



Cyfarfod Fforwm Cyswllt Cyngorau Tref a Chymuned

**Nos Iau, 10 Mai 2018
7.00 yh**

Siambur y Cyngor
Swyddfeydd y Cyngor
Llangefni
LL77 7TW

Rhaglen

1. Croeso ac Ymddiheuriadau

2. Cofnodion

2.1 Cadarnhau cofnodion y cyfarfod a gynhaliwyd ar 21 Tachwedd 2017 – ynghlwm.

Materion yn codi:

(a) Toiledau Cyhoeddus – Y Dreth Fusnes

Y Prif Weithredwr Cynorthwyol i adrodd.

(b) Cyfyngu cyflymder traffig y tu allan i ysgolion i 20 MYA

Eitem ar gais Cyngor Tref Llangefni.

(c) Siarter Cymuned ar y Cyd

Siarter wedi'i ddiweddarau, er cymeradwyaeth – ynghlwm.

2.2 Cadarnhau cofnodion y sesiynau briffio a gynhaliwyd ar **25 Ionawr** a **26 Ebrill 2018** – ynghlwm.

Town and Community Councils Liaison Forum Meeting

**Thursday, 10 May 2018
7.00 pm**

Council Chamber
Council Offices
Llangefni
LL77 7TW

Agenda

1. Welcome and Apologies

2. Minutes

2.1 Confirmation of the minutes of the meeting held on 21 November 2017 – attached.

Matters arising:

(a) Public Conveniences – Business Rates

The Assistant Chief Executive to report.

(b) Reducing the speed limit outside schools to 20 MPH

Item requested by Llangefni Town Council.

(c) Shared Community Charter

Updated Charter, for approval - attached.

2.2 Confirmation of the minutes of the briefing sessions held on **25 January** and **26 April 2018** – attached.



3. Grŵp Rhanddeiliaid

Cyflwyno, er gwybodaeth, gofnodion y cyfarfod a gynhaliwyd ar 11 Ionawr 2018 – ynghlwm.

4. Cynllunio Lle

4.1 Cyflwyno, er gwybodaeth, gofnodion y gweithdai Cynllunio Lle a gynhaliwyd **ar 22 Chwefror a 12 Ebrill 2018** - ynghlwm.

4.2 Nodi y cynhelir gweithdy pellach ar **nos Iau, 5 Gorffennaf 2018** am 7 yh.

5. Credyd Cynhwysol

Codi ymwybyddiaeth am y Credyd Cynhwysol – cyflwyniad gan yr Adran Gwaith a Phensiynau.

6. Adolygiad o'r Sector Cynghorau Cymuned a Thref (Llywodraeth Cymru)

Ymateb y Cynghorau Tref a Chymuned i'r ymgynghoriad uchod – gweler y ddolen isod:.

Cymraeg: <http://gov.wales/topics/localgovernment/communitytowncouncils/review-of-community-town-council-sector/?skip=1&lang=cy>

English: <http://gov.wales/topics/localgovernment/communitytowncouncils/review-of-community-town-council-sector/?skip=1&lang=en>

7. Ffioedd Claddu Plant - Diweddariad.

3. Stakeholder Group

To submit, for information, the minutes of the meeting held on 11 January 2018 – attached.

4. Place Shaping

4.1 To submit, for information, the minutes of the Place Shaping workshops held on **22 February** and **12 April 2018** – attached.

4.2 To note that a further workshop will be held on **Thursday, 5 July 2018** at 7 pm.

5. Universal Credit

To raise awareness of Universal Credit – presentation from the Department for Work and Pensions.

6. Review of the Community and Town Council Sector (Welsh Government)

The response of Town and Community Councils to the above consultation – see link below:

7. Child Burial Fees - Update.



**8. Eitem er gwybodaeth - Panel
Annibynnol Cymru ar
Gydnabyddiaeth Ariannol**

Adroddiad Blynyddol ar gyfer 2018/19 –
dolen isod:

Cymraeg: <http://gov.wales/irpwsb/home/publication-reports/58592459/?skip=1&lang=cy>

English: <http://gov.wales/irpwsb/home/publication-reports/58592459/?skip=1&lang=en>

9. Unrhyw fater arall

**8. Item for information - Independent
Remuneration Panel for Wales**

Annual Report for 2018/19 – see link
below:

9. Any other business

Town and Community Councils Liaison Forum

Minutes of the meeting held on Tuesday evening, 21 November 2017
at the Council Chamber, Llangefni at 7.00 pm

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr Stan Zalot	Beaumaris
Cllr Derek Owen	Llanbadrig
Cllr O D Owen	Llanbadrig
Geraint Parry (Clerk)	Llanddona
Cllr Delyth Owen	Llanfaelog
Cllr Hanna Huws	Llanfairpwll
Cllr Gareth Cemlyn Jones	Llanfairpwll
Cllr Einion Williams	Llanfihangel Esceifiog
Cllr Dylan Rees	Llangefni
Cllr Sandra Thomas	Llanidan
Sydna Roberts (Clerk)	Llannerch-y-medd
Cllr A W Jones	Mechell
Cllr Keith Roberts	Trearddur
Cllr Bill Rowlands	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	Deputy Leader of the Council (Chair)
Cllr John Griffith	Finance Portfolio Holder (for item 3)
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Huw Jones	Head of Democratic Services
Rhian Wyn Jones	Policy Officer

Gwynedd and Anglesey Public Service Board

Llio Johnson	Programme Manager (for item 6)
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A Declaration of Interest was made by Councillor Delyth Owen (Llanfaelog), as she is employed by Horizon.

1. Apologies

Apologies were submitted by the following:

Town and Community Councils

Cllr Gwen Evans-Jones, Beaumaris; Cllr Egryn Lewis, Bodffordd;
Holyhead Town Council; Menai Bridge Town Council.

Isle of Anglesey County Council
Cllr Llinos Medi (Leader of the Council)

2. Confirmation of Minutes

The minutes of the meeting held on 13 June 2017 were confirmed as a correct record.

2.1 Police Community Support Officers

Inspector Jason Higgins, North Wales Police was welcomed to the meeting. He was present to provide information about the role and availability of Police Community Support Officers.

It was explained that there were 16 officers working as part of the Safer Neighbourhoods Team on the island. The officers serve 40 wards, with specific areas designated to each officer. The officers' main role is to increase community confidence in the Police by developing close relationships with the communities, which should lead, in time, to a reduction in anti-social behaviour and crime.

