

## LLANGERNYW COMMUNITY COUNCIL

A meeting of the Community Council was held Tuesday night February the 6<sup>th</sup> 2018 at 7.30pm in Bro Cernyw Community Centre, Llangernyw.

### 1. Welcome and Apologies:

<b>Present</b>	
Elen H Edwards	EHE
County Cllr. Garffild Lloyd Lewis	GLL
Diane Roberts	DR
Ann Vaughan	AV
Einir Williams (Vice-Chairman and Chairman of this meeting)	EW
Emlyn Williams	EMW
<b>Apologies</b>	
Elwen Owen (Clerk)	EO
Clwyd Roberts	CR
Gwyn Williams	GW
<b>Absent</b>	
Gerallt Evans	GE
Gwydion Jones	GJ
Gwynfor Davies	GD

Elen agreed to take the minutes in the Clerk's absence.

### 2. DECLARATION OF INTEREST – IF THERE IS ANY ITEM ON THE AGENDA THAT IS LINKED TO A MEMBER OF THE COUNCIL, THEY SHOULD DECLARE AN INTEREST

- 2.1 AV – Invoice submitted for the costs under item 11.
- 2.2 Av – Declaration of interest regarding the Bryn Gwylan planning application.
- 2.3 GLL – Planning Application - 0/44654 Cae Ffynnon Pandy Tudur (should be Cefn Ffynnon)
- 2.4 EW – Planning Application - 0/44654 Cae Ffynnon Pandy Tudur (should be Cefn Ffynnon)

### 3 Minutes from the Meeting held on January the 9<sup>th</sup> 2018

Item 9.1 –

– “the legal papers regarding the toilets have arrived and have confirmed that Llangernyw are the building's owners by now. Legal bills to be paid (Steve Teale to pay costs).”

It should read

“the legal papers regarding the toilets have arrived and have confirmed that **Menter Bro Cernyw Cyf** are the building's owners by now. Legal bills to be paid (Steve Teale to pay costs).”

Following the above amendment, the minutes from January the 9<sup>th</sup> 2018 were noted. They were proposed as a correct record by DR and this was seconded by EMW.

### 4 Matters arising from the minutes (for information purposes)

- 4.1 **Item 4.1** - Iwan Ellis is meant to come and monitor the traffic on Tuesday 06/02/2018 but he postponed the visit because of the snow. He will re-arrange and let the Cllr. GLL know when.
- 4.2 **Item 4.2.3** –EW to contact One Voice Wales to ask for advice – regarding the right to use an agency, and the right to pay more than the statutory rate. Carry forward to next month.
- 4.3 **Item 4.2.4** – The Clerk's post is now on the County Council's website – EHE arranged this.
- 4.4 **Item 8.1** - Bills - EW has paid them and sent them forward.
- 4.5 **Item 9.2** - Planning Applications – DR contacted Conwy County Borough Council (CCBC) regarding the Wennallt planning application. Siôn Roberts from CCBC confirmed that we have been granted an extension to the original date for submitting comments, along with extensions regarding the below applications:
  - 4.5.1 Application 0/44730 , Glan Yr Afon Llangernyw Abergele
  - 4.5.2 Application 0/44726 , Pen Isaf Plas Matw Llangernyw Conwy
  - 4.5.3 Application 0/44654; Cae Ffynnon Pandy Tudur Conwy

By looking at the Planning Explorer, a number of other applications have been submitted but unfortunately we haven't received any paperwork / applications from the County on these:

- 4.5.4 Application 0/44716 Wennallt Pentre Bron Yr Haul Trofarth Llangernyw (paperwork has been received but isn't on the agenda so will be discussed in the next meeting)
- 4.5.5 Application 0/44832 Land at Pen Y Bryn To the North West of Llangernyw
- 4.5.6 Application 0/44823 Capel Seilo Gwytherin Llangernyw
- 4.5.7 Application 0/44746 Bryn Gwylan Turnpike Ucha to Nant Mawr Llangernyw

The above need to be included on the March 2018 agenda for discussion and we need to let CCBC know that we haven't received any correspondence and ask for an extension to be able to send comments. DR to do this.

