

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 Meeting of the Council held on 13th July 2021 at 7.00pm online via Skype as permitted by The Local Government and Elections (Wales) Act 2021

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice-Chair), Cllr Idris Bowen, Cllr Rebecca Lloyd, Cllr, Gill Scheltinga,
Cllr Gareth Siddorn and Cllr Lucy Williams who joined the meeting at 19:36

In attendance: 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

	Agenda Item/Discussion	Action/Resolution/Update
60.	To confirm that a Quorum of elected members is present/Cadarnhau bod yr aelodau etholedig sy'n bresennol yn ffurfio cworwm	RESOLUTION A quorum was confirmed by the Chair
61.	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	RESOLUTION Apologies were received and accepted from Cllr Stephen White
62.	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
63.	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 15 th June 2021	RESOLUTION The Council resolved that the minutes of the meeting held on 15 th June 2021 be accepted and signed by the Chair as a true record
64.	Chair's Announcements/Cyhoeddiadau y Gadeiryn	None made as all covered within the agenda
65.	Finance	
65.1	Council to discuss and question as required all financial transactions as detailed within Appendix 1.	No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted
65.2	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.	RESOLUTION Council resolved to approve all transactions within Appendix 1 ACTION Clerk to arrange the payments as detailed within Appendix 1

<p>65.3</p> <p>65.4</p>	<p>The Clerk advised members that as Council would not be meeting in August any routine expenditure would still be agreed and settled in accordance with clause 4.1 to the Council's Financial Regulations. The Clerk would then prepare a financial record for ratifying by full Council at the next meeting on 14th September 2021 which was noted and agreed by the members present.</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding reconciliation for the HSBC current account for June 2021 as well as the first quarter reconciliation for 2021/22 of the HSBC deposit account.</p> <p>The Clerk confirmed to Council that the Annual Return and supporting papers had been submitted electronically to the Welsh Audit Office on 22nd June 2021. The Clerk further confirmed that the Notice of Appointment of Electors Rights had been posted on both the Community Council's website and the Village Hall Noticeboard on 24th June 2021 which provided for a period of inspection to run from Monday, 20th August to Friday, 17th September 2021 being the dates formally agreed by Council at the June meeting.</p>	<p><u>NOTED</u> Council acknowledged that the Clerk would make any required payments during August for ratification at the September meeting</p> <p><u>RESOLUTION</u> Council accepted the documents as circulated and raised no observations or concerns.</p>
<p>66.</p>	<p>Correspondence</p> <p>Correspondence for June/July 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><u>RESOLUTION</u> The Council raised no observations or concerns and Appendix 2 was accepted</p>
<p>67.</p> <p>67.1</p>	<p>Planning Applications</p> <p>Application Number: NP4/32/338A Proposal: Single storey side extension Location: Llwyn Celyn, Trefriw. LL27 0JX</p>	<p><u>RESOLUTION</u> The Council considered the application and resolved that it had no objection or observation to make upon the proposal</p>
<p>68.</p>	<p>County Councillor Report / Adroddiad-y-Cynghorydd Sir</p> <p>A brief report from the C. Cllr. Tomos Jones on matters of importance and interest to the communities of Trefriw and Llanrhychwyn</p> <p>Cllr Kelly, in the absence of C. Cllr Tomos Jones, highlighted the Welsh Government Consultation that had been launched relating to the proposal to reduce the speed limit on residential streets to 20 mph being something that C. Cllr Jones had been involved with for some considerable time. Cllr Kelly believed that it would be appropriate for Council to raise awareness of the consultation with residents to enable them to have their say formally.</p>	<p>No report was provided as C. Cllr Jones was unable to attend the meeting</p> <p><u>ACTION</u> The Clerk was instructed to share the link to the Welsh Government consultation via the Community Council's Facebook page</p>
<p>69.</p> <p>69.1</p>	<p>Working Group Updates to Council</p> <p><u>Village Hall Working Group (VHWG) update by Cllr Ellis and the Clerk:</u></p> <p>Cllr Ellis confirmed to members that the recent booking by the Ogwen Valley Mountain Rescue Team had been very successful with positive feedback received regarding the Hall and the available facilities. Cllr Ellis further advised that although there were currently no firm bookings for the Hall the Clerk had received some tentative enquiries although progression of these in the short term would be dependent on the further lifting of restrictions by Welsh Government</p>	<p><u>ACTION</u> Standing Agenda Item</p>

and subsequent guidance as to whether this would enable the Hall to be hired out to accommodate a wider range of activities. Cllr Ellis advised members that a work party would be needed to again tackle the outside areas with the tasks inside the Hall mostly having been allocated out for completion. The Working Group was still proposing to convert one of the rear storage rooms into a small meeting room at relatively small expense which would provide a further hireable space. Cllr Scheltinga raised the question of whether Ti a Fi would be returning to the Hall - Cllr Lloyd confirmed that she had spoken to the previous organiser who, due to family commitments, was unable to continue as leader but that Cllr Lloyd would be looking to post on the main village Facebook page to see whether anyone within the village would be willing to run the sessions.