A number of observations were made from the floor that the attendance of the officers – both within communities and in community council meetings – had been good in the past, but that a significant deterioration had been seen over the last few months. Inspector Higgins explained that officer numbers had reduced and therefore the areas designated to each officer had inevitably increased in size. He said that, if given sufficient notice, he would make every effort to ensure attendance at community council meetings.

Inspector Higgins distributed contact details for the Anglesey Safer Neighbourhoods Team and asked councils to send an email to their designated officer in the first instance, with a copy to Inspector Higgins and Sergeant Tracey Llewelyn.

During the discussion, specific requests were made to the Police for the following:

- More information for community councils on the various grants available to communities via the Police.
- Police presence within communities should be ensured on school training days.

The County Council was also asked to circulate, by email to community council clerks, the contact details distributed at the meeting.

3. Initial Budget Proposals for 2018/19

Councillor John Griffith, Finance Portfolio Holder, gave a presentation on the Council's initial proposals for the 2018/19 budget. He explained that the process followed by the Council this year had been inclusive, with significant input from officers and members at service review meetings and workshops.

It was explained that the Council was facing a funding gap of around £2m during 2018/19, with further reductions in the monies it will receive from the Welsh Government expected over the coming years. The initial proposals identified total almost £3m, and therefore offers an element of flexibility in terms of agreeing the final proposals.

It was noted that the Medium term Financial Plan for 2018/19 is based on a proposed increase of 4% in Council Tax. Many of the Council's services face increasing demands at a time when there are less resources – with Social Services, which cares for the most vulnerable in society, being an obvious example. An additional increase of 1% to Council Tax is therefore proposed (ie 5% increase in total), with the 1% set aside to fund the growing pressures in Social Services.

The opinion of the Town and Community Councils was sought on these initial proposals. The main matters raised during the discussion are outlined below:

Transfer public conveniences to other organisations – concern was expressed by Llanbadrig Community Council regarding the additional, and unexpected, burden of Council Tax costs on some of the communities that have taken responsibility for public conveniences. The same terms should apply to all with regard to the payment of Council Tax.

Increase the fee for bus passes under the Vacant Seat Scheme by 10% (£12) for bus journeys within 3 miles of secondary and 2 miles of primary schools – Llanfairpwll Community Council strongly opposed this proposal due to the additional burden on parents.

To stop having a presence at the Anglesey Show from 2018 onwards – there was a mixed response to this proposal, with a number in favour but Llanfaelog Community Council against as attendance at the Anglesey Show was seen as a good opportunity to engage with local communities.

General - Mechell Community Council were of the view that the consultation period did not allow sufficient time to enable community councils to consider the proposals in full and provide a meaningful response by 29 December. The Deputy Leader replied that the Council would accept responses from community councils in January. He requested that responses be sent as early as possible in January, to be incorporated into the Scrutiny Committee discussions before the proposals are submitted to the Executive on 19 February 2018.

4. Stakeholder Group

The minutes of the Stakeholder Group meeting held on 9 November 2017 were noted.

In response to the recommendation in the minutes that the Group's membership should be strengthened, **it was decided to invite two members from each of the councils that are already members and that representation from the communities be strengthened by inviting:**

- **Two representatives each from Llanfaelog and Trewalchmai Community Councils**
- **One representative each from Mechell and Llanbadrig Community Councils.**

4.1 Workshop – Place Shaping

The Assistant Chief Executive outlined the work of the Council's Land and Assets Group and its purpose, namely to share information and give strategic direction to the Council on 'Place Shaping'. It was noted that an initial document was being prepared, which outlines the vision and principles in terms of Place Shaping, concentrating on planning within the catchment areas of the island's towns.

The Assistant Chief Executive explained that resources within the County Council were diminishing and that more contributions from the communities were needed if community services are to be maintained in the future. She emphasised that the views and ideas of the communities needed to be incorporated into the strategic direction for Place Shaping. To this end, the Assistant Chief Executive suggested that a Place Shaping workshop should be held for communities. Menter Môn and Medrwn Môn should be invited, together with other relevant organisations in terms of Place Shaping, such as CADW and Visit Wales.

There was a consensus that a workshop should be held, but it was suggested that the Stakeholder Group should start the process of steering the direction of the strategic document.

It was decided that the Stakeholder Group should meet in the first instance, and that the workshop be held thereafter.

5. Shared Community Charter

The Head of Democratic Services gave an update on revising the Charter. It was noted that the sub-group established by Un Llais Cymru had submitted observations and that the County Council had provided an initial response, as a basis for further discussion. The intention was to arrange a meeting with Un Llais Cymru representatives to come to an agreement, before submitting the revised draft Charter to the Forum for approval.

6. Well-being of Future Generations Act – Draft Well-being Plan

Llio Johnson, Programme Manager, Gwynedd and Môn Public Service Board, gave an update on the work of formulating the Well-being Plan.

She explained that the draft Well-being Plan was currently being finalised and that a statutory 12-week public consultation would be held once the draft had been approved by the Public Service Board. It was noted that all Town and Community Councils would receive paper copies of the draft Plan as part of the consultation. It was also noted that Beaumaris, Holyhead and Llangefni Town Councils had individual statutory responsibilities under the Act and that the Programme Manager would be visiting these councils.

7. North Wales Connection Project – update

Submitted, for information, copy of a letter dated 26 October from National Grid to the town and community councils, stating they had decided not to submit their application yet as Horizon did not intend to submit theirs to the Planning Inspectorate until next year.

Llanfairpwll Community Council commented that the National Grid should be using this additional time to fully consider the other options available to them to reduce detrimental impact. The Deputy Leader and Assistant Chief Executive responded that the Council was putting pressure on the Grid to consider other options and had asked for evidence to justify their current plans.

8. Child Burial Fees

The Assistant Chief Executive referred to the Welsh Government's intention to scrap burial and cremation fees for children throughout Wales. She explained that the Welsh Local Government Association had asked for the views of all County Councils in Wales before responding to a meeting of the Partnership Council on 8 November.

As the County Council is not responsible for cemeteries, the Association was asked to contact town and community councils directly, but it appeared that none of the community representatives present had received any correspondence.

It was agreed that enquiries be made so as to explain the situation to the Town and Community Councils.

9. Sharing information

As part of the meeting's papers, information was shared on the following matters, together with the relevant links:

9.1 Council Plan 2017 – 2022 – published and available here:

<http://www.anglesey.gov.uk/council-and-democracy/governance-and-performance-/council-plan-and-performance?redirect=false>

9.2 Executive and Scrutiny Work Programmes – updated regularly on the links below:

The Executive:

<http://www.anglesey.gov.uk/council-and-democracy/councillors-democracy-and-elections/the-executives-forward-work-programme/>

Scrutiny:

<http://www.anglesey.gov.uk/council-and-democracy/governance-and-performance-/scrutiny?redirect=false>

9.3 Partnership Documents – policy document and toolkit which provides guidelines for establishing and developing partnerships:

<http://www.anglesey.gov.uk/community/partnerships?redirect=false>

10. Dates of Meetings

It was noted that the date scheduled for the March 2018 has changed from Thursday, 22 March to **Thursday, 15 March 2018**.

