**Cyngor Cymuned Trefriw Community Council**

Mrs Sandra Jehu, Clerc a Swyddog Cyllid / Clerk and Finance Officer

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**Cofnodion Mai 7 2019 Cwrdd y Cyngor/ Minutes 7th May Meeting of the Council**

Present / Bressennol Cllr D Sandham, Cllr M Jehu

Cllr L Williams, Cllr L Porter

In attendance: S Jehu, Clerk/ RFO c. Cllr T Jones. I member of the public

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 declared, outgoing Chair not present, Vice Chair not present. Meeting Chaired by Clllr Sandham

1. **Current Chair to invite nominations for the post of Chair for this council year 2019 – 2020**

Cllr M Lees was proposed and seconded and unanimously elected

1. **Council to elect a Chair of the Council**

Clerk to witness the signing of the declaration of office

Cllr M Lees not present to sign

1. **The Chair to invite nominations for the post of Vice Chair for this council year 2019 – 2020**

Cllr D Sandham was proposed and seconded and unanimously elected

1. **Council to elect a Vice Chair of the Council**

Clerk to witness the signing of the declaration of office

The declaration of office was signed and witnessed

1. **Councillors to sign the declaration of office for the new term of the council to be witnessed by the Clerk**

Cllr L Williams, Cllr L Porter and Cllr M Jehu duly signed declarations of office

1. **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

Apologies received from Cllr M Lees

1. **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 Williams declared a potential conflict of interest in agenda item 14

1. **Minutes / Cofnodion LGA1972, Sch 12 par 40**

To receive, approve and sign as a correct record the minutes of the meeting held on 3rd April 2019 and the Extraordinary meeting held on 10th April 2019

The minutes were agreed by all councillors and signed by the Vice Chair

1. **Chair’s announcements / Cyhoeddiadau y Gadeiryn**

Newly elected Vice Chair unprepared for agenda item, and reserved comments for following agenda items

1. **Correspondence / Gohebiaeth**

Correspondence April 2019

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

* 1. email received from Planning Officers Society for Wales request to complete survey

Clerk instructed to complete on behalf of Council, to raise difficulties of notice period requiring extraordinary meeting

* 1. email received from One Voice Wales , invite to conference ‘Shaping your community’ 11th June 2019

Councillors agreed to invite Chair to attend on their behalf.

* 1. email received from BT detailing price increases

Clerk reported that it had been possible that it as possible to terminate contract sooner that expiry date when business ha less than ten employees. Therefore BT contract, for phone and broadband in village hall, has now been closed as agreed during previous budget setting meeting.

* 1. response to request for update on proposed commencement of Trefriw bridge duct renewal

Clerk has been notified that work delayed from January was due to start today, however there is now evidence that work has commenced.

* 1. letter from Community Gardens Group. Request for donation

Clerk reported that request has been acknowledged and request will be included in June agenda

* 1. Letter – request from CCBC to post EU election notice

Clerk reported that notice has been posted on TCC notice board

* 1. Email re Conwy tidy communities project

Council acknowledged successful application for litter picking equipment, conditions were noted and Clerk instructed to complete and return acceptance form. Equipment to be store with Clerk until Hall reopened.

* 1. Email – request for permission to use playpark 14th August

Clerk instructed to respond with Councils consent.

* 1. Letter – British Heart Foundation – transferred to donation file for consideration during June agenda item
	2. Email re Crafnant meeting – 22nd May

Councillors agreed that Chair should attend.

 11.1 Email from Llaanrwst Town Clerk / attached Flooding statement

Previously forwarded to councillors for information

1. **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

*Cllr update April - May 2019. In the past month I have attended the following meetings:*

*10/4/19 Full Council - Focussed on a capital grant from Welsh Government for repair and maintenance of school buildings*

*10/4/19 Dyffryn Yr Enfys Temporary Governing Body meeting*

*25/4/19 Public Meeting r.e. Flooding with reps from:*

* *Conwy County Borough Council*
* *Welsh Water*
* *Natural Resources Wales*
* *National Trust*
* *North Wales Fire and Rescue Services*
* *Network Rail*

