

# Cyngor Cymuned Trefriw Community Council (TCC)

## Annual Report for 2021/2022

**Who We Are** - *Our local Community Councillors (Councillors) represent the Community / Wards of Trefriw and Llanrhychwyn.*

Councillors representing the ward of Trefriw during 2021/22 were:

- Cllr Kim Ellis, Chair
- Cllr Jasmine Kelly, Vice Chair
- Cllr Idris Bowen
- Cllr Becca Lloyd (*resigned January 2022*)
- Cllr Stephen White
- Cllr Lucy Williams

Councillors representing the ward of Llanrhychwyn during 2021/22 were:

- Cllr Gareth Siddorn
- Cllr Gill Scheltinga

*The Clerk / Responsible Financial Officer / Burial Clerk (the Clerk) to the community/wards is Mrs Vikki Teasdale. The Clerk is employed and paid a salary by the Council.*

*While Councillors bring many work and life skills to their term of office, they are also required to undertake proper and regular training to enhance their working knowledge of the law and other requirements of local government.*

During the financial year of 2021/22:

- All Councillors completed the seven One Voice Wales (OVW) basic online training modules
- Various councillors attended online training on Local Government Finance, Transfer, Maintenance and Management of Community Assets, Code of Conduct, Community Engagement, Reviewing Visitor Management Measures and Understanding the Law. Training materials were then shared with all Councillors
- The Clerk completed the SLCC foundation qualification and is working towards the next intermediary level
- The Chair and Clerk attended Town and Community Council Forum meetings
- The Clerk attended the Joint SLCC/OVW 2021 Conference
- Councillors also participate with the Multi-Agency Task Group that has been set up to tackle environmental and traffic problems being encountered at Llynoedd Crafnant and Geirionydd

*Councillors and the Clerk work and meet regularly with other Councils and groups to share best practice and keep abreast of current affairs in the sector. The Clerk is in regular contact with a Clerk's forum.*

**Meetings** *Your local Councillors will usually meet on the 2<sup>nd</sup> Tuesday of each month. During the Covid-19 restrictions these meetings have been held via Skype. Members of the public are welcome to attend these meetings as if they were being held in person, and the meeting link is published both within the calendar of events on the Community Council's website as well as on the meeting agenda each month. Our Councillors can be contacted by members*

*of the public outside of meetings to discuss issues or problems raised. The Clerk can also be contacted on a dedicated mobile phone where messages can be left outside of working hours.*

Legislation was passed in 1<sup>st</sup> May 2021 requiring all Town or Community Council meetings to be multi-platform to enable members of the community to attend meetings either in person or remotely. TCC cannot currently comply with this as there is currently no wi-fi provision within the Hall, however, consideration is being given to how future meetings can be developed to meet this government legislation. Until then, TCC will continue to meet virtually.

**Communication** *Meeting agendas and minutes are affixed to the Community Council noticeboard, together with any other relevant documents. They are also published on the Community Council's website [www.trefriwcommunitycouncil.co.uk](http://www.trefriwcommunitycouncil.co.uk) The website also has a calendar of events, statutory and adopted policy documents as well as other community-based news and information.*

*TCC has its own Facebook account to share important information. This can be found at "Trefriw Community Council".*

Councillors trialled a "Meet your Councillors" surgery at the end of 2021/22 where matters of importance can be raised with Councillors for discussion at the next agenda. These sessions are due to continue bi-monthly.

### **What we do**

**Budgets and precepts** *Councillors are required to work with the Clerk to set a budget for the coming year to deliver all the services required of the Council and other projects considered necessary for the good of the community. Bearing in mind the constantly rising cost of living and the demands on household incomes the Council endeavours to keep this budget as low as possible. Funding of this budget is predominantly delivered through a Precept request which is then charged as part of the annual household Community Charge by Conwy County Borough Council.*

In 2021/22, an average council tax bill (Band D property) included £60.13 for the Community Council. The Community Council also received other income in 2021/22 as detailed below:

Summary of Account 2021-22	£
Precept	22,202.56
VAT Refund	768.86
Trefriw Village Hall Hire Revenue	599.60
Trefriw and Llanrhychwyn Cemetery Fees	2,170.00
Public Footpath Maintenance, part reimbursement from Conwy CBC	875.00
Grant Funding	1,052.64
Other Miscellaneous receipts: to include the sale of felled ash timber; reimbursement of materials from CCBC; compensation from HSBC re bank charges; partial refund of the music licence fee; nominal interest	234.86
<b>Total Income</b>	<b>27,903.52</b>
<b>General Running and Maintenance Costs:</b>	
Administration including employment costs, insurance, office equipment, printing costs, postage, stationery, telephone and internet	10,462.63
Village Hall Maintenance and Operational Costs	965.20
General Village Maintenance costs	1,732.80

Cemetery Maintenance and Development Costs	2,383.00
Provision of Community Skips	2,360.00
Public Footpath Maintenance	1,122.50
Tree Maintenance Works - Ash dieback and other safety works	2,530.00
<b>Governance</b>	
Audit, legal/professional advice and fees, training and subscriptions	614.00
Public Information	
Noticeboards and website	194.99
<b>Donations</b>	
Small annual donations to 3 non-profit organisations; Ty Gobaith/Hope House; Trefriw Gardening Club; and The Welsh Air Ambulance Charitable Trust	300.00
Annual Donation to The Royal British Legion to include cost of providing poppy wreath for Memorial Service	
<b>Miscellaneous</b>	
Chair's Discretionary Fund and Village Festivities	25.00
Asset Transfers (monies included within the 2021/22 budget and transferred to an investment account pending expenditure)	
Gower Road and Bro Geirionydd Playparks	1,500.00
Gower Road Public Toilets	1,000.00
<b>Total Expenditure</b>	<b>25,190.12</b>
<b>Allocated Reserves held as at 31/03/2022</b>	<b>47,140.00</b>
<b>General Reserves held as at 31/03/2022</b>	<b>11,071.23</b>

**Annual Audit** *Each year, local councils in Wales are required to complete an Annual Return, summarising their financial position at the completion of the financial year. This report and the accompanying statement of accounts are subject to internal and external audit.*

For the year ending 31<sup>st</sup> March 2021, the Community Council received an unqualified audit report from the Auditor General for Wales with no matters of a material concern being identified from either the information provided nor the financial procedures undertaken during the year

**Cemetery** *The Council oversees the running and maintenance of the Trefriw and Llanrhychwyn Public Cemetery (on the Cowlyd Road). The Clerk manages the purchase of burial plots, including the appropriate legal paperwork to assign the plots, record rights to use the plot, as well as the installation of headstones and inscriptions.*

In 2021/22 the Council continued to maintain the cemetery, cut the grass and spray the weeds in the slate paths. The Council also set about obtaining quotes to extend the current cemetery into the plot of land purchased as an extension. However, DEFRA have proposed changes to the rules regarding burials and the UK Government issued a consultation that closed in December 2021 - the UK Government's response to the consultation is, at the time of this report, awaited. The introduction of the proposed DEFRA changes will have a serious effect on the Council's proposed project so a pause was instructed until there is a clear way forward.

**CWG - we need to note the way forward**

**Christmas tree and lights** *The Council annually procures a large Christmas tree and the lights to decorate the tree. This is sited on the corner of the Singrig gardens where it is easily visible to passers-by.*

In 2021/22 a tree was donated to the community by a resident, and transport and siting of the tree was carried out by local residents, who we thank for their hard work. Due to Covid-19 restrictions, the usual mulled wine and mince pies event run by the local Walkers are Welcome group was cancelled, but the Council is hopeful that this event will return in December 2022.

**Community Engagement** *The Council is always looking to work with and support community groups and activities. Now that the Covid-19 restrictions are easing, use of the village hall there will be available and we will have many more opportunities to work together. **Set a date for an open day in the village hall with action plan copies and post-its available for suggestions for consideration???***

**Dog Waste Bins** *The Council works closely with CCBC to ensure that there is adequate provision of dog waste bins around the village.*

In 2021/22 the Council continued to ensure that there was a supply of biodegradable dog waste bags within the two dispensers.