- 4.6 **Item 9.3** - Helen Jackson has been in contact. A new officer will start working with the team in a few weeks. Once they will be settled, they will be in contact again to arrange a visit to present a presentation to the Community Council. They have funds available to offer activities in the area.
- 4.7 **Item 9.4** – Roads in the area need to be cleared after the recent inclement weather. EMW will be responsible for this.
- 4.8 **Item 9.11** – “The Council also need to formally approve the decision to award grants to local societies and organizations. It was agreed that we would do this in the next meeting”. This action needs to be carried forward to the next meeting for Bro Cernyw Fund.

## **5 Roads and the Environment:**

None

## **6 Planning Applications**

The following were discussed:

- 6.1 Application 0/44730 , Glan Yr Afon Llangernyw Abergele LL22 8PF – Approved
- 6.2 Application 0/44726 , Pen Isaf Plas Matw Llangernyw Conwy LL22 8RN – Approved
- 6.3 Application 0/44654 Cae Ffynnon Pandy Tudur Conwy LL22 – retracted by Mr & Mrs Thomas. Has been seen but no comments to be made. (Should be Cefn Ffynnon).

<http://www.conwy.gov.uk/en/Resident/Planning-Building-Control-and-Conservation/Planning-Applications/Planning-Explorer.aspx>

## **7 The Community Council's new e-mail address - [cyngorcymunedllangernyw@gmail.com](mailto:cyngorcymunedllangernyw@gmail.com)**

- 7.1 This will be the e-mail address to be used for any correspondence with the Community Council from now on.
- 7.2 EO has shared the new address with her contacts.
- 7.3 Arfon Parry needs to be informed that EO's details have been changed on the website. EHE has agreed to do this.
- 7.4 Duties as well as who will be responsible for managing the e-mail account and sorting through the e-mails will be discussed under item 9 on the agenda.

## **8 The Clerk's Salary**

### **The former Clerk's Salary**

- 8.1 As noted in the minutes of the last meeting under item 6.1 a reimbursement of £534.17 needs to be paid to EO. EW will draw up a spreadsheet and has asked another member of the Council to check it. Once this has been done, we will pay the amount and forward a copy of the spreadsheet too.
- 8.2 Need to pay EO for administrating the Bro Cernyw Fund. To be included on the March agenda.

### **Salary for advertising for a new Clerk**

- 8.3 We need to know if we offer a competitive salary compared to other local Community Council Clerk's salaries. EW to make inquiries if possible.
- 8.4 There was mention of increasing the salary to the next point. It was also proposed to offer a 6 month trial period and increase the salary after a successful trial period.

## **9 Distribute the Clerk's duties between the Council members until we appoint a new Clerk.**

All duties listed in the Clerk's job description were discussed and the duties were distributed as seen in Attachment A (attached).

## **10 Correspondence:**

- 10.1 Hiraethog Development Strategy Meeting – There will be a meeting here in Bro Cernyw Tuesday

night, February the 13<sup>th</sup>. An e-mail with an invitation as well as the background needs to be sent on to all of the Councillors. EW will send the e-mail.

- 10.2 Application for finance from Eisteddfod Gadeiriol Dyffryn Conwy 2018  
DR proposed we contribute the same amount as last year. It was thought to be £30.00. Seconded by AV. We need to check how much we contributed before and pay Eisteddfod Gadeiriol Dyffryn Conwy
- 10.3 Cemeteries – received two quotes to complete the work.  
We were asked to retrieve three estimates but we only received two. It was agreed to accept Kevin Roberts' quote to undertake the work. EMW to contact Kevin Roberts to notify him that he has been successful as well as notify the unsuccessful applicant and thank both for their estimates.
- 10.4 Revised Consultation on the Public Space Protection Order – Dog Control.  
DR has agreed to read the consultation. Closing date 23/02/2018. Will send her thoughts and response for everyone to see before she presents it.

## 11 Bills:

It was agreed to pay the following bills –

11.1 Ann Bryn Gwylan - Enid & Ann have planted plants in the tubs - £32.00 – to be paid

11.2 Winner Rosettes - £122.00 Two cups– to be paid.

Need to be passed on to Gwynfor Davies for him to pay them.