*I raised and recorded the issues which are affecting us locally with the relevant agencies which included: Blocked drains, storm drains, culverts on Cowlyn Rd, Crafnant Rd, Old School Rd. Blocked drains running through the town - Welsh Water to insect and review. A stash of sandbags for the village to be kept in the village - awaiting answer from CCBC. Blocked run off flaps. Run off from Llanrhychwyn and Geirionydd catchment area - NRW to undertake works to the footpath to reduce the run off flowing onto old school road - I will share when this has been carried out.*

*26/5/19 I visited some residents (along with NWP) up near Crafnant to discuss issues around illegal offroad motorcycles riding on the Klondyke mine and the forest tracks. I have since worked with the Park Warden for our area and have arranged for a kissing gate to be installed which will remove access to the Klondyke mine (the gate is in location and waiting to be installed).*

*1/5/19 Social Care and Health Overview and Scrutiny Committee -considered a number of report ICF, NWIAS, IAS meeting webcast.*

*Following several burst water mains on the Crafnant Road and lots of chasing Welsh Water have scheduled for an upgrade between 2020 and 2025 which  may be advanced if problems persist or escalate. In the meantime an additional air release valve has been installed. This will reduce pressure build up following a burst which has been fixed; once water’s released into the pipe again following a repair this causes high air pressure which in turn causes another burst!*

*Following comments made by a resident at the previous TCC meeting I have been consciously making an effort to publicly share the work I have been doing. I have been criticised previously for not doing anything, which albeit untrue highlights a lack of sharing what I actually am doing. Over the past month this has included the litter I collect during every walk/bike ride or walk and also my donation of the recent pay increase awarded by Independent Renumeration Panel for Wales which was featured in the Pioneer and Daily Post.*

*I’ve been in contact with a resident re Crafnant Tourism issues. The resident has organised a residents meeting which took place on the 1st of May and has sent out invites to an agency meeting on the 22nd of May which will discuss the issues and remedies. I will be attending this meeting and have been trying to encourage this group of residents to include themselves in the wider discussion of the 2 lakes and not just to focus on the problems at Crafnant in isolation.*

*Tonight (7/5/19) I visited a Cartrefi Conwy resident who is having issues with her guttering which the housing association are refusing to rectify because of issues around access. I believe I have solved this issue and will be sharing this once work has been completed.*

*I am also working with Plastic Free Conwy to promote reduction of single use plastic and achieve Plastic Free Status in Conwy. There are a number of ideas in the pipeline which should help us achieve this.*

*7/5/19 Children and Adult Safeguarding Training*

1. **Financial / Cyllid : LGA 1972 Sch 12 par 41(1)**
	1. Council to discuss and question as required all financial transactions in Appendix 1

Council had no questions relating to Appendix 1 and the document was accepted.

* 1. Clerk to update Council on 2018/2019 Budget Position

Budget report for financial year 2018/9 prepared by Clerk and previously circulated was reviewed. It was noted that the budget had an overspend of £4741.60. However, Clerk has still to reclaim VAT for the year and Council acknowledged that the refurbishment to the war memorial had not been included in the budget.

* 1. Council to discuss correspondence received from OVW re payments to Members of Community and Town Councils and agree their collective / individual response

Councillors acknowledged receipt of document from One Voice Wales previously circulated. Clerk instructed to print copies of opt out form for individual councillors to make independent decisions.

1. **Village Hall**

14.1 Council to review action taken since previous council meeting to remedy the damage to the village hall.

14.2 Council to discuss and agree further action to be taken to restore the village hall to operational use.

It has been confirmed that the Village Hall was grade 2 listed in 1996, and therefore any significant change would require a listed building consent application. A site visit with Huw Davies, CCBC is scheduled for 8th May. Until the outcome of the meeting is known Council agreed that it was not possible to proceed with any further work, or to complete the specification of work discussed at previous council meeting. Council discussed the option of acting to remove the listing on the hall. The Clerk was instructed to identify the advantages and disadvantages of retaining the current status of the hall, to enable council to make informed decision.

