

# Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer

Angorfa Trefriw Conwy LL27 0JJ

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## Minutes of the Council Meeting held on 13<sup>th</sup> April 2021 at 7.00pm online via Skype as permitted in The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020

Present: Cllr Kim Ellis (Chair), Cllr Idris Bowen, Cllr Gill Scheltinga, and Cllr Stephen White

In attendance: Vikki Teasdale (Clerk/RFO), C. Cllr. Tomos Jones (left meeting at 7.25 pm) and two members of the public

### Nodwch os gwelwch yn dda:

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

Following the recent announcement of the death of His Royal Highness, The Prince Philip, Duke of Edinburgh, Council observed a one-minute silence at the start of the meeting. The Chair also confirmed to Council that the flag had been lowered to half-mast on 9<sup>th</sup> April in line with national protocol.

|           | <u>Agenda Item/Discussion</u>                                                                                                                                                                                                                                                                                                            | <u>Action/Resolution/Update</u>                                                                                                                                                                                                                                                                                                                                        |
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| 1.        | <b>To confirm that a Quorum of elected members is present/Cadarnhau bod yr aelodau etholedig sy'n bresennol yn ffurfio cworwm</b>                                                                                                                                                                                                        | <b>RESOLUTION</b> A quorum was confirmed by the Chair                                                                                                                                                                                                                                                                                                                  |
| 2.        | <b>Apologies/Ymddiheuriaday LG Act 1972 Sch 12 par 20</b><br>To accept apologies and consider approving reasons for absence/Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoldeb                                                                                                                                        | Apologies received and noted from Cllr Jasmine Kelly and Cllr Lucy Williams                                                                                                                                                                                                                                                                                            |
| 3.<br>3.1 | <b>Co-option of New Councillor</b><br>The Chair invited members to discuss and then move to vote on the application received for co-option to the casual vacancy created within the Trefriw ward following the resignation of Cllr Mike Lees. Council moved to vote and the application was unanimously agreed by those members present. | <b>RESOLUTION</b> Council resolved to appoint Rebecca Louise Lloyd as Councillor for the Trefriw Ward                                                                                                                                                                                                                                                                  |
| 3.2       | The Clerk requested that the newly appointed Councillor sign the Declaration of Acceptance of Office online in the presence of those members present who all confirmed sight of this being signed and dated.                                                                                                                             | <b>RESOLUTION</b> Council resolved to accept the online signing of the Declaration of Acceptance of Office from Rebecca Louise Lloyd with the Clerk to arrange to witness the signature as soon as practicable following the meeting<br><b>ACTION</b> Clerk to liaise with Cllr Lloyd to receive and witness the paper copy of the Declaration of Acceptance of Office |

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| 4. | <p><b>Declarations of Interest/Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788</b><br/>         To disclose personal and financial interest in items of business listed below/Datgan diddordeb personol ac ariannol yn y materion wedi eu rhestru isod</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | No interests were declared                                                                                                                                                                                                                                    |
| 5. | <p><b>Minutes/Cofnodion LGA 1972, Sch 12 par 41(1)</b><br/>         To receive, approve and sign as a correct record the minutes of the Council meeting held on 9<sup>th</sup> March 2021</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <p><b>RESOLUTION</b> The Council resolved that the minutes of the meeting held on 9<sup>th</sup> March 2021 be accepted and signed by the Chair as a true record</p>                                                                                          |
| 6. | <p><b>Chair's Announcements/Cyhoeddiadau y Gadeiryn</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>The Chair advised members that, due to a prior commitment, C. Cllr Tomos Jones would provide his update to Council as item 7 and the numbering of the minutes of the meeting would reflect this change, differing from the numbering within the Agenda</p> |
| 7. | <p><b>Community Councillor Report/Adrddoad-y-Cynghorydd Sir</b><br/>         A brief report/update as received from C. Cllr. Tomos Jones on matters of importance and interest to the communities of Trefriw and Llanrhychwyn</p> <p>Progress for the Traffic Regulation Order I proposed and have formally requested is still being held up by objections. Conwy Council have amended the original Urban Clearway proposal for Llyn Geirionydd to take account of the objections however the objectors wish for their objections to remain active. This means further communication and work between the County Council and the objectors.</p> <p>Communications with Snowdonia National Park and Natural Resources Wales (who have responsibility for managing the area) remains open and they are aware of the delay in being able to implement a Urban Clearway. Once the UC is in place, we will be able to monitor and re-evaluate the impact that this is having. This is the only change currently proposed and for positive change to happen it requires close multi-agency working.</p> <p>Several weeks ago, I was able to arrange and conduct a site visit in Trefriw with the Head of Neighbourhood Service and one of Conwy's Traffic Engineers to look at the issue of speeding and discuss traffic calming in the village. The main road through the village presents several problems in terms of looking at traffic calming measures (traffic islands etc.,) because of the legally required distances of vision before the object/obstruction. The two blind-bends in the village mean we cannot meet these standards. We also discussed traffic humps however there is a reluctance to put these directly outside people's houses as they create noise and have been one of the major sources of complaints over recent years. I asked if Conwy could as an interim measure conduct a traffic speed survey as the last was completed over four years ago, this was agreed to and the traffic strips have been in place for some weeks now.</p> <p>Welsh Government made a recent commitment to introduce 20mph speed limits across Wales which is extremely positive and will benefit rural areas that were not built with current times and traffic in mind.</p> | <p><b>ACTION</b> It was agreed that Cllr Scheltinga and the Clerk would liaise in order to submit a letter to CCBC requesting action to carry out measures to calm the tourism pressures to Llyn Crafnant and Llyn Geirionydd.</p>                            |

