

LLYSFAEN COMMUNITY COUNCIL MEETING MINUTES

Held on

Monday 14th October 2019 at 7.00pm in the Village Hall, Llysfaen.

Members Present: Mr. R Mather (6/6), Mr. R Redhead (5/6), Mr G Stewart (4/6),
Ms. F Stevenson (5/6), Mr. A. Hodgkinson (6/6). Mr. P Gillbanks (5/6)
Ms. B Jones (3/3).

Officers Present: Miss B. Davies – Clerk and RFO, Llysfaen Community Council (6/6)

Visitors Present: None

9469 Apologies: Mr P Capper - Chair (3/6), Mr. P Davies (1/3), Mr D Jones (3/6), Mrs. C. Mills (2/6)

9470 Declarations of Interest: None declared.

9471 Police Matters: Police did not attend the meeting. No issues were raised by Council.

9472 Minutes of the Last Meeting: Proposed by PG, Seconded by RM. With a slight amendment to wording on 9299a

9473 Action Tracker & Matters Arising:

9284 – Clobryn Road play area. Our guest was unable to attend – defer to November.

9165 – Hedge cutting. 1m has been cut, but Council see this as a safety issue which needs to be resolved asap.

Resolved – Clerk to Write to Cllr Capper and ERF escalating the matter, and requesting that the hedges be cut fully ASAP, and the landowners charged.

9018E – Update on actions following the meeting about changes to the road layout at A547.

Cllr Capper is not present to provide an update. Defer to November.

9018E – Provision of Pathway on Clobryn road – no further updates have been seen. Defer to November.

9284a) Fly tipping at Peulwys. The fly tipping at Peulwys has been cleared.

Resolved – Clerk to order the sign at the price given and arrange to have this put up.

9299a – Bus timetable changes. Clerk advised that Arriva have said that they are not willing to make changes to the services going to the terminus in the near future. They have advised that they will look to add a morning service to Ysbyty Glan Clwyd from January onwards.

Resolved – Council would like a further meeting with Arriva to discuss the service to the terminus specifically. Clerk to arrange.

9283 – Gas services to Llysfaen. Cllr Capper attended a meeting recently with the team, no update provided by Cllr Capper, defer to November meeting.

Closed Actions

9375 – Clubbetter is no longer being used. Action closed.

9459 – Response to RLDP has been sent to CCBC.

9464 (1) – responses to questions in regards to parks have been returned to CCBC as requested.

9465 (1) – Digital survey response has been sent

9474 Planning Matters.

a) Planning Applications.

40 Gadlas Road – front extension to shop. Response has been sent.

12 Rhoddfa Wen – rear extension. Awaiting feedback

2 Glyndwr Terrace – new porch and covered area. Awaiting feedback

b) Planning decisions – None

c) Planning Appeals – None.

- 9475 Financial Matters and Invoices received for payment
- a) The Clerk's salary and expenses were approved for payment.
 - b) Invoices for approval – £2600 for the playing out scheme. £900 grant to the friends of St Cynfrans Upper and Lower Churchyard. £2600 for Formston Tree and Garden Care, £2235.60 for cemetery slabs and preparation works.
 - c) 2018-19 Audit - Response from external Auditor provided to council and the notice of conclusion of audit will be put up on the notice board this week. The audit documentation will be scanned in and sent to all councillors.
 - d) Bank reconciliation & Spend Vs Budget Q2 presented to Council, with only one area of overspend. Due to the lack of Councillors at the March meeting grants were authorised in the following month and hence into 2019-20 year.
 - e) Review of risk register.

Resolved – Council agreed to review the risk register and return any comments in the next meeting.

