

# TREFRIW COMMUNITY COUNCIL

Due to cancellation of planned November meeting on Tuesday 6th November 2018 an Extraordinary TCC council meeting was called for Tuesday 13th November 2018

## Minutes of TCC Extraordinary Meeting Tuesday 13th November at 7pm in Trefriw Village Hall

	Residents issues/contribution	Action
	<p><b>Residents in attendance:</b> 3 residents in attendance for full meeting.</p> <p><b>Residents Contributions</b></p>	
A	<p><b>Xmas Tree</b> - after some discussion on the village Xmas Tree a resident said that they were quite happy to leave the decision regarding size and source to the council.</p>	A. See item 12a
B	<p><b>Confidentiality</b> - Resident very concerned that their personal email address had been made public in appendix 2 of tonight's agenda - which had been published on the TCC website. ML replied that he had included the email on the agenda and apologised unreservedly for including the email address. It was a mistake which he would ensure didn't happen again.</p>	B. ML to remove GS email from TCC website
C	<p><b>Allegation of breach of TCC standing Orders</b> - A resident reported they had been told by another party, who couldn't be named, that SJ had been appointed as TCC Clerk before it had been voted on at the TCC meeting tonight. The resident said it was now common knowledge around the village and felt that this was a further example of a problem which existed within the council regarding confidentiality and contributed to a lack of trust within the community. The resident suggested that the information could only have come from someone on the TCC council. ML thanked resident for raising the matter and requested who had made the allegation. The resident was not willing to share the name/s. ML stated that to investigate the alleged breach of confidentiality the council would need to speak to the person who had passed on the information. Without being able to do this it was just secondhand gossip/rumour which was unhelpful and could be dangerous. LW said that she agreed with ML - however if there was anything in the allegation perhaps the council needed some help/training regarding GDPR. She also suggested that sharing sensitive information and privacy issues should be included in next month's agenda. ML said that he would welcome such training as he hadn't had any. DS said that he took the allegation as an affront to his integrity and was very annoyed that the person who spread the rumour was unwilling to come before the council and explain who/where the information had come from and what information had been shared. Without being able to substantiate or refute the allegation it was just a malicious rumour. Chair agreed. ML suggested to the chair that we move on.</p>	<p>C. No further action be taken at this time regarding allegation.</p> <ul style="list-style-type: none"> <li>If source of allegation became known, TCC council would investigate and discuss further action.</li> <li>Sharing sensitive information and privacy issues to be an item on December's TCCC meeting.</li> <li>Chair to pursue possibility of GDPR training for all councillors</li> </ul>
	<b>Agenda item /discussion</b>	
1	<p><b>To confirm that a Quorum of elected members is present</b> Members present: Chair Cllr A Minton, Cllr M Jehu, Cllr M Lees, Cllr D Sandham and Cllr L Williams In Attendance 3 residents Chair confirmed Quorum</p>	TCC meeting to proceed

