



Cyfarfod Cyswllt Cynghorau Tref a Chymuned

Nos Fawrth, 13 Mehefin 2017

7.00 yh

Siambur y Cyngor
Swyddfeydd y Cyngor
Llangefni
LL77 7TW

Rhaglen

1. Croeso ac Ymddiheuriadau

RHAN 1 (7.00 – 8.00 yh)

2. Ymgynghoriad Wylfa Newydd (PAC3): 24 Mai – 22 Mehefin 2017

Gwybodaeth am yr ymgynghoriad uchod, gan gynnwys cyngor gan Elwyn Thomas, Cymorth Cynllunio Cymru, o ran sut y gall cynghorau tref a chymuned gymryd rhan yn y broses.

RHAN 2 (8.00 – 9.00 yh)

3. Cofnodion

Cyflwyno, i'w cadarnhau, gofnodion y cyfarfod a gynhaliwyd ar 24 Tachwedd 2016. (Copi ynghlwm)

Materion yn codi o'r cofnodion:

3.1 Polisi Cyfraniadau Budd Cymunedol – Cyflwyniad gan Christian Branch, Rheolwr Busnes, Gwasanaeth Rheoleiddio a Datblygu Economaidd.

Town and Community Councils Liaison Meeting

Tuesday, 13 June 2017

7.00 pm

Council Chamber
Council Offices
Llangefni
LL77 7TW

Agenda

1. Welcome and Apologies

PART 1 (7.00 – 8.00 pm)

2. Wylfa Newydd Consultation (PAC3): 24 May – 22 June 2017

Information about the above consultation, including advice from Elwyn Thomas, Planning Aid Wales, as to how town and community councils can take part in the process.

PART 2 (8.00 – 9.00 pm)

3. Minutes

To submit, for confirmation, the minutes of the meeting held on 24 November 2016. (Copy attached)

Matters arising from the minutes:

3.1 Community Benefit Contributions Policy – Presentation by Christian Branch, Business Manager, Regulation and Economic Development Service.



3.2 Pencampwyr Iaith Gymraeg –
cais am enwebiadau gan y cynghorau
tref a chymuned

3.3 Siarter Cymuned ar y Cyd –
diweddariad gan Huw Jones, Pennaeth
Gwasanaethau Democrataidd.

4. Gwell Cyfathrebu gyda Chynghorau Tref a Chymuned

Eitem a gyflwynwyd gan Gyngor
Cymuned Trearddur.

5. Cynllun Corfforaethol y Cyngor 2017-2022 – Ymgynghoriad

Cyflwyniad gan Dr Gwynne Jones, Prif
Weithredwr.

6. Grŵp Rhanddeiliaid

Cyflwyno cofnodion cyfarfod y grŵp a
gynhaliwyd ar 22 Mawrth 2017
(ynghlwm).

7. Cymunedau'n Gyntaf Môn

Cyflwyniad gan Alun Roberts,
Cymunedau'n Gyntaf Môn, ar beth all
Cymunedau'n Gyntaf Môn ei gynnig i'r
cynghorau tref a chymuned.

8. Côt Ymddygiad – Hyfforddiant

Rhoi rhag-rybudd am y bwriad i gynnal
sesiwn hyfforddiant i aelodau cynghorau
tref a chymuned ym mis Medi – dyddiad
i'w gadarnhau.

9. Unrhyw fater arall

3.2 Welsh Language Champions –
request for nominations from town and
community councils

3.3 Shared Community Charter –
update by Huw Jones, Head of
Democratic Services.

4. Better Communication with Town and Community Councils

Item submitted by Trearddur Community
Council.

5. The Council's Corporate Plan 2017-2022 – Consultation

Presentation by Dr Gwynne Jones,
Chief Executive.

6. Stakeholder Group

To submit the minutes of the meeting
held on 22 March 2017. (attached)

7. Môn Communities First

Presentation by Alun Roberts, Môn CF,
on the services Môn Communities First
can offer town and community councils.