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|                                                                                                            | <p>I have had contact with several residents over traffic, double yellow lines and parking concerns in the village.</p> <p>I attended a webinar run by the Carneddau Partnership which was useful in several ways. They have offered to deliver the presentation to other groups and community councils if there is a wish for them to do so. If TCC would like this they would need to let me know so I can make the necessary introductions. From the Partnership I have started discussions with the Snowdonia Society about removal of Himalayan Balsam in upland areas and hope to be able to arrange a series of voluntary events later in the year.</p> <p>I have been supporting several residents with housing issues.</p> <p>I have conducted a site visit to locate a suitable location for the LorAwan Water Level sensor to be located. This, over time will hopefully be able to give us more detailed information about the speeds of rising water levels and help give advance warning of flooding.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <p><b>8.</b></p> <p><b>8.1</b></p> <p><b>8.2</b></p> <p><b>8.3</b></p> <p><b>8.4</b></p> <p><b>8.5</b></p> | <p><b>Finance</b></p> <p>Council to discuss and question as required all financial transactions as detailed within Appendix 1. The Clerk advised that payment numbers 2021-22/04 and 2021-22/10 had not been anticipated when the budget for 2021/22 had been prepared and the Clerk requested that Council formally agree that the previously approved amounts under the respective budget headings for these items be increased from the money held as general reserves to meet these payments.</p> <p>Council moved to vote and it was unanimously agreed that all transactions within Appendix 1 be deemed as approved and the Clerk be authorised to make the payments as detailed.</p> <p>Council to acknowledge scrutiny and acceptance of previously circulated bank statements and corresponding monthly and quarterly reconciliations for the HSBC accounts</p> <p>Council formally received the Year End Budget Statement for 2020/21. The Clerk confirmed that due to lower anticipated spending during 2020/21, predominantly as a result of the pandemic, there was a resultant underspend of £2,370.24. The Clerk recommended to Council that this be moved to and held as general reserves.</p> <p>The Clerk reported to Council on the proposed service user changes to the account holding branch of HSBC in Llandudno that would result in the temporary closure of the branch, anticipated in early July, to change the format to a self-service branch without counter staff. The Clerk confirmed that they had already investigated how the changes to service could be managed by way of both online banking and obtaining a business deposit card that could be used either in any branch of HSBC or at the village Post Office. The Clerk had prepared the various forms for signature by two other bank signatories and asked Council to consider and move to approve this course of action. The Clerk had established that an online banking facility was already in place, however, this was registered to a previous Clerk and, therefore, all that would be required would be an update to the existing banking mandate. Council moved</p> | <p><b>RESOLUTION</b> The Council agreed to the Clerk's request and resolved that sufficient monies be taken from the reserves to meet the required payments. No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted</p> <p><b>RESOLUTION</b> The Council resolved to approve all transactions within Appendix 1 <b>ACTION</b> Clerk to arrange those payments as detailed within Appendix 1</p> <p><b>RESOLUTION</b> The Council accepted the documents as circulated and raised no observations or concerns.</p> <p><b>RESOLUTION</b> Council accepted the Year End Budget Statement 2020/21 and approved the retention of the accumulative year-end underspend as general reserves.</p> <p><b>RESOLUTION</b> Council resolved to update the existing banking mandate to reflect the current Clerk as the primary user to again facilitate online banking.</p> <p><b>RESOLUTION</b> Council resolved to support the Clerk's application for a Business Deposit Card to enable cash and cheque deposits to be made following the proposed bank branch changes</p> |

