

**TREFRIW COMMUNITY COUNCIL MEETING (Village Hall, Trefriw)**  
**Tuesday 2nd October 2018**

The council meeting will last from 7pm 9pm with members of the public being allowed to speak in a 15 minute period at the beginning of the meeting with individual members of the public speaking for no longer than 3minutes on one item only and with no duplicated topics unless with a different view point

	<b>Residents issues/contribution</b>	<b>Action</b>
A	Brief discussion re history of cupboard room being locked. Especially the Tapestries - which are in a poor state - they have been handed over to the Women's Union for repair - Chair currently trying to chase up. Chair mentioned that there had been an issue regarding someone forcing the door open and breaking into a cupboard (no mention re anything going missing) JI made it clear that none of the groups that she is a member of had caused any damage and asked if would it be possible for groups who use the hall to also have a key to the cupboard room as it was difficult to get hold of a key holder (Groups have a key to hall but not cupboard room)	<p>Chair to follow up with Women's Union regarding the tapestries</p> <p>After some discussion it was agreed that groups would be given a key to the cupboard room,</p>
B	<p>Ts raised the issue of the Sept meeting regarding the lakes. Dn said that he had turned up but wasn't allowed to join in the meeting, he had also not seen any minutes or notes of the meeting.</p> <p>Mk proposed that any future meetings of this group should include at least a couple of local residents. Chair said that we could not vote on the proposal at this stage of the meeting.</p> <p>Hy said that the open meeting on the 25th was well attended and positive - but nothing seemed to have happened since. Ts agreed to give a brief summary of the meeting: Representatives from police, NRW, Snowdonia National Park attended and AM who had agreed to chair the meeting. Ts felt that the meeting had been very positive, although it was his understanding that all TCC members would be at the meeting. Actions agreed at the meeting included:</p> <ul style="list-style-type: none"> <li>• AMP camera being considered for hot spots in Wales including "The Lakes"</li> <li>• Increase in patrols by officers of NRW at times identified as being problematic.</li> <li>• Time locks on the toilets (some problems re abuse of officers when they tried to lock the toilets in the evening)</li> <li>• Litter bins - still being discussed (general meeting at the public meeting was that they should be removed - as long as the daily removal of rubbish continued). H flt that they should be retained and gave as an example of Banff National Park in Canada.</li> <li>• Parking - various methods being considered to cut down on the issues around parking around the lakes, including making road a designated clearway, double yellow lines, no parking and no parking signs. Also Passing place signs.</li> <li>• North Wales Fire Brigade had attended some fires in the area over the summer including illegal BBQ's.</li> <li>• North Wales police again said that all incidents should be reported - - this would help get a better picture of the problems - so that policy and actions can the formulated by the professionals involved.</li> </ul>	<p>Ts will attempt to put some notes together of the meeting together and circulate to councillors.</p>
	<b>Agenda item /discussion</b>	
1	<p><b>To confirm that a Quorum of elected members is present</b></p> <p>Members present:            Chair Cllr A Minton, Cllr M Jehu, Cllr M Lees, Cllr Porter, Cllr D Sandham and Cllr Williams</p> <p>In Attendance: County Cllr Jones, 6 residents</p> <p>Chair confirmed Quorum</p>	<p>Formal TCC meeting could go ahead</p>

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2.	<p><b>Apologies</b> None</p>	
3	<p><b>Declarations of Interest</b> (LG Act 2000 s50 Local Authorities (Wales) Order 2008/788) No TCC members present declared any personal or financial interest in the agenda items (written notification completed)</p>	
4	<p><b>Minutes of previous meeting</b> (LGA1972, Sch 12 para 41(1)) Council approved and signed as a correct record the minutes of the Council meeting held on 4th September 2018</p> <p><b>Matters Arising:</b></p> <p>a. Mk asked if it was legal to proceed without a clerk -Chair and Dn had checked and said that it was OK as long as duties and responsibilities of clerk were done by others on the council.</p> <p>b. a resident asked if minutes of this meeting were being taken -Mk reluctantly agreed to take minutes of the meeting.</p>	<p>b. Mk attempted to take minutes!!</p>
5	<p><b>Chairs Announcements</b></p> <p>a. Chair Welcomed Councillors and members of the public to the meeting</p> <p>b. Chair thanked Aw (retiring clerk) for his service to the council and village</p> <p>c. Chair reported that he had received thanks from In's wife for the letter of condolence form the council. all donations would go to eye hospital</p>	
6	<p><b>Correspondence - September 2018</b></p> <p>a. Historical Society - letter requesting funding towards purchasing foam mounting board and card to display photos and information about the soldiers' whose names are on the Cenotaph.</p> <p>b. Dwryn Conwy U3A -email requesting funding help with providing flowers for Trefriw village hall and St Marys Curch WW1 armistice commemorations.</p>	<p>a. see item 12b.</p> <p>b. see item 12c.</p>
7	<p><b>Council to Receive update from Chair Cllr Minton on the recruitment of a New Clerk</b> Chair reported that advert had been done and circulated, however currently no applications had been received.</p> <p>a. Dn stated that himself and Mv (both members of the TCC staffing committee) had not be included in any discussions regarding advert. It would appear that the advert had been put together between clerk and chair. Mk said that this wasn't acceptable and that Staffing Committee members should have been, and must be involved.</p> <p>b. Ldy asked where we had advertised - Chair said that advert had been placed on council noticeboard and TCC website. Mk, Ly and Dn stated that it was not surprising that we had not had any applications, and that at the very least the adverts should have been placed in the Daily Post. Chair said that they had contacted the Daily Post but the cost of £300 was thought to be to expensive. After some discussion it was decided that an advert be placed in the Daily post.</p> <p>c. Closing date for applications. - Dn stated that we need to be realistic and allow possible applicants at lest a couple of weeks after the advert had been published.</p>	<p>a. all/any discussions regarding staffing must involve the staffing committee.</p> <p>b. Mk to liase with staffing committee and ensure that advert is placed in Daily Post asap.</p> <p>c. Staffing committee to sort out closing date and interview dates etc.</p>

