

# Cyngor Cymuned Llysfaen Community Council

Clerk: Brenda Davies, Westfield, Glyn Avenue, Abergele. LL22 7NT  
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## Communications Meeting

### Minutes

28<sup>th</sup> November 2022

Llysfaen Village Hall 7pm

**Requested Attendees:** Cllr S Davies, Cllr F Stevenson, Cllr Rob Redhead,  
Cllr P Gillbanks, Cllr J Brownsell

**Officers:** Ms B Davies (Clerk and RFO)

1. Minutes of the previous meeting

Agreed as a true record proposed P Gillbanks, Seconded S Davies

2. Review of Actions from the previous meeting

It was agreed that Council would purchase a dark green board.

**Resolved** – Clerk to get a proforma invoice and a cheque agreed at the next meeting.

3. Notice Board was discussed and proposal to move this to full council based on Cllr P Gilbanks investigations into best boards available.

**Resolved** – Clerk to bring to full council for approval.

4. Agreement of online survey questions.

Discussion around the park consultation resulted in a flow of questions that would allow members of the public to state the park that they use and where they would most like to see developed.

**Resolved** – Clerk to complete the form and forward to the committee for review.

Book meeting prior to next full council meeting to discuss,

5. Priority and forward action plan for 2023

Committee discussed a number of initiatives for 2023

- Warm café grant to be applied for and communications around that.

- To detail all community groups on the website, and how to contact them

- Engaged community to include a prioritised action plan

- volunteer groups & activating the volunteers - coordination
  - Hybrid meetings
  - Integration of Peulwys in all activities
  - To make a difference
  - To Consult
  - To ensure the voice of the council represents the views of the village
  - To demonstrate pride in the council and the village
  - To keep a notice board and website that is engaging.
6. Terms of reference amendments required to deliver on 2023 plan
- Councillors supported the idea of a place plan, and would like the clerk to perform this role, with support from councillors. Councillors have the power within the committee to ask the clerk to perform some additional hours to perform tasks.
7. Any other business - None
8. Date of next meeting – not yet confirmed due to the warm café taking precedent with regards to clerks' working hours.