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|                         | to vote and it was unanimously agreed by those members present to agree the banking changes as proposed by the Clerk.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                          |
| 9.                      | <p><b>Correspondence/Gohebiaeth</b><br/>Correspondence for March/April 2021 – items of correspondence for information distributed throughout the month as recorded in Appendix 2 as required to be noted. The Chair invited members to raise any observations or concerns regarding any items of correspondence as referred to in Appendix 2</p> <p>The Clerk referred Council to item 17 relating to the joint One Voice Wales/SLCC Event on 13<sup>th</sup> May 2021 and advised that they would like to attend the event which would deliver information on both best working practices as well as guidance on recent Welsh Government legislation that Council would need to adhere to. The Clerk confirmed that the cost of attending the online event was £45 plus VAT. Council moved to vote and it was unanimously agreed by those members present to authorise the Clerk’s attendance at the Event.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p><b>RESOLUTION</b> The Council raised no observations or concerns and Appendix 2 was accepted</p> <p><b>RESOLUTION</b> The Council resolved to agree the Clerk’s attendance at the Event <b>ACTION</b> Clerk to register for the joint One Voice Wales/SLCC Event on 13th May 2021</p> |
| 10.                     | <p><b>Planning Applications</b><br/>Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority as either detailed below or circulated by the Clerk prior to the date of this meeting</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | None received                                                                                                                                                                                                                                                                            |
| 11.<br>11.1<br><br>11.2 | <p><b>2020/21 Audit Arrangements</b><br/>The Clerk confirmed to Council that she had received the Annual Return and supporting documentation from the Welsh Audit Office in respect of the year-ending accounts for 2020/21. The accompanying letter had confirmed that the previously proposed changes to the audit cycle by the introduction of a more in-depth transactional audit had been postponed and would now commence with the year-end accounts for 2021/22. The date for the Annual Return to be certified by the Responsible Financial Officer and approved by Council was 30<sup>th</sup> June 2021 and the Clerk anticipated that the internal audit would be completed in order that the certification and approval could take place at Council’s normal monthly meeting in early June. If for any reason there was a delay then the Clerk would call a further meeting once the internal audit had been completed to deal with the certification and approval. The Clerk confirmed the Annual Return paperwork had been completed and they would arrange for this and the supporting documentation to be made available to the internal auditor at the earliest opportunity.</p> <p>The Clerk updated Council on the appointment of an internal auditor for the current financial year, confirming that Iona Edwards had accepted the Terms of Engagement as approved by Council at the March meeting. The professional fees charged for undertaking the internal auditor would be £50 plus VAT as per the 2020/21 costs. On this basis, the Clerk recommended to Council that Iona Edwards be re-appointed as the Internal Auditor for the Community Council for the financial year 2021/2022. Council moved to vote and it was unanimously agreed by those members present to appoint Iona Edwards.</p> | <p><b>RESOLUTION</b> The Council resolved the appointment of Iona Edwards as Internal Auditor for 2021/22 <b>ACTION</b> Clerk to submit the Annual Return and supporting papers to the Council’s appointed Internal Auditor as soon as practicable</p>                                   |

