

LLYSFAEN COMMUNITY COUNCIL MEETING MINUTES

Held on Monday, 13th March 2017 at 7.00pm in the Village Hall, Llysfaen.

Members Present: **Mr. G Stewart (Chair)**, Mr. R Mather, Mr. H Keane,
Mrs. K Keane, Mr. R Redhead (Vice Chair), Mr. A Hodgkinson,
Mr. E Hughes, Mr. D Jones, Ms. F Stevenson

Officers Present: Miss B. Davies – Clerk to Llysfaen Council

Visitors Present: Geraint Edwards – Head of ERF
Victor Turner – Traffic & Network Manager

9016 Apologies: Mr. Phil Capper
The Chair extended a welcome to Eryl Hughes as a co-opted member of the council.

9017 Declarations of Interest: None

9018 ERF Presentation

- Chair welcomed Conwy Council Guests to Llysfaen Community Council meeting, and thanked them for coming. Mr. Edwards thanked the Council for their invitation.
- The Chair requested that the meeting focus on 2 points:
 - To agree future joint working arrangements.
 - Response to recent concerns expressed in Chairs letter.

In reference to the first point:

- The Council wishes to be informed of the schedule of projected works to be undertaken each year.
The Council were informed that Highway maintenance would review the highways on a scheduled basis, but that no additional inspections are completed on a regular basis (such as on right of way paths). The Council were informed that Highways would rank the list of all areas, and reviews would be conducted on major roadways more often than roads within a housing estate.
Resolved – it was agreed that Mr. Edwards would allocate resource to complete a village Audit, and a Councilor would be in attendance.
Resolved – Mr. Edwards agreed to provide the Council with the Policy Document on Highways Inspections.
- To be made aware of the content of monthly reporting by highway engineers.
As there are no regular reviews of the highways in the area, this report will be seen through the above audit.
- To be able to influence both 1 and 2 through input of local knowledge.
Resolved – The council were informed to raise a call with ERF (on the given number) to report any issues, and CCBC would then action accordingly.
- To be informed of CCC procedural policy on responding to public and Community Council correspondence.

Resolved - Mr. Edwards presented the Council with the contact information for ERF, and a document detailing the timescales for completion of tasks.

- To understand the ownership of CCC responsibility within the Community area.
The Chair requested a response in regards to the cutting back of hedges in a timely manner, and in order to prevent accidents/incidents. Cllrs also raised that in order to prevent weeds/ragwort from growing they should be sprayed in the growing season. Mr. Edwards advised that the landowners have responsibility and hence, they continually chase the landowners to cut back their hedges.

Resolved – Mr. Edwards advised that he would look into the weed spraying and see what can be done to make sure that the residents/council correspondence are responded to, and the hedges managed to maintain a safe walking route for residents.

- To where possible, have one point of contact within ERF for community issues.
Resolved – it was agreed that any issues seen in the village will be raised through the Clerk from the Community Councilors, and the clerk will track the responses and updates. Mr. Edwards advised that if there were any issues, that the Clerk may contact him directly as an escalation point. Mr. Edwards also provided the Council with the ‘who does what’ within ERF together with their contact details.

- To respond to matters raised.
Resolved – Mr. Edwards presented the Council with the contact information for ERF, and a document detailing the timescales for completion of tasks. Within the document there are timescales in which CCBC will complete activities. Mr. Edwards also confirmed that there will be a new Web-based program which will allow members of the public to track the progress of their call – launch is due for the summer. Cllrs raised that there was a ROW 10 which had fly tipping on. Mr. Edwards agreed to take the reference number regarding the Fly Tipping to resolve this.

- To respond upon road safety within the area and provide a solution.
- To inform where appropriate upon road incidents or other community matters of interest to CC.

Mr. Edwards advised that the capital program had recently been published, and that a request for the path would be added to the list of requested programs. The Chair advised that there have been a number of incidents on this road, including an overturned car in the past 6 months. This had not been reported to Conwy Council, only if there is damage to street furniture or if someone had been injured. They use that to then make decisions to make changes to the highways.

