

CYNGOR TREF LLANFAIRFECHAN TOWN COUNCIL
MINUTES OF THE GENERAL PURPOSES MEETING
Held on the 22 November 2017 in the Council Chamber at 7.00pm

PRESENT: Councillors: Chair – Deputy Mayor Andrew Hinchliff

Miss Penny Andow

Mrs Alison Chadwick

Claire Hughes

Alan Jones

Chris Jones

Mrs Christine Roberts

Gareth Roberts

Glenn Robinson

OFFICER: Ms E Shepherd Town Clerk & RFO and new Town Clerk Mrs Jayne Neal

ABSENT:

236. IN ATTENDANCE CCBC Officer Shane Wetton, Senior Community Development Officer regarding presentation on Place Plan.

Rationale behind Place Plans

This has been a developmental process that can be linked back to the CCBC Locality Plans. As these were being developed, Welsh Government introduced Place Plans as a concept and it made sense to move towards this terminology and way of working. As a result the partnership work taking place in the Abergele pilot area was recognised by Welsh Government and CCBC have been involved in developing a toolkit that will be used across Wales. Building on the experience in Abergele, the Place Plan team are now able to support local communities across Conwy to develop their own Place Plan.

Abergele Place Plan

This plan is in operation and has a Plan Board that consists of local organisations and community champions with a functioning web presence that has been provided by CCBC. The webpage can be used by the community to submit ideas and view the ideas that are being considered. CCBC also have an information space where they detail all community consultation session dates.

CCBC support for developing a Place Plan

There are two officers available to support the process but these roles cover the whole of Conwy so it's important to be realistic about how much support can be given. There is a lot of information and help online and the Toolkit guidance gives very practical step by step instructions along with resources that can be used at consultation and planning sessions. Information can be found at Shape My Town. There is a toolkit on this site but the CCBC one has been developed with Conwy County in mind so may be a better process to follow.

Getting Started

The main focus of the Place Plan process is community engagement and so consultation sessions will be key. Once there is interest and engagement, it will be much easier to put together an active Board and make some meaningful changes. It was suggested that it's important to get the right people around the table and that the Board is not too large. However, it was mentioned that there could be a supporting larger forum of interested parties and groups that feeds information to the Board members. Once the Board is up and running, previous plans can be reviewed and community consultation ideas can be collated and this will inform the writing of the Place Plan. It was stated that future funding will consider if a Place Plan is in available so it's important to get it right. Some areas are considering paying for external professionals to assist with the process.

Next steps

A TC meeting will be called in the New Year to discuss a way forward in Llanfairfechan.
This will be called once the CCBC Toolkit is available.

237. TO RECEIVE REPRESENTATIONS/QUESTIONS FROM MEMBERS OF THE PUBLIC. 5 minutes per speaker within 20 minutes framework or at the discretion of the Chair.

Iolo Jones stated he attended meetings on a regular basis out of interest in how the council worked.

238. TO RECEIVE APOLOGIES FOR ABSENCE. **RESOLVED to receive and note apologies from Councillors Mayor Delohne Merrell, Mrs Carol Gell, Gareth Wyn Jones and Miss Nia Jones**

239. 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).

Name of Member	Agenda No	Details of Personal interests	Details of the Council business to which it relates	Withdraw /Take Part
Alan Jones	8.4 - 22/11/17	Proprietor of Sional Ltd	Payment to Sional Ltd	Withdraw

240. TO DISCUSS RECENT WORKS TO THE MUGA FLOODLIGHTS

Members were informed that the electrical company had finalised maintenance work on floodlights and had made the columns waterproof, new locks for the mains cupboard had also been added. Recommendations that an annual checks are made. Suggested that a sign is erected informing the public whom to contact if they want to book the floodlights facility. Cllr Alan Jones was thanked for coordinating the work. RESOLVED to receive and note.

241. TO REVIEW FIREWORKS DISPLAY **Apologies were expressed to the number of spectators disappointed with the cancellation at short notice on the 3 November 2017. It was noted that local residents had been very supportive. It was agreed that the second event had been highly successful and to book Festival Fireworks for 2018. Dates after the 5 November 2018 were considered as more suitable. Traffic management will need to be highlighted when making the risk assessment for future events. Collection made for the Mayor's charities was recorded as £279. RESOLVED to receive and note.**

242. TO REVIEW REMEMBRANCE SUNDAY PARADE AND SERVICE **Members agreed the event had been well attended. A Traffic Management course will need to be a priority for 2018 event. Letters of thanks will be sent to Mrs Rhian Jones who took part in the service and to the owners of Church Cottages who provided the electrical connection for the PA system. It was suggested that the order for laying wreathes and the procession be reviewed in 2018. RESOLVED to receive and note.**

243. TO APPROVE PAYMENT TO

1)	Invoice No	Payee	Reference	Amount	Cheque no.
	ER/2436890 80	CCBC	Provision of community skips 06/10/17 - Pendalar & 28/10/17 – Station Road	£444	102139

RESOLVED to approve payment

2)	Invoice No	Payee	Reference	Amount	Cheque no.
	ER/2436892 33	CCBC	Playground Inspection October 2017	£20.80	102140

RESOLVED to approve payment

3)	Invoice No	Payee	Reference	Amount	Cheque no.
	ARMAIN/00 006662	Wales Audit Office	External Audit 2017-18	£172.80	102141