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| <p><b>12.</b></p>                                                                                                                                                                                                             | <p><b>Office Services - IT Requirements</b></p> <p>The Clerk advised Council that in order to be able to plot and better update the online burial records for the Cemetery they would recommend to Council the procurement of a computer aided design software programme (CAD). The Clerk was aware that this type of software had been used by a previous Clerk very successfully. The cost of obtaining the software was relatively inexpensive but would enable more detailed and accurate plans to be produced which should then avoid any errors or omissions and provide plans to accord with the grave plots as they are on the ground. The Clerk also recommended to Council the procurement of a PDF converter programme in order to be able to convert PDFs to either word documents or JPEG image files which would save time and reduce printing and scanning costs. Council moved to vote and it was unanimously agreed by those members present to agree the procurement of the requested software.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p><b>RESOLUTION</b> The Council resolved to accept the recommendations by the Clerk and agreed the procurement of the requested software</p> <p><b>ACTION</b> Clerk to source and procure both the CAD and PDF Converter software</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p><b>13.</b><br/><b>13.1</b><br/><b>13.1.1</b><br/><br/><br/><br/><br/><br/><br/><br/><br/><br/><b>13.1.2</b><br/><br/><br/><br/><br/><br/><br/><br/><br/><br/><b>13.2</b><br/><br/><br/><br/><br/><br/><br/><b>13.3</b></p> | <p><b>Working Group Updates to Council</b></p> <p>Village Hall Working Group (VHWG) update by Cllr Scheltinga as Chair of the VHWG:</p> <p>Cllr Scheltinga confirmed that the last week of April had been allocated for preparing the Hall for the temporary opening for election purposes. Cllr Scheltinga asked that the Clerk provide the County Council's Risk Assessment for the booking for the VHWG to review. Cllr Scheltinga confirmed that an Action Plan, outlining the required works to be completed by the end of April, would be circulated to all members. The VHWG would be looking to members to volunteer to complete those tasks taking account of the current regulations in relation to social distancing.</p> <p>Cllr Scheltinga confirmed that the VHWG continued to assess and evaluate the viability of re-opening the Hall with current guidelines suggesting that although community centres are anticipated to re-open on 17<sup>th</sup> May 2021 there is no mention of community halls in the care of or owned by Community Councils. On this basis, the VHWG would recommend that Council instruct them to continue to prepare for and assess the viability for future re-opening but that the Hall remain closed, save for the opening on 6<sup>th</sup> May for election purposes pending clear guidance from Welsh Government. Council moved to vote and it was unanimously agreed by those members present to accept the VHWG recommendation.</p> <p>Cllr Bowen, as a member of the Cemetery Working Group, confirmed in the absence of the Chair, Cllr Kelly, that the Schedule of Works for the cemetery extension was being formulated in order that the process of obtaining the requisite three quotes could commence and a further update would be provided at Council's next meeting.</p> <p>Cllr Bowen, as Chair of the Village Hall Community Group (VHCG), confirmed that the VHCG had again met virtually at the end of March, however, a couple of key members were unable to attend and a further meeting had been scheduled for 4<sup>th</sup> May. Several members of the VHCG had been able to conduct site visits of the Hall and it was proposed that the remaining members would do so before the next scheduled VHCG meeting. This would enable all members to gain a better understanding of the challenges around maintenance and repairs. Cllr Bowen advised Council that it was likely that members from the VHCG would, in time,</p> | <p><b>ACTION</b> Clerk to provide CCBC Risk Assessment to VHWG</p> <p><b>ACTION</b> Cllr Scheltinga to circulate an Action Plan to outline the tasks required to prepare the Village Hall for use as a polling station and organise the volunteers to ensure social distancing requirements were adhered to</p> <p><b>RESOLUTION</b> The Council resolved to accept the VHWG proposal that the Hall would remain closed pending further Government guidance <b>ACTION</b> Further update to be provided at Council's meeting in May (Agenda item)</p> <p><b>ACTION</b> Further update to be provided at Council's meeting in May (Agenda item)</p> <p><b>ACTION</b> Further update to be provided at Council's meeting in May (Agenda item)</p> |