8. Code of Conduct – Training

To give advance notice of the intention
to hold a training session for town and
community council members on the
Code of Conduct in September – date to
be confirmed.

9. Any other business

Town and Community Councils Liaison Forum

Minutes of the meeting held on Thursday evening, 24 November 2016
at the Council Chamber, Llangefni at 7.00 pm

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr Stan Zalot	Beaumaris
Cllr Gwilym Looms	Bodorgan
Cliff Everett (Clerk)	Holyhead
Cllr Ann Kennedy	Holyhead
Cllr T Jones	Cylch y Garn
Cllr Elfed Jones	Llanbadrig
Cllr Dafydd Griffiths	Llaneilian
Cllr Gwilym O Jones	Llanfair yn Neubwll / Isle of Anglesey County Council
Cllr Hanna Huws	Llanfairpwll
Cllr Gareth Cemlyn Jones	Llanfairpwll
Cllr Einion Williams	Llanfihangel Ysgeifiog
Cllr J E Lewis	Llangefni / Llangristiolus
Arnold Milburn	Llangefni
Cllr Dylan Rees	Llangefni / Isle of Anglesey County Council
Cllr Margaret Thomas	Llangefni
Cllr Sandra Thomas	Llanidan
Cllr Dafydd Idriswyn	Pentraeth and Star
Cllr Eifion H Jones	Pentraeth
Cllr Richard Barker	Menai Bridge
Cllr Anwen McCann	Trearddur
Cllr Edna Jones	Trewalchmai
Margaret Price (Clerk)	Trewalchmai
Cllr Gordon Browne	Valley
Cllr Mavis Swaine-Williams	Valley

Isle of Anglesey County Council

Cllr Ieuan Williams	Leader of the Council (Chair)
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Huw Jones	Head of Democratic Services
Michael Wilson	Chair of the Standards Committee (item 1)
Islwyn Jones	Vice-Chair of the Standards Committee (item 1)
Mared Yaxley	Solicitor – Corporate Governance (item 1)
Rhian Wyn Jones	Policy Officer

Councillors T Victor Hughes, Alwyn Rowlands.

North Wales Councils Regional Emergency Planning Service (item 6)

Jonathan Williams	Deputy Manager
Eilwen Jones	Wide Area Officer – Community and Local Organisation Resilience

The Leader referred to the death of Councillor Gwynn Jones, Amlwch Town Council, who was a member of the Stakeholder Group and had attended meetings of this Forum on a regular basis. All those present stood for a minute's silence as a mark of respect.

1. Apologies

Apologies were received from the following:

Town and Community Councils:

Bodedern Community Council
Geraint Parry (Clerk) – Llanddona and Llangoed
Meinir Davies (Clerk) – Menai Bridge
Cllr Bill Rowlands – Trearddur
Anna Jones (Clerk) – Tref Alaw

Isle of Anglesey County Council:

Councillors Hywel Eifion Jones, John Griffith, Carwyn Jones.
Dr Gwynne Jones – Chief Executive.

2. Matters arising from the Standards Committee

A joint presentation was made by Michael Wilson and Islwyn Jones, Chair and Vice-Chair of the Standards Committee (Independent Members) and Mared Yaxley, Solicitor – Corporate Governance, on the following matters:

Adoption of amended Code of Conduct by 26 July 2016 – most of the councils have by now adopted the amended Code of Conduct. Once it is adopted, Town/Community Councils must publish this in a notice in a newspaper and send a copy of the revised Code to the Public Services Ombudsman for Wales. If a Town/Community Council would like a copy of the amended Code, they are requested to contact Mared Yaxley.

Amended Guidance for community councillors published by the Ombudsman on the revised Code of Conduct – a link to the guidance, together with a briefing note, would be sent to town and community council clerks in due course. It was recommended that the matter be added to Town/Community Councils' agendas to ensure that the documents are brought to the attention of its members.