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2.	<p><b>Apologies</b> Cllr Tomos Jones, Cllr Lindsey Porter</p>	
3	<p><b>Declarations of Interest</b> (LG Act 2000 s50 Local Authorities (Wales) Order 2008/788) ML stated an interest in item 14 - he lived next door to the person who had raised the issue.</p>	
4	<p><b>Minutes of previous meeting</b> (LGA1972, Sch 12 para 41(1)) Council approved and Chair signed as a correct record the minutes of the Council meeting held on 2nd October 2018</p> <p><b>Matters Arising:</b></p> <p>a. <b>Village Hall Tapestries:</b> further discussion on tapestries - who made them? who owns them? what state are they in? A resident suggested that we get in touch with V who may be able to help.</p> <p>b. <b>Store Cupboard access:</b> Chair reported that a key safe had been placed on one of the doors...but we still need to sort out access to the storeroom on the other side of the kitchen. Discussion around possible alternatives - putting two keys in safe, putting other key in cupboard with key safe. ML said that he may have a key safe</p> <p>c. <b>Cemetery:</b> ML asked about trees - had they been trimmed back? Chair said they had been sorted.</p> <p>d. <b>Cemetery Old flowers:</b> ML reported that a resident had requested that a notice be placed on the cemetery gate telling users to put old flowers in the bins provided rather than throwing them in the corner of cemetery. MJ said that wehn he did his monthly check he would tidy up the old flowers, but agreed that a notice would help.</p>	<p>a. Chair to follow up with ex Clerk and V regarding any further info and report back to next TCCC meeting</p> <p>b. Chair to check if room for two keys in key safe. If not ML to source another key safe - he thinks he has a spare one.</p> <p>d. Chair to source good quality notice locally.</p>
5	<p><b>Chairs Announcements</b></p> <p>Chair offered thanks to everyone who had working so hard on the Remembrance Service and display.. All agreed that everyone who had worked on the 100 year anniversary events deserved our thanks.</p>	
6	<p><b>Correspondence - September 2018</b></p> <p>ML asked that it be noted that the correspondence/communication which he had seen was in appendix 2,3 and 4. (email from resident, Invoices from Jason Hurley tree surgeon, and CCBC skip hire)</p>	

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**County Councillor's Report**

In his absence Cllr TJ had sent his report which ML read out to the meeting:

**County Councillor's Update – Tomos Jones October 2018**

*Since the previous meeting of Trefriw Community Council I have been involved in the following:*

*This month saw announcement of the settlement for next year's budget and for a second year Conwy County is one of the hardest hit authorities along with Anglesey and Flintshire. This settlement leaves Conwy with a shortfall of at least £16 million which does nothing but put more pressure on services which are already struggling. This depressing situation could see cuts made in essential services and significant rises in council tax.*

*I have tried to remain accessible on social media and have had several conversations with Conwy residents about this situation. The subject of the new Council offices at Coed Pella Road, Colwyn Bay has often been thrown back at me with many people blaming this and the recent reduction in bin collections for the current situation. I have tried to challenge this perception by providing facts around the building itself which is funded by Welsh Government not the Authorities Budget. Should you wish, more information about this development is available.*

*I have been in communications with a Trefriw Resident who is having issues with subsidence behind their property and water ingress. I have communicated with Natural Resources Wales' Operations Team Leader about this and they have recently made a site visit. I will be arranging another visit once the weather worsens and the effects of continued downpours are more evident.*

*As a School Governor of the Temporary Governing Body for the new school we have met twice to focus on a number of pressing issues which have included staffing structures and recruitment, site developments and highway amendments. As you may all now be aware the name of the School is Ysgol Dyffryn Yr Enfys which was chosen from a shortlist which came through consultation with local children and parents. A new logo project is currently in development involving pupils from all schools currently. The site is progressing well and is on target for handover. The new school will open in September 2019, this date was chosen by the governing body.*

*On the 23rd of October I completed a Learning Walk as part of my role as School Governor for Ysgol Dolgarrog. The learning walks focus was to assess the school performance in Literacy and Numeracy and was assessed by myself and another governor. This was a valuable experience and gives us a governors an opportunity to engage directly with the pupils and to observe teaching practices across the school. We were very happy with what we saw during the learning walk and commended the school on a number of points including the interaction between teaching staff and pupils and the variety and use of learning resources across all classrooms and ages*

*On the 18th of October I attended a full Council meeting where the following meetings were discussed: the Future Overview and Scrutiny of the Joint Conwy and Denbighshire Public Services board (a joint board for scrutinising the PSB), the Annual Overview and Scrutiny Report 2017/2018, the Annual Report for the Corporate Plan 2017-2022 and the level of Council Tax discount for second homes and long term unoccupied and unfurnished properties for 2019/20. The webcast for the meeting and the full discussions can be viewed at [https://conwy.public-i.tv/core/portal/webcast\\_interactive/377232](https://conwy.public-i.tv/core/portal/webcast_interactive/377232)*

