

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer

Angorfa Trefriw Conwy LL27 0JJ

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Minutes of the Meeting of the Council held on 8th November 2022 at 7.00pm at Trefriw Village Hall and online via Skype in accordance with the regulations of The Local Government and Elections (Wales) Act 2021

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly, Cllr Idris Bowen, Cllr Fred Dillien, Cllr Bronwyn Griffith, Cllr Gareth Siddorn, Cllr Stephen White and Cllr Lucy Williams

In attendance: Vikki Teasdale (Clerk/RFO), C. Cllr Elizabeth Roberts and two members of the public, attending in person

Nodwch os gwelwch yn dda:

Gweler y crynodeb atodol am gyfieithiad Cymraeg o brif benderfyniadau'r Cyngor a'u gweithrediadau cysylltiedig

No public participation session took place as the members of the public confirmed that they were in attendance to observe

	Agenda Item/Discussion	Action/Resolution/Update
109.	To confirm that a Quorum of elected members is present/Cadarnhau bod yr aelodau etholedig sy'n bresennol yn ffurfio cworwm	RESOLUTION A quorum was confirmed by the Chair
110.	Apologies/Ymddiheuriaday LG Act 1972 Sch 12 par 20 To accept apologies and consider approving reasons for absence/Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoldeb	None received – all Councillors in attendance
111.	Declarations of Interest/Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788 To disclose personal and financial interest in items of business listed below/Datgan diddordeb personol ac ariannol yn y materion wedi eu rhestru isod	None received
112.	Minutes/Cofnodion LGA 1972, Sch 12 par 41(1) To receive, approve and sign as a correct record the minutes of the Council meeting held on 11 th October 2022	RESOLUTION Council resolved that the minutes of the meeting held on 11 th October 2022 be accepted and signed by the Chair as a true record
113.	Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960	No recommendation received for the exclusion of the press or public during any of the below agenda items
114.	Chair's Announcements/Cyhoeddiadau y Gadeiryn The Chair referred to the recent events at the Hilton Hotel in Dolgarrog and invited members to discuss a proposal that a brief statement be issued on behalf of the Community Council confirming that the Community Council had no prior knowledge of the current use of the hotel, did not have any jurisdiction in terms of any decisions that had or would be made and referring residents with concerns to approach the Westminster MP, Robin Millar. Following a detailed discussion, the proposal was unanimously agreed.	RESOLUTION Council resolved to publish a formal announcement on its Facebook page to advise residents with any concerns as to the current use of the Hilton Hotel, Dolgarrog to approach the Westminster MP, Robin Millar

