £10. The law for compulsory dog chipping in Wales comes into force in April 2015.

1245. TO APPROVE RETROSPECTIVE PAYMENT OF:

Invoice No	Payee	Reference	Amount	Cheque no.
000561	Aber Tree Service	for dismantling, felling and removing one rotting Ash tree from the car park in Village Road	£800	101689.

**RESOLVED to receive and note approval.**

1246. TO APPROVE RETROSPECTIVE PAYMENT of:

Invoice No	Payee	Reference	Amount	Cheque no.
1800001758	Zurich Insurance plc	for Local Council Advisory Service 1st year's membership fee July 2014 – August 2015.	£114	101690

**RESOLVED to receive and note approval.**

1247. TO APPROVE RETROSPECTIVE PAYMENT of:

Invoice No	Payee	Reference	Amount	Cheque no.
2055880	Gaia Technologies	for providing and installing a projector and screen in the Council Chamber	£1,050.00	101691

**RESOLVED to receive and note approval.**

1248. TO APPROVE RETROSPECTIVE PAYMENT of: No

Invoice No	Payee	Reference	Amount	Cheque no.
ER/243231490	CCBC	for provision of community skips, 06/06, 28/06, 04/07, and 27 /07/ 2014	£816.00	101692.

**RESOLVED to receive and note approval.**

1249. TO APPROVE RETROSPECTIVE PAYMENT of:

Invoice No	Payee	Reference	Amount	Cheque no.
2055983	Gaia Technologies	for supply and install battening for screen in the Council Chamber	£120.00	101693

**RESOLVED to receive and note approval.**

1250. TO APPROVE RETROSPECTIVE PAYMENT of wages for August 2014 to the Town Clerk and Cleansing Operative. Cheque No's 101694 and 101695. **RESOLVED to receive and note approval.**

1251. TO APPROVE PAYMENT of:

Invoice No	Payee	Reference	Amount	Cheque no.
ER/243226969 ER/243233094	CCBC	for Playground inspections for the period 01/06/2014 – 30/06/2014 and 01/07/2014 -31/07/2014	£38.48.	101696

**RESOLVED to receive and note approval.**

1252. TO RECEIVE NOTICE OF BACS PAYMENT FROM CCBC FOR 2<sup>ND</sup> INSTALLMENT OF 2014/15 PRECEPT - £19,333.00. **RESOLVED to receive and note.**
1253. TO RECEIVE FINANCIAL REPORT 2014-15. Statement 5 **RESOLVED to receive and note.**
1254. TO RECEIVE PETTY CASH REPORT 2014-15 – Statement 5 **RESOLVED to receive and note.**  
 ii. TO APPROVE PAYMENT of £100 to Petty Cash Account – **RESOLVED to approve payment and sign cheque number 101699.**
1255. TO RECEIVE PRECEPT BUDGET REPORT – Statement 1 - **RESOLVED to receive and note.**
1256. TO RECEIVE SIGNED TERMS AND CONDITIONS OF GRANT FROM THE LLANFAIRFECHAN COMMUNITY LIBRARY GROUP. **RESOLVED to receive and note that a copy of a bank statement had not been received.**
1257. TO RECEIVE SIGNED TERMS AND CONDITIONS OF GRANT FROM THE LLANFAIRFECHAN CARNIVAL GROUP. **RESOLVED to receive and note that the end of year balance statement had not been received.** It was also questioned if an AGM had been called as the present group have resigned.
1258. TO RECEIVE ANNUAL AUDIT – YEAR ENDED 31 MARCH 2014. The Clerk notified members that the “Notice of Conclusion of Audit” has been displayed on Town Council’s notice board and the “Statement of Assurance” which is to be completed and returned to the Auditors UHY Hacker Young. **RESOLVED to receive and note.**

1259. TO APPROVE PAYMENT TO. Inc. VAT.

Invoice No	Payee	Reference	Amount	Cheque no.
AA/40523	UHY Hacker Young	for the Annual Audit – Year Ended 31 March 2014	£420	101697

**RESOLVED to approve payment.**

1260. TO RECEIVE CORRESPONDENCE FROM Mr Ray Kearney requesting the Town Council apply to CCBC for the Conservation Status be removed from Station Road due to the poor state of repair to the properties and shops at the top of Station Road. Members were provided with a copy of the letter and advice from the Conservation Area Officer from CCBC. **It was RESOLVED that the conservation area status for Station Road would remain.**
1261. TO RECEIVE CORRESPONDENCE from Cllr Ray Jones supporting local boy Ben Malone, a 9 year old pupil in Ysgol Pant y Rhedyn who has been selected to represent Great Britain in the World United Martial Arts Federation in Geneva from the 11 – 15 September 2014. Request is for financial assistance towards the cost of the trip and accompanying adult as Ben is under 18. The Mayor stated that she would give financial support from her Mayor’s allowance.

Invoice No	Payee	Reference	Amount	Cheque no.
Mayor’s Allowance 2014-15	WUMA	supporting local boy Ben Malone selected to represent Great Britain in the World United Martial Arts Federation in Geneva	£100	101698