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|                           | form a managing committee with individuals to be appointed to the Trust coming from outside of the VHCG.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                |
| <b>14.</b>                | <b>Village Book Share Proposal</b><br>Cllr Lloyd provided an update to Council on the book share proposal as discussed at the March meeting. Cllr Lloyd confirmed that the book share library had been located at St Mary's Church with the agreement of Rev. Stuart Elliott and had been very well received by residents with book donations being received and books for both adults and children already having been swapped. Cllr Lloyd confirmed that the book share library would be managed by Trefriw Book Club who would rotate the books at regular intervals.                                                                                                                                                                           |                                                                                                                                |
| <b>15.</b><br><b>15.1</b> | <b>Health and Safety</b><br>As per the Agenda, it was agreed that Council would only receive verbal updates from members where issues needed to be highlighted and/or discussed.<br>Gower Road Footpath (Trefriw Trail 1) - Cllr Scheltinga advised Council that NRW were still awaiting delivery of the materials to enable the repairs to the footpath. Until such time as the repairs could be undertaken, the footpath had been closed by NRW at the request of the Community Council.                                                                                                                                                                                                                                                         | <b><u>ACTION</u></b> Standing Agenda Item                                                                                      |
| <b>15.2</b>               | Cllr Ellis confirmed that following on from last month's meeting, the bench outside of the Gower Road playpark and the one further along Gower Road had both had the broken planks replaced. The planks would need to be stained and/or painted but this would be done at the same time as the re-painting/re-staining of all of the benches within the village.                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                |
| <b>16.</b>                | <b>Village Improvements</b><br>Cllr Scheltinga raised the question of the bus stops that were in need of attention. Cllr Ellis confirmed that councillors and volunteers had previously undertaken a village clean-up/litter pick session which had involved washing down the bus stops. Cllr Ellis confirmed that this should be incorporated into the schedule of village works and it was agreed to include an item on the next agenda for further discussion.                                                                                                                                                                                                                                                                                  | <b><u>ACTION</u></b> Agenda item for May                                                                                       |
| <b>17.</b>                | <b>Councillor/Clerk Training</b><br>The Chair confirmed that Cllr Kelly had attended the OVW Code of Conduct training on 24 <sup>th</sup> March which had enabled them to cascade a refresher session on 6 <sup>th</sup> April that had been attended by all those sitting as councillors at the time. The Chair confirmed that Cllr Kelly would liaise with Cllr Lloyd regarding the session that had been given.                                                                                                                                                                                                                                                                                                                                 | <b><u>ACTION</u></b> Cllr Kelly to liaise with Cllr Lloyd to share the recent Code of Conduct training that had been delivered |
| <b>18.</b>                | <b>External Meetings/Webinars</b><br>The Clerk confirmed that since the last meeting she had attended the Annual/Quarterly Meeting of the Clwyd Branch of SLCC and also the Town & Community Council Area Clerk's Network Meeting. It was confirmed that the Chair and Clerk would be attending the Town & Community Council Forum Meeting on 14 <sup>th</sup> April and a verbal update ahead of the circulation of the formal minutes would be given at the May meeting. The Clerk confirmed that the OVW Conwy/Denbighshire quarterly meeting was scheduled to take place on Wednesday, 28 <sup>th</sup> April and it had been previously agreed that Cllrs Bowen and Scheltinga would attend and feedback to full Council at the next meeting. | <b><u>ACTION</u></b> Standing Agenda Item                                                                                      |

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| 19. | <p><b>Next Month's Agenda</b></p> <p>The following items were proposed and accepted for Council's next meeting:</p> <ul style="list-style-type: none"> <li>- Village Hall Working Group update to include guidance to Council on the viability and timeframe for the general re-opening of the Village Hall</li> <li>- Cemetery Working Group update to include progress on the works to commence the cemetery extension</li> <li>- Village Hall Community Group to include an update from the meeting to be held on 4<sup>th</sup> May</li> <li>- Village Improvements - Council to agree bus stop clean/litter pick event</li> </ul> <p>Any subsequent items to be presented for consideration are to be received by the Clerk no later than Friday, 30<sup>th</sup> April 2021</p> |                                                                                                                                                                                      |
| 20. | <p><b>Next Meeting of the Community Council</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p><b>RESOLUTION</b> The Council resolved that the next meeting of Trefriw Community Council would be held at 7pm on <b>Tuesday, 11<sup>th</sup> May 2021</b> remotely via Skype</p> |