The Clerk was then invited to update members on the site visit with the BT Openreach engineer regarding the possibility of a fibre network broadband installation at the Hall. The Clerk confirmed that both she and the Chair had attended the site visit which was very positive with the work required for the installation following the route of the existing decommissioned broadband cabling. Due to the Hall's listed status, the Clerk had contacted the Conservation Team at Conwy CBC to ascertain whether any listed building consent would be required prior to any installation taking place. The Clerk had subsequently been asked to provide photographs to show the exact route of the cabling although the Conservation Team seemed to be of the opinion that there would be no requirement for formal consent. The Clerk would continue to progress this and provide a further update to Council at the September meeting.

69.2

Cemetery Working Group (CWG) update by Cllrs Kelly and Bowen:

Cllr Kelly, as Chair of Working Group, updated members regarding the query raised by the Community Council's grounds contractor as to brash and hedge clippings that had been left at the cemetery. Cllr Kelly confirmed that this was the result of ongoing work by members of the community headed up by Jay Butters who have been clearing areas within the cemetery to include removal of a laurel tree which had caused structural damage to the eastern boundary wall. The members agreed that that work being undertaken by the community group was invaluable and wished to formally thank not only Jay Butters but all of the community members who voluntary give up their time once a month to help with the ongoing grounds maintenance.

Cllr Bowen was then invited to update members regard the cemetery extension upon which he advised that he was still in communication with both CCBC and SNPA regarding certain conditions attached to the original planning consent granted in 2018. Cllr Bowen confirmed that he had now been able to organise a site visit which was taking place on 15th July with a representative from CCBC where he wanted, in particular, to discuss two of the conditions as these appeared to be generic and not necessarily reflective of the actual works required to create the cemetery extension. It was hoped that following on from the site visit sufficient progress would be made with CCBC to enable the CWG to be able to prepare and circulate to full Council the final Schedule of Works including full material specifications for further

ACTION Clerk to provide a further update as to progress of the fibre broadband installation at the next Council meeting (Agenda item for September)

ACTION Cllr Bowen/CWG to prepare a final Schedule of Works including full material specification to be circulated to members for further consideration at either the scheduled September meeting or at a supplementary meeting in August, as required

69.3	<p>consideration. It was agreed that although Council were not formally scheduled to meet in August, there was the option to call a supplementary meeting should sufficient progress be made to enable further discussion and decisions to be made.</p> <p><u>Village Hall Community Group (VHCG) update by Cllr Bowen:</u> Cllr Bowen advised members that due to other commitments by the volunteer members, it had not been possible for the Community Group to meet in June although work to re-establish the Trust with the Charity Commission was still being undertaken. Cllr Bowen confirmed that a meeting was being proposed on either 20th or 27th July and that a written update would be circulated to members ahead of the next scheduled Council meeting in September.</p>	
70.	<p>Staffing Committee Cllr Kelly, as Chair of the Staffing Committee, provided a summary to Council based on Appendices 3(a), 3(b) and 3(c) as to the rationale for seeking an uplift in the contracted hours to be worked by the Clerk. Cllr Kelly formally put forward to Council the recommendation, on behalf of the Staffing Committee, to increase the Clerk's contracted hours from 50 to 62 per month effective as from 1st August 2021 and to run until 31st March 2022. This would be subject to a review taking place in December 2021 to further assess and ensure that the current issues that the Clerk is encountering in managing the work within the hours as allocated has been addressed and to consider what changes/budget allocation would be required for 2022/23 should the uplift be required beyond 31st March 2022. In terms of the costs of the uplift, Cllr Kelly confirmed to Council that, if agreed, the additional sum needed to implement the uplift would total £1408.08 which was currently unbudgeted and would need to be taken from the general reserves. Council moved to vote and it was unanimously agreed by those members present to accept the Staffing Committees' recommendation to increase the Clerk's contracted hours from 50 to 62 per month with the additional costs to the Community Council being transferred from the reserves.</p>	<p>RESOLUTION The Council resolved to accept and agree the recommendation by the Staffing Committee and the Clerk's contracted hours would be increased to 62 per month effective from 1st August 2021 until 31st March 2022 with the resultant increase in salary being transferred from reserves.</p>
71. 71.1 71.2	<p>Health and Safety 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. Cllr Scheltinga raised with Council concerns that has been brought to her attention by a resident from Llyn Geirionydd which included trespass, camping, the lighting of fires, damage and general anti-social behaviour which was taking place on the private land as owned by the resident. The Council discussed the issues as raised and, although extremely sympathetic to the situation, agreed that there was little if nothing that the Council could do to assist as this was clearly a matter for the police and the resident must be strongly encouraged to report the situation to them. In relation to general parking issues at Llyn Geirionydd, Council highlighted the proposed urban clearway order that would be going back out for formal consultation shortly</p>	<p>No issues were highlighted by members</p> <p>ACTION Cllr Scheltinga to make further contact with the resident to encourage them to report the instances of trespass to the police and to also highlight the proposed urban clearway order being implemented by CCBC at Llyn Geirionydd subject to a period of further consultation</p>

