

Cyngor Cymuned Trefriw Community Council

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Minutes of the Council Meeting held on 8th September 2020 at 7.00pm online via Skype as permitted in The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice Chair), Cllr Idris Bowen, Cllr Mike Lees, Cllr Gill Scheltinga and Cllr Lucy Williams
In attendance: C. Cllr Tomos Jones and Vikki Teasdale (Clerk/RFO)

Nodwch os gwelwch yn dda:

Gweler y crynodeb atodol am gyfieithiad Cymraeg o brif benderfyniadau'r Cyngor a'u gweithrediadau cysylltiedig

	<u>Agenda Item/Discussion</u>	<u>Action/Resolution/Update</u>
22.	To confirm that a Quorum of elected members is present/Cadarnhau bod yr aelodau etholedig sy'n bresennol yn ffurfio cworwm	<u>RESOLUTION</u> A quorum was confirmed by the Chair
23.	Apologies/Ymddiheuriaday LG Act 1972 Sch 12 par 20 To accept apologies and consider approving reasons for absence/Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoldeb	Apologies received and accepted from Cllr White
24.	Declarations of Interest/Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788 To disclose personal and financial interest in items of business listed below/Datgan diddordeb personol ac ariannol yn y materion wedi eu rhestru isod	No interests were declared
25.	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 11 th August 2020	<u>RESOLUTION</u> The Council resolved that the minutes of the meeting held on 11 th August 2020 be accepted as a true record and be signed by the Chair

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26.	Chair's Announcements/Cyhoeddiadau y Gadeiryn	The Chair made no announcements
27 27.1 27.2 27.3	<p>Financial/Cyllid: LGA 1972 Sch 12 par 41(1) Council to discuss and question as required all financial transaction as detailed within Appendices 1 and 2.</p> <p>Council unanimously agreed that all transactions within Appendix 1 were deemed approved.</p> <p>The Clerk updated Council as to the Community and Town Council Loss of Income grant funding recently released by Welsh Government and highlighted that this could provide an opportunity to apply for reimbursement of lost booking income previously secured prior to the village hall being closed. Council formally reviewed the application form with no questions or concerns being raised. The Clerk requested approval from Council to submit the application form for processing and assessment of eligibility.</p>	<p>No objections or concerns were made and the documents were accepted</p> <p>RESOLUTION The Council resolved to approve all transactions within Appendix 1 ACTION The Clerk was authorised to make the payments as detailed within Appendix 1</p> <p>RESOLUTION The Council resolved to approve the Loss of Income Form with no amendments ACTION The Clerk was authorised to submit the Form once signed by both the Chair and Clerk as RFO</p>
28.	<p>Correspondence/Gohebiaeth Correspondence for August/September 2020 – items of correspondence for information distributed throughout the month as recorded in Appendix 3 as required to be noted. The Clerk highlighted the following item of correspondence for Council's consideration:</p> <ul style="list-style-type: none"> – <u>Email from MoP re Incidents at Llyn Geirionydd 13th and 17th August (item 18)</u> The Chair invited C. Cllr Tomos Jones to lead the discussion as the Community Council were aware that he had been dealing with various similar resident issues. C. Cllr Jones confirmed that he was also in contact with the MoP in connection with the issues of parking that had been raised with the current position being that the legal process to implement the Traffic Regulation Orders at Llyn Geirionydd was still progressing although there had been some slippage due to the recent lockdown. Cllr Jones confirmed that he would keep all interested parties apprised of developments. Council agreed that they would continue to assist where possible and would engage in a more detailed discussion regarding those issues as raised both on social media and via direct correspondence at Council's October meeting. 	<p>ACTION Agenda item for a more detailed discussion at October's meeting</p>