14.3 Council to discuss and agree additional work to further improve the village hall

Cllr D Sandham expressed concern that council could not act on advice from the planning officer until they could discuss at next council meeting. Cllr D Sandham proposed that council should meet sooner that the meeting planned for the beginning of July, and, at that time, should also review this year’s budget, which had been set prior to the closure of the hall. Clerk was instructed to confirm that the current hall insurance policy reflects its listed status.

1. **Village Enhancements**

Council to discuss and agree action in response to correspondence from Traffic Engineer following Gowers site meeting, ref provision of marked parking bays and double yellow lines.

Council noted the response from the Traffic Engineer:

*I have quickly drawn up what was discussed with proposed dimensions.*

*The standards for the provision of parking space that are 90 degrees to the carriageway there must be a minimum length of parking bay of 4.8 metres and at least 6 metres  road space for a vehicle to be able to get in and out of the parking bay with no difficulty. At the far end of Gower Road it is only 10 metres wide, where it needs to be a minimum of 10.8 metres width. To composite for this I have made the parking bays a littles wider. The will provide a total of 41 parking spaces.*

*I have shown the prohibition of parking as discussed on the northern side of the road. I have included a 5 metres length on the southern side opposite the access to the caravan site to reduce the risk of a vehicle that is parked at 90 degrees to the carriageway obstructing or making it difficult to access and exit  to and from the caravan site.*

*To provide the parking restrictions it will be necessary to make a Traffic Regulation Order that involves a length legal process. We have a 3 year rolling programme to reviews parking restrictions in each area. More can be found about this on our web page;*[*http://www.conwy.gov.uk/en/Resident/Parking-Roads-and-Travel/Traffic-Regulation-Orders/What-are-Traffic-Regulation-Orders.aspx*](http://www.conwy.gov.uk/en/Resident/Parking-Roads-and-Travel/Traffic-Regulation-Orders/What-are-Traffic-Regulation-Orders.aspx)*. I am running behind with the review of parking restrictions Area 1 (There is a link to a pdf plan on the web page) due to start December 2018, therefore, the parking restriction proposed can be considered with minimum delay*

*In your area I have proposals to prohibit parking alongside Llyn Gerionydd and Llyn Crafnant which will be progressed at the same time. I need to check our records if there are any other location where we have been asked to change or introduce parking restrictions. If they are they will also be included.*

*If you have any areas where you consider parking restriction need to be reviewed please let me know so that they can be included in the current review.*

*I will provide you with details with plans of all parking restrictions to be reviewed when I have competed when I have the full list.*

Council discussed their response to the query regarding additional parking restrictions. Council resolved to request: a further review of the lack of parking restrictions on the bend between Isallt and Tan y Fedw and the hazard posed when vehicles driving towards the coast are forced to move into the centre of the road with the bed restricting sight of oncoming traffic; a review of the current seasonal restrictions in the centre of the village; and forwarded a request from a member of the public for installation of a mirror reduce risk when turning right at the bottom of Top Road.

1. **Cemetery**

16.1 Council to review action taken since previous meeting to maintain and improve access to all existing plots

16.2 Council to discuss and agree work in preparation for cemetery extension

Following on from previous discussion regarding the need to review this year’s budget due to the unplanned costs of hall repairs Council resolved to postpone any unnecessary work on the planned cemetery improvements, the current scheduled maintenance programme to be maintained. Clerk was instructed to inform contractors who had submitted estimates for work.

1. **Community Engagement and Interaction**
	1. Council to review contacts with Community Groups since previous meeting
	2. Council to discuss and agree further action to be undertaken to enhance joint working relationships

Clerk reported that only two requests for funding had been received to date. Cllr Williams suggested that the information on the website needed to be more detailed, and that groups should be made aware of the amount of funding available - £500 per 6 months. Council needs to know what help and support groups are seeking. Council discussed ways of raising community awareness of their wish to improve interactions.

* 1. Council to review current status of TCC website and agree further action required to improve framework of site

Clerk was advised to increase skills by viewing instructional videos on-line.

1. **Next month agenda**

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

* Commencement of planning for village Christmas celebrations
* Continuing Community Engagement
* Proposal to site bench in dog field
* Arrangements for relocation of slide in recreation ground
1. **To confirm that the next meeting of the Council will be at 7pm on Tuesday 4th June, Peniel Chapel.**