### Penderfyniadau'r Cyngor

- Cyfetholwyd Rebecca Louise Lloyd i Gyngor Cymuned Trefriw i gynrychioli plwyf Trefriw
- Derbyniwyd cofnodion y cyfarfod a chynhaliwyd ar Fawrth y 9fed, 2021 fel cofnod cywir.
- Cymeradwywyd trawsnewidiadau ariannol arferol, a chyfarwyddwyd y Clerc i wneud y taliadau.
- Cydnabuwyd archwiliad a chysoniad misol a chwarterol o ddatganiadau'r banc gan y Cyngor.
- Derbyniodd y Cyngor y Datganiad Cyllideb Terfynol am 2020/21, a cymeradwywyd cadw'r is-wariant cronedig fel cronfeydd cefnol.
- Cytunwyd â cais y Clerc i symud digon o arian o'r cronfeydd cefnol i wneud y taliadau ar gyfer y wefan a TG ychwanegol na rhagwelwyd tra'n cytuno cyllideb am y cyfnod 2021/22
- Cytunodd y Cyngor diweddarau mandad cyfredol y banc i gofnodi'r Clerc presennol fel y prif ddefnyddiwr er mwyn hwyluso bancio ar-lein.
- Cytunodd y Cyngor i gefnogi cais y Clerc am Gerdyn Blaendal Busnes ar gyfer pob cyfrif banc HSBC y Cyngor i alluogi gwneud blaendaliadau arian parod a sieciau oherwydd y newidiadau a ddisgwylir yng nghanen HSBC Llandudno
- Cymeradwywyd unrhyw gohebiaeth a gylchredwyd yn barod
- Cytunodd y Cyngor i'r Clerc mynychu cyfarfod Un Llais Cymru/CCCL ar y 13eg o Fai, 2021
- Cytunodd y Cyngor ar apwyntiad Iona Edwards fel archwilydd mewnol am y cyfnod 2021/22.
- Erys neuadd y pentref ar gau trwy gydol mis Ebrill tra bod cyfyngiadau Covid-19 yn eu lle.
- Cymeradwywyd pryniant meddalwedd i alluogi'r Clerc i reoli cofnodion y fynwent yn well, yn ogystal a thrawsnewidydd PDF
- Cynhelir y cyfarfod nesaf trwy gyfrwng 'Skype' ar ddydd Mawrth, Mai yr 11eg, 2021, am 7.00 y.h.

## Camau gweithredu nesaf

- Y Clerc i drosglwyddo digon i arian o'r cronfa cefnol i'r cyllid am 2021/22, er mwyn medru cwblhau'r taliadau a cytunwyd nad ydynt eisoes yn ymddangos o fewn y Ddatganiad Gyllideb
- Y Clerc i gyflwyno'r manylion priodol i HSBC er mwyn galluogi bancio ar-lein, a derbyn cardiau blaendal busnes
- Y Clerc i gofrestru i fynychu cyfarfod Un Llais Cymru/CCCL ar y 13eg o Fai, 2021
- Y Clerc i gyflwyno'r Ffurflen Flynyddol a'r papurau ategol i archwilydd mewnol penodedig y Cyngor
- Y Clerc i brynu'r rhaglenni meddalwedd cyfrifiadurol a cytunwyd gan y Cyngor
- Cyng. Scheltinga a'r Clerc i ysgrifennu at CBSC gan ofyn iddynt gymryd camau i leihau pwysau twristiaeth ar Lynnoedd Crafnant a Geirionydd
- Cyng. Scheltinga i gylchredeg cynllun gwaith er mwyn paratoi i ailagor Neuadd y Pentref fel gorsaf bleidleisio ar y 6ed o Fai. Yr holl waith i'w gwblhau erbyn diwedd mis Ebrill.
- Cyngorwyr Scheltinga a Bowen i fynychu cyfarfod Un Llais Cymru, ardal Conwy a Ddinbych, ar yr 28ain o Ebrill, a darparu adroddiad i'r Cyngor yn eu cyfarfod ym mis Mai.
- Cyngorwyr i gyflwyno i'r Clerc eitemau agenda ar gyfer ystyriaeth yng nghyfarfod y Cyngor ym mis Mai, dim hwyrach na ddydd Iau, Ebrill y 30ain