Resolved – Cllr Stewart would raise this issue with the police to ensure ‘near misses’ are reported/recorded.

Resolved – The council agreed that they would review the potential for grants to support this program. Mr. Edwards agreed that any financial support would be welcomed in order to provide this facility for the village. Mr. Turner advised that he would provide the Council with an outline cost for provision of the pathway.

Resolved – Mr. Turner advised that he would be happy to hear of any ‘near misses’ from the Council/Police to support requests for developments.

- To attend at a Community Council Meeting once a year.
Resolved – Mr. Edwards agreed that he/and other members of the ERF team would attend meetings with Llysfaen Community Council on a regular basis.

9019 Police Matters: No correspondence received. No Apology received.

9020 Minutes of the Last Meeting: Approved – one word amended.

- 9021 Action Tracker
8805C – Meeting booked for 20th March with Arriva and Gethin George. Cllr Stevenson to attend also.
8915B – ERF attended meeting 13/3/17 – Action closed.
8915C – ERF attended meeting 13/3/17 – Action closed
8949A – ERF attended meeting 13/3/17 – Action closed, to be replaced with new activities.
8995A – Electoral register applications – Action closed.
8996 – Planning application process skeleton written and given to Councilors. Action closed.
9008 – Provision of internet service to the Village Hall to be installed march 2017. Action Closed.
- 9022 Matters Arising
Resolved – Nomination packs have been passed to all councilors. Should councilors wish the Clerk to deliver their nomination packs, the meeting will be on the 27th March at Bodlondeb. Nomination packs should be with the Clerk before this date.
- 9023 Planning Matters
a) Planning Applications
 • Bryn Defaid Caravan Park
 Resolved - Clerk to write to the ask for an extension based on the fact that the planning report has only been received on the 13/3, and was not included in the pack.
 • Llanddulas landfill site, Llanddulas Quarry – No objections.
b) Planning decisions – None
c) Planning application comment process from 1st April 2017.
 Resolved – Cllrs to review the skeleton process for management of Planning application following the change on 1st April to online applications only.
- 9024 Financial Matters and Invoices received for payment
a) The Clerk’s salary and expenses were approved for payment.
b) Invoices for approval: None.
c) Grant applications: Christmas Dinner for Llysfaen Old Age Pensioners – approved. Support for Broadband for the Village Hall for 2017-18 – Approved.
- 9025 Report back from Meetings
Cllr D Jones – Attended a meeting at the Llanddulas Landfill site. There is a potential of providing bags of composting for local residents. Cllr Jones suggested that the recycling department consider that the Tip be used as a recycling centre within the boundaries of the Brickyard. Cllr Jones advised that he has requested that a meeting be held in the height of the summer when the Odours are worst.
Cllr F Stevenson – Creating playful Communities. No points to be raised.
Resolved – Added as an Agenda item for April.
Cllr A Hodgkinson – date that the closure of the house, display for the new arrangements.
Litter pick 1st April.
- 9026 Community Cemetery Matters
a) Cllr Jones advised about letters to be sent to relatives regarding being unable to confirm residency for over 10 years.
Resolved – Clerk to issue the letters as directed by the Council.
Resolved – Cemetery to be added to MAY agenda.
- 9027 Report from Local County Council Representative CCBC
a) No update received from the County Council Representative.

- 9028 Correspondence and Other Issues (Available to view in the Correspondence folder)
a) Councilors were given the opportunity to review all correspondence.
- 9029 Consultations (Available to view in the Consultations Folder)
a) Review of parliamentary constitutions in Wales – 28th – 27th March.
b) Affordable housing supplementary planning guidance. Closes 18th April 2017.
c) Gypsy/traveler/show-people sites consultation. Closes 22nd May 2017.
d) Conwy and Denbighshire well-being assessment consultation. Closes 24th May 2017.
- 9030 Website – No current updates.
- 9031 Items requested on the Agenda - None
- 9032 Emergency Items - None.

Meeting closed at 8.46pm

Date of next meeting: **Monday 10th April 2017, 7pm**