11. Any other business

11.1 Item for the next meeting of the Forum

Llangefni requested an item on introducing speed restrictions to 20 MPH outside schools.

The meeting ended at 8.30 pm

A Shared Community Charter (Draft – 27 February 2018)

1. Introduction

The Town and Community Councils of the Isle of Anglesey and the Isle of Anglesey County Council have agreed to publish a Charter which sets out how we aim to work together for the benefit of local communities whilst recognising our respective responsibilities as autonomous, democratically elected statutory bodies.

The charter is designed to build on existing good practice and embrace the shared principles of openness, respect for each other's opinions, honesty and our common priority of putting citizens at the centre. This Charter is based on equality of partnership and is not a top-down arrangement.

2. Recognition

We accept the legitimacy and benefits of partnership working whilst at the same time recognising and respecting each other's roles. We aim to work together as a partnership of equals rather than tiers.

Recognition	
Isle of Anglesey County Council	Town and Community Councils
Acknowledges and recognises that Town and Community Councils are the grass roots level of local government. In their role as democratically accountable bodies, Town and Community Councils offer a means of engaging with local people, of decentralising the provision of certain services, and of revitalising local communities.	Recognise the strategic importance of the County Council and the economy of scale and equitable distribution of certain services they are able to achieve in the spirit of equal partnership with the County Council.
Recognises and respects the diversity of Town and Community Councils and that their needs and their degree of responsibility varies according to size.	Recognise that Town and Community Councils are autonomous in their own right.

3. Local Governance

We will be clear about the expectations that we have of each other in order to facilitate a smooth working relationship. In this regard, we will define the way in which we interact with each other. We will be clear about the role of councillors at all levels in the relationship and in community leadership.

Local Governance	
Isle of Anglesey County Council	Town and Community Councils
<p>Will commit to hold at least three contact meetings every year with all Town and Community Council representatives that wish to take part.</p> <p>Will earmark dates for the three meetings to coincide with each financial year.</p> <p>Will make meeting schedule details available on its website.</p> <p>The County Council will have the right to call an urgent liaison meeting if the need arises and the matter to be discussed is relevant to Town and Community Councils.</p>	<p>Will contribute towards the agenda of liaison meetings and contribute proactively to the attendance and discussion. Town and Community Councils will have the right to call an urgent liaison meeting if the need arises and the matter to be discussed is relevant to all communities.</p>
<p>Will appoint a nominated member of staff to be a liaison officer between the Council and Town and Community Councils.</p>	<p>Will contact the nominated officer about the issues agreed upon and make them aware of any difficulties being encountered, or any additional important issues arising.</p>
<p>Will ensure that arrangements are in place to share information with Town and Community Councils on key strategic documents and on the work of key local partnerships.</p>	<p>Will provide feedback to the County Council on key issues and respond to specific consultations in a timely and appropriate manner.</p>
<p>Councillors/officers will attend Town and Community Councils meetings if considered appropriate.</p>	<p>Will invite councillors / officers of the County Council to meetings to discuss relevant issues, if appropriate.</p>
<p>Will administer the holding of Town and Community Councils elections.</p>	<p>Will notify the need for elections in a timely manner.</p>

4. Consultation

We appreciate the importance of meaningful consultation and set out a genuine commitment among all parties to consult on matters of mutual concern. We will agree clear, specific and time limited procedures and processes for consultation.

Consultation	
Isle of Anglesey County Council	Town and Community Councils
Will give Town and Community Councils every opportunity to discuss jointly and comment before making a decision that significantly and specifically affects the local community. This will be done in a timely manner, taking into consideration the time restrictions on both the County Council and Community Councils.	Will respond to consultation opportunities in a timely manner, as far as possible.
Will provide information on the Council's website regarding current consultations.	Will provide the County Council with the dates and frequency of their meetings.
Will make available by electronic means, or in hard copy if requested, a copy of the public meetings diary and also make available copies of public agenda papers on the Council website as soon as possible.	Will make full use of the papers available to them to inform local decision-making.
Relevant links Dates of meetings: http://www.anglesey.gov.uk/home/i-want-to/committee-calendar/123944.article?redirect=false Committee agendas: http://democracy.anglesey.gov.uk/ieDocHome.aspx?Categories=-13004&bcr=1&LLL=0	
Officers of the County Council will attend meetings with Town and Community Councils if agreed mutually to be appropriate and at a mutually agreed time to discuss matters of common interest when requested to do so and given sufficient notice.	<p>County Councillors and Officers will be given an opportunity to speak at Town and Community Council meetings on matters of mutual interest.</p> <p>Representatives of town and community councils will be welcome to address the County Council, if both sides agree and the arrangement is not in breach of the County Council's Constitution.</p>
Will encourage scrutiny committees to liaise with Town and Community Councils on relevant local issues.	Will respond to requests to input views to Scrutiny committees.
Relevant links Scrutiny: http://www.anglesey.gov.uk/council-and-democracy/governance-and-performance-/scrutiny?redirect=false	

5. Information and Communication

We appreciate the need for timely, clear and relevant information and communication in fostering good relationships and better joint working for the benefit of local people.

Information and Communication	
Isle of Anglesey County Council	Town and Community Councils
Will provide to Town and Community Councils a list of named contacts, where possible, telephone numbers and e-mail addresses for enquiries relating to operational issues.	Will use the contact points provided.
Will provide electronic information to Town and Community Councils on the main developments within the County Council.	The Clerk will ensure that all community councillors have access to this information.
Will communicate by providing access to all public documents to members and officials of Town and Community Councils, normally by way of the website.	Will ensure that all community councils have access to the appropriate documents.
Will promote contact arrangements for the Town and Community Councils on the Council's website.	Will provide contact details for each Town and Community Council so that they may be published on the County Council's website.
Will send general correspondence to the Clerks of all Town and Community Councils and will send correspondence relating to the Liaison Forum to the Clerk and other nominated individuals – in accordance with the wishes of the individual councils, with the proviso that the individual councils inform the County Council of any changes.	If councils would like the County Council to send correspondence relating to the Liaison Forum to member(s) as well as the Clerk, they will provide the contact details for those individuals and will inform the County Council of any changes.
In accordance with the Council's Customer Care Charter, officers of the County Council's services will: <ul style="list-style-type: none"> • Acknowledge receipt of all correspondence from community councils within 5 working days • Aim to answer their letter, fax or email within 15 working days. 	The Community Councils will strive to respond to any request for information from the County Council on time.