Requirement for maintaining registers of interests of Town and Community Councils – briefing note to be sent to clerks in due course. All Town/Community Councils need to ensure that they keep a record of all written declarations of interest made by councillors in formal meetings – these forms collectively are the Register. It is a statutory requirement that this Register is available for members of the public to see at all reasonable times, as well as on the website of the Town/Community Council. A number of Town/Community Councils (their clerks) use a standard form for making

declarations of interest – if any Town/Community Councils would like a copy of the form used by the County Council, for information, they are requested to contact Mared Yaxley.

Review of Registers of Interests – It is intended to carry out a review of a sample of registers over the next few months. The purpose of the review will be to look for good practice so they can be shared with others and to offer improvements, so that standards can be raised in all councils. It was emphasised that councils would not be named individually in any report and that the role of the Standards Committee here was to offer assistance to councils to maintain and improve present arrangements.

Ombudsman’s presentation to the North Wales Standards Committees Forum – The Ombudsman has noted that the number of low level complaints has increased across Wales. The Ombudsman will continue to use the two stage test when deciding whether or not a complaint requires investigation. It was noted that only serious complaints will be investigated by the Ombudsman, rather than vexatious complaints. The Ombudsman had explained that he would welcome the extension of the Local Resolution process to include Town/Community Councils – there was an obvious expectation that low level complaints should be dealt with through internal processes by the Town/Community Councils.

Decisions of the Adjudication Panel for Wales – it was noted that all decisions are published on the Panel’s website. Standards Committee members are provided with updates and the intention is to send these updates to town and community council clerks following Standards Committee meetings (September and March) in future. Again, it was recommended that the matter be added to Town/Community Council agendas to ensure that the document is brought to the attention of the members.

3. Confirmation of minutes

3.1 The minutes of the meeting held on 21 July 2016 were confirmed as a correct record. Matter arising from the minutes:

Well-being of Future Generations (Wales) Act 2015 – Consultation with the communities

It was noted that the consultation period had started, with engagement sessions being held across Anglesey and Gwynedd, together with an online questionnaire. The Assistant Chief Executive said that attendance levels at the engagement sessions had been low, but that 500 responses to the online questionnaire had been received to date. All were encouraged to respond to the questionnaires.

3.2 The minutes of the special meeting held on 20 October 2016 were confirmed as a correct record. Matter arising from the minutes:

Response to the North Wales Connection Project consultation

The Assistant Chief Executive noted that only 400 responses had been sent to the National Grid to date. She asked town and community councils to encourage individuals and community groups to respond. It was noted that Un Llais Cymru intended to send a letter to all councils with regard to this and provide leaflets for circulation within communities.

4. Stakeholder Group

The minutes of the meeting held on 26 October 2016 were confirmed as a correct record. Matter arising from the minutes:

4.1 Public conveniences

The Assistant Chief Executive gave an update on the transfer of public conveniences. She referred to the work required to upgrade the toilets and explained that the Council was prepared to carry out this work before transferring them to the communities. It was noted that the timescale for transfers would be extended to accommodate this. Assurance was sought that the County Council would speak with the relevant councils before starting any work so as to ensure a mutual understanding between them.

Action:

- **The County Council to hold discussions with the relevant councils before proceeding with upgrading work.**
- **The County Council to contact Beaumaris Town Council to discuss the terms of the current agreement regarding the toilets in Beaumaris.**

5. Meeting the Challenges: Initial Budget Proposals for 2017/18

The Leader stated that the consultation on the initial budget proposals for 2017/18 had begun. The main aim this year was to ensure a prudent budget which would serve to protect services from more stringent cuts in 2018/19 and 2019/20 when the funding from the Welsh Government was likely to be considerably less. It was noted that the Council faced service cuts of £3m, as well as additional cuts of £5m over the next two years. The possible budget gap of £3m had been identified, and the consequent savings which need to be made as a result of this, were based on a proposed Council Tax increase of 3%.

The consultation document also sought comments on a number of proposed projects which would be funded from borrowing, grants from Welsh Government and others and from the income generated from the sale of assets, including unrequired buildings and land.