**RESOLVED to approve payment.**

1262. TO RECEIVE information on repair work to Llanfairfechan beach under the Welsh Government's funding to repair damages sustained to coastal defence following the winter storms of 2013/14. **RESOLVED to receive and note work will commence in November 2014.**
1263. TO RECEIVE correspondence from the Directors of Cwmni Penllan regarding their terms and conditions for the distributing of the remaining proceeds between Llanfairfechan and Penmaenmawr following the disbanding of the company. **RESOLVED the Mayor and Deputy Mayor sign to accept the terms and conditions on behalf of the Town Council.** Cllr Andrew Hinchliff, one of the three remaining Directors of the Company presented a cheque to the Town Council for £27,773.54. It was noted that a same amount had been received by Penmaenmawr Town Council.
1264. TO RECEIVE information regarding environment action day organised by CCBC held on the 17 September 2014 in Station Road car park. **RESOLVED to receive and note.**
1265. TO RECEIVE INFORMATION REGARDING GWYNEDD COUNCIL RECYCLING CENTRES. **RESOLVED to receive and note.**
1266. TO RECEIVE NOTICE OF North Wales and Mid Wales Association of Local Councils Special Meeting held in Welshpool on Friday 26 September 2014 at 10.30am – Town Council representative Cllr Mrs Carol Gell was presented with Agenda and Minutes. Cllr Gell would inform the Clerk if she is able to attend. **RESOLVED to receive and note.**
1267. TO RECEIVE FURTHER QUOTES TO RENOVATE THE WAR MEMORIAL (CENOTAPH) ABER ROAD.
- i. Members were presented with the following information:-  
 Quote 1 – extensive renovation of the Cenotaph at a cost of £6894.00 plus VAT.  
 Quote 2 – repair plinth, remove cement and re-point joints of the memorial with lime mortar, re-paint letters, remove paint from the raised lead letters and re-patinate with oil. The work can be completed before Remembrance Sunday held on the 9 November 2014. Total cost £2,200 plus VAT.  
 Quote 3 - £1,131 (approx.). It was noted that contractor 3 had withdrawn due to other work commitments.  
**RESOLVED to approve quote 2 to the Natural Building Centre Ltd.**
- ii. Cllr Andrew Hinchliff read out a section of the letter he had written to RAF Cranwell requesting information on his late brother's service record. He stated he would appreciate if the Town Council would allow him to have an inscription on the Cenotaph to commemorate his brother who lost his life in active service in 1977. Members agreed to the request. Cllr Hinchliff stated he would pay for the inscription. **RESOLVED to receive and note.**
1268. TO RECEIVE PROPOSALS TO REGEN-PEN from Frank Meldrum; and that Llanfairfechan and Penmaenmawr should co-operate to change the conception of the "corrugated iron shed" that represents the "Urban Development Areas" in the CCBC Local Development Plan 2007 – 2022. **It was stated that a feasibility study regarding the work presented in the report had not been carried out and that match-funding would be required. RESOLVED to receive and note.**

1269. TO RECEIVE THE MAYOR'S REPORT.

The Mayor stated that August had been a very quiet month. She had been invited to start the annual 'Pram Race' on the Promenade. Two invitations to attend events held on the 14 September had been received; to attend the Civic Sunday for the Chairman of CCBC held in Betws y Coed and Bangor's Mayor Civic Sunday, the Deputy Mayor will attend the Bangor event. Members were reminded of the Mayor's Variety Night to be held in the Town Hall on Saturday 13 September at 7.30pm, tickets are for sale at £5 per head, and all money raised will be donated towards community projects.

1270. TO RECEIVE FEEDBACK REPORTS ON MEETINGS ATTENDED BY REPRESENTATIVES ON OUTSIDE BODIES ON BEHALF OF TOWN COUNCIL (ONLY).

- i. Mayor of Penmaenmawr's fundraising event – Cllr Ray Jones gave a verbal report. He stated that the event had been very successful, however it was disappointing that he was the only representative from Llanfairfechan Town Council. The Mayor stated that she had been unable to attend due to her husband's ill health and had sent her apology and forwarded a donation.
- ii. Light up Llan- Cllr Gareth Roberts gave a verbal report on matters discussed. It was stated that arrangements were going well towards this year's event to be held on Saturday the 22 November 2014. The group were seeking quotes for new lights for the Town Hall's frontage.

1271. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- i. Conservatory Planning permission – a member of the Council had been informed that a conservatory had been built on the back of a property. This was a matter for the Planning Enforcement Team at CCBC.
- ii. Paddling Pool – it was stated that 'No Dog' signs were required for this area, also extra seating was also needed.
- iii. Personal gift – a member declared a gift of a potted plant had been received for helping a resident with a Housing Association problem.
- iv. Station Road Car Park – it was stated that the overflow from the large green household bins are still causing problems.
- v. Chairs for Council Chamber – Cllr Hinchliff stated that he had acquired 12 red upholstered chairs from Venue Cymru at a cost of £5 each.
- vi. Station Road Bridge – it was reported that debris has accumulated under the bridge and is nearly as bad as it was last year. Monitoring of the area every 3 months had previously been agreed by the Environment Agency. It was questioned if this was happening.
- vii. Overgrown Hedges – it was reported that hedges along Mount Road had been cut back. However there was still an overhang.
- viii. Mona Terrace – it was reported that there are still problems with cyclist cutting through.
- ix. Pendalar Bus Stop – it was reported that the Police have advised that the bus stop remains closed until repair to the barrier is carried out. This will involve closing a section of the A55.
- x. Parking problems outside the Town Hall – Management reported cars are parking outside the Hairdressers, this is making access difficult for senior and disabled clients.
- xi. Pont y Pentre – it was reported that there are still problems with delivery of goods to a workshop in Mill Road due to vehicles parking at the junction of Mill Road and Pen y Bryn Road.
- xii. Overnight Parking Promenade Car Park – it was reported that there has been an increase in camper vans using the area.
- xiii. Disabled Parking Pen y Ben Road – the Mayor stated that she had made a request to re-site the disabled bay. This would also allow better access to the post box located in the wall.

xiv. Reminder – it was requested if the Rotary can be contacted to marshal the Remembrance Service Parade.

1272. DATE OF NEXT MEETING - Full Council Meeting held on the 24 September 2014.

CLOSE – the meeting closed at 9.30pm

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chair