6. Joint working and engagement

The Charter defines ‘Partnership’ as working together towards a common set of goals, based on equality in terms of ownership, decision-making and recognition of each party’s distinctive contribution. It is recognised that an equal and effective partnership brings benefits and responsibilities to all those involved. Local government at both tiers must work together to promote the economic, social and environmental well-being of our area. If doing things differently achieves a better service, we will seriously examine these methods.

Joint working and engagement	
Isle of Anglesey County Council	Town and Community Councils
Will provide opportunities for Clerks of Town and Community Councils to meet to discuss common concerns and resolve issues.	Will encourage participation by Clerks in opportunities to network and share common concerns.
Will promote opportunities to work with Town and Community Councils via the Area Based Model to communicate and consult with local people and communities.	Will support the Area Based Model of consultation with local people and communities.

7. Land Use Planning

Town and Community Councils know and understand their local area and must be able to comment effectively on planning matters. The County Council must take an overview of the needs of the whole local area and make decisions, taking local views into account.

Land Use Planning	
Isle of Anglesey County Council	Town and Community Councils
Will uphold its statutory duty to consult Town and Community Councils on all planning applications in their communities by providing a link to the Planning Portal to obtain electronic copies of the relevant paperwork for members via the Clerk.	<p>Make appropriate responses to the County Council within the 21 days consultation period and recognise the parameters imposed by planning law and agreed planning policy. The County Council will send a link to electronic copies of applications to the Clerk so that it will be possible for Councils to call a special meeting to discuss applications that affect them and require attention outside the usual calendar of councils’ meetings so that they do not lose the opportunity to comment.</p> <p>Make use of training offered by Planning Aid on development management and policy issues.</p>

Land Use Planning	
Isle of Anglesey County Council	Town and Community Councils
<p>Will ensure that Town and Community Councils have access via the Planning Portal to:</p> <ul style="list-style-type: none"> • decisions made on applications relevant to their area • all Committee or delegated reports 	<p>Maintain an objective and professional approach to planning matters at all times.</p> <p>Makes regular use of the Planning Portal to:</p> <ul style="list-style-type: none"> • gain access to all Committee reports • find decisions on applications that are relevant to their areas.
<p>Ensure that information about planning committee meetings are available on the Council's website so that they have the opportunity of speaking at Committee.</p>	<p>Councillors to take up the opportunity to attend planning committee meetings or make use of the webcasting facility on the Council's website.</p>
<p>Relevant links: Planning Control (general): http://www.anglesey.gov.uk/planning-and-waste/planning-control?redirect=false Planning and Orders Committee: http://democracy.anglesey.gov.uk/ieListMeetings.aspx?CId=120&Year=0&LLL=0</p> <p>Add link to Planning Portal here when available</p>	
<p>Will continue to correspond with Town and Community Councils either electronically or by paper, but encourage Town and Community Councils to use electronic communication systems.</p>	<p>Will try to move correspondence from paper to electronic systems to reflect the Planning Service's paperless systems.</p>
<p>Will continue to engage with Town and Community Councils.</p>	

8. Ethics

We will provide an ethical service to local people, following the appropriate standards and Codes of Conduct.

Ethics	
Isle of Anglesey County Council	Town and Community Councils
Will provide training with regard to the code of conduct in accordance with the statutory duty.	Town and Community Councillors will keep to the Code of Conduct. They will not make vexatious complaints under the Code.
Will ensure that a representative of the Town and Community Councils will be chosen/appointed to serve on the Standards Committee's Appointment Panel.	Will choose/appoint a representative to serve on the Standards Committee's Appointment Panel.
Will ensure that Town and Community Council representatives are appointed to serve on the Standards Committee.	Will provide nominations for Town and Community Council representatives to serve on the Standards Committee when a vacancy arises.
Relevant links: Standards Committee: http://democracy.anglesey.gov.uk/ieListMeetings.aspx?CId=148&Year=0&LLL=0	

9. Financial arrangements

Both the County Council and Town and Community Councils recognise the need for clarity and transparency in financial arrangements. In developing and implementing financial arrangements, relevant national and local priorities will be taken into account.

Financial arrangements	
Isle of Anglesey County Council	Town and Community Councils
Will hold a meeting of the Liaison Forum during the annual consultation period on the Council's budget, to give Town and Community Councils an opportunity to express their views on the proposals. Individual responses are also welcomed from Town and Community Councils, as part of the public consultation.	<p>Make use of the Forum meetings to get further information on the Council's proposals and to express a view on them.</p> <p>Will also respond individually as part of the public consultation on the budget, should they wish to do so.</p>

10. Delegating responsibility for service provision

Services should be delivered in the most appropriate manner, with regard to value for money and added value for local people.

Delegating responsibility for service provision	
Isle of Anglesey County Council	Town and Community Councils
Will give due consideration to all reasonably argued cases for the delegation of service delivery to Town and Community Councils. It will base its consideration primarily on the improvement of service delivery for citizens whilst ensuring value for money is retained or enhanced.	Will recognise that there are certain instances where it is not appropriate or desirable for the County Council to delegate delivery.
Where it is not appropriate or desirable to delegate service delivery, the County Council will seek ways in which local information from communities might be used to enhance service delivery to better meet citizen needs.	Will engage with the citizens in the communities they serve to understand better their needs and convey these needs in a coherent and constructive manner to the County Council, such that they can be taken account of in service design and delivery.
The County Council will ensure that it shares full information on all aspects of costs related to any service or asset under discussion to ensure that all aspects of the process is open and transparent.	
The County Council will consult through the Community Council on any asset under consideration to be sold.	

11. Local Elections

Fair and open elections are the bedrock of local democracy. We will ensure that elections are freely and fairly contested, and encourage local people to become involved in local democracy.

Local Elections	
Isle of Anglesey County Council	Town and Community Councils
Will involve Town and Community Councils in the local election planning process.	Will encourage participation in the local election process by members of the local community.
Will involve Town and Community Councils in any awareness raising / publicity to encourage nominations for candidacy at local elections.	Will ensure wide publicity of vacancies on Town and Community Councils to maximise community representation.

Local Elections	
Isle of Anglesey County Council	Town and Community Councils
Will help to publicise forthcoming local elections on behalf of Town and Community Councils.	Will facilitate public participation at all relevant meetings of the council and its committees to encourage community involvement.

