

# Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer  
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2nd February 2021

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held online on Tuesday, 9<sup>th</sup> February 2021 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 Council Meeting please contact the Clerk as per the above details.

## Meeting of the Council - Agenda for 9<sup>th</sup> February 2021

- 95. To confirm that a quorum of elected members is present**  
A quorum is to be confirmed by the Chair
- 96. 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
- 97. 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
- 98. 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 12<sup>th</sup> January 2021
- 99. Chair's Announcements**
- 100. Finance**
  - 100.1 Council to formally receive the successful COVID-19 Community Response Grant Funding documentation and move to agree the terms and conditions of acceptance – Appendices 3(a), 3(b) and 3(c).
  - 100.2 Council to question as required any financial transactions within Appendix 1
  - 100.3 Council to formally approve and authorise those payments as detailed within Appendix 1
- 101. Correspondence**  
Correspondence for January/February 2021 - 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
- 102. 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

- 103. Village Hall Working Group**  
103.1 Council to receive an update to enable consideration to be given regarding the timeframe for re-opening the Village Hall  
103.2 Council to discuss and move to agree the actions required in preparation of re-opening the Village Hall
- 104. Village Hall Community Group**  
104.1 Council to receive an update from Cllrs Ellis and Bowen on the investigations made to re-establish the Village Hall Charitable Trust  
104.2 Council to receive, review and discuss the draft Terms of Reference for the Village Hall Community Group and move to approve the creation and remit of the group and agree the appointments as therein referenced – Appendix 4  
104.3 Council to receive and consider the recommendations of Cllrs Ellis and Bowen in regard to the continued remit of the Village Hall Working Group – Appendix 5
- 105. Councillor Vacancy**  
Clerk to update Council as to the outcome of the notice of co-option process and provide details of the applications received in response
- 106. Staffing Committee**  
Council to receive and review the draft Terms of Reference for the Staffing Committee and move to approve the terms as therein referenced – Appendix 6
- 107. Trefriw and Llanrhychwyn Public Cemetery**  
Council to receive an update from the Clerk regarding the availability of unpurchased grave plots within the existing cemetery grounds
- 108. Monthly Health and Safety Inspections**  
Clerk to update Council as to the current arrangements for undertaking the routine health and safety inspections of (i) Old Recreation Ground, (ii) Swingfield and Gowers Road, (iii) the Village Hall, (iv) the Cemetery and (v) land at Top Road to enable Council to review and move to agree any amendments to the process as may be required
- 109. External Meetings/Webinars**  
Council to receive an overview from those members who have attended external meetings/webinars/training sessions during the preceding month and move to agree any actions and/or processes that subsequently need to be implemented
- 110. Councillor/Clerk Training**  
Clerk to update as to the current record of training as completed by Councillors and Clerk to enable Council to review and move to agree any further requirements
- 111. Next month's Agenda**  
Councillors to present items to be considered for inclusion on the Agenda of the next meeting. Any subsequent items to be presented for consideration are to be received by the Clerk no later than 25<sup>th</sup> February 2021.
- 112. To confirm the date of the next meeting of the Council** to be held would be at 7:00 pm on Tuesday, 9<sup>th</sup> March 2021