

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer
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3rd November 2020

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held online on Tuesday, 10th November 2020 at 7:00 pm for the purpose of transacting the following business.

Yours faithfully
Vikki Teasdale
Clerk to the Council

Due to the current Covid-19 Coronavirus situation, the Community Council will meet virtually via Skype (meeting code <https://join.skype.com/dVIA40MXxyu>) as permitted in The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.

The council meeting will commence at 7pm with members of the public being allowed to speak within a fifteen-minute period at the beginning of the meeting, with individual members of the public speaking for no longer than 3 minutes on one item only and with no duplicated topics unless with a different view point

If anyone wishes to submit questions for consideration and/or response during the public element ahead of the meeting please contact the Clerk as per the above details.

Annual Meeting of the Council Agenda 10th November 2020

48. To confirm that a quorum of elected members is present

A quorum is to be confirmed by the Chair

49. Election a Chair and Vice-Chair of the Council

Council to consider the Clerk's recommendation to postpone the election of the Chair and Vice-Chair for the Council year 2020/21 using the powers given in The Local Authority (Coronavirus) (Meetings) (Wales) Regulations 2020 until face to face meetings can be safely held

50. Council's Working Groups

Council to review and, as appropriate, re-appoint the following working groups:

- Cemetery Extension and Maintenance;
- Services at Risk/Asset Transfer; and
- Village Hall Working Group

51. Other Business

Council to consider the following items of business, as detailed in Standing Order 5(j):

51.1 to receive, review and move to adopt the Code of Conduct for 2020/21

51.2 to receive, review and move to adopt Council's Form of Standing Orders and Financial Regulations for 2020/21

51.3 to note that the following policies have been reviewed and adopted for 2020/21 and will be considered and reviewed on a cyclical basis as necessary-

- (i) Complaints Procedure; (ii) Equality Policy; (iii) Grant/Donation Policy; (iv) Health & Safety Policy (v) Records Retention and Disposal Policy (vi) Social Media Policy and (vii) Welsh Language Policy

51.4 to receive notice of the meeting dates for the Council for 2020/21 – Appendix 6

52. Apologies LGA 1972 Sch. 12 par 40

To note and/or formally accept apologies subject to Council's approval as to the reason for absence

53. Declarations of Interest LGA 2000 Sch. 50 Local Authorities (Wales) Order 2008/788

To disclose personal and financial interest in items of business listed below

54. Minutes LGA 1972 Sch. 12 par 41(1)

To receive, approve and sign as a correct record the minutes of the Council meeting held on 13th October 2020

55. Chair's Announcements

56. Financial: LGA 1972 Sch. 12 par 41(1)

56.1 Council to question as required any financial transactions within Appendix 1

56.2 Council to formally approve and authorise those payments as detailed within Appendix 1

56.3 Council to consider insurance renewal from Zurich Insurance as per Appendix 3

56.4 Council to formally receive and consider the Clerk/RFO's Draft 2021/22 Budget as per Appendix 4

57. Correspondence

Correspondence for October/November 2020 – Appendix 2

To note correspondence received and circulated to Councillors as not otherwise referenced on the Agenda for Council's comment and/or to agree any further action

58. Trees on Gowers Road

Council to receive an update as to the outcome of the Gower Road Tree Inspection and move to agree next steps to include giving consideration to the formation of a working group to manage any programme of works as per the draft Terms of Reference – Appendix 5

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

A brief report from the C. Cllr. Tomos Jones on matters of importance and interest to the communities of Trefriw and Llanrhychwyn

60. Village Hall

Council to further consider the viability of re-opening the village hall and move to agree next steps taking account of the current Welsh Government Covid-19 restrictions and any recommendation made by the Village Hall Working Group

61. Community Engagement

Village Christmas Tree and Lighting Up – Council to receive an outcome as to the sourcing of a Christmas Tree for erection at the Singrig

62. Next month's Agenda

Councillors to present items to be considered for inclusion on the Agenda of the next meeting

63. To confirm the date of the next meeting of the Council to be held would be at 7:00 pm on Tuesday, 8th December 2020