



**CYNGOR CYMUNED LLYSFAEN COMMUNITY COUNCIL**

Clerk: Brenda Davies

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**LLYSFAEN COMMUNITY COUNCIL MEETING MINUTES**

Held on

Tuesday 15th May 2023

At Llysfaen Village Hall

& Via Zoom Link

**Members Present:**

Mr. R Redhead	Ms. F Stevenson
Mrs E Heritage	Mrs. S Davies
Mr. P Gillbanks	Mr. J Brownsell
Mr. P Davies (Chair)	Mr. P Capper
Mr. L Kennedy	Mr. D Jones

**Officers Present:** Miss B. Davies – Clerk and RFO, Llysfaen Community Council

**Visitors Present:** None

10072 Apologies: None

10073 Declarations of interest:  
None raised

10074 Local representatives report:  
Cllr Stewart advised that Encampment on the Marian had been issued a notice.  
**Resolved** – Clerk to request information if the notice was served.

10075 Police Matters  
None raised.

10076 Minutes of the Last Meeting: The minutes were agreed as a true record. Proposed by Cllr R Redhead, seconded by Cllr S Davies.

10077 Matters Arising:  
a) Litter Picking  
Cllr L Heritage advised that she is currently investigating some successful projects in regards to the litter picking in the area. There are a group in Leicestershire who are generating a following, and have great engagement levels with many people getting involved in the area.

b) Skip bookings have been requested for November, however, have not yet been confirmed by Conwy County Council.

**Resolved** – Clerk to report at the next meeting the date of the next skips in the upper village.

c) Defibrillator at the shop

The defibrillator cabinet has now been fitted at Llysfaen Village shop, with the kind agreement of the owner, who has agreed to absorb the costs of the the electricity supply to the cabinet to ensure it is kept at the correct temperature during the winter. The Defibrillator has been ordered through the grant scheme and through Welsh Ambulance Service Trust.

**Resolved** – Clerk to write a letter to the shop keeper to thank them for allowing the Council to install a defibrillator and cabinet for public use, at their premises.

**Resolved** - Clerk to put up an announcement on all media platforms when the defibrillator has arrived and put in place.

#### 10078 Planning Matters

Planning Applications - None

Planning Decisions - None

Planning appeals - None

#### 10079 Financial Matters and Invoices received for payment:

a) The Clerk's salary and expenses were approved for payment.

b) Invoices for approval

Clerk expenses including postage and Bryson Bin Collections for the cemetery £70.84

One Voice Wales Invoice for training £175.00

Skips in April for the ward of Llysfaen £720.00

Laptop Capital Asset Purchase for the clerk £499.00

Insurance renewal £439.64

#### 10080 Correspondence and Other Issues

a) Model Standing orders. The new Model Standing orders have been delayed by One Voice Wales & Solicitors, so Council are awaiting the new 2023 standing orders, which will need to be agreed in a future meeting of the Council.

b) Email from LCRA to BBC big Build requesting that LCRA be considered to improve the facilities at the site - together with various other emails supporting from local community individuals. Council acknowledged receipt of the email.

c) Internal Audit instructions and checklist. The internal audit documentation was delivered to the Auditor on the 11<sup>th</sup> May and will be collected on the 25<sup>th</sup> May.

d) Playing out provision currently being timetabled for the summer holiday, and it has been confirmed to CCBC that Llysfaen will provide the funding for the scheme to run both in Peulwys and Llysfaen.

e) Diolch am 20 - thanks for 20 session on Zoom on 17th May at 7pm.

f) Information pertaining to the 30mph limits and exclusions which have so far been highlighted. This information was provided to us by CCBC.

g) Conwy & Denbighshire wellbeing plan has been published.

**Resolved** – Clerk to forward to all councillors

h) Cartrefi Conwy meeting invite regarding activities at Peulwys. A meeting was held between Councillors and Cartrefi Conwy, who updated Councillors on the activities being undertaken by the Creating Enterprise team with the ward of Peulwys. Cartrefi Conwy will

be working hard to tackle litter, and support the community more within these times of hardship, through access to services and support. Llysfaen Community Council will be kept up to date with progress and be involved in the events.

i) Invite to open public meeting regarding 'Moelfre' development. 13th July, 7.30pm at Betws Yn Rhos Village Hall.

**Resolved** – Clerk to forward to all Councillors.

k) The good Councillors Guide to employment.

**Resolved** – Clerk to forward to Chair and Vice Chair.

10081 Consultations

a) None

10082 Cemetery

Grass cutting is being completed by Cllr D Jones, and has done for many years, and he has requested that a contractor be engaged to cut the grass to support to maintain the grounds.

**Resolved** - Committee to look into a possibility of engaging a contractor to support with grass cutting.

**Resolved** - Clerk to work with the committee to move the money into a high interest account as soon as possible.

**Resolved** - Cllr Jones will inform Councillors next time there is an interment booked in, so that they may view and understand the preparation and works required prior to an interment. That they may also be able to understand when the committee informs the requirement for replacement items for use in the Cemetery, and what items are necessary to the running of the Cemetery.

10083 Report back from meetings

a) Creating Enterprise Meeting - will be coordinating various activities within Peulwys over the coming 6-8 weeks, as noted in correspondence above.

10084 Communication committee

A new laptop has been purchased for the clerk, as the previous one was 8 years old, and was not able to connect or boot-up in an appropriate time frame. The Clerk thanked the Council for providing better tools in which to perform her role, and advised that the new laptop was working perfectly other than needing the Microsoft suite loading. There is no requirement for a new licence, as the Clerk purchased MS Office Home & Student in 2016 and that this licence does not need replacing.

10085 Environment committee - No meeting held

Seed swop is continuing on a monthly basis at the village Hall, this week run by Cllr Stevenson and Emma, a local resident. Cllrs will continue to attend the Table Top Sales on a monthly basis to support the initiative.

10086 Items requested on this agenda - None

10087 Emergency items

a) Height restrictive barrier for the Marian is requested from CCBC.

**Resolved** – Cllr Davies required that a height restrictive barrier be added to the Marian. Clerk to request review from Cllr Stewart.

b) Cllrs raised that there are a lot of weeds in the area, Clerk to ask Cllr Stewart if it is possible to arrange for CCBC to spray the area.

**Resolved** – Clerk to contact CCBC & Cllr Stewart regarding the weed spraying in Llysfaen.

c) Cllr D Jones raised that he had heard that there were financial concerns at a local community group, and requested information from the clerk regarding any grants that have been provided for in the prior year. The clerk advised that the group had not requested any grant funding for 2022-23.

d) Cllr P Gillbanks advised that he has stepped down as a member of the LCRA committee.

Standing orders were paused to discuss a private matter.

Meeting closed at 21:48

Date of next Ordinary meeting: **Monday 5th June 2023 7pm**