	and, again, stated that this should be made aware to the resident both for information and also to enable them to contribute and provide feedback.	
72. 72.1	Village Improvements No specific improvements for Council to consider were mentioned, however, Council requested that a formal note of appreciation and thanks be recorded to the volunteers who have been working on the planting at the Memorial Garden as well as the planters in the Gower Road play park.	<u>ACTION</u> Standing Agenda item
72.2	Cllr Ellis advised that it had not, up until now, been possible to repaint the benches at the War Memorial due to the weather conditions. It was hoped that the forecasted spell of imminent good weather would enable the benches to be painted over the weekend. Cllrs Kelly and Williams confirmed that they would be able to work together on some of the other benches during August.	
72.3	The Clerk advised that the new and safer metal gates being installed at Gower Road play park were not, as yet, in situ. The Clerk had been in contact with CCBC to query the delay as previously it had been confirmed that the gates would be replaced by the end of June. The date now given for installation was on or before 23rd July and the Clerk would continue to monitor this.	
73.	Councillor/Clerk Training The Clerk confirmed that, in addition to the Code of Conduct training, Cllr Siddorn had completed the One Voice Wales basic online training modules and the Training Record had been updated to reflect this.	<u>ACTION</u> Standing Agenda Item
74.	External Meetings/Webinars None attended by members or the Clerk since the previous meeting. The Clerk advised that the One Voice Wales Conwy and Denbighshire Area Committee Meeting had taken place on 7 th July, however, it had not been possible to arrange representation from the Community Council. The Clerk had requested a full schedule of meeting dates for the next 12 months in order that Council could then look to agree attendance by members on a rotational basis.	<u>ACTION</u> Standing Agenda Item
75.	CCBC Playing Out Summer 2021 The Clerk confirmed that they had now received confirmation of dates from CCBC of the three playing out sessions that the Community Council would contribute towards. These would take place on the first three Fridays in August between 2 pm and 3.30 pm. The Clerk further advised that, subject to agreement by Council, a further approach had been made by the Llanrwst Family Centre regarding a rural play day which would take place on 5 th August over a morning and afternoon session. There would be no cost implication to the Community Council should agreement be given to use the play park.	<u>RESOLUTION</u> Council resolved to agree the use of the play park to facilitate the rural play day on 5 th August. <u>ACTION</u> Clerk to advertise the sessions on both the Council's Facebook and by arranging for posters to be displayed within the village

76.	<p>Grant Funding</p> <p>The Clerk confirmed that the new village noticeboard had been delivered and this was now at the Village Hall ready for installation. Cllrs Bowen and Lloyd agreed to liaise regarding the installation as Cllr Bowen would need to complete a slight modification to enable the glass front to be secured by way of metal clips rather than the current key and lock system so as to be completely accessible to residents. The Clerk confirmed that once she was able to take a photograph of the noticeboard in situ this would satisfy the conditions as attached to the funding and would enable the Clerk to apply for full reimbursement from CCBC for all items purchased as per the Community Tidy Up Project grant funding application.</p>	<p><u>ACTION</u> Cllrs Bowen and Lloyd to liaise and work together to ensure that the new village noticeboard will be in situ no later than Tuesday, 28th July</p> <p><u>ACTION</u> Clerk to make arrangements to progress reimbursement from CCBC under the grant funding</p>
77.	<p>Village Christmas Tree</p> <p>The Chair advised members that there had been some suggestion of trying to secure potential sponsorship from local businesses to cover the costs of obtaining the central village Christmas Tree. Council discussed the suggestion and it was agreed that Cllr Scheltinga would look to progress this and report back at the next Council meeting,</p>	<p><u>ACTION</u> Cllr Scheltinga to approach local businesses to seek sponsorship to meet the cost of the annual village Christmas Tree (Agenda item for September)</p>
78.	<p>Next Month's Agenda</p> <p>The following additional items were proposed and accepted for Council's next meeting: No further items were proposed as either covered by standing agenda items or already captured by the Clerk for inclusion within the next Agenda</p>	<p><u>ACTION</u> Any further items to be presented for consideration are to be received by the Clerk no later than Wednesday, 1st September 2021</p>
79.	<p>Next Meeting of the Community Council</p>	<p><u>RESOLUTION</u> Council resolved that the next meeting of Trefriw Community Council would be held at 7pm on Tuesday, 14th September 2021 remotely via Skype</p>