RESOLVED to approve payment

4)	Invoice No	Payee	Reference	Amount	Cheque no.
	15417	SIONAL LTD	2 Metre Banner Fireworks Display	£36	102142

RESOLVED to approve payment

5)	Invoice No	Payee	Reference	Amount	Cheque no.
	677214	VIKING	office supplies	£36.44	102143

RESOLVED to approve payment

6)	Invoice No	Payee	Reference	Amount	Cheque no.
	Mayor 2017-18	Cllr Mrs Delohne Merrell	Mayor's Expenses – traveling costs for attending various events.	£33.75	102144

RESOLVED to approve payment

7)	Invoice No	Payee	Reference	Amount	Cheque no.
	27/10/17	Cllr Carol Gell	– travelling costs for attending NWALC quarterly meeting Hollywell.	£34.20	102145

RESOLVED to approve payment

- 8) Wages to the Town Clerk November 2017 **RESOLVED to approve payment and sign cheque no 102146**
- 9) Wages to the Admin Assistant for November 2017 **RESOLVED to approve payment and sign cheque no 102147**
- 10) Wages to the Environmental Operative November 2017 **RESOLVED to approve payment and sign cheque no 102148**

244. PLANNING – Reference 0/44578

Applicant: Mr Nick Clancy

Proposals: Proposed external steel spiral staircase access from second floor of dwelling to rear garden. Proposed erection of double garage to rear of property.

Location: Goodison, Promenade, Llanfairfechan, LL33 OBU

RESOLVED to have no objections to the above proposal.

245. PLANNING – Reference 0/44568

Applicant: Mrs Catherine Wuster

Proposals: Remove 1 no Pine Tree and 1 no. Wych Elm Tree

Location: 2 Mona View, Station Road, Llanfairfechan, LL33 OAR

RESOLVED to have no objections to the above proposal.

246. TO RECEIVE REPORTS OF COMPLAINTS/CONCERNS/COMPLIMENTS

- 1) Fireworks display – numerous compliments from local residents had been received.
- 2) Light up Llan – congratulations were expressed on a triumphant event and big thank you to the organisers who work hard every year to make it a success.
- 3) Remembrance Sunday – had been well attended and thanks were expressed to all who take part behind the scene to enable the event to run smoothly.
- 4) A55 roadworks – information posters displayed in the Coop and Community Hall window.
- 5) Drop kerb – request from disabled person living in Pen y Bryn had been received – matter to be followed by County Councillor for Bryn ward.

- 6) Mobile Food outlet – a follow up on matters reported was requested – members were informed that CCBC Regulatory Services were looking into the matter.
- 7) Station Road parking problems – it was stated that vehicles are parking on double and single yellow lines. It was suggested that the traffic Wardens visit more regularly.
- 8) Traffic Management Consultation – following a list of incidents it was suggested an independent survey for Llanfairfechan be costed, especially areas noted for congestion and parking problems. The report can then be presented to CCBC for their deliberations.
- 9) MUGA – reported shrubs growing through and weeds around the courts need attention.
- 10) Vitoria Gardens – quotes for removal of tarmac around flower beds were being sought.
- 11) Black bin collections – it was questioned if the 4 weekly collections had been changed for Llanfairfechan. County Councillors responded that the Scrutiny Committee had passed to have 3 weekly collections however the matter had to be approved by the Cabinet before any changes were made.
- 12) Recycling of plastic materials – it was reported that even Officers are confused regarding what type of plastic can be recycled.
- 13) Village Road toilets – compliments had been received regarding cleanliness of premises.
- 14) Llanfairfechan River – it was noted that the large corrugated plastic sheet located behind Ysgol Babanod had been removed.
- 15) Post Office update – to bridge the gap between acquiring a new location to house the post office a mobile van will visit the town. Further information to follow.

247. TO REVIEW FACEBOOK PAGE AND UPDATES – **members were informed that more followers are registering their likes. It was unanimously agreed that the town clerk as the responsible officer must approve any content prior to posting on the page. RESOLVED to receive and note.**

248. TO DISCUSS PROJECTS FOR PRECEPT BUDGETS – members held a brainstorming session to discuss list of ideas to be considered for future plans:-

- a. Nant y Coed Nature Park – to develop the site as an Education site for schoolchildren
- b. Benches – to review seating at all scenic viewing points
- c. Llanerch Road Play area – to fence off play area and establish a dog exercise field for responsible dog owners.
- d. Playgrounds – review equipment and update accordingly
- e. Rural Development Funds application - successful applicants will be notified on the 14 December 2017. Request to consider the 20% shortfall either for RDF bid or future venture.
- f. Angling Competition October 2018 - to capitalise on the event visiting Llanfairfechan
- g. Indoor Sporting facility – to look for funding to develop a site for such a venture.
- h. Shooting range – to research past history of the Church Institute to reinstate as a possible site.
- i. Electric Charge Points – to have adequate sites in Llanfairfechan for electric vehicles.
- j. Library – to renegotiate with CCBC to allow the building to become a hub to develop activities for young children.

249. DATE OF NEXT MEETING – Full Council 6 December 2017 at 6.00pm it was agreed to start earlier in order to discuss the draft budget for 2018-19

CLOSE – the meeting closed at 9.30pm

Signatory _____ Date _____

Chair