12. Action Plan

This Charter will be supported by the development of an Action Plan. The Action Plan will be developed on a joint basis and shall attribute responsibilities to each partner. Actions will be accompanied by a timescale. The charter will be reviewed annually.

Isle of Anglesey County Council	Town and Community Councils
Will nominate a lead officer for the development and monitoring of the Action Plan.	Will collectively agree priorities for inclusion in the Action Plan.
Will contribute towards the development and delivery of the Charter and Action Plan.	Will contribute towards the development and delivery of the Charter and Action Plan.

13. Conclusion

The Isle of Anglesey's Town and Community Councils and the Isle of Anglesey County Council are committed to the principles and statements within the charter, for the benefit of local people.

Town and Community Councils Liaison Forum

Minutes of the briefing session held on Thursday, 25 January 2018
at the Council Chamber, Llangefni at 7.00 pm

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr John Owen Jones	Llanerchymedd
Cllr John Elfryn Owen	Llanerchymedd
Cllr Gareth Cemlyn Jones	Llanfairpwll
Cllr Cynrig M Jones	Llanfihangel Ysgeifiog
Cllr Geraint Bebb	Menai Bridge

Isle of Anglesey County Council

Cllr Richard Dew	Planning and Public Protection Portfolio Holder (Chair)
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Rhys Lloyd Jones	Major Consents Impact Manager
Bethan Morris	Community Engagement Officer – Energy Island
Rhian Wyn Jones	Policy Officer

1. Apologies

Town and Community Councils

Llangefni Town Council; Trewalchmai Community Council.

Isle of Anglesey County Council

Councillors Llinos Medi, Ieuan Williams, John Griffith.

2. Wylfa Newydd Supplementary Planning Guidance (SPG)

The Council is currently consulting on proposed changes to the revised Wylfa Newydd SPG. Rhys Lloyd Jones gave a presentation, outlining the background and the reasons for making the proposed changes, together with an explanation of how to respond to the consultation. In accordance with the usual practice, the presentation will be circulated to the clerks of all town and community councils as soon as possible after this meeting.

It was explained that the consultation will last 6 weeks, from 11 January to 22 February, with all consultation material available online and hard copies available at the Council's library in the Business Centre, Llangefni. It was noted that a response form was included in the consultation pack but that the Council would also accept responses by letter or email. All community councils were asked to respond and to also encourage other people to do so. The following questions were asked and observations made as part of the ensuing discussion:

Llanfairpwll – The consultation pack consists of a number of bulky documents – would it be possible to create an executive summary that gives guidance as to what to concentrate on?

It was agreed that officers would aim to put an executive summary together within 10 days.

Amlwch – Need assurance that the Council will give due consideration to all observations submitted as part of the consultation.

Confirmation was given that the Council would consider all responses but it was emphasised that it would not be possible to change anything that would be contrary to the Joint Local Development Plan, as the SPG must be consistent with this Plan.

It was agreed that another slide should be added to the presentation that will be circulated, to explain in more detail the connection between the SPG and the Joint Local Development Plan. It was also agreed that all the acronyms should be explained – the revised presentation to be circulated to all town and community councils by no later than Tuesday, 30 January.

Amlwch – In all likelihood, a significant number of comments will relate to local concerns that will not necessarily be relevant to the consultation.

Rhys Lloyd Jones explained that there would be an opportunity for the local community to influence planning matters through a Place Plan. One of the questions in the response form asks if there is a need to create a Place Plan, which is a planning document prepared and led by communities to enable residents to have a greater say on developments within their local area. It was noted that a more detailed definition of a Place Plan had been included at the end of the response form.

3. Next meeting – Place Shaping Workshop

It was noted that a Place Shaping workshop will be held on Thursday, 22 February 2018 in the Council Chamber, Llangefni.

The meeting closed at 7.30 pm.

Town and Community Councils Liaison Forum

Minutes of the briefing session held on Thursday evening, 26 April 2018
at the Council Chamber, Llangefni at 7.00 pm

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr J E Lewis	Bodffordd
Cllr Eurfryn Davies	Cwm Cadnant
Cllr Roger Dobson	Llanbadrig
Cllr Brian Potter	Llanbadrig
Cllr Ieuan Williams	Llanfair ME / Isle of Anglesey County Council
Cllr Gareth Cemlyn Jones	Llanfairpwll
Cllr Cynrig M Jones	Llanfihangel Ysgeifiog
Cllr Einion Williams	Llanfihangel Ysgeifiog
Cllr Dylan Rees	Llangefni
Cllr Angela Gliddon	Pentraeth
Eifion H Jones (Clerk)	Pentraeth
Cllr Geraint Bebb	Menai Bridge

Isle of Anglesey County Council

Cllr Llinos Medi	Leader of the Council (Chair)
Cllr Richard Dew	Planning and Public Protection Portfolio Holder
Cllr Carwyn Jones	Major Developments and Economic Development Portfolio Holder
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Dewi Francis Jones	Chief Planning Officer
Steven Owen	Planning Manager – Major Consents
Dr Trefor Jones	Development Consent Orders Manager
Bethan Morris	Community Engagement Officer (Energy Island)
Manon Wyn Francis	Development Officer (Energy Island Programme)
Rhian Wyn Jones	Policy Officer

A declaration of interest was made by Cllr Roger Dobson, Llanbadrig Community Council, with regard to Wylfa Newydd, noting that he had received a Dispensation from the County Council's Standards Committee.

1. Apologies

Llanfaethlu Community Council
Tref Alaw Community Council
Cllr Bill Rowlands – Trearddur Community Council

2. Wylfa newydd / Horizon Nuclear Power – Town and Country Planning Act Applications (Site Preparation and Clearance and A5025 Online Works)

A presentation was made by Steven Owen, Planning Manager, Major Developments, outlining the process, the background and timescales in terms of dealing with the above planning applications.

There was a wide consultation on these applications and, as a result, a request was made to Horizon on 9 February for additional information (approximately 400 points). Once a response is received, it is intended to consult further before submitting the applications to the Planning Committee. In terms of the timescale, it was explained that the applications would not be considered by the Planning Committee until June/July at the earliest.

Some specific questions about the applications were raised. It was explained that all points made had been noted by Energy Island officers and that it would be possible to discuss these matters in more detail outside this forum, if individuals wished to do so. It was noted that the contact details of the relevant officers were available in the presentations.

3. How to get involved in the Development Consent Order Process

A presentation was made by Dr Trefor Jones, Development Consent Orders Manager. He outlined the process, explained how to get involved and make initial representations to the Examination, raised awareness and provided links to materials that can help councils to prepare and participate.

