

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 remotely on 13th December 2022 at 7.00pm as permitted by 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 and Cllr Lucy Williams

In attendance: Vikki Teasdale (Clerk/RFO) - No members of the public in attendance

Nodwch os gwelwch yn dda:

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

	<u>Agenda Item/Discussion</u>	<u>Action/Resolution/Update</u>
127.	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
128.	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	RESOLUTION Council resolved to receive and accept the apologies from Cllr Gareth Siddorn and Cllr Stephen White
129.	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
130.	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 8 th November 2022	RESOLUTION Council resolved to accept the minutes of the meeting held on 8 th November 2022 and that these be signed by the Chair as a true record
131.	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 agenda items
132.	Chair's Announcements/Cyhoeddiadau y Gadeiryn The Chair confirmed that the Clerk would be on annual leave on 22 nd December and 27 th to 29 th December with Cllrs Ellis and Kelly to act as first points of contact for any urgent matters.	ACTION Cllrs Ellis and Kelly to act as first points of contact during the Clerk's period of leave
133.	Renewal of Zurich Insurance Policy YLL-2720444243 Council formally received and reviewed the Zurich Insurance renewal to ensure that adequate cover was in place in respect of all Insured Risks	RESOLUTION Council resolved there to be adequate insurance cover in place and accepted the renewal terms without amendment
134. 134.1	Finance / Cyllid Council to acknowledge scrutiny and acceptance of the financial transactions, and supporting invoices, as previously made and detailed within Appendix 1	No objections or concerns were made in respect of the contents of Appendix 1

<p>134.2</p> <p>134.3</p> <p>134.4</p> <p>134.5</p> <p>134.6</p>	<p>Council to discuss and question as required all financial transactions as detailed within Appendix 1. The Clerk advised members that three further invoices had been received following the circulation of Appendix 1, relating to the provision of community skips, the monthly electricity invoice for the Village Hall and the purchase of 6 fused outlet units for the Hall heaters, as required by the recent electrical inspection. The Clerk recommended to members that the additional three invoices were settled this month with the Clerk formally reporting the payments within the January 2023 financial record. This would increase the total payments to be made to £4,929.00.</p> <p>Council moved to vote and it was unanimously agreed that all transactions within Appendix 1 and the three additional payments be deemed as approved and the Clerk be authorised to make the payments via the payment method as detailed.</p> <p>The Clerk referred to the November payment number 2022-23/55 in settlement of the 2022 Local Election Ward Charges advising that, in the interim, the Clerk had moved monies from the HSBC deposit account to meet the payment. The Clerk advised monies were held within the allocated reserves for election fees but, given the nominal amount paid, would seek authority not to use those allocated reserves given the amount held within the deposit account.</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding reconciliation for the HSBC Charitable account for November 2022</p> <p>The Clerk confirmed to members the amendments made to the updated draft 2023/24 budget, as highlighted in yellow, as made following on from the November meeting with members noting that the estimated expenditure for 2023/24 now exceeded £30,000. The Clerk advised that the final budget to be presented to Council at the January meeting would include details of anticipated income to be received for the current financial year and projected amounts for 2023/24 which would be used to offset the estimated expenditure for 2023/24.</p> <p>The Clerk updated members that CCBC had advised that they would not be able to facilitate Council's request for checking residency of those using the monthly community skip. It was subsequently agreed that the Clerk would include additional wording when circulating messages to residents regarding skip dates to emphasise that skips are only provided for the residents of Trefriw and Llanrhychwyn.</p> <p>The Clerk advised members that no further communication had been received from Audit Wales regarding the 2021/22 Audit with the formal Notice of Conclusion of Audit still awaited.</p> <p>In accordance with Council's Donation policy, the requests received during the previous six-month period were considered with Council agreeing to make a donation of £50 to Dawns i Bawb given the events that have taken place locally which residents would have had the opportunity to participate in. The other three requests were considered to fall outside of Council's Donation policy and no payment would be made.</p>	<p>RESOLUTION Council resolved to approve all transactions within Appendix 1 and the three additional payments as detailed by the Clerk</p> <p>ACTION Clerk to arrange the payments as detailed within Appendix 1 and the three additional payments</p> <p>RESOLUTION Council resolved to authorise the permanent transfer of the sum of £270 from the deposit account general reserves in relation to payment 2022-23/55</p> <p>RESOLUTION Council accepted the documents as circulated and raised no observations or concerns</p> <p>ACTION Clerk to continue to refine the draft budget for presentation and further consideration and final approval by members at the January meeting</p> <p>ACTION Clerk to emphasise when circulating messages regarding the community skips that these are only provided for the benefit of residents</p> <p>RESOLUTION Council resolved to only agree the donation of £50 to Dawns i Bawb ACTION Clerk to facilitate the payment</p>
<p>135.</p>	<p>Correspondence / Gohebiaeth</p> <p>Correspondence for November/December 2022 – items of correspondence for information distributed throughout the month as recorded in Appendix 2 as required to be noted. The</p>	<p>RESOLUTION Council raised no observations or concerns and Appendix 2 was accepted ACTION</p>