	The Chair confirmed to members that the Clerk would be on annual leave during the week of 21st November with the Chair also having limited availability at that time as both the Chair and the Clerk were undertaking a week of charitable work. It was agreed that during the Clerk's absence and the Chair's limited availability, that both Cllrs Kelly and Williams would be the first points of contacts for any urgent enquiries or issues.	ACTION Cllrs Kelly and Williams to act as first points of contact during the Clerk's annual leave ACTION Clerk to add details for both Cllrs Kelly and Williams to the Clerk's out of office messages
115.	Finance / Cyllid	
115.1	Council to acknowledge scrutiny and acceptance of the financial transactions as previously made and detailed within Appendix 1	No objections or concerns were made in respect of the contents of Appendix 1
115.2	Council to discuss and question as required all financial transactions as detailed within Appendix 1. The Clerk advised members that two further invoices had been received following the circulation of Appendix 1, both related to budgeted items, being the routine monthly cemetery cut (£200) and also the invoice for the poppy wreath (£25) which the Clerk had collected in readiness for the Remembrance Day Service on Sunday, 13 th November. The Clerk recommended to members that the additional two invoices were settled this month with the Clerk formally reporting the payments within the December financial record. This would increase the total payments to be made to £4,035.96 Council moved to vote and it was unanimously agreed that all transactions within Appendix 1 and the two additional payments, as advised by the Clerk, be deemed as approved and the Clerk be authorised to make the payments via the payment method as detailed.	RESOLUTION Council resolved to approve all transactions within Appendix 1 and the two additional payments as detailed by the Clerk ACTION Clerk to arrange the payments as detailed within Appendix 1 and the two additional payments totally no more than £225.00
115.3	Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding reconciliation for the HSBC Charitable account for October 2022	RESOLUTION Council accepted the documents as circulated and raised no observations or concerns
115.4	The Clerk referred Council to the draft budget that had been prepared, Appendix 3, and invited members to scrutinise and question as appropriate. The Clerk specifically highlighting members to the following: Budget line 1, Salary – the Clerk advised that the National Pay Award for 2022/23 had just recently been agreed with the Clerk providing the appropriate information to the Staffing Committee. The nationally agreed increase of £1 per hour would result in the Clerk's hourly rate rising to £14.75 as of 1 st April 2022, to be backdated, and that the amount as shown for both this year and the budgeted amount for 2023/24 would need to be amended to reflect this Budget line 24, Skips – the Clerk highlighted to members the projected amount that would be charged by CCBC for each skip given increases in both transportation and staffing costs. The Clerk further advised that, whilst formulating the draft budget, they and the Chair had discussed the possibility of reducing the number of skips from once a month to once every six weeks and had included this within the narrative section for the budget line for members' consideration. The Clerk was of the understanding that the skip provided bi-monthly at Bro Geirionydd was regularly under utilised and savings could be made by reducing this provision. Various members were of the opinion that many residents waited until the skip was provided at Bro Gower which resulted in there often not being sufficient capacity at this location with the skip at Bro Geirionydd then being under used. It was agreed that from April 2023, all skips provided by the Community Council would be sited at Bro Gower (Gower Road).	RESOLUTION Council resolved that as from April 2023 all skip provision would be at Bro Gower (Gower Road) and no other locations

115.5	<p>Members further discussed whether all those using the community skip were residents of either Trefriw or Llanrhychwyn and would seek to implement a system whereby residents provided a utility bill or other formal correspondence that linked them to either of the two wards as it was known that a similar system was used by other town and community councils within the county. The Clerk confirmed that they would write to CCBC to enquire whether such checks could be undertaken by the County Council operative manning the skip and would advise members of the response at the December meeting. It was provisionally agreed, that, if feasible, the system of checking residency could take place during the early 2023 months as this could then inform as to the number/frequency of skips that would be required in 2023/24.</p> <p><u>Budget lines 27 and 28, Asset Transfer, Playparks and Public Toilets</u> – the Clerk advised that, as there was still no further information from CCBC regarding either any asset transfers or potential contributions towards these facilities, limited or no additional monies had been added to the budget lines for 2023/24 given that Council currently held reasonable amounts within the allocated reserves.</p> <p>The Clerk advised members that they had received a communication from Audit Wales regarding the 2021/22 Audit requesting three additional documents and raising questions on the documents that had already been supplied. The Clerk confirmed that both the requested documentation and full responses had been provided to the audit office and was hopeful that further correspondence would be received shortly.</p>	<p><u>ACTION</u> Clerk to write to CCBC, Environment Roads and Facilities to ask for assistance with residency checks for those using the monthly community skip – Agenda item for December</p> <p><u>ACTION</u> Clerk to continue to refine the draft budget for presentation and further consideration by members at the December meeting</p>
116.1	<p>Correspondence / Gohebiaeth</p> <p>Correspondence for October/November 2022 – items of correspondence for information distributed throughout the month as recorded in Appendix 2 as required to be noted. The Chair invited members to raise any observations or concerns regarding any items of correspondence as referred to in Appendix 2. Cllr Kelly raised the possibility of grant funding for the provision of the proposed additional defibrillator for Llyn Geirionydd as detailed within the one of the bulletins that had been recently circulated. Cllr Ellis advised that this had been noted and would be commented on during agenda item 120.4</p> <p>The Clerk advised members of the two new proposals within the Independent Remuneration Panel for Wales Draft Annual Report as being a slight increase on the mandatory £150 to be paid to members, now recommending this be increased to £156 (£3 per week) and being specified as a contribution towards the extra household costs (heating, lighting, power and broadband) of working from home with an additional amount of £52 towards the cost of consumables. The Clerk emphasised that these were proposals at present and the IRP were seeking feedback rather than members having to consider the payments at this stage.</p>	<p><u>RESOLUTION</u> Council raised no observations or concerns and Appendix 2 was accepted</p> <p><u>ACKNOWLEDGEMENT</u> Council acknowledged the draft report and it was deemed unnecessary to provide any formal response or feedback</p>
117.	<p>Planning Applications</p>	<p>None received</p>
118.	<p>County Councillor Report / Adroddiad-y-Cynghorydd Sir</p> <p>A brief report was provided by C. Cllr. Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn. This included an overview of the current</p>	