## 12 Local Matters:

- 12.1 Two cups were handed over – one to Llangernyw's Gardening Show and the other to Gwytherin Show in memory of Tecwyn Evans. EMW was thanked for arranging this.
- 12.2 Feedback was received following the One Voice Wales meeting that EMW attended in Llansannan recently.  
The following points were discussed:
- Remuneration Panel – It was said that it's now a rule that all Community Councillors should receive £150.00 a year. DR proposed this but said that the Community Council doesn't have to adopt the idea. One Voice Wales advised that there should be £150.00 for each Councillor in the Precept. It was asked had we received this information from the Remuneration Panel????
  - Language Scheme – Need to look at the Scheme. Action Point.
  - It was also mentioned that we would need to appoint a Data Officer following the upcoming changes with the rules of the "General Data Protection Regulation" (GDPR). Need to tell One Voice Wales that the Community Councillors need training on this matter. EW to do this.
  - We were very disappointed that there was nobody present from North Wales Police (as was expected) to give a presentation.
- 12.3 Feedback was received from the Town and Community Council's Meeting in Bodlondeb, Conwy, Wednesday night, January the 31<sup>st</sup> 2018. EMW and GW were thanked for attending.
- The Council's budget and the stringent cuts we are facing.
  - The parking situation in Abergele took up most of the meeting. The message was, if a community takes over the car park and charged a fee for parking there, business rates would have to be paid on it. Very often the income was less than the tax rate.
- 12.4 Clawdd Tŷ Hendre house in Gwytherin needs some attention. DR to raise the issue with CCBC.
- 12.5 Collecting Rubbish – Some Community Council members helped to collect rubbish in the area recently.  
Need to arrange another rubbish collecting day with the support of Keep Wales Tidy.
- 12.6 We received a complaint that the Recycling Lorry drivers had been driving around without shutting the sides of their lorry. It was noted that the complaint had been passed on to the County and the advice we received was, if we see this happening we would need to jot down the lorry's registration number and report it to the County. It was also noted that the workers will have "Tool Box Talks" in the next few weeks and the officers will emphasise the matter then.
- 12.7 Smoking in the Bus Stop.  
A Labrador running free in Llan regularly. Need to keep an eye on it to be able to find its owner or contact the Dog Warden.
- 12.8 A complaint was received that as a result of wide vehicles that cars would veer into Bronllan drive and cause damage to the drive.
- 12.9 White flowers hang over by Tŷ'r Gof and they are scattered all over the pavement. DR to tell the Council.
- 12.10 Cllr. GLLL was thanked for his prompt response to the very sad event when the Vicarage caught fire. The information and consistent updates received from him were a consolation to the families of those living there. He was also thanked for arranging and facilitating an open meeting in Bro Cernyw Community Centre to share the most recent updates with the Vicarage's residents and staff.

Date and location of next meeting:

**Tuesday night, March the 6<sup>th</sup> in Llangernyw.**

*Elen Haf Edwards*  
Recorded on February the 6<sup>th</sup> 2018

**Sharing the Clerk's duties between the Council Members**

<b>Section and minute page</b>	<b>Summary of Actions</b>	<b>Responsible member</b>
Section 4.2 (page 1)	Contact One Voice Wales to ask for advice – regarding the right to use an agency and the right to pay more than the statutory rate.	Einir Williams
Section 4.5 (page 2)	Notify CCBC that we haven't received any correspondence regarding a number of Planning Applications and ask for an extension to be able to send comments.	Diane Roberts
Section 4.7 (page 2)	Roads in the area need to be cleared following the recent inclement weather.	Emlyn Williams
Section 4.8 (page 2)	"The Council also need to formally approve the decision to award grants to local societies and organizations. It was agreed that we would do this in the next meeting". This action needs to be carried forward to the next meeting for Bro Cernyw Fund.	Oll Einir Williams
Section 7.3 (page 2)	Arfon Parry needs to be informed that EO's details have been changed on the website.	Elen Haf Edwards
Section 8.3 (page 2)	We need to know if we offer a competitive salary compared to other local Community Council Clerk's salaries.	Einir Williams
Section 10.1 (page 2)	Hiraethog Development Strategy Meeting – There will be a meeting here in Bro Cernyw Tuesday night, February the 13 <sup>th</sup> . An e-mail with an invitation as well as the background needs to be sent on to all of the Councillors.	Einir Williams
Section 10.2 (page 2)	Application for finance from Eisteddfod Gadeiriol Dyffryn Conwy 2018 We need to check how much we contributed before and pay Eisteddfod Gadeiriol Dyffryn Conwy	Gwynfor Davies
Section 10.3 (page 3)	Contact Kevin Roberts to notify him that he has been successful as well as notify the unsuccessful applicant and thank both for their estimates	Emlyn Williams
Section 10.4 (page 3)	Revised Consultation on the Public Space Protection Order – Dog Control DR has agreed to read the consultation. Closing date 23/02/2018. Will send her thoughts and response for everyone to see before she presents it.	Diane Roberts
Section 12.2 (page 3)	Language Scheme – Need to look at the Scheme.	Oll
Section 12.2 (page 3)	It was also mentioned that we would need to appoint a Data Officer following the upcoming changes with the rules of the "General Data Protection Regulation" (GDPR). Need to tell One Voice Wales that the Community Councillors need training on this matter	Einir Williams
Section 12.9 (page 4)	White flowers hang over by Tŷ'r Gof and they are scattered all over the pavement.	Diane Roberts
	<b>Items for the next Meeting's Agenda:</b>	Einir Williams
Section 4.5 (page 2)	Need to include the planning applications to be discussed on March 2018's agenda.	
Section 4.8 (page 2)	"The Council also need to formally approve the decision to award grants to local societies and organizations. It was agreed that we would do this in the next meeting"	
Section 8.2 (page 3)	Need to pay EO for administrating the Bro Cernyw Fund.	
Section 12.2 (page 3)	Language Scheme – Need to look at the Scheme.	

### Sharing the Clerk's duties between the Council Members

As was agreed in Llangernyw Community Council meeting on January the 9<sup>th</sup> 2018, during the Council meeting on February the 6<sup>th</sup> (Agenda item 9), the duties were shared between each councillor. This arrangement will continue until we appoint a new Clerk.

Duty	Councillor responsible for the duty	Comments
Responsible for the Council's e-mail account	Elen Hâf Edwards	<a href="mailto:cyngorcymunedllangernyw@gmail.com">cyngorcymunedllangernyw@gmail.com</a>
Receive correspondence and bills as well as filing the information.	The Chairman: Gwyn Williams	Need to ensure that all correspondence is forwarded as it needs to be added to the agenda (if it hasn't already been e-mailed to the Council's e-mail)
Arrange to display a copy of the Agenda on notice boards in the three wards	The Chairman: Gwyn Williams	
Main contact for Planning Applications	Clwyd Roberts	Ensure all correspondence is shared to be able to place them on the agenda. Ask for an extension from the Planning Department if the council need more time to respond.
Booking a room for the Council Meetings	Gerallt Evans	Next location: Pandy Tudur, then Gwytherin, then Llangernyw – in that order. Wil Evans Coetmor is Pandy Tudur's caretaker, Enid Williams is Gwytherin Community Centre's Caretaker (860 264) and Gwenda Vaughan is Bro Cernyw Community Centre's Caretaker (860 379)
Produce a monthly Agenda. Share the agenda by e-mail with the councillors as well as the minutes from the previous meeting. Also print copies for the meeting.	Einir Williams	Co-operate with Elen, Clwyd and Gwyn to collect information for the agenda.
Respond to any correspondence on behalf of the Council.	Gwydion Jones	
Pay bills and send them. Submit a VAT application on behalf of the Council.	Gwynfor Davies	
Pay cheques into the bank.	Emlyn Williams	
Report back to the County Council regarding any matters arising from the Councillors during the Community Council meetings.	Diane Roberts	
Cemeteries: <ul style="list-style-type: none"> <li>• Main point of contact</li> <li>• Burial Register</li> <li>• Burial payment from undertakers</li> </ul>	Cemeteries Committee– Emlyn Williams (Main Point of Contact) Gerallt Evans Ann Vaughan Clwyd Roberts	
Prepare a quarterly statement for the Council as well as the income and expenditure report.	EVERYONE (Diane to take the lead)	
Bro Cernyw Fund	EVERYONE	
Minutes: <ul style="list-style-type: none"> <li>• Take minutes during the meeting</li> <li>• Type the minutes</li> <li>• Arrange for them to be translated</li> <li>• Arrange for them to be put on the website once they have been approved by the Community Council.</li> </ul>	ROTA: Elen Ann Garffild Einir (more volunteers are needed)	