It was noted that this presentation was also relevant to the National Grid Development Consent Order, as the same process would be followed.

He explained that the next steps town and community councils should take would be to:

- register on the Planning Inspectorate (PINS) website for e-mail updates.
- decide if they are going to participate and set aside some time in their meetings to start drafting a 'Relevant Representation'.

It was also noted:

- that the County Council would notify town and community council clerks once the application is registered and the PINS site is open for 'Relevant Representations'.
- that another meeting would be held later in the year to discuss the Examination, prepare for Hearings etc.

- that Bethan Morris, the Energy Island Programme's Community Involvement Officer, was available to provide further advice and support – contact details available in the presentation.

It was agreed that the two presentations would be circulated to the clerks of all town and community councils.

The meeting ended at 8.20 pm.

Town and Community Councils Stakeholder Group

Minutes of the meeting held on Thursday, 11 January 2018 at 5.30 pm.

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch Town Council
Cllr Stan Zalot	Beaumaris Town Council
Cllr J E Lewis	Bodffordd Community Council
Cllr Brian Potter	Llanbadrig Community Council
Cllr Derek Browne	Llanfaelog Community Council
Cllr Delyth Owen	Llanfaelog Community Council
Cllr Einion Williams	Llanfihangel Ysgeifiog Community Council
Cllr Margaret Thomas	Llangefni Town Council
Cllr Eryl Lewis	Menai Bridge Town Council
Cllr Ella Fisk	Menai Bridge Town Council

Isle of Anglesey County Council

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

Apologies:

Town and Community Councils

Menai Bridge Town Council - Wendy Faulkner (Clerk)
Trewalchmai Community Council – the Council is not in a position to become a member of this group.

Isle of Anglesey County Council

Cllr Llinos Medi – Leader of the Council

Menter Môn

Jackie Lewis; Bethan Fraser-Williams.

1. Minutes of the previous meeting

The minutes of the meeting held on 9 November 2017 were confirmed as a correct record.

2. **Place Shaping – The Strategic Direction**

The Assistant Chief Executive gave an outline of the initial document which had been prepared to set a strategic direction for Place Shaping.

It was emphasised that the views and ideas of the communities themselves needed to be incorporated into the strategic direction. To this end, the Liaison Forum decided at its meeting on 21 November 2017 that this Stakeholder Group should begin the process of steering the direction of the strategic document, with a workshop to follow.

It was noted that the draft document concentrated on planning within the catchment areas of the island's towns. The Assistant Chief Executive explained that capacity within the County Council was limited and it was therefore not possible at this time to allocate County Council officers to work within these catchment areas, but that she was continuing to look at seeking to resolve this. However, she emphasised that a number of individuals were already working in communities, including Medrwn Môn, Menter Môn and a number of community groups. She emphasised that everyone must work together and share information on a regular basis if community services are to be maintained and improved for the future.

The observations of the Group were sought on the strategic document as well as their ideas on holding a workshop. The following points were raised as part of the ensuing discussion:

Specific matter – A545 between Beaumaris and Menai Bridge

Infrastructure problems are causing major obstructions to Beaumaris and Menai Bridge – it was suggested that a deputation from these two Councils, together with representation from the County Council, should visit the Welsh Government to strengthen the case for sufficient funds to improve the condition of the road.

The Deputy Leader and Assistant Chief Executive agreed to look into this.

General points

- The importance of seeking the views of the local community at the outset – Menai Bridge intend to do this shortly, using a questionnaire.
- Two-way communication is essential – important to feed information back to individuals who contribute to any questionnaires or surveys, in order to avoid apathy.
- Place Shaping should be based on the following three fundamental questions:

What do we have?
What do we need?
How can we get this?

- Acknowledgement that the difference in size and resources amongst the island's councils will be a challenge in getting everyone to take part.
- Need to be innovative and find ways to support those who are afraid of change.
- Need to make use of the 'ABCD' resource (Asset-based Community Development), together with the expertise within Medrwn Môn in terms of structuring workshops, creating questionnaires etc, as well as the expertise within Menter Môn in terms of creating business plans etc
- Need to look at all opportunities to keep costs down, for example, consider combining insurance policies for all community assets within a catchment area.
- Need to invite young people to the proposed workshop, as their views and contributions to communities are key.

It was agreed that the Assistant Chief Executive would take the above observations into consideration when organising the workshop which is to be held on 22 February.

The meeting ended at 6.25 pm.

Place Shaping

Minutes of the workshop for Town and Community Councils held on Thursday,
22 February 2018 at 7.00 pm.

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr J E Lewis	Bodffordd
Cllr Brian Potter	Llanbadrig
Cllr Hanna Baguley	Llanddona
Cllr Dafydd Griffiths	Llaneilian
Cllr Delyth Owen	Llanfaelog
Cllr Ieuan Williams	Llanfair ME / Isle of Anglesey County Council
Cllr Margaret Thomas	Llangefni
Arnold Milburn (Acting Clerk)	Llangefni
Rhys Parry (New Clerk)	Llangefni
Cllr Eric Wyn Jones	Llanidan
Cllr Ella Fisk	Menai Bridge
Cllr Bill Rowlands	Trearddur
Cllr Mavis Swaine Williams	Valley
Gwenda Owen (Clerk)	Valley

Also present:

Neville Evans	Bryngwran Cymunedol Cyf
Bethan Fraser-Williams	Menter Môn
Jane Davies	Menter Môn
Awen Dodd	Llais Ni Youth Council
Tabitha Cook	Llais Ni
Lyndsey Williams	Medrwn Môn
Mia Williams	Ysgol Uwchradd Caergybi

Isle of Anglesey County Council

Cllr Llinos Medi	Leader of the Council
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Fon Roberts	Head of Service – Children and Families
Rhian Wyn Jones	Policy Officer

1. Apologies

Apologies were received from the following:

Cllr Nicola Jones – Tref Alaw Community Council
Llinos Wyn Williams – Caru Amlwch
Jackie Lewis – Menter Môn
Cllr R Meirion Jones – Isle of Anglesey County Council

2. Purpose of the Workshop

A presentation was made by Annwen Morgan outlining the purpose of the workshop. The main aim was to start the Place Shaping journey by hearing the views and concerns of communities and agree where to go next.

3. Group Work

Those present were divided into three groups to discuss to specific questions:

- (1) What are the barriers for Town and Community Councils to provide services? What are the answers?
- (2) What are the barriers for individuals/residents for not participating in 'Place Shaping' in their communities? What are the answers?