	financial situation for CCBC where a budget shortfall was anticipated of £25/30M which could result in non-statutory services being greatly reduced or lost. C. Cllr Roberts also confirmed that they were dealing with an environmental issue of vermin being seen at the bins by the parade of shops and the ongoing water issues along sections of Crafnant Road.	
119. 119.1	Working Group Updates to Council <u>Village Hall Working Group (VHWG) update:</u> The Clerk confirmed the bookings that had been agreed for November and December and that Cllrs Kelly and Williams had agreed to manage the 'on the day' arrangements for those in November. The Clerk would liaise with the December hirer regarding arrangements.	<u>ACTION</u> Standing Agenda Item
119.2	<u>Cemetery Working Group (CWG) update:</u> Cllr Kelly confirmed that there was still no published UK Government's response to the DEFRA consultation. In terms of remedial work, the repairs to the cemetery wall had been completed to a very good standard with focus now turning to the condition of the car park fencing. Cllr Kelly confirmed that the Working Group would arrange a meeting to agree a proposal for Council to consider at the December meeting.	<u>ACTION</u> Cemetery Working Group to meet to discuss the early replacement of the cemetery car park fencing and report back to full Council at the December meeting
119.3	<u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen advised members that there was no specific update to provide, however, the trustees had now been put in contact with Jason Edwards from CVSC Community Support Hub who had offered assistance in helping to revitalise the trust through the Charity Commission.	
120. 120.1	Health and Safety As per the Agenda, it was agreed that Council would only receive verbal updates from members where issues needed to be highlighted and/or discussed. The Clerk confirmed that the majority of monthly inspection sheets had been received and that no new issues had been raised. The Chair asked that any inspection reports that were outstanding be provided to the Clerk at the earliest opportunity.	<u>ACTION</u> Standing Agenda item No issues were highlighted by members
120.2	Cllr Siddorn advised members that they had just been advised of a tree causing an obstruction on Llanrhychwyn Road with this having already been reported to CCBC. Cllr Griffith raised the ongoing works along areas of Crafnant Road where contactors for Dŵr Cymru had excavated, leaving large holes and no warning signs. Barriers had been erected around the holes, however, due to the current inclement weather and also the large vehicles driving passed, these safety barriers were falling into the holes, which was clearly a dangerous situation. C. Cllr Roberts confirmed that they would escalate this with Dŵr Cymru and report back to Cllr Griffith and the Clerk.	
120.3	The Clerk confirmed that the Electrical Installation Reports had now been received and highlighted that a small number of remedial actions were required for a satisfactory certificate to be issued. The Clerk was currently awaiting further information from the electrical firm together with a quote that would cover both the works that were immediately necessary as well as those that were recommended. Depending on the cost of the works, further quotes would be sought from other firms to ensure best value for money was obtained.	
120.4		<u>ACTION</u> Agenda item for December