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	<p><i>On the 6th of November I attended the Education and Skills Overview and Scrutiny Meeting where we discussed: the Forward Work Plan for Overview and Scrutiny Committees, we considered a report from the Head of Service – Children Families and Safeguarding on a progress update if the Social Inclusion in Conwy project. We also considered and discussed a consultation report regarding Ysgol Y Gogarth Increase in Pupil Numbers and the Annual Review of the Impact of Wellbeing in Schools. The committee also considered a all-in of Cabinet Decision (9/10/2018) – report on Consultation of Post 16 Home to School/College Transport. The webcast from the meeting can and the full discussions be viewed at <a href="https://conwy.public-i.tv/core/portal/webcast_interactive/381984">https://conwy.public-i.tv/core/portal/webcast_interactive/381984</a> If you would like to discuss any of the above further please get in touch.</i></p> <p>ML raised the issue regarding CCBC level of Council Tax discount for second homes and long term unoccupied and unfurnished properties for 2019/20. He considered any reduction for owners of second homes in the County to be a very unhelpful for those residents in the county who were struggling to purchase a first home. A council tax discount would make it more attractive for people with money to purchase second homes as a business. This could also have the effect of increasing the number of properties which would be empty for much of the year. A brief discussion followed during which others on the council also expressed their concern.</p>	<p>ML to communicate with CCBC to register our concerns regarding the proposed discount.</p>
8	<p><b>FINANCIAL / CYLLID: LGA 1972 Sch 12 par 41(1)</b>  <b>Council to discuss and question as required all Financial transactions in Appendix1</b></p> <ol style="list-style-type: none"> <li>a. <b>Skip Hire CCBC</b> council agreed that work had been completed and invoice should be paid</li> <li>b. <b>Tree surgery Jason Hurley</b> council agreed that work had been completed and invoice should be paid</li> <li>c. <b>Donation agreed at meeting 2nd Oct 2018 Flowers for church display WWI</b></li> <li>d. <b>Donation agreed at meeting 2nd Oct 2018 Historical Society display WWI</b></li> <li>e. <b>BT MJ</b> reported that the BT bill had been paid by cheque</li> </ol> <p>ML asked if the donations <b>c</b> and <b>d</b> above had been paid yet Chair said that due to problem over bank mandate and shortage of cheques they had not yet been paid. ML suggested that we contact those involved and apologise for the delay and make them aware that donations would be paid asap.</p> <p>ML suggested that council discuss with bank the option of paying utility bills by DD and paying other invoices via Bank transfer..which would streamline bill payments and save on bank charges. All agreed to discuss this with bank when mandate had been sorted with new Clerk</p>	<ul style="list-style-type: none"> <li>• Skip hire and Tree surgery invoices to be paid asap</li> <li>• ML to contact both groups to explain the delay in payment.</li> <li>• Clerk and Chair to look into paying TCC utility bills and other invoices via DD and bank transfer.</li> </ul>
9	<p><b>Governance</b></p> <ol style="list-style-type: none"> <li>a. <b>Council to confirm appointment of new TCC clerk</b>              Chair asked SJ to leave the room during discussion and voting for this item. Chair had previously circulated references in relation to SJ application. Chair proposed, DS seconded, that we confirm appointment SJ as TCC clerk All council agreed. Chair informed SJ of decision and said he would discuss other admin which needs to be completed with SJ after the meeting.</li> </ol>	<p>Chair and Clerk to meet complete all necessary paperwork regarding appointment of clerk and to formalise induction period.</p>

