



CYNGOR CYMUNED LLYSFAEN COMMUNITY COUNCIL

Clerk: Brenda Davies

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LLYSFAEN COMMUNITY COUNCIL MEETING MINUTES

Held on

Monday 5th June 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 (Chair)	Mr. L Kennedy
Mr. P Davies	Mr. D Jones

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

Visitors Present: None

10088 Apologies: Mr. P Capper, Mr. J Brownsell

10089 Declarations of interest:
None raised.

10090 Local representatives report:
Cllr Stewart has advised that the Notice has not been served directly to the owner of the campervan that was parked on the Marian for a period of time.

10091 Police Matters
None raised

10092 Minutes of the Last Meeting: The minutes were agreed as a true record. Proposed by Cllr D Jones, seconded by Cllr L Heritage.

10093 Matters Arising:
Cllr Jones requested that the Weed spraying be done in the village.
Resolved – Clerk to request spraying of weeds to Cllr Stewart not ERF.

a) Agreement of standing orders 2023

Standing orders

Adoption of the new standing orders subject to the following changes:

1. That the wording on section 3h stating that councillors need to raise their hand, and are not required to stand to speak.
2. The wording in section 7a be amended to 6 councillors to require a resolution to be reversed rather than 3 Councillors.

Councillors voted, and agreed to the standing orders amended to reflect the change in law.

b) Agreement of Councillor training plan 2023

The training plan for 2023 was provided by the clerk, with estimates of the requirement for training for the coming year. This projection will be amended following confirmation from all Councillors as to the training that they are

Proposed Cllr R Redhead, Seconded Cllr L Heritage.

b) Confirmation of skip dates 2023

Skip dates for the upper ward have been booked.

Councillors discussed the potential of booking skips for Parc Peulwys.

Resolved - Clerk to book a meeting with Cartrefi Conwy, Cllr Stewart, CCBC and Bryson regarding bulky waste, and regular skip provision for the area.

- d) Peulwys Community day. Creating enterprise ran a family day, and had some various people to support such as Bryson and Keep Wales Tidy. The day was well attended specifically by parents with young children who worked litter picking in the area, and prizes were given.

10094 Planning Matters

Planning Applications

Disabled parking notice request.

Councillors requested that this be reviewed, as it is believed that a disabled parking spot is no longer required outside the property in question.

Resolved – Clerk to feed back to the requestee, and advise them to speak to the new owners of the property to ascertain if the space is still required.

Planning Decisions

Clerk advised that she had made an error, and even though she had requested a site meeting regarding the movement of path 24/25, this had already been passed to regulatory services to be put in place. Clerk apologised for her error in not meeting the required deadline date.

Planning appeals - None

10095 Financial Matters and Invoices received for payment:

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

- b) Invoices for approval

Internal Auditor - £300.00

- c) Internal audit report & agreement of statements of annual return.

The internal audit report was read to Councillors, and a copy provided electronically. The findings of the internal audit, were that one payment that had been made in regards of the Walkthrough fees had not be evidenced within the documentation provided to the auditor. Clerk advised council that a letter was sent with the cheque, which was made out to the

Friends of the Upper Churchyard. The Auditor also requested that who the recipient is should be clearly marked in the cashbook, rather than using the term 'walkthrough fees'.

Resolved – Clerk to ensure that all letters are printed to evidence all payments made.

Resolved – Clerk to ensure that the cashbook correctly identifies the recipient of payments, not the reason for the payment on all lines of the cashbook.

10096 Correspondence and Other Issues

a) 13 JULY 2023 7.30 p.m. BETWS YN RHOS VILLAGE HALL Moelfre windfarm public open meeting held by residents.

b) Information received from Creating Enterprise regarding the youth shelter being removed. The email detailed that the shelter will be removed from the park due to severe corrosion issues. They wish to consult with local residents and young people regarding a replacement. Councillors are invited to attend.

Creating enterprise have also advised that the young people have requested a replacement bin to help reduce litter in the area. CCBC will be providing this.

Resolved – Clerk has already forwarded this information to Cllr Geoff Stewart to be involved in the replacement discussions.

Resolved – Clerk to forward the email to all councillors to attend sessions as they are able to. Clerk handed the plan sheet to all Councillors present.

Resolved – Circulate to all Councillors.

c) May & June training dates

Resolved – Cllr Heritage to attend Community Plan and Community Engagement. Cllr Redhead to attend the community Plan training. Clerk to book suitable dates.

Resolved - Clerk to circulate the dates for one voice wales training.

d) Bus Shelter replacement. Unfortunately the green roof replacement of the shelter will not be possible due to the width of the pavement. CCBC have agreed to bring the shelter up to a good standard, and the works will be completed asap. CCBC have asked that moving forward Council discusses and agrees as to the responsibility for the ongoing maintenance.

e) Leaflet information from Welsh Government regarding support for elderly on security of smart devices, and directing people to the www.getsafeonline.org website.

Resolved – To be circulated to all Councillors.

Resolved – Clerk to put it on the notice boards and Facebook.

g) Tomos Hughes of WAST will chase up the delivery of the Defibrillator that is due to be put up at the shop, apologises that we haven't received it yet.

h) Correspondence regarding the Audit & findings.

10097 Consultations

a) None

10098 Cemetery

An informal gathering of councillors was arranged for Councillors to view the Cemetery, and how graves are prepared and marked out.

Clerk thanked Cllr Jones for the work and for allowing the time to explain how the cemetery is prepared for a burial.

10099 Report back from meetings

a) Activities in Peulwys attended by Cllr Gillbanks, Cllr Redhead and Cllr Kennedy, as reported previously.

10100 Community Plan

The initial meeting for Councillors to discuss how they wish to move forward with the planning of the place plan meetings will be arranged for Monday 26th June 7pm.

Resolved – Clerk to buy stationary supplies as is required in order to conduct this meeting.

10101 Environment committee

Next meeting of the environment committee has been booked for 24th July 2023.

Cllr F Stevenson attended the tabletop sales. The plant and seed swop in the box is more successful than the tabletop sale at the moment.

10102 Items requested on this agenda

a) Requirement for all councillors to have a council email account.

Clerk has requested that all Councillors have a separate email account relevant to their council affairs as soon as possible. Councillors all agreed to ensure that they worked with the clerk to set-up their Council email accounts.

Resolved – clerk to look into this and come back to council with costs of options to ensure that all Councillors have Council emails asap.

10103 Emergency items

a) CCBC have caged an item of play equipment at Gadlas Road Park

Resolved – Clerk to request from CCBC what is wrong with the equipment and if there is a repair or replacement of the item.

Meeting closed at 20:29pm.

Date of next Ordinary meeting: **Monday 10th July 2023 7pm**