	<p>Cllr Ellis confirmed that enquiries would need to be made directly with Natural Resources Wales to gain support to site an additional defibrillator at Llyn Geirionydd. This would need to be placed within an area that would be both accessible to users of the lake and also provide an electricity supply to prevent the device from freezing up in the winter months. If this could be agreed, Cllr Ellis would then scope the potential for grant funding.</p>	
<p>121. 121.1 121.2</p>	<p>Village Improvements No remedial action and/or improvements identified by members. The Clerk updated members that following receipt of quotes for the installation of the concrete bases for the picnic benches and also a site visit to the play park at Bro Geirionydd, the grant application had been revised to reduce the number of picnic benches from three to one. The site visit to the Bro Geirionydd play park had confirmed that there were already two benches within the park that were in good condition. As there was also already one bench within the recreational field on Gower Road, it was considered that one plastic bench would suffice. The Clerk confirmed that the application for funding had now been submitted to include the costs of purchasing and installing one picnic bench and the purchase of two planter type bicycle racks to be sited on the hardstanding at the Singrig. If the grant funding was successful, this would result in a reduced contribution from the Community Council of approximately £330 once reimbursement for the initial outlay had been received via the funding and VAT reclaim</p>	<p><u>ACTION</u> Standing Agenda item</p>
<p>122.</p>	<p>Councillor/Clerk Training The Clerk advised that no training had been undertaken during the preceding month.</p>	<p><u>ACTION</u> Standing Agenda Item</p>
<p>123. 123.1 123.2</p>	<p>External Meetings/Webinars Cllr Kelly confirmed attendance at the virtual SNPA Annual Meeting for Town and Community Councils on 27th October, having already circulated a detailed overview of the meeting to full Council. Cllr Ellis confirmed that they would be attending the virtual SLCC/OVW Event on 9th November and would also look to provide an overview to members. The Clerk confirmed to members the following, upcoming events where Council may wish to agree representation:</p> <ul style="list-style-type: none"> • Conwy Valley Strategic Route Study, Betws y Coed to Llanrwst Cycling and Walking Route • Welsh Government North Wales Workshop Event, Diversity in Local Democracy – 5th December, full details yet to be supplied • OVW Innovative Practical Conference – online conference on 8th December 	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>ACTION</u> Cllr Kelly to attend <u>ACTION</u> Cllr Kelly to attend <u>RESOLUTION</u> Council resolved that there would be no representation at the OVW event</p>
<p>124. 124.1</p>	<p>Community Engagement Cllr Kelly advised members that four community councillors and C. Cllr Liz Roberts had been in attendance at the Community Engagement Day on 5th November with approximately 12 members of the public taking part in the event. Although the number of residents was modest it was agreed that this had provided good quality engagement. Cllr Kelly confirmed that the event on 5th November was only the start of the overall community engagement as there would be further opportunities for residents to provide their feedback via coffee morning events and a survey which had been launched online on 6th November, with an identical paper survey available at both the Post Office and butcher's shop. Feedback would be collated and grouped</p>	<p><u>ACTION</u> Standing Agenda Item</p>