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	<p><b>b. Council to discuss status of current banking arrangements.</b> Chair and MJ reported they had been trying to sort out new mandate but would make arrangements to go to bank with new Clerk asap to finalise the account details..</p> <p><b>c. Council to discuss management of village hall without incumbent Clerk</b></p> <ol style="list-style-type: none"> <li>I. Maintenance</li> <li>II. Cleaning</li> <li>III. Booking</li> <li>IV. Volunteer Group</li> </ol> <ul style="list-style-type: none"> <li>• ML said that with new clerk involved in discussions and decisions regarding the village hall this would now be more straightforward.</li> <li>• ML also suggested that in the spirit of community involvement and transparency it may be worth asking if any residents wished to help/be involved in managing the Village hall. DS said that he agreed in principal but felt that booking should be managed by a councillor to avoid confusion over double bookings etc.</li> <li>• A resident commented that it was important that councillors were seen to be involved and working on village matters including the village hall. ML said that he wasn't clear what was being inferred and that Councillors were not just seen to be involved we are involved and doing our best for the village.</li> <li>• DS wanted it noted that since the resignation of the clerk, ML, LW, MJ, LP and himself had been communicating, meeting and working hard to ensure that TCC matters continues as normal, and this wasn't easy when it felt like we had just been left to sink or swim.</li> </ul>	<p><b>b. Current TCC signatories and Clerk to visit bank to arrange new mandate</b></p> <p><b>c. Chair and Clerk to discuss clerks involvement in managing and oversight of village hall.</b></p> <p><b>• TCC council to further consider involvement of residents in the management/care of village hall.</b></p>
10	<p><b>TREFRIW VILLAGE ENHANCEMENTS / GWELLIANNAU I BENTRE</b></p> <p><b>a. Council to receive update on provision of extra dog waste bins on Gowers Road</b> ML had contacted CCBC to request that they reconsider they reconsider the decision not to empty any additional Dog waste bins on Gowers Road. The CCBC response was read out to the council - which in essence was that would set a precedence which CCBC was unable to meet, also the lack of a turning place on Gowers. After some discussion regarding the H&amp;S issues of emptying bins and using litter bins for dog waste, it was agreed that ML pass on TCC's feelings to CCBC</p> <p><b>b. Council to receive update on activation of TCC website</b> ML reported that the website was live and that LP should be thanked for the fantastic job she had done by designing a new website and transferring the info from the old dated TCC website. LW agreed and said that she had received very positive comments from some residents. A resident requested that we consider placing minutes in a TCC minutes section and the same with Agendas? ML made the point that because of LP's hard work the website had not cost TCC an "arm and leg"!!</p> <p><b>c. Council to receive update on Trefriw road safety project</b> ML said that himself and TJ still trying to arrange a date for the public meeting - hopefully end of November or early Dec.</p>	<p><b>a. ML to email CCBC to express TCC our disappointment at the decision and also concern regarding H&amp;S issues in combining dog waste with general litter.</b></p> <p><b>c. ML and TJ to sort out date for open village traffic meeting</b></p>



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	<p><b>d. Council to receive update re Play Equipment in Village Playground</b> ML reported that the barriers and broken play equipment had been removed shortly after we contacted CCBC regarding the dangers of leaving them in the park. ML not sure if the items had been buried or removed - DS said he had seen the items on the back of a CCBC truck so obviously been removed. ML had told CCBC that we would be putting in a request for replacement play equipment early next year. ML said that the residents had posted lots of positive suggestions regarding what else was needed in the play park.</p> <p><b>e. Council to receive update re War Memorial refurbishment</b> ML said the lettering and gilding had been completed - but thought that the replacement of top stone was still outstanding - he was again "put right" by others on the council who said it had been completed. Everyone seems to be very pleased with the end result.</p> <p><b>f. Council to receive update from Community Engagement Group relating to Community Leaflet.</b> ML gave some prices from Vista-print and ilnterprint - online printers (£100 - £160 for 250 welsh and 250 english leaflets).</p> <p><b>g. Council to receive update regarding TCC Facebook page</b> LW reported the the page was live and that it had been viewed by many residents and others. She also said that there were links to Trefriw facebook page and TCC website.</p>	<p>d. Replacement play equipment to be on agenda of December TCC meeting</p> <p>f. ML to ensure leaflets are up to date and complete order with Vistaprint</p>
11	<p><b>TCC Voting Procedure</b></p> <p>DS raised the issue of TCC voting procedures/practices he was concerned that most motions seem to go through without a formal vote - just a proposer and a seconder. He felt this stopped a proper discussion and was not in line with TCC standing orders. Chair and MJ said that we always vote. ML and LW said that they agreed with DS that sometimes we just ask for a proposer and seconder. All agreed that standing orders should be followed and that proposer and seconder should be recorded as should the discussion on the proposal and the vote.</p>	<p>As per TCC standing orders: all proposals must be seconded, discussed and voted on (must be recorded in minutes)</p>
12	<p><b>Trefriw Village Xmas Preparations</b></p> <p><b>a. Xmas Tree Offer from K L</b> ML reported that a resident had offered the village a xmas tree which is currently in their garden - it has a special significance for the family Some discussion followed on the size of the tree a resident said that they felt a larger tree was needed so it could be better seen from the road. the tree offered by another resident is about 15 ft. ML asked if a permanent tree had been considered. Chair and MJ said that it would not be possible due to the underground wiring on the sport where the tree is positioned. ML suggested that we go ahead with usual arrangements this year and consider positioning the donated tree somewhere in the village next year. Residents present indicated they were happy for TCC to sort out size and purchase.</p> <p><b>b. Increase in number and density of lights</b> A resident said that they had forgotten that extra lights had been purchased last year</p>	<p>a. ML and MJ to arrange provision of Trefriw xmas tree.</p> <p>• ML to discuss with resident the possibility of siting the donated xmas tree on a permanent site in the village.</p> <p>b. No further action to be taken</p>