The views of Town and Community Councils were sought on the initial proposals. The main matters arising during the discussion are summarised below:

General

Holyhead – town and community council should make use of their powers to increase precepts in order to safeguard local assets.

Holyhead – is it possible to ask the Isle of Anglesey Charitable Trust to award a one-off grant that would cover initial costs in order to help communities to transfer assets?

Cylch y Garn – Does the County Council have a community benefit contributions policy? The Leader explained that a policy had been drafted.

Action: An item on the County Council’s Community Benefit Contributions Policy to be included on the agenda of this Forum’s next meeting.

Holyhead – Confirmation of the situation was sought with regard to cuts to the Council’s contribution to CAB. The Leader explained that this proposal had been part of the 2016/17 budget proposals and that a report on the matter would be considered by the Executive on 28 November.

General efficiency savings and cuts to contributions

Llanfairpwll – Need to look in more detail at the proposal to reduce the Council’s contribution to Mudiad Ysgolion Meithrin so as to ensure that children with non-Welsh speaking parents do not lose opportunities to speak Welsh, which would be contrary to the objectives of Anglesey’s Welsh Language Strategy.

Major Expenditure Schemes

Cylch y Garn – need to ensure that the County Council discusses its proposals with regard to the smallholdings estate with the agricultural industry. There is a feeling that this is not now happening.

Beumaris – the County Council needs to submit a robust case for funding to make improvements to roads in the Seiriol ward area.

The Leader asked individual town and community councils to respond to the consultation as well as encourage responses from within their communities. The consultation would close on 16 December.

6. Community Resilience

A presentation on the above was made by Eilwen Jones, Wide Area Officer – Community and Local Organisation Resilience, North Wales Councils Regional Emergency Planning Service.

It was explained that the aim of the presentation was to raise awareness of community resilience and give advance notice of the intention to circulate a questionnaire to town and community council clerks early in the new year. The purpose of the questionnaire would be to identify what resilience arrangements are in place, with a view to establishing six pilot areas (one from each County in North Wales) to promote community resilience and create Community Emergency Plans that would then be rolled out to the remaining communities.

It was emphasised that local information and prompt responses were essential during emergencies and that the purpose of the community plans was to ensure that arrangements were in place to help communities to begin dealing with the situation before the emergency services arrive.

Town and community councils were encouraged to respond to the questionnaire in due course.

7. Shared Community Charter

An update on the above was provided by the Head of Democratic Services. He explained that the intention was to review the content of the Charter and hold a dialogue with Un Llais Cymru, before bringing the Charter back to a meeting of this Forum. It was noted that the revised Charter would provide a framework to shape and give purpose to the positive relationship between the County Council and the communities for the new Council from May 2017.

8. Anglesey Language Forum – Language Strategy 2016 – 2021

A presentation was given by the Assistant Chief Executive on Anglesey's Language Strategy for 2016-2021 which was adopted by the County Council in September 2016. She explained that the strategy's action plan included one target for town and community councils – to appoint a champion for the Welsh language. The champion's role would include:

- integrating non-Welsh speakers in the community council's meetings
- voice an opinion on planning applications with regard to the Welsh language
- Promote Welsh in the area, eg shop signs, names of new developments

The intention to hold a practical session at the Forum's next meeting on how to make more use of the Welsh language during meetings was noted.

With respect to the naming of new developments, concern was expressed that any delay before coming to a decision could lead to a situation where more than one name is recognised locally. The County Council was asked to

act immediately to avoid such situations (Trewalchmai). The Assistant Chief Executive responded that councils should contact her or Carol Wyn Owen, the Council's Language Officer, if they had any concerns regarding the naming of developments.

Action: Town and community councils were requested to forward their nominated champions to Rhian Wyn Jones as soon as possible.

9. 2017 Local Elections

The Head of Democratic Services referred to the local elections scheduled to take place on 4 May 2017 for 30 County Council seats and 400 town and community council seats. He explained that information was available on the Council's website through the following link:

<http://www.ynysmon.gov.uk/cyngor-a-democratiaeth/cynghorwyr-democratiaeth-ac-etholiadau/y-gofrestr-etholiadol-etholiadau-a-phleidleisio-/etholiadau-cyngor-sir-ynys-mn-4-mai-2017/>

He also explained that the Elections Team were now located at the County Council's main offices.

