

Cyngor Cymuned Trefriw Community Council

Mrs Sandra Jehu, Clerc a Swyddog Cyllid / Clerk and Finance Officer
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Cofnodion Mawrth 13 2019 Cwrdd y Cyngor / Minutes 13th March 2019 Meeting of Council

Present / Bresennol Chair Cllr J Pritchard, Vice Chair Cllr M Lees
Cllr D Sandham, Cllr L Williams, Cllr M Jehu, Cllr Porter
In attendance : Sandra Jehu, Clerk / RFO

1. To confirm that a Quorum of elected members is present

Cadarnhau bod yr aelodau etholedig sy'n bresennol yn ffurfio cworwm

A quorum was confirmed by the chair

2. Apologies / Ymddiheuriadau LG Act 1972 Sch12 par 40

Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoideb
To accept apologies and consider approving reasons for absence

All councillors present

3. Declarations of Interest / Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788

Datgan diddordeb personol ac ariannol yn y materion wedi eu rhestru isod
To disclose personal and financial interest in items of business listed below

All councillors present signed the appropriate document, Cllr Pritchard declared personal interest in item 12.

4. Minutes / Cofnodion LGA 1972, Sch 12 par 41(1)

To receive, approve and sign as a correct record the minutes of the Council meeting held on 5th February 2019

Minutes were agreed by all councillor present and signed by Cllr Pritchard

5. Chair's announcements / Cyhoeddiadau y Gadeiryn

Cllr Pritchard informed council that he had sold his property and would be moving in 6-8 weeks.

Cllr Pritchard reported that the advice he had now received from CCBC regarding the relocation of the slide was that TCC should install and CCBC would then check. Councillors agreed to arrange a site meeting to agree new location within the play park.

With reference to gates on the cob, Cllr Pritchard informed council that NRW stated that any gate on land used by farmers was the responsibility of that farmer. Farmers could replace gates with styles if they chose. There was discussion about the best way to approach relevant farmers and

Council resolved to send a friendly reminder to maintain gates. Clerk was asked to draft letter for council approval. There was further discussion about gate / styles across the other trails. Council understands that gates / styles in woods are the responsibility of NRW, but would need to be photographed and their position marked on map in order to be reported.

6. Correspondence / Gohebiaeth

Correspondence February 2019

Items of correspondence for information distributed throughout the month as required to be noted

- 6.1 Request for support from Wales Air Ambulance Charity
- 6.2 Notification of Eryri Local Development Plan: Adoption
- 6.3 Council to agree response to request from Eryri Young Farmers Federation

Cllr Sandham stated that he recalled that Council had previously agreed to review requests for donations 6 monthly, although he did not believe this practice had been implemented. It was acknowledged by Council that this would ensure that requests received at the end of the financial year, when potentially the budget had been spent, could be considered as favourably as those received at the beginning. Council resolved to reinstate the practice of reviewing donation requests half yearly.

Additional correspondence reviewed:

Request to ensure cemetery cutting schedule considered planned wild flower walk on 17th May, to be forwarded to contractor, with request from Council to support request.

Email from PCSO, Llanwrwst Police, offering to attend Council Meeting. Council agreed to invite to forthcoming meetings .

7. County Councillor Report / Adrddiad-y-Cynghorydd Sir

A brief report from the County Councillor on matters of importance and interest to the community of Trefriw and Llanrhychwyn

Apologies were received from C Cllr Jones, who was unable to attend this month and had not submitted a report.

8. Financial / Cyllid : LGA 1972 Sch 12 par 41(1)

- 8.1 Council to discuss and question as required all financial transactions in Appendix 1
- 8.2 Council to receive update on bank mandate position

Clerk reported that the process to revise the bank mandate, started on 23rd November last had finally been concluded on 12th February. A complaint made on 4th February, had resulted in a meeting on 9th, with the authorisation confirmed 3 days later. Staff at Llandudno branch had acknowledged that the advice that had been given by them regarding the mandate had been inaccurate and £250 had been deposited into the TCC account as way of apology. It was noted that this would reimburse associated time and travel costs. Cheques for all invoices accumulated, and detailed in Appendix 1 February 2019 Expenditure had been signed and posted on the day confirmation had been received. Items detailed in Appendix 1 cheques waiting authorisation were reviewed and authorised. The clerk was advised by Council to write a further letter of complaint to be held on file.

- 8.3 Council to agree transfer of funds from Investment Account to Current Account, following mandate update

Clerk confirmed that the mandate for Public Sector Deposit Fund has been completed and forwarded. Estimates for work on Village Hall will need to be agreed prior to transferring funds to current account to cover planned expenditure.