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13	<p><b>Cllr Lees to present case for having a Trefriw Community Hydro electric plant. (see appendix 3)</b></p> <p>a. ML introduced the item: and referred council to <b>appendix 3</b></p> <ul style="list-style-type: none"> <li>i. Trefriw is surrounded by flowing water and mountains, ideally placed for hydro electric generation evidenced by the schemes at the woollen mill and Dolgarog.</li> <li>ii. There are people living in Trefriw who have a great deal of engineering, planning, and project management skills.</li> <li>iii. Would it be feasible to set up a small working party to look into the cost and feasibility of a scheme which could be a great benefit to the residents of the village and to the planet.</li> <li>iv. There are many groups and villages in the UK who have set up and run local Hydro Electric schemes.</li> <li>v. Other benefits could be reduced electricity bills and profit from feeding into the national grid.</li> <li>vi. There seem to be two main types of scheme - those fed by a dam and those which just use the run of the river.</li> <li>vii. There may be grants and loans available.</li> </ul> <p>b. LW said that such a scheme would be good for the environment, and felt that a way forward would be to get advice from companies who provide such schemes.</p> <p>c. A Resident was concerned that the cost may be prohibitive and that the benefit to the village may be negligible. Especially as the scheme would take a long time to pay for itself.</p> <p>d. Chair mentioned a couple of other small scale private schemes in the valley but didn't know in detail how they operated. He also said that it might be worth approaching the woollen mill as they owned the river. residents agreed with the approach.</p>	<p>ML to source prices and details of other schemes and also approach woollen mill to chat about their scheme. ML to report back to December TCC meeting</p>
14	<p><b>Gower lodge Park trees</b> Danger of branches/tree falling onto lodges in high winds {<b>appendix 4</b>}</p> <p>ML reported that a neighbour of his at the Gwydyr View Lodge Park was concerned that a tree in the play park near to the stone wall was in danger of falling on their lodge in high winds. DS and Chair said that they had dealt with a similar request earlier this year and that CCBC said that if the tree was on the boundary then the lodge park owner was responsible. The lodge park owner was approached and dealt with the problem. ML said that the tree was actually in the play park. DS felt that best way forward was to approach CCBC,- all agreed</p>	<p>ML to contact CCBC regarding residents concerns about the tree</p>
16	<p><b>To confirm that the NEXT MEETING of the COUNCIL will be on Tuesday 4th December 2018 at 7pm</b></p> <p>All agreed and Chair confirmed</p>	<p>Next TCC meeting to be held on Tuesday 4th December at 7pm</p>