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	<p>The Chair highlighted the following item of correspondence for Council's attention:</p> <ul style="list-style-type: none"> – <u>Email from One Voice Wales re the New Clerk Pay Scales as of 1st April 2020 (item 21)</u> <p>The Council formally noted the correspondence acknowledging that the Clerk's salary would be accordingly adjusted from that date.</p> <p>The Chair invited members to raise any observations or concerns regarding any other items of correspondence as referred to in Appendix 3</p>	<p>RESOLUTION The Council resolved to agree the NCJ pay award for SCP19 rising to £13.24 per hour as of 1st April 2020. ACTION Clerk to notify the Council's payroll of the increased pay scale</p> <p>RESOLUTION The Council raised no observations or concerns and the documents were accepted</p>
<p>29. 29.1</p> <p>29.2</p>	<p>Re-opening of the Village Hall</p> <p>Council reviewed the draft COVID-19 Village Hall Risk Assessment with members of the Village Hall Working Group advising that further items needed to be referenced within the document such as the retention by the Clerk of contact details of those attending the hall for a 21 day period in respect of the track and trace requirements and also that Council would need to provide hand sanitiser within the entrance to the hall as part of the control measures. It was agreed that the document would remain open to review and amendment as government restrictions change.</p> <p>The Chair of the Village Hall Working Group (VHWG) appraised the Council as to the outcome of the recent meetings with the three potential hirers advising that two of the hirers (spinning bikes and a children's dance class) had subsequently advised that following the required adjustments to comply with social distancing rules those classes would not be economically viable at present. The third, undertaking a fitness class, had confirmed adherence to the required adjustments and was keen to progress with a booking towards the end of September if there was an appetite for the class locally. The Chair continued to appraise Council in respect of both the financial aspect of re-opening the hall with only one confirmed weekly booking against the required expenditure prior to re-opening, such as the music licence fee, as well as the work that would be required, both in preparation of re-opening and ongoing, which the VHWG considered to be unmanageable taking into account the limited numbers of persons available. The Chair, in summarising, advised Council that the VHWG recommendation would be that the hall remained closed for the remainder of 2020 on the basis that the group would continue to monitor and report back to full Council on the situation in anticipation of re-opening in 2021.</p>	<p>ACTION Village Hall Working Group to further review and amend the draft Assessment to present to Council at October's meeting</p>

	<p>The Councillors then discussed both the recommendation by VHWG to remain closed and the merits of re-opening. A number of councillors were concerned that if the hall remained closed potential hirers would find alternative venues and may not return when the hall could re-open. There was also agreement that a blanket approach to closing the hall was not necessary given that each activity would be risk assessed and that the Clerk would be in control of accepting the bookings which, subject to a sufficient time period in between, would diminish the risk of the virus being present in the hall and minimise the need for an intensive cleaning programme.</p> <p>Council moved to vote on the VHWG recommendation for the hall to remain closed with the majority voting to reject the recommendation and to progress with the potential re-opening of the hall subject to limiting the number of hiring sessions.</p> <p>Council discussed the real need for the management of the hall to be transferred to a suitable body of local people who could seek grant funding to maintain both the fabric of the building and also to organise events to bring the community together with Council agreeing that this needed to be further explored.</p>	<p><u>RESOLUTION</u> The Council resolved not to accept the Village Hall Working Group's recommendation but instead would continue to liaise with existing and potential hirers regarding a schedule for the re-opening of the village hall on a limited basis</p> <p><u>ACTION</u> The Clerk and/or members of the Village Hall Working Group to meet with any further potential hall hirers to assess the viability of those sessions</p> <p><u>ACTION</u> The Village Hall Working Group to further consider the actions required to facilitate the opening and use of the village hall</p>
29.3	<p>Council reviewed the draft Village Hall General Risk Assessment and confirmed that no amendments were deemed necessary.</p>	<p><u>RESOLUTION</u> The Council resolved to accept the Village Hall General Risk Assessment as drafted</p>
29.4	<p>The Clerk appraised Council that following the action from the August meeting, she had reviewed the details of the energy switch to So Energy and although the tariff had increased slightly this was still more competitive than the unit and daily rates currently being paid. The Clerk, however, advised that payment would have to be made by monthly direct debit based on projected annual usage that would result in agreeing a direct debit amount of £71 per month. The Clerk highlighted that, at present, with the hall being closed the bill appears to now relate only to the accruing daily rate at approximately 0.26p per day. Council proceeded to discuss the issue deciding that until such time as the hall re-opened and the number of firm bookings were known Council would remain with the current provider subject to periodic review.</p>	<p><u>RESOLUTION</u> The Council resolved to remain with the current electricity provider until the position regarding hall bookings/usage was known</p>