4. Feedback from the group work

Feedback from group work is summarised in Appendix 1.

5. Sharing good practice

5.1 Bryngwran Cymunedol – Iorwerth Arms

A presentation was received from Neville Evans, one of the directors of Bryngwran Cymunedol Cyf, on how the community came together to save the Iorwerth in Bryngwran.

A significant decline was seen in terms of the village's community resources over the past 25-30 years. The public house was the only remaining resource and, when it was put on the market in 2014, a committee was formed to save the Iorwerth and they decided to attempt to buy it. This meant a lot of paperwork, including the creation of a company and attracting funding, and valuable assistance and support was received from both Medrwn Môn and Menter Môn on this work.

By now, the Iorwerth is one of the island's community hubs, with the support of the County Council, and the company is considering possibilities for developing further resources in the future.

In response to a question as to how to find funding, town and community councils were urged to contact Menter Môn and Medrwn Môn for assistance. It was emphasised that the starting point would be for communities to identify specific needs and then discuss how best to work towards realising those needs.

It was explained that significant work had been carried out by Medrwn Môn on mapping community assets.

Action: Contact details for Medrwn Môn and Menter Môn to be circulated to town and community council clerks, together with further information on the asset mapping work done by Medrwn Môn.

5.2 Valley Community Council

A presentation was received from Gwenda Owen, Clerk to Valley Community Council, giving some examples of their successful projects, namely:

- Succeeding to create a home in the village for Valley's Football Team, who used to play at Bodedern previously.
- Creating a children's play area, following consultation in the village as part of the Intergenerational project, with a lease and constitution setting out clear responsibilities – the importance of ensuring that sound legal arrangements are in place when establishing new initiatives was emphasised, in order to avoid problems in the future.
- Resolving problems with dog fouling on the football pitches by erecting fences around the pitches.
- Resolving parking problems on the street by paying an annual fee to the County Council so that the village's car park has free parking.

6. Clustering – Anglesey Towns

A presentation was received from Arnold Milburn, Acting Clerk, Llangefni Town Council, on how Anglesey's Town Councils came to work together to fund the County's CCTV surveillance service.

It was explained that the success of any strategies put in place would depend on the following:

- Involvement of all stakeholders.
- Clear and strong leadership at a local level, with a unity of purpose.
- Effective engagement within the community it serves.
- Creative thinking in obtaining funding streams.

- Appreciating each other's needs in the context of different community needs.

7. Agreeing the next steps

The following points were made as part of the discussion on the next steps:

- Need to decide the boundaries of the catchment areas before progressing, including the possibility of working within the County Council's wards, rather than the catchment areas of the towns – Lyndsey Williams referred to Seiriol as an example of good practice.
- The different areas should adopt what suits them best – no-one has to follow the same pattern.
- All town and community councils should be included in the task of deciding on the boundaries of the clusters.
- It was suggested that a number of adjoining small communities could work together effectively, without necessarily including the towns.
- Invitations should be sent to all within the areas agreed – it will be a matter for individual bodies to decide whether or not to take part.
- It would be possible to start the work by holding a pilot in the Amlwch area.
- The involvement of young people is seen to be key – need to incorporate this.
- Need to change attitudes and work together far more.

It was agreed:

- **That another workshop should be held to discuss the various options for clustering.**
- **An update to be submitted to the next meeting of the Forum which is to be held in March 2018.**

The workshop ended at 8.50 pm

Appendix 1 – summary of the feedback from the group work

1. What are the barriers for Town and Community Councils to provide services?
What are the answers?

Barrier	Answer
<p>Difficult to get some community councillors to commit to taking any action.</p>	<p>Need the clerk to assert more influence on councillors.</p> <p>Consideration should be given to increasing the salaries of clerks – but need to do this to coincide with the budget timetable in order to reflect any change in the precept.</p> <p>Support available from Un Llais Cymru to put a proposal together.</p>
<p>Lack of funding.</p>	<p>Increase the precept.</p> <p>Do not seek funding for things that are not certain to make a profit – need a balance.</p>
<p>Lack of understanding about the needs of the area.</p>	<p>Need a clear focus to avoid losing the enthusiasm and support of the community.</p>
<p>Identity – the difference between small communities and the larger towns is a barrier to working in partnership. Can 'one size fit all'?</p> <p>The five towns makes sense BUT perhaps the rural areas do not want to increase the precept to gain resources without direct benefits.</p>	<p>Effective forward planning.</p>
<p>Significant paperwork.</p>	<p>Use templates that are already available for surveys and look at what has worked in other councils throughout the country.</p>
<p>The risk that assets make losses.</p>	<p>Attempt to manage the risk by getting compromises as part of taking responsibility for specific assets (eg car park income).</p>

Appendix 1 – summary of the feedback from the group work

2. What are the barriers for individuals/stakeholders for not participating in 'Place Shaping' in their communities? What are the answers?

Barrier	Answer
Disagreement amongst communities	Need more joint working for a stronger voice.
Councils in general are weak in communicating – not sharing good news and the press often concentrating more on negative news.	Strengthen communication.

Place Shaping

Minutes of the workshop for Town and Community Councils held on
Thursday, 12 April 2018 at 7.00 pm

Present:

Town and Community Councils

Cllr Gordon Warren	Amlwch
Cllr Eurfryn Davies	Cwm Cadnant
Cllr Brian Potter	Llanbadrig
Cllr Dafydd Griffiths	Llaneilian
Cllr Delyth Owen	Llanfaelog
Cllr Einion Williams	Llanfihangel Ysgeifiog
Cllr Dylan Rees	Llangefni
Cllr Margaret Thomas	Llangefni
Rhys Parry (Clerk)	Llangefni
Cllr Bethan Lloyd Jukes	Llannerch-y-medd (and Medrwn Môn officer)
Cllr Eryl Mair Lewis	Menai Bridge
Cllr Bill Rowlands	Trearddur
Cllr Mavis Swaine-Williams	Valley
Gwenda Owen (Clerk)	Valley

Also present:

Tabitha Cook	Llais Ni
Awen Dodd	Llais Ni Youth Council Engagement Officer
Jackie Lewis	Menter Môn
Dion Owen	Youth Council, Ysgol Uwchradd Bodedern
Lyndsey Williams	Medrwn Môn