	Chair invited members to raise any observations or concerns regarding any items of correspondence as referred to in Appendix 2. The Clerk highlighted the correspondence received regarding the Hedgehog Highway Project (item 26).	Cllr Kelly to create a Facebook post to raise community awareness of making gardens 'hedgehog friendly'
136.	Planning Applications	None received for consideration
137.	County Councillor Report / Adroddiad-y-Cynghorydd Sir A brief electronic report was provided by C. Cllr. Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn. This included an update of the current financial situation for CCBC highlighting that non statutory services, such as the potential transfer of public toilets to the jurisdiction of community council, may again be tabled given current budgetary pressures. An update was also provided regarding the current remedial works at Trefriw Terrace and confirmation that meetings had been agreed with residents regarding the replenishment of grit within the yellow grit bins.	<u>ACKNOWLEDGEMENT</u> Council received and noted the report from C. Cllr Roberts
138. 138.1	Working Group Updates to Council <u>Village Hall Working Group (VHWG) update:</u> Cllr Bowen appraised members of the outcome of the meeting with the electrical contractor at the Village Hall to discuss the findings of the recent condition report. In order to comply with the remedial work identified within the report, Cllr Bowen had purchased fused outlets for the electric heaters and the Clerk would liaise with the electrician to have these installed at the earliest opportunity. Cllr Bowen further advised that new external sensor lights would also need to be sourced – the installation of down facing individual lights would deal with the defect raised within the electrical report as well as alleviating any issues that the current lighting presented for neighbouring properties. Cllr Ellis referred members to Appendix 5, detailing a Schedule of Interim Repairs and Improvements that were being recommended with the Clerk confirming that there was sufficient funding within the budget line to meet the projected expense	<u>ACTION</u> Standing Agenda Item <u>RESOLUTION</u> Council resolved to approve the purchase of replacement external sensor lights
138.2	<u>Cemetery Working Group (CWG) update:</u> Cllr Kelly provided a verbal overview of the proposal and recommendations of the CWG for the replacement of the cemetery car park fencing ahead of the commencement of the cemetery extension works (Appendix 6) with the costs of replacement being taken from the reserves currently held for the cemetery extension works. The Clerk would obtain quotes for the replacement fencing to then be provided to the CWG who would table a further recommendation for full Council's consideration at the February meeting. It was agreed that contractors should be asked to quote only for the provision of creosoted fence posts to maximise longevity. Cllr Bowen confirmed that although he had been in contact with Seven Architects regarding the costs for producing amended plans for the cemetery extension, given current workloads, did not expect to be able to provide a detailed update to Council until the February meeting.	<u>RESOLUTION</u> Council resolved to approve the Village Hall Schedule of Repairs and Improvements and authorise the funding <u>RESOLUTION</u> Council resolved to accept and agree the proposal as detailed within Appendix 6 without amendment <u>ACTION</u> Clerk to work with the CWG to obtain suitable quotes for the replacement of the cemetery car park fencing with the CWG providing further recommendations to full Council at the February 2023 meeting
138.3	<u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen advised that the trustees were still working with Jason Edwards of CVSC to look at ways of revitalising the trust that would be acceptable to the Charity Commission.	<u>ACTION</u> Cllr Bowen to obtain costs from Seven Architecture for producing amended plans for the cemetery extension and associated advice for Council approval at the February 2023 meeting