**Donations** *The Council sets a budget annually to enable donations to support requests where the local community will benefit. Formal requests for donations are considered in June and December of each year.*

In 2021/22 the Council supported and made the following donations:

- £100 to Ty Gobaith/Hope House
- £75 to Trefriw Gardening Club
- £75 to The Welsh Air Ambulance Charitable Trust

**Grant Funding Obtained** *Council applies for grant funding to support our projects.*

In 2021/22, the Community Council made successful applications and were awarded:

- £460.85 from the Rural Conwy Tidy Communities Improvement Fund which enabled the Community Council to replace the community noticeboard, make a contribution towards the renewed planting of the memorial garden and purchase the materials to repaint the central village benches
- £431.79 from the COVID-19 Response Grant Funding Scheme that enabled items to be purchased for the Village Hall to include new barrier matting and door mats, portable coat and shoe racks and several items of cleaning equipment
- £160 from Welsh Government towards the cost of an annual video conferencing licence to be used once the ongoing arrangements to reinstall Wi-fi within the Village Hall have been completed. This will then enable hybrid meetings (face to face and attendance remotely) to take place simultaneously

**Planning Applications** *The Council is copied in to planning application received by CCBC and Snowdonia National Park Authority, and is asked for any comments or observations as allowed by their terms and conditions.*

In 2021/22 the Council reviewed such applications as received and detailed within the monthly agendas with the outcome being recorded within the minutes

### **Planters**

In 2021/22 the Council continued working with Trefriw Gardening Club and other volunteers to stock and maintain the various planters around the village. These look splendid all year round.

**Play parks** *There are two play parks in Trefriw at Bro Geirionydd and Gowers Road and these are inspected and repaired for the Council by CCBC. The Gowers Road Play Park is subject to a trust and the Council has nominated a trustee.*

In 2021/22 this trustee was Cllr Kim Ellis. In 2021 the Council received new safety surfaces under the Gowers Road play park swings and slide for which we thank CCBC, who also installed new safety gates to this play park.

**Public Toilets** *There male, female and disabled public toilets in Trefriw, which are currently maintained by CCBC. However, CCBC are looking to transfer ownership and running costs to local communities.*

The Council continues to monitor this situation and will consult with the community if proposals are made to close or transfer ownership.

**Recreation fields** *The Council owns the two recreation fields off Gowers Road.*

In 2021/22 the Council continued to maintain these fields with grass cutting and general maintenance.

**Rights of Way** *The Council maintains certain rights of way in the village, with recompense being provided for the majority of these by CCBC.*

In 2021/22 the Council was in receipt of part-repayment by CCBC. The Council also continued to work with the Trefriw Walkers and Welcome group to keep RoW clear by walking the paths and reporting issues to the appropriate authority.

**Skips** *The Council annually budgets for the cost of skips, alternately at Bro Geirionydd and Gowers Road.*

In 2021/22 the Council arranged for the provision of 12 skips from CCBC for use by the community

**Sustainability / Biodiversity** *All Town and Community Councils are required to report annually on how they have planned, managed and improved sustainability and biodiversity in their actions.*

The Council agreed their own Biodiversity Plan on 11<sup>th</sup> May 2021 and this will be reviewed at Council's meeting in May 2022

**Trees on TCC land** *The Council must manage the safety of any trees on TCC owned lands.*

In 2021/22 the Council commissioned inspections and necessary works to trees along Trefriw Trail 1. They also responded to Section 154 Notices received from CCBC requiring the felling of a number of trees that were subject to Ash Dieback.

**Village hall** *Trefriw Village Hall is owned and maintained by the Council.*

In 2021/22 use of the hall was subject to Covid-19 restrictions at various times which restricted bookings. However, bookings are now increasing with relaxation of such measures. The Council is also working with prospective village hall Trustees to revamp the outdated village hall trust so that grant funding might be accessed to improve the fabric of the building.

**Village improvements** *Councillors work with the community to identify and consider funding improvements to the village.*

In 2021/22 Councillors obtained funding from CCBC that enabled them to paint all the benches in the village. Councillors also used equipment donated by Keep Wales Tidy to carry out a litter pick with members of the community.

**War Memorial** *The Council is responsible for maintenance of the War Memorial.*

In 2021/22 a small service was held at the war memorial. As in previous years, the Council laid a wreath to commemorate those who have perished while in service. The gardening club also tidied and restocked the war memorial garden.

**The Two Lakes Multi-Agency Working Group** *Due to the impact of over-intensive tourism around Llyn Geirionydd and Llyn Crafnant, a Multi-Agency group has been set up. This group includes representatives from SNP, NRW, CCBC as well as local residents affected by traffic, parking, litter and fly camping issues.*

In 2021/22 Cllrs Siddorn and Scheltinga were nominated to work with this group and report back to Council.