Isle of Anglesey County Council

Cllr Llinos Medi	Leader of the Council (Chair) (Talybolion)
Cllr R Meirion Jones	Aethwy
Cllr Nicola Roberts	Canolbarth Môn
Cllr Ieuan Williams	Lligwy (a CC Llanfair ME)
Dr Gwynne Jones	Chief Executive
Annwen Morgan	Assistant Chief Executive – Improving Partnerships, Communities and Services
Fon Roberts	Head of Children and Families Services
Sheree Ellingworth	Local Assets Co-ordinator – Llangefni
Veronica Huband	Local Assets Co-ordinator – Holyhead
Nikki Owen	Housing Services (Tenants Participation)
Llyr Ap Rhisiart	Children's Services
Karen Roberts	Housing Services
Gwyneth Rowlands	Local Assets Co-ordinator - Seiriol
Rachel Rowlands	Libraries Service
Enid Williams	Youth Service
Rhian Wyn Jones	Policy Officer

1. Apologies

Apologies were received from the following:

Moelfre Community Council
Cllr J E Lewis – Bodffordd
Cllr Robin Williams – Isle of Anglesey County Council (Aethwy)
Bethan Fraser-Williams – Menter Môn

2. Minutes

The minutes of the Place Shaping workshop held on 22 February 2018 were confirmed as a correct record.

Annwen Morgan referred to the decision made “*that another workshop should be held to discuss the various options for clustering*”. She noted that she had received several comments since then that the shaping should be based on electoral divisions, rather than on the towns’ catchment areas. As a result, she explained that this workshop would concentrate on the electoral divisions.

2.1 Asset Mapping information

A presentation was delivered by Lyndsey Williams, Medrwn Môn, on the asset mapping work that has been carried out to date on the island. She referred to three examples:

(1) Seiriol – long-term planning

The Seiriol project began back in 2013, with joint working between Medrwn Môn and the County Council’s Adults Services. A range of different methods were used to collate information about the area to identify needs, with an emphasis on community care.

(2) Community Involvement Officers – joint working

A joint project was undertaken, concentrating on eight areas over eight months, to obtain baseline data about these areas for Horizon. Three officers worked on the project, with over 2390 people participating, to identify issues and answers.

(3) Community Hubs – task and finish

A series of projects were undertaken, smaller projects than the above, which led to the establishment of seven community hubs across the island - Holyhead, Llanfaelog, Bryngwran and three in Seiriol.

To close the presentation, it was emphasised that the main points to remember in terms of Place Shaping are:

- 'Need' versus 'want' and reality versus perception
- Sense of place
- Raising awareness of community capacity
- Time and resources
- Community buy-in
- Service provider buy-in
- Role of, and engagement by, town and community councils.

2.2 Discussion as electoral wards

Those present were divided into groups based on the County Council's electoral divisions, as far as that was possible. The feedback given is summarised below:

Twrcelyn	
Llanbadrig Amlwch Llaneilian Rhosybol	<p>Amlwch – keen to proceed based on the North Wales Partnership but some members had reservations – it was suggested that the County Council should prepare the agenda for the first meeting. Also, the Place Shaping document is too lengthy.</p> <p>Llaneilian – concern with regard to the extent of the work.</p> <p>Llanbadrig – concern regarding the timing of the work, bearing in mind what is currently happening in terms of Wylfa Newydd.</p> <p>Medrwn Môn – extensive information already available here, as a result of the Horizon project (see Medrwn Môn's presentation).</p>
Lligwy	
Moelfre Llaneugrad Llanfair ME Pentraeth Llanddyfnan – ward Llanfihangel Tre'r beirdd	<p>IOACC / Llanfair ME – Not possible to agree the way forward due to insufficient representation. Need to get everyone together to discuss.</p>
Seiriol	
Llanddona Llangoed Beaumaris Cwm Cadnant	<p>IOACC – Seiriol's experience could help the remaining areas, Need to remember:</p> <ul style="list-style-type: none"> • That there are significant differences in the culture of different areas. • Everything should not be located in the towns.

Aethwy	
Menai Bridge Llanfairpwll Penmynydd	IOACC – the three areas are very different in terms of culture. Menai Bridge – propose to circulate a questionnaire over the coming months.
Bro Rhosyr	
Llanidan Llanddaniel Llanfihangel Ysgeifiog Llangristiolus	Llanfihangel Ysgeifiog – as the other communities were not represented here, need to arrange an initial meeting between the four councils. Medrwn Môn requested to arrange an initial meeting in due course.
Bro Aberffraw	
Aberffraw Rhosyr Bodorgan	No-one present to represent Bro Aberffraw.
Canolbarth Môn	
Bryngwran Bodffordd Llangefni Trewalchmai Llanddyfnan	Llangefni – important that contributions are made by all. Need Medrwn Môn, as an independent body, to lead on the work. Consensus that the work should begin with the areas outside Llangefni.
Llifon	
Llanfaelog a Rhosneigr Llanfair yn Neubwll Valley	Valley – very little interest by the Community Council to date. Need expertise from Medrwn Môn to sell the idea. Important to remember that the most experienced councillors have extensive information about the community. Happy to begin with the mapping, but it must be noted that the area boundaries should be dependent upon where people use resources. Llanfaelog and Rhosneigr – need to map skills as well as buildings, and then work across boundaries to work better for less.
Ynys Gybi	
Trearddur Rhoscolyn Holyhead – Maeshyfryd and Kingsland wards	Trearddur – need one representative from each ward to move this forward. A request was also made for a template to steer the direction. The Leader responded that a template would be too restrictive – different areas will need to adopt methods that are suitable, and perhaps unique, to them.

Caergybi	
Town Morawelon Porthyfelin London Road Parc a'r Mynydd	IOACC/Morawelon – Holyhead could be used as a pilot.
Talybolion	
Bodedern Cylch y Garn Llanfachraeth Llanfaethlu Llannerch-y-medd Mechell Tref Alaw	IOACC – Talybolion is geographically very expansive. Perhaps it should be divided, but need further discussions as to how this should be done.

3. Agree the next steps

Lyndsey Williams explained that the first step would be to identify what assets already exist in the different areas and Annwen Morgan asked for volunteers to start the process.

It was agreed as follows:

Aethwy – to hold their own initial meeting.

Canolbarth Môn – Medrwn Môn to call an initial meeting, concentrating first on the areas outside Llangefni.

Twrcelyn – Discussion to take place with Medrwn Môn in terms of the timing of starting the work.

Llifon – Councils to discuss individually in the first instance, before contacting Medrwn Môn directly to discuss the next steps.

Bro Rhosyr – Medrwn Môn to call an initial meeting in due course.

It was also agreed:

- that the Place Shaping document should be summarised.
- to ensure that young people are sufficiently represented at the Place Shaping meetings.
- that a follow-up workshop should be held in July.

The workshop ended at 8.40 pm.