

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer
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7th December 2022

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held online on Tuesday, 13th December 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 virtually via Skype (code <https://join.skype.com/dVIA40MXxyu>) as permitted by 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.** Anyone wishing to submit questions for consideration during the public element ahead of the meeting please contact the Clerk as per the above details.

Meeting of the Council - Agenda 13th December 2022

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

A quorum is to be confirmed by the Chair

128. Apologies LGA 1972 Sch. 12 par 40

To note and/or formally accept apologies subject to Council's approval

129. 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

130. 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 8th November 2022

131. Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960

Council to receive and consider any recommendation to resolve that any members of the press and the 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

132. Chair's Announcements

133. Renewal of Zurich Insurance

Council to review the Zurich Municipal Insurance Policy Number YLL-2720444243, as circulated on 15th November 2022, and move to confirm that adequate insurance cover is in place in respect of All Insured Risks

134. Finance

134.1 Council to receive and question any financial transactions as detailed within Appendix 1 and/or the supporting invoices and payment records, as previously circulated

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

134.3 Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statement and corresponding reconciliation for November 2022

134.4 Council to formally receive and consider the Clerk/RFO's updated Draft 2023/24 Budget as per Appendix 3

134.5 Clerk to update Council on the submission of the 2021/22 Annual Return

134.6 Council to formally receive and consider donation requests received in line with the Grant/Donation Policy, Appendix 4

135. Correspondence for November/December 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

136. 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

137. 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

138. Working Group and Clerk Updates to Council

138.1 Village Hall Working Group and/or Clerk: to receive and consider any update and/or recommendation to include a proposal as per the Schedule of Interim Improvements and Repairs, Appendix 5

138.2 Cemetery Working Group Council and/or Clerk: to receive and consider any update and/or recommendation to include the Cemetery Car Park Fencing Proposal, Appendix 6

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

139. Health and Safety

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

139.2 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 to include a proposal to purchase a replacement Community Council Noticeboard, Appendix 7

140. Village Improvements

140.1 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

140.2 Clerk to update Council as to the Rural Development Grant Funding Application and provide a general progress update

140.3 Cllrs Ellis and Williams to make separate recommendations to Council as to the donation and/or acquisition of additional play equipment for the Play Park on Gower Road, Appendix 8

141. 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

142. External Meetings/Webinars

142.1 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

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

143. Community Engagement

143.1 Council to receive an update/overview of all community engagement undertaken since the previous meeting

143.2 Council to note the next Community Coffee Morning to be held on 15th December 2022

143.3 Council to receive and agree the 2023 Meet your Councillor Surgery timetable, Appendix 9

144. 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 Tuesday, 3rd January 2023

145. To confirm the date of the next meeting of the Council