

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer
Angorfa Trefriw Conwy LL27 0JJ
Ffôn / Tel: 07305 316095 Ebst /Email clerk@trefriwcommunitycouncil.co.uk

5th October 2022

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held on a hybrid basis both in person at Trefriw Village Hall and virtually on Tuesday, 11th October 2022 at 7:00 pm for the purpose of transacting the following business.

Yours faithfully
Vikki Teasdale
Clerk to the Council

The Community Council will meet on a hybrid basis both in person at Trefriw Village Hall and virtually via Skype (meeting code <https://join.skype.com/dVIA40MXtyu>) in accordance with the provisions of The Local Government and Elections (Wales) Act 2021. **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.**

Meeting of the Council - Agenda 11th October 2022

88. **To confirm that a quorum of elected members is present**
A quorum is to be confirmed by the Chair
89. **Apologies LGA 1972 Sch. 12 par 40**
To note and/or formally accept apologies subject to Council's approval
90. **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
91. **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 21st August 2022
92. **Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960**
Council to receive and consider any recommendation to resolve that members of the press and public in attendance, either in person or remotely, be excluded from the meeting during consideration of any of the below agenda items by reason of the confidential nature of the item of business to be transacted in accordance with the provisions of the Act
93. **Chair's Announcements**
94. **Finance**
 - 94.1 Council to acknowledge scrutiny and acceptance of the financial transactions as previously made and detailed within Appendices 1.1 and 1.2
 - 94.2 Council to question any financial transactions as detailed within Appendix 1.3
 - 94.3 Council to formally approve and authorise those payments as detailed within Appendix 1.3
 - 94.4 Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statement and corresponding reconciliation for both July and August 2022
 - 94.5 Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for September 2022; (ii) HSBC Business Manager for 2022/23, Quarter 2 and (iii) PSDF TCC Investment Account for 2022/23, Quarter 2
 - 94.6 Council to receive and consider a recommendation by the Clerk that an application be made to HSBC for a debit card to be issued in respect of the Charitable Account for future purchases
 - 94.7 Council to acknowledge scrutiny and acceptance of the 2022/23 Current and Deposit Account Cashbooks for Quarter 2 – Appendices 1.4 and 1.5

94.8 Clerk to update Council as to the position regarding income and expenditure for the current financial year against the 2022/23 budget

94.9 Clerk and Chair to seek Council's approval to commence work on the 2023/24 draft budget for initial circulation and discussion at Council's November meeting

95. Correspondence for July/August/September/October 2022

To acknowledge correspondence received and circulated to Councillors, as not otherwise referenced on the agenda, either for general consideration or to be highlighted by the Clerk or Councillors if further discussion and or action is deemed necessary, Appendix 2

96. Planning Applications

Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority as either detailed below or circulated prior to the date of the meeting

96.1	NP4/32/375	Demolition of existing sheds and erection of dwelling with associated vehicular access and parking area	Land opposite Trefriw Terrace, Trefriw. LL27 0JP
96.2	NP4/32/L222E	Change of use of partly converted barn (approved as bunkhouse barn under Planning Permission NP4/32/L222A dated 02/02/2006) to a single open market dwelling	Hafod Gras, Crafnant Road, Trefriw. LL27 0JZ

97. County Councillor Report / Adroddiad-y-Cynghorydd Sir

A brief report from County Councillor Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn

98. Working Group and Clerk Updates to Council

98.1 Village Hall Working Group and/or Clerk: to receive and consider an update and/or recommendation as proposed and to include -

98.1.1 a discussion regarding the revitalisation of the working group and potential changes to the membership

98.1.2 electricity charges for Hall hirers given the increased cost being charged to the Community Council

98.2 Cemetery Working Group Council and/or Clerk: to receive and consider an update and/or recommendation as proposed and to include -

98.2.1 the DEFRA consultation to amend the Environmental Permitting (England and Wales) 2016 Regulations that could affect burial authorities/cemeteries

98.2.2 the preparation of amended drawings for the proposed variation to the current cemetery extension planning consent – Appendix 3