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<p>8</p>	<p><b>Council to discuss the management and the running of the Council without a incumbent Clerk/ RFO and Cemetery Clerk.</b> Council to agree:</p> <ul style="list-style-type: none"> <li>a. <b>Management of Village Hall ie bookings, invoicing, opening up, cleaning and HSE tasks.</b> Ly, Dn both offered to help out with keys etc</li> <li>b. <b>Finance Functions from receivables to payment of services, management of budgets and the updating of records for the Annual Return.</b> - NO DISCUSSION</li> <li>c. <b>Cemetery Management. discussion re undertakers and bookings,</b> could Cemetery committee manage this?</li> <li>d. <b>General admin ie emails and day to day process.</b> - Dn said that whoever had access to the TCC computer would obviously be best placed to do the day to day stuff emails bookings etc. It was felt that whoever was doing minutes and agenda needed to have access to computer</li> <li>e. <b>Agenda and Minutes of Meetings</b> - (as per 8d.)</li> <li>f. <b>Agree handover date and arrange with Clerk to collect all Council property.</b> All agreed that handover should be asap</li> </ul>	<ul style="list-style-type: none"> <li>a. Dn to liase with Chair and provide access to village hall for clubs and groups who have booked it.</li> <li>c. Cemetery Committee to attend to bookings. Mv to do a Cemetery inspection.</li> <li>d. Mk to temporilory take over the TCC computer and look after bookings and communication. Also be responsible for minutes and agenda.</li> <li>f. Mk to get in touch with Clerk to arrange to collect computer/printer and any other cTCC property.</li> </ul>
<p>9</p>	<p><b>County Councillor's Report</b> Ts reported the following:</p> <ul style="list-style-type: none"> <li>a. <b>Main focus of all meetings seems to be money</b> - cost savings and next years budget. Very frustrating because it wasn't what Ts became a councillor for!!</li> <li>b. <b>Surf Snowdonia planning application (hotel complex)</b> - Ts had received a lot of communication from Trefriw and Dolgarog concerning the development. - some against, obviously concerned about the impact such a large development would have on the local community and small businesses also roads and transport infrastructure. Also some for the development.. increase unemployment opportunities especially for the youngster in the area, they also felt that increased tourists would help local businesses. Closing date for comments on the application has passed - but Ts stated that CBCC accept objections even after the closing date.</li> <li>c. <b>2019 Eisteddfod</b> - reported that he had attended some fundraising events and that the Trefriw team were progressing well and should reach their target.</li> </ul>	<ul style="list-style-type: none"> <li>b. Any residents who still wish to register any comments/complaints regarding the new development do so asap</li> </ul>
<p>10</p>	<p><b>Council received Clerks Report supplied in Supp Items information relating to Councils Annual Inspection of Gravestones</b> Reported had been circulated previously and councillors happy with contents. it was noted that some repairs may need to be completed in the future. Also noted that trees over hanging North Wall Boundary require cutting back to allow clear access - Chair said that he could get in touch with the tree surgeon who has completed TCC work in the past.</p>	<p>Cemetery Committee to meet and action repairs and tree cutting as they see fit.</p>
<p>11</p>	<p><b>Council received Clerks Report supplied in Supp Items information to the Councils Annual Inspection of Assets</b> Report had been circulated previously and councillors happy with contents.</p>	<p>Noted and accepted</p>