**Cyfarfod CCT
Cynhaliwyd Gorffennaf y 13eg, 2021
(Crynodeb)**

Penderfyniadau'r Cyngor

- Derbyniwyd ymddiheuriadau gan Cyng. Stephen White
- Derbyniwyd cofnodion y cyfarfod a gynhaliwyd ar yr 15fed. o Fehefin 2021 fel cofnod cywir.
- Cymeradwywyd trawsnewidiadau ariannol arferol, a chyfarwyddwyd y Clerc i wneud y taliadau.
- Cydnabuwyd yr archwiliad o ddatganiadau misol y banc a'u chymodiad gan y Cyngor.
- Cydnabuodd y Cyngor gyflwyniad electronig o'r Llywodraethu Blynyddol a'r Ffurflen Flynyddol am 2020/21. Mae hysbysiad wedi'i gyhoeddi i nodi y bydd y Ffurflen Flynyddol a'r cofnodion cyfrifyddu ar gyfer 2020/21 ar gael i'r cyhoedd eu harchwilio rhwng 20 Awst a 17 Medi ar gais.
- Cymeradwywyd unrhyw gohebiaeth a gylchrhedwyd yn barod

- Ystyriodd y Cyngor y cais cynllunio a dderbyniwyd (NP4 / 32 / 338A) a phenderfynwyd nad oedd unrhyw wrthwynebiad na sylwadau yn angenrheidiol.
- Mae'r paratodau ar gyfer ailagor neuadd y pentref mewn llaw ac yn unig yn aros diweddariad gan Lywodraeth Cymru am ganllawiau ynglŷn ag unrhyw gyfyngiadau i ddefnyddwyr.
- Cytunodd y Cyngor i ymestyn oriau gwaith y Clerc o 50 i 62 awr y mis am gyfnod prawf, i'w adolygu ym mis Rhagfyr 2021.
- Cydnabuodd y Cyngor y byddai CBSC yn newid 2 o'r gatiâu i barc chwarae Swingfield erbyn 23 Gorffennaf 2021.
- Cymeradwyodd y Cyngor 5 sesiwn chwarae haf, i'w cynnal yn y parc chwarae, am gyfanswm gôst i CCT o £ 40. Mae manylion llawn wedi'u postio ar Facebook gan CBSC.
- Derbyniodd y Cyngor fanylion terfynol y grant a dderbyniwyd ar gyfer y Prosiect Tacluso Cymunedol, a Chyllid Ymateb COVID.
- Cynhelir y cyfarfod nesaf trwy gyfrwng 'Skype' ar ddydd Mawrth, y 14eg o Fedi 2021, am 7.00 y.h.

Camau gweithredu nesaf

- Cyng. Ellis i hysbysu dyddiad i gwblhau'r gwaith angenrheidiol er mwyn paratoi neuadd y pentref ar gyfer ailagor
- Cyng. Bowen i gyflwyno Atodlen o Waith a Manyleb i Weithgor y Fynwent a / neu'r Cyngor llawn unwaith y bydd yr amodau sy'n gysylltiedig â'r caniatâd cynllunio gwreiddiol ar gyfer estyniad y fynwent wedi'u hegluro.
- Cyng. Scheltinga i ymweld â phreswlydd sy'n cwyno am dresmasu a difrod gan ymwelwyr sy'n gweryslla ac yn cynnau tanau heb ganiatâd ar ei tir preifat.
- Cyng. Ellis i ddechrau paentio meinciau'r gardd goffa cyn gynted ag y bydd rhagolwg tywydd sych parhaus yn caniatáu i'r pren sychu cyn i'r gwaith cychwyn
- Cynghorwyr Bowen a Lloyd i gydweithio er mwyn sicrhau y bydd hysbyswrdd newydd y pentref yn ei le erbyn dydd Mawrth, 28 Gorffennaf fan bellaf.
- Cyng. Scheltinga i ofyn am gymorth gan fusnesau lleol i noddi costau'r Coeden Nadolig flynyddol i'r Pentref,
- Cynghorwyr i gyflwyno i'r Clerc unrhyw eitemau agenda i'w hystyried yng nghyfarfod nesaf y Cyngor dim hwyrach na ddydd Mawrth, 1af. o Fedi 2021.