Resolved – Cllr Stewart to provide a copy of a risk appetite to the clerk, to prepare a risk appetite statement for the Council.
- 9476 Report back from Meetings
BJ/BD/PG/RR – OVW Training on Communications and website
 Main findings are that the website is a key tool for communicating with the community, and should be used to full effect – be engaging and interesting and have up to date information.
- BD - OVW Meeting
 Clerk advised Council that OVW were very much in the belief that the £150 payment for Councillors should be an expense and are discussing this with HRMC on an ongoing basis. Further guidance will be provided.
 Clerk also advised Council that the OVW next meeting will include Keep Wales Tidy speaker, and also on our request, this will be joined with the CE of Conwy to discuss the dog fouling management strategy. Clerk advised Councillors that this would potentially be of great benefit to attend.
Resolved – Clerk to provide details of next meeting to Councillors.
- 9477 Community Cemetery Matters – none raised.
- 9478 Report from Local County Cllr Phil Capper.
 Cllr Capper was not present, and no updates had been provided.
- 9479 Correspondence and Other Issues (Available to view in the Correspondence folder)
1. Skips notice – to be issued and put on the website.
 2. Conclusion of audit details provided to Council, notice to be placed on the notice board.
 3. Pensions regulator submission completed by the Clerk. Meeting deadline requirements of the end December renewal.
 4. Statement of Payments made to Councillors has been completed for the year, and submitted to the Independent Review Panel. Reports will be issued shortly.
 5. Clerks network meeting & T&CC Meeting details, including agenda and previous minutes.
Resolved – GS & PG will be attending this meeting, together with the Clerk.
 6. Civic service in Mochdre invite for December. Noted.
 7. 'Playing out scheme report. The report provided information about the attendance at both the Peulwys and Banana Pitch schemes. Both were very successful, with Peulwys having an average child attendance of 22, and the banana pitch an average attendance of 15. Council were pleased with the results, and happy to fund the scheme for 2020.
Resolved – It was agreed that we would fund the scheme again for the summer 2020, and the clerk will again make an application to Cartrefi Conwy to support the funding of the scheme at the Peulwys site.
 8. Funding request for playing out scheme. AS per the above, Council support the scheme for 2020 with a minimum of 2 sessions, and consideration dependant on grant situations for a third to be held at Peulwys (2 sessions a week there, and 1 at the banana pitch). To be discussed at the precept meeting.
 9. Community asset transfer. The asset transfer forms discussed at the last meeting had been submitted to CCBC. Welsh Government is requesting information about assets that have already been through a transfer process. Clerk to review and forward to Fiona and Paul any details.

9480 Consultations (Available to view in the Consultations Folder)
None noted.

9481 Website

- a) Clubetter has now closed, and so we will no longer use this as a communications tool.
- b) Meeting was agreed to be held on the 4th November (subject to change) where a plan will be put in place regarding the website and communications strategy for Council.

9482 Items requested on the Agenda

a) Governor for Ysgol Cynfran (Chair)

Resolved - Cllr B Jones confirmed that she is able to be the Governor for Ysgol Cynfran. Clerk to advise the school.

Resolved - Cllr Redhead is the Governor for Ysgol Swn Y Don, Clerk to ensure they are aware of this also.

b) Environment Wales act (Duties under Section 6) (BD)

Clerk advised Council that under Section 6 of the Environment Wales Act 2016, there is a duty for the Council to produce a plan before the 31st December 2019 on what it will do to ensure the biodiversity and protection of habitats in our community.

Resolved – Clerk to send information pack to all Councillors, and Councillors to advise if they would be interested in being part of this working group.

Resolved – Clerk to invite Lesley Lawson to attend the meeting or provide information to the Clerk regarding the CCBC for the Mynydd Marian, or general plan for Conwy. Also to advise who would be a best contact to support the Council in the production of a plan that would meet the needs of the Act.

c) Dog exclusion zone at Swn Y Don park (BD)

Clerk advised Council that Due to the size of the area around the park on Swn Y Don in Peulwys, it is not possible to put a No Dogs sign up, as it is not an excluded area. There are a few possible options, including the application for the area to be 'excluded from dogs', as the beaches are – which would need to go through an approval process with CCBC Scrutiny. Another option would be to enclose the actual park area within a fence.

Resolved – Council resolved to put up polite notices at the park, asking residents to please not exercise their dogs in the park area. Clerk to source these.

9483 Emergency items – None.

Meeting closed at 8.39pm

Date of next meeting: **Monday, 11th November 2019, 7.00 pm**