- 8.4 Council to confirm receipt of electronic copy of reports from Welsh Audit Office: Financial Management and Governance – Town and Community Councils 2017-18 and Internal Audit Arrangements at Town and Community Councils in Wales

Councillors confirmed receipt and Clerk holds one paper copy on file.

- 8.5 Council to agree renewal of One Voice Wales Membership

Council resolved to renew membership.

9. Planning Applications

- 9.1 Council to review planning application NP4/32/329E Gelli Newydd, Trefriw LL27 0QA

Cllr Pritchard voiced concerns that the planning application was the start of the process of a major development on the site which is of historical interest, a popular walking route with a public footpath. Collectively councillors discussed a number of concerns, including the impact development is likely to have on water drainage and that trees detailed on the proposal have already been removed. Council resolved to raise objections with the planning department. Clerk to action.

10. Trefriw Village Enhancements / Gwelliannau I Bentref Trefriw

- 10.1 Council to discuss possible development of the reservoir as a resource

Discussion deferred, until relevant documentation located from the files stored in the village hall.

- 10.2 Council to discuss provision of parking space markings on the Gower

There was discussion about the possibility of marked parking bays on the side of the road adjacent to the fields, to ensure that all vehicles park at right angles to the hedge. Cllr Sandman reported that on numerous occasions large vehicles have paralleled parked to the hedge occupying what should be the space for three or more cars. Concern was expressed that vehicles parking on the opposite side of the road and in the turning area by the play park present risk to children. Council would not wish the parking area to be adopted by CCBC, who may then charge for parking, but would ideally want double yellow lines on left side of the road from the caravan park to entrance to the play park and marked parking bays on the opposite side of the road. Council resolved to contact the highways department to request a site meeting. Clerk to action

- 10.3 Council to review action to improve play park facilities – discussed as part of Agenda item 5

11. Village Hall

- 11.1 Council to review action taken since previous council meeting to identify and address the cause of the damage to the hall.

Cllr Pritchard informed council that when he and Cllr Jehu had lift sections of the damaged floor there was three inches of water under the floor. Contractors had surveyed the pipework, and a report had been circulated to all councillors. Cllr Pritchard said he had also been supplied with a DVD which could be viewed on request. In order to enable a full survey to be completed some blockages had been cleared. Council is currently seeking a ground work contractor to repair the drainage, without success at the time of meeting. Gutters have also been cleared and ivy removed. Until the drainage is repaired the floor cannot be relaid.

11.2 Council to discuss and agree action to be taken to rectify the damage to the hall

Council discussed whether to use one contractor to complete all the work necessary to restore the hall to operational use, or to engage individual contractors. It was agreed that the later option would enable more local companies to be employed. Council agreed contractor to lift the floor and treat joists and skirting, for damp and woodworm

Council discussed options and costs for replacement floor boards. Agreeing prime oak strip flooring.

11.3 Council to consider installation of dehumidifiers and improvement of heating system to maintain condition of hall following completion of remedial work

Council discussed the need to not just to make good but to also use this opportunity to upgrade air flow and heating. Council resolved to restrict unnecessary spending on other projects until work on the village hall has been completed.

12. Cemetery

12.1 Council to discuss and agree action to be undertaken to restore clear access to all existing plots

Council discussed estimate for work submitted by J Taylor and agreed that work should be commenced. Cllr Lees questioned J Taylor current contract with TCC. Clerk to review details.

12.2 Council to discuss and agree work to prepare for cemetery extension.

Council resolved to contact previously used contractors for estimates to make safe wall adjacent to public footpath, to create the opening onto the extension, to make good the ends of the wall, and to fence the new boundary. A plan, for the extension, held on file was circulated. Cllr Pritchard questioned the detail of the plan and Clerk agreed to contact the Architects who had submitted the planning application on behalf of the Council for additional documents.

13. Governance

Council to discuss the legal use and operation of TCC Website and TCC Facebook

Clerk stated that she had been advised that the Clerk is responsible for the website. It was notes that currently editing remains the responsibility of two councillors and update is needed. Cllr Porter stated that she would not be able to work on the website until April, due to work commitments. Cllr Lees agreed to meet with the Clerk to transfer admin rights.

14. Next month agenda

Councillor to present items for inclusion in next month's agenda

Cllr Williams requested item enabling Council to discuss support to local groups.

A request was also made that further discussion on village hall refurbishment should also include re provision of cooker, shower and storage.

15. To confirm that the next meeting of the Council will be at 7pm on Wednesday 3rd April, venue to be confirmed