98.2.3 the non-compliance with Council's adopted burial procedures

98.2.4 the donation of a noticeboard by the former Friends of Trefriw Cemetery group

98.3 Village Hall Community Group Council: to receive and consider any update and/or recommendations as proposed

99. Health and Safety

99.1 Council to receive verbal reports from members regarding the routine health and safety inspections undertaken in July/August/September 2022, where due consideration and agreement by full Council is required to undertake any remedial action

99.1.1 Clerk to appraise Council on the progress made to repair the partial collapse of the eastern wall at the cemetery as identified as an urgent health and safety issue

99.2 Council to receive updates from members regarding any other issues of health and safety that have been identified within the wards and to consider and move to agree any remedial action and/or works that are required

99.3 Council to formally receive and consider the draft 2022 Village Hall Risk Assessment - Appendix 4

99.4 Clerk to provide an update to Council on the periodic Electrical Installation Condition Report (EICR) at Trefriw Village Hall

99.5 Clerk to appraise Council on the requirements to submit a s178 application to CCBC for consent to (i) erect and (ii) add festive lights to any Christmas Tree to be sited at the Singrig

99.6 Council to receive and consider a proposal from Cllr Ellis for an additional defibrillator unit to be installed at Llyn Geirionydd – Appendix 5

99.7 Council to discuss the setting up of a Speed Watch Group to provide documentary evidence to support any request for a lowering of the speed limit through the village from 30 mph to 20 mph

100. Village Improvements

Council to receive updates from members regarding any necessary remedial action and/or improvements that have been identified and to consider and move to agree a schedule of work
100.1 Council to receive and consider a proposal by Cllr Ellis to make application under the Rural Community Development Grant, such application to include the provision of additional park benches and central bicycle stands – Appendix 6

101. Councillor/Clerk Training

Council to note any training undertaken since the previous Council meeting and to consider and move to agree any further training requirements

102. External Meetings/Webinars

102.1 Council to receive an overview from the Clerk and/or 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 considered or implemented

102.2 Council to discuss any forthcoming meetings and webinars and, where appropriate, agree attendance and representation on behalf of the Community Council

103. Community Engagement

103.1 Council to receive an update from the Meet your Councillor Surgery held on 26th September 2022

103.2 Council to revisit the availability of funding from the Community Wellbeing Team within CCBC to help fund the continuance of the monthly community coffee mornings following the six-month trial period

103.3 Council to note the next Community Coffee Morning to be held on 13th October 2022

103.4 Council to receive and consider a proposal from Cllrs Ellis and Kelly for an autumn Community Engagement Day on 5th November and move to agree next steps – Appendix 7

103.5 Council to reconsider the original proposal and any subsequent update from Cllr Kelly to host an Artisan Market within the Village Hall and move to agree next steps – Appendix 8

103.6 Council to note the multi-agency Cost of Living Roadshow to be held at Trefriw Village Hall on 27th October 2022

103.7 Council to note the Remembrance Day Ceremony to take place at the Cenotaph on Sunday, 13th November 2022

104. Governance

104.1 One Voice Wales Finance & Governance Toolkit: Council to receive and consider any recommendations as made by the Staffing Committee following on from action as tasked at Council's July meeting and move to implement those as formally agreed

104.2 Section 67 of the 2021 Local Government and Elections (Wales) Act: Council to receive and consider the draft Training Plan as required to be published by 5th November 2022 in accordance with the act – Appendix 9

105. Henry Higgins Trust

Council to receive an update from Cllr Williams regarding changes to the original terms of the Trust and the administration arrangements

106. Staffing Committee

Council to receive an update from and consider any recommendations made by the Committee following the Clerk's Annual Review, such recommendations to include the permanent uplift of the Clerk's contractual working hours – Appendix 10

107. Next month's Agenda

Councillors to present items to be considered for inclusion within the agenda of the next meeting. Any subsequent items to be presented for consideration or ancillary papers in support of agenda items are to be received by the Clerk no later than Thursday, 27th October 2022

108. To confirm the date of the next meeting of the Council to be held would be at 7:00 pm on Tuesday, 8th November 2022