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12	<p><b>FINANCIAL / CYLLID: LGA 1972 Sch 12 par 41(1)</b></p> <p><b>a. Council to discuss and question as required all Financial transactions in Appendix1</b></p> <p><b>b. Council considered application for a Donation from Dwryn Conwy U3A Flower Display to commemorate WW1 in the Village Hall/ Church. (Donation Letter supplied in Supp Items) - Hy and JI spoke in support of the request and all councillors felt that TCC should assist in funding the flowers.</b></p> <p><b>c. Council considered application for a Donation from Trefriw Historical Society for a display in the Village Hall to Commemorate WW1. (Donation Letter supplied in Supp Items)</b>                  Brief discussion re importance of the celebrations all happy for donation to go ahead.</p>	<p>a. noted and accepted</p> <p>b. Donation of £50 agreed by Council. (proposed Dn seconded Mk)</p> <p>c. Donation of £30 agreed by council (proposed Ly seconded Dn)</p>
13	<p><b>Governance</b></p> <p><b>a. Council to discuss appointment of Community Cllr to the Higgins Trust.</b> Mk apologised for not completing all that was required to join the trust and said that he felt he had let TCC down - he said he would be happier if another councillor took on the role. Following some discussion Ly agreed to be put forward as the TCC representative</p> <p><b>b. Council to Note the Annual Return for the Charity Commission 505387 Children's Playing Field was completed 24/09/2018</b></p> <p><b>c. Council to Adopt Amended Standing Orders from OVW to include new items around GDPR.</b> Chair explained that the Standing orders where the same as last year except for the recent inclusion of GDPR.</p>	<p>a. Ly will represent CBCC on Henry Higgins trust. Ts to let trust know that Ly will be joining the Trust.</p> <p>b. Noted and accepted (proposed Chair seconded Dn)</p> <p>c. Noted and adopted (poposed Mk seconded Mv)</p>
14	<p><b>Cllr Porter to Update Council on Website activation. Council to receive update for completion of project also to update Council from Meeting of July 2018 item 11.1 for pricing for website translation into Welsh.</b></p> <p>Lny reported that the new website is up - when everthing has been transferred to the new site Lny will arrange for translation. Exact date could not be given for completion (reliant on the work of others) but hopefully before next TCC meeting</p>	<p>Lny to report back to TCC at next meeting re the state of play re TCC new website</p>

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## TREFRIW VILLAGE ENHANCEMENTS / GWELLIANNAU I BENTREF

- a. **TCC to discuss Village speed limit, Road Signage within the Village and surrounding areas, County Councillor Jones email and prior discussions. Council to agree a course of action and agree date if agreed of Public Meeting.** Much discussion regarding the email from Vic Turner (Traffic Network Manager for CBCC) which states quite clearly that the criteria for 20mph speed limit is not met in the village. *In order to fund a larger scheme, we would require capital funding from the Welsh Government. As I've pointed out, the Welsh Government funding for such schemes is only likely to be awarded where there is a history of collisions that have resulted in casualties. Unfortunately, but realistically, we won't be able to deliver a 20mph with traffic calming scheme at this location.* Ts raised traffic calming methods which could be used - speed bumps, signs and police dummies etc. Ly made the point that if we held a public meeting we would need to be clear that speed limit looks extremely unlikely and that traffic calming may be the way forward.. Mk related that there are many mixed feelings regarding lowering speed limits in the village - probably a 50:50 split for and against. All agreed that we should hold a public meeting to air and discuss the issues openly.
- b. **Council to receive update re provision of dog waste bins on Gowers Road with Llanrwst Town Council See email in Supp items.** Clerk had requested that CBCC empty 2 new dog waste bins provided by TCC on Gowers Road between the CBCC bins. CBCC replied: *Unfortunately the Authority does not have the capacity to empty any new dog bins. Other Community councils have installed such bins, and service themselves by transferring the contents to existing street bins.* Mk raised the health and environmental issues of dumping dog waste in general litter bins. Dn said that it would take 5 minutes maximum to empty the new bins as they were between bins already emptied by CBCC. Ts said that we could always object to the decision - most members agreed.
- c. **Council to receive updates re Play Equipment in Village Playground – See email in Supp items County Cllr Jones to update Council on funding possibilities as per September Meeting.** CBCC stance on the matter had not changed (no money available for repair or replacement of play equipment) however a recent email from Bryn Shiland CBCC suggested that if the broken items or barriers presented a risk - then CBCC would remove them. Mk said that he had just seen steel barrier upturned and obviously passing a risk to anyone using the play park. It was suggested by Lny that we get back to CBCC and request that as a matter of urgency the items and barriers be removed - all members agreed.
- d. **Update re War Memorial refurbishment / clean and repair Project ongoing, completion and return to site 22/10/2018 for repairs and regilding.** - Chair referred to the recent email for TCC clerk itemising the repairs the extra work identified during the inspection is as follows: *The company can complete the repair but the process will be timely and cost an additional £423 above the price quoted. Also whilst on site they have identified that the pinnacle on the top of the memorial is damaged large crack which is clearly visible which we knew about and they believe should be repaired at a cost of £875 or by replacing the whole top section at a cost of £1565.* Dn raised the issue of just doing temporary repairs and then having to spend more money later. All agreed as did the residents. A resident raised the possibility of having a separate split panel with the names of the fallen engraved on - this had apparently been discussed in the past. Lny thought that was a good idea but shouldn't delay getting the lettering and replacement completed. Ly suggested that the Slate memorials be considered at a later date. It was decided that as we have reserves available it would be prudent to get the work completed - hopefully before the 11th Nov