Finally, reference was made to a document published by the Boundary Commission, noting the timetable for holding reviews of the County Council's electoral wards for the 2022 Local Elections. The Commission's review of the County of Anglesey would begin in 2019. It was noted that the link to this document had been circulated recently to clerks of town and community councils.

10. Any other matter

Holyhead – reference was made to a notice in the 'Holyhead and Anglesey Mail' stating that an engagement session would be held at Holyhead Secondary School on Monday evening, 14 November. 15 individuals had attended, but it seems that the venue published was incorrect.

The Assistant Chief Executive explained that the engagement session (Well-being of Future Generations Act – see 3.1.1) had been held in the Council Chamber, Town Hall. She apologised for the misunderstanding and said that an offer had been made to re-visit Holyhead before the end of the consultation period.

The meeting ended at 8.45 pm.

Town and Community Councils Stakeholder Group

Minutes of the meeting held on 22 March 2017 at 5.30 pm

Present:

Town and Community Councils

Cllr J E Lewis	Bodffordd Community/Llangefni Town Councils
Cllr Margaret Thomas	Llangefni Town Council
Cllr Einion Williams	Llanfihangel Esceifiog Community Council

Isle of Anglesey County Council

Cllr Ieuan Williams	Leader of the Council (Chair)
Annwen Morgan	Assistant Chief Executive
Rhian Wyn Jones	Policy Officer

Apologies:

Cliff Everett	Holyhead Town Council
Cllr Stan Zalot	Beaumaris Town Council

1. Minutes of the last meeting

The minutes of the meeting held on 26 October 2016 were confirmed as a correct record.

1.1 Updates were received from the Assistant Chief Executive on the following matters:

Partnership Toolkit – it was confirmed that the partnership policy and toolkit, together with an easy read version of the toolkit, were now available on the Council's website. It was noted that the toolkit was a live document and that a number of appendices had now been developed, providing more detailed guidelines on specific elements, for example, a simple checklist for establishing a new partnership.

The intention was to present these appendices to the next meeting of the Liaison Forum, before they are published on the Council's website.

Vision for Llangefni – it was noted as follows:

- The Partnership has now agreed a vision statement, together with four workstreams.
- Four corresponding working groups have been established to identify priorities under the four workstreams for years 1, 3 and 5.

- A Board has been established to identify priorities that can be achieved as 'quick wins' and to consider funding sources – the Board was due to meet on Thursday, 23 March at Coleg Menai.

1.2 Public Conveniences – Llangefni

The Llangefni Town Council representatives referred to problems as a result of anti-social behaviour that need to be addressed at the public conveniences in Llangefni.

It was agreed that the Assistant Chief Executive would raise the matter with the Head of Highways, Waste and Property.

2. The Purpose of the Stakeholder Group

The Group was reminded that its original purpose was to explore options for the delivery of services within new partnership arrangements between the Town and Community Councils and the Council, concentrating on the potential to build upon the functions undertaken by Town and Community Councils and the reduced budget available to the Council. By now, the group's discussions have expanded to concentrate more on developing initiatives and sharing good practice to create a 'sense of place' amongst communities.

A discussion took place on the various initiatives currently in existence, including one initiative developed by Llanfair ME Community Council to keep the village tidy.

In terms of future priorities for the group, it was agreed as follows:

That the membership of the group should be extended, beginning with inviting a representative of Llanfair ME Council to become a member

That the Group should meet again shortly after the local Elections and that a presentation on the Llangefni Partnership should be included on the agenda

Research should be carried out to identify:

- **Which areas on the Island are lacking in terms of community buildings and facilities**
- **What specific assistance Menter Môn can offer communities**
- **Which aspects of the Grŵp Seiriol project were successful and which aspects did not work as well as expected**

The meeting ended at 6.05 pm.