<p>124.2 124.3 124.4 124.5 124.6</p>	<p>into themes for reporting on in February 2023. Ideas and issues that fell within the remit of the Community Council would be used to inform the Action Plan for 2023/24 – where ideas and issues were raised that the Community Council would be unable to progress, members would look to signpost residents to other statutory bodies or stakeholders.</p> <p>Council noted the Community Coffee morning on 10th November 2022</p> <p>Cllr Griffith confirmed that they were in communication with the Community Wellbeing Team regarding the possibility of being able to obtain funding to support the community coffee mornings during the winter months and were hoping to receive a final decision later that week.</p> <p>The Clerk updated members that Reverend Elliott had agreed for the church grounds to be used to site the Christmas Tree with an electricity supply from the Church to power the tree lights subject to the Community Council providing a reasonable donation to cover the Church's overheads and use of the grounds. The Clerk further confirmed that Reverend Elliott had arranged for a carol service to take place ahead of the lighting up of the Christmas Tree with a meeting taking place on 16th November to agree the logistics of using the church grounds.</p> <p>The Clerk advised members that the anticipated programme of events on Sunday, 4th December would be the Carol Service at 5:00 pm followed by the lighting up of the tree within the church grounds and then mulled wine and mince pies being served in the Village Hall by Trefriw Walkers are Welcome. In preparation, Trefriw Walkers are Welcome would procure the refreshments and any other sundries required to facilitate the joint event. A member of the public in attendance asked whether it would be possible to have a food bank station within the Village Hall on 4th December for residents to donate items that could then be given to local foodbanks to assist them during the festive period. The member of the public was thanked for making the suggestion which was unanimously agreed by the council members.</p> <p>The Clerk advised that a schedule of dates for the 2023 councillor surgeries would need to be agreed. Cllr Kelly confirmed that they would prepare a draft schedule for further discussion.</p>	<p><u>ACTION</u> Cllr Griffith to update the Clerk as to the availability of funding for the community coffee mornings during the winter months</p> <p><u>ACTION</u> Cllr Williams to arrange for a donation box to be placed in the Hall in readiness for the lighting up event on 4th December</p> <p><u>ACTION</u> Cllr Kelly to draft a proposed timetable for the 2023 councillor surgery dates and present to Council at the December meeting</p>
<p>125.</p>	<p>Next Month's Agenda The following additional items were proposed and accepted for Council's next meeting:</p> <ul style="list-style-type: none"> • Cllr Williams: Gower Road Play Park, new play equipment 	<p><u>ACTION</u> Any further items to be presented for consideration and/or ancillary papers to be forwarded to the Clerk by <u>1st December 2022</u></p>
<p>126.</p>	<p>Next Meeting of the Community Council Members discussed the increasing utility costs for heating and lighting the Village Hall during the winter months and, given the limited numbers of members of the public who had attended previous face to face meetings, unanimously agreed that the next three meetings would only be held remotely. Any members of the public would be freely able to join the online meetings via the details that would be clearly publicised ahead of each of the three meetings.</p>	<p><u>RESOLUTION</u> The Council resolved that the next meeting of Trefriw Community Council would be held at 7pm on Tuesday, 12th December 2022 remotely via Skype</p>

(The meeting closed at 20:30)

Crynodeb o gyfarfod CCT a gynhaliwyd ar yr 8fed. o Dachwedd 2022

Penderfyniadau a chydnabyddiaethau'r Cyngor llawn

- Derbyniwyd cofnodion y cyfarfod a gynhaliwyd ar 11 Hydref fel cofnod cywir.

- Y Cyngor i bostio cyhoeddiad ar Facebook yn cynghori'r gymuned i gysylltu â Robin Millar AS ynglŷn ag unrhyw pryderon ynghylch ddefnydd presennol Gwesty'r Hilton yn Nolgarrog
- Nodwyd y byddai'r Clerc a'r Cadeirydd ar wyliau am wythnos o'r 21ain o Dachwedd.
- Cymeradwywyd trafodion ariannol, i gynnwys 2 daliad hwyr â chyfanswm o tua £225 na nodwyd yn Atodiad 1, a chyfarwyddwyd y Clerc i wneud taliad.
- Cydnabuwyd a derbyniwyd y cysoniad banc ar gyfer Hydref 2022
- Nodwyd y Gyllideb ddrafft ar gyfer 2023/24
- Derbyniwyd unrhyw eitemau o ohebiaeth a ddsbarthwyd eisoes
- Derbyniwyd adroddiad llafar gan CS Roberts, yn egluro bod CBSC yn wynebu ddiffyg yn y gyllideb o £25/30m. Mae gwasanaethau anstatudol mewn perygl o gael eu colli.
- Nodwyd bod coeden beryglus yn achosi rhwystr ar Ffordd Llanrhychwyn – mae CBSC eisioes wedi'u hysbysu
- Nodwyd pryderon preswylwyr ynglŷn a gweithfeydd Dŵr Cymru ar Ffordd Crafnant sydd wedi'u gadael â rhwystrau yn unig o'u cwmpas, ac heb arwyddion rhybudd priodol.
- Nodwyd fod angen eglurhâd pellach ar gyfer gwaith adfer yn sgil y gwiriadau trydanol diweddar yn neuadd y pentref
- Nodwyd bod cais diwygiedig am grant wedi'i wneud i'r Gronfa Datblygu Gwledig ar gyfer gosod bwrdd picnic hygyrch yn y cae hamdden ar Lôn Gower, a 2 rac beiciau yn ardal Singrig. Pe bai'n llwyddiannus, £330 byddai cyfraniad y Cyngor
- Dechreuodd menter y Cyngor - " Ymgysylltu â'r Cymuned" - gyda digwyddiad agored yn neuadd y pentref ar 4.11.2022. Bydd holiadur arolwg ar gael yn swyddfa'r post ac mae arolwg ar-lein wedi'i lansio. Bydd adborth yn cael ei gasglu er mwyn ei adrodd arno ym mis Chwefror 2023
- Cynhelir y Bore Coffi Cymunedol nesaf ar ddydd Iau 10fed Tachwedd. I'w redeg gan Gynghorwyr Ellis a Dillien.
- Cytunodd y Cyngor i gynnal cyfarfodydd Rhagfyr, Ionawr a Chwefror ar-lein yn unig er mwyn arbed costau gwresogi neuadd y pentref.
- Cynhelir cyfarfod nesaf y Cyngor trwy gyfrwng Skype ar ddydd Mawrth 13 Rhagfyr 2022 am 7.p.m.