a. Mk and Ts to get together and sort out a date for meeting then inform professionals and residents of date and criteria.

b. TCC to get back in touch with CBCC raising the issues of H&S and the environment also and how easy it would be to include the extra bins in the collection rota. Mk to action before next TCC meeting

c. Mk to take photos of the area itemising the dangerous equipment and barriers. and email to Try Shiland with a request that the items be removed and area be made safe.

d. Mk to contact Aw past clerk to get contact details of company who are doing the work. Mk to contact company and arrange for work to be completed asap.

• Separate slate memorial for garden be discussed at a later date (before next financial year).

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	<p>e. <b>Council to receive update from Cllr Minton re Geirionydd and Crafnant Lakes Meeting 25th September 2018</b>, Chair said that all the issues had been covered by TS in his report (9b) Lny raised the issue of TCC councillors turning up for the meeting and being told that they were not required. Ts said it was his understanding from the TCC meeting of 4th Sept that the meeting with the professionals would not be for residents but that TCC councillors should attend. All other members agreed that was the case. Chair said that there was a misunderstanding and poor communication. Dn said that once the misunderstanding had been noted that an email should have been sent to councillors clarifying the situation. Chair said that internet and mobile signals poor up the hill and that he had done what he thought was right. Lny asked Chair who had decided that councillors should not attend ? Chair said that he had been asked by NRW to chair the meeting and they had intimated that other councillors need not attend. Lny pushed the matter and asked if NRW had actually said that councillors couldn't attend. Chair said that they had asked that he chair the meeting but nothing else. He thought that it best not to waste other peoples time attending things which he could deal with as he lived up near the lakes. Leaving Trefriw Councillors to manage the issue of speeding in the village. Mk and Ly and Any said that we all have an interest in every aspect of the village its surrounds.. Mk said that it wasn't up to the chair to decide what was a waste of time for other people. Chair said that he could have handled it better but again thought he was saving others wasting their time...All councillors felt that at least a couple of councillors and or residents should have been present to observe and contribute to the discussion and decision making. TCC will let the professionals involved that this will be the case at future meetings.</p> <p>f. <b>Council to receive update from Community Engagement Group relating to Community Leaflet. Council to receive update on the quote to be gained for translation into Welsh from June 2018 Meeting Item.</b> Mike confirmed that he had recently emailed out drafts of english and welsh leaflet. As soon as everyone happy mike will finalise translation get quote for printing</p> <p>g. <b>Council to discuss Facebook project. Council to agree Policy on Social Media and management of abusive, bullying posts etc if received to the Page. Council to ensure GDPR is represented within the Policy.</b> Mike reported that he had been in touch with clerks for most of the community and town councils in the area and none had found any real issues with having council fb pages. He had also had positive comments on a post he had put on the Trefriw page. Dn said that he wasn't against the idea in principal - but wanted to ensure that it was done right. Ts said that he felt it was another positive method of engaging with the community. Mv and Chair were both against the idea in principle. Ly and Lny supported the idea of a TCC fb page provided it was administered by councillors and all comments to be checked before posting.</p>	<p>e. Chair to provide Mk with contact details of officers who attended the meeting on the 25th sept.</p> <ul style="list-style-type: none"> <li>• Mk to contact Officers and pass on the feelings of TCC regarding involvement of residents/councillors at future meetings</li> </ul> <p>f. Mk to bring leaflets and quotes to next meeting for consideration</p> <p>g. Mk proposed we have a TCC facebook page, seconded by Ly.</p> <ul style="list-style-type: none"> <li>• Mk, Ly, Lny to get together and work on a draft page.</li> </ul>
16	<p><b>To confirm that the NEXT MEETING of the COUNCIL will be on 6th November 2018 at Trefriw Village Hall</b>  <b>Cadarnhau y bydd CYFARFOD NESAF y CYNGOR am 7 ar dydd Tachwedd 6 2018</b></p>	<p>Confirmed          Next TCC Meeting will be held on Tuesday 6th Nov 2018</p>