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<p>30.</p>	<p>Staffing Committee The Chair of the Staffing Committee appraised Council of the Annual Review undertaken on 2nd September with the Clerk with reference made to the overview report that had previously been circulated to Council.</p> <p>The Committee formally proposed three following on from the meeting:</p> <ul style="list-style-type: none"> • To agree that the cost of any appropriate training and/or conferences that would enhance the Clerk’s knowledge and understanding of the role to be met in full by Council; • To agree that the Clerk should have the flexibility to adjust her allocated hours to accommodate urgent requests that fall outside of her advertised working hours of Tuesday, Wednesday and Thursday mornings; • To reimburse the Clerk from the 2020/21 office supplies budget for the full costs incurred to date and during the rest of the financial year for the dedicated TCC mobile phone and all printing costs as previously these had been paid by the Clerk from the HMRC working from home allowance claim 	<p>RESOLUTION The Council resolved to accept and agree the three proposed actions as recommended by the Staffing Committee</p>
<p>31.</p>	<p>Next Meeting of the Community Council</p>	<p>RESOLUTION The Council resolved that the next meeting of Trefriw Community Council would be held at 7pm on Tuesday, 13th October 2020 remotely via Skype</p>

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Cyfarfod CCT cynhaliwyd 8fed o Fedi, 2020

Penderfyniadau

Derbyniwyd fel cofnod cywir, cofnodion y cyfarfod a chynhaliwyd ar yr 11eg o fis Awst, 2020.

- Wedi i'r Cyngor cymeradwyo unrhyw trawsnewidiadau ariannol arferol, cyfarwyddwyd y Clerc i wneud y taliadau.
- Derbyniwyd fraslun y ffurflen gais 'Colled Incwm' cymeradwyaeth y Cyngor er mwyn i'r Clerc ei gyflwyno i Lywodraeth Cymru
- Derbyniodd unrhyw gohebiaeth a gylchrhedwyd yn barod cymeradwyaeth y Cyngor. Nodwyd yn arbennig y canlynol:
- Digwyddiadau o gwmpas Llyn Geirionydd yn ystod yr haf. Mae Cynghorydd Tomos Jones eisioes mewn trafodaeth ag amryw person â ddiddordeb yn y sefyllfa
- Nodwyd graddfeydd cyflog newydd y Clerc gan y Cyngor
- Penderfynodd y Cyngor gwneud ymholiadau pellach ynglŷn a derbyn archebion i ddefnyddio Neuadd y Pentref
- Derbyniodd Asesiad Risg cyffredinol Neuadd y Pentref cymeradwyaeth y Cyngor
- Penderfynodd y Cyngor gohirio newid darparwr trydan ar gyfer Neuadd y Pentref nes bod ddefnydd o'r neuadd yn eglur
- Derbyniodd argymhellion y pwyllgor staffio ynglŷn ag arfarniad blynyddol y Clerc cymeradwyaeth y Cyngor
- Cynhelir y cyfarfod nesaf trwy 'Skype' ar dd.Mawrth, y 13eg o fis Hydref, 2020, am 7.00 y.h.

Camau Gweithredu nesaf

- Grŵp Gwaith Neuadd y Pentref (GGNyP) i adolygu ym mhellach, a newid fel yr anghenir, fraslun Asesiad Risg Covid-19 Neuadd y Pentref i'w gyflwyno i'r Cyngor llawn. Cedwir y ddogfen yn agored ar gyfer adolygiad pellach tra bod adferiadau'r Llywodraeth yn parhau i newid
- GGNyP i gyfarfod ag archebwyr posib y Neuadd, i grynhoi manylion o'u anghenion er mwyn ystyriaeth pellach
- VHWG to consider actions required to enable use of the village hall.
- GGNyP i ystyried hynny sy'n angenrheidiol er mwyn galluogi ddefnyddio Neuadd y Pentref

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