Camau gweithredu nesaf

- Cyng Kelly i bostio datganiad ar Facebook CCT ynglŷn â ddefnydd presennol Gwesty Hilton, Dolgarrog
- Cynghorwyr Kelly a Williams i fod yn bwynt cyswllt cyntaf ar gyfer materion brys yn ystod gwyliau blynyddol y Clerc
- Clerc i drefnu'r taliadau a manylir yn Atodiad 1, ynghyd â'r 2 daliad ychwanegol o £225.
- Clerc i gysylltu ag adran AFC ynglŷn â'r posibilrwydd o wirio am gyfeiriad lleol yn ystod sesiynau sgipiau cyhoeddus y pentref er mwyn atal defnydd gan bobl nad ydynt yn breswylwyr.
- Gweithgor y Fynwent i gyfarfod i drafod ailosodiad cynnar y ffens sy'n amgylchu maes parcio'r fynwent
- CS Roberts i gysylltu â Dŵr Cymru ynglŷn â'r gweithfeydd ar Heol Crafnant.
- Cyng Ellis i geisio caniatâd CNC i osod diffibriliwr yn ardal Llyn Geirionydd.
- Cyng Ellis i fynychu cynhadledd SLCC/ULIC ar 09.11.2022.
- Cyng Kelly i fynychu cyfarfod i adolygu'r llwybr beicio a cerdded arfaethedig o Fetws i Lanrwst
- Cyng Kelly i fynychu gweithdy Llywodraeth Cymru ar amrywiaeth ar 5.12.2022.
- Cyng Kelly i ddrafftio amserlen arfaethedig ar gyfer cymorthfeydd "Cwrdd â'ch Cynghorydd" 2023/24
- Cyng Griffiths i gysylltu â'r Tîm Lles ynglŷn â chyllid ar gyfer y Boreau Coffi yn neuadd y pentref
- Nodwyd gytundeb Ficer Eglwys Santes Fair, Trefriw, i oleuadau Nadolig gael eu gosod o amgylch tir yr eglwys. Y Clerc a grŵp CiG i gytuno'r manylion â'r Ficer
- Nodwyd y byddai aelodau grŵp 'Croeso i Gerddwyr' yn darparu gwin cynnes a mins peis yn neuadd y pentref yn dilyn y digwyddiad "goleuo" ar 4.12.2022
- Eitemau agenda ac unrhyw bapurau ategol eraill i'w hystyried yng nghyfarfod nesaf y Cyngor i'w gyflwyno i'r Clerc erbyn dydd Iau 1 Rhagfyr 2022 fan bellaf.s i Lanrwst