<p>139. 139.1</p> <p>139.2</p>	<p>Health and Safety</p> <p>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 Clerk would ask for the outstanding reports to be provided at the earliest opportunity.</p> <p>The Clerk was invited to address members regarding the proposal to purchase a replacement noticeboard, as per Appendix 7. Members unanimously agreed that the purchase and installation should take place at the very earliest opportunity. The Clerk raised the possibility of slightly re-siting the new noticeboard as in its current position residents had to stand on the narrow pavement to read the information as displayed and also the Clerk did experience difficulties in certain weather conditions when trying to attach the information. Members discussed the possible alternatives agreeing to re-position the new noticeboard mid-way along the fence between the Hall and the adjacent property, Ty Llywelyn, as this was felt to be less intrusive to the owners of that property. The Clerk did not foresee that there would be any alteration in the contractor's estimate for the re-positioning of the noticeboard but would make enquiries to ensure that this was the case.</p> <p>Cllr Ellis advised members that Natural Resources Wales had now given permission to attach a defibrillator to the toilet block at Llyn Geirionydd, further confirming that they would undertake the quarterly maintenance checks. As permission had now been granted, Welsh Ambulance were working to identify whether there could be the donation of a suitable device and case.</p>	<p><u>ACTION</u> Standing Agenda item</p> <p>No issues were highlighted by members</p> <p><u>RESOLUTION</u> Council resolved to approve the urgent purchase of a replacement Village Hall Noticeboard, further agreeing the potential re-positioning of the Noticeboard between the Village Hall and the adjacent property, Ty Llywelyn</p> <p><u>ACTION</u> Clerk to progress the purchase and installation of the new noticeboard</p>
<p>140. 140.1 140.2</p> <p>140.3</p>	<p>Village Improvements</p> <p>No remedial action and/or improvements identified by members.</p> <p>The Clerk updated members that all items purchased as part of the Rural Development Grant Funding Application had been received with the planter/bicycle stands already in place for use. The required concrete base for the picnic bench had also been laid with the bench to be installed once the concrete had fully set. Cllr Kelly had already publicised to residents and other potential users via Facebook the recent purchases with many positive comments having been received. Cllr Kelly confirmed that they would pull together all feedback for submission to CCBC as part of the Funding Application criteria. The Clerk confirmed that they would ensure that the information required to enable reimbursement back to the Community Council would be made before their annual leave commenced.</p> <p>Cllr Williams advised members that several years prior, the Community Council had agreed to and budgeted for additional play equipment to be acquired for the Gower Road play park but this had not been purchased. The offer of the donated slide, as detailed within Appendix 8, had already been considered by a previous cohort of councillors who had resolved that this should not be pursued given the considerable costs of relocation and lack of safety certification. Cllr Williams would, therefore, recommend to members that, subject to the overall cost and the availability of sufficient funding, they would propose to members that further investigations are made to obtain detailed costings of installing a further item of play</p>	<p><u>ACTION</u> Standing Agenda item</p> <p><u>ACTION</u> Cllr Kelly to collate and provide to the Clerk all feedback received from residents and other user to the recent purchase of the planter/bicycle stands and the picnic bench</p> <p><u>ACTION</u> Clerk to submit all documentation as required to complete the application for the Rural Development Grant funding</p> <p><u>RESOLVED</u> Council agreed the possibility of installing a piece of play equipment in the Gower Road play park subject to further investigations being made <u>ACTION</u> Cllrs Kelly, Williams and Ellis to look at potential new play equipment, to include the projected costs of installation and maintenance, and potential grant funding for Council's further consideration</p>

	equipment, such costings to include installation and future maintenance. Cllr Kelly suggested speaking to local residents to see what types of play equipment they would ideally like to have within the play park to help inform Council's decision. Cllr Ellis also confirmed that they would look at whether any grant funding could be obtained for the new play equipment.	<u>ACTION</u> Clerk to ascertain the position regarding the monies set aside previously for the purchase of play equipment <u>ACTION</u> Agenda item for January 2023
141.	Councillor/Clerk Training The Clerk advised that no training had been undertaken during the preceding month.	<u>ACTION</u> Standing Agenda Item
142. 142.1 142.2	External Meetings/Webinars Cllr Kelly confirmed attendance at the Conwy Valley Strategic Route Study, Betws y Coed to Llanrwst Cycling and Walking Route and Cllr Ellis confirming attendance at the joint SLCC/OVW Event. Both councillors having subsequently provided detailed notes and/or presentation slides to members. The Clerk confirmed the upcoming OVW Conwy & Denbighshire Area Meeting to be held in January 2023 advising that the Clerk would look to attend on behalf of the Community Council.	<u>ACTION</u> Standing Agenda Item
143. 143.1 143.2 143.3	Community Engagement Council confirmed the successful Christmas event held on 4 th December jointly with Walkers are Welcome, with councillors having received positive feedback regarding the location of the Christmas tree within the church grounds, the lighting up and the refreshments provided at the Village Hall. Council agreed that this would now be the template for future Christmas events. Cllr Bowen advised that, due to the age of some the festive lights, it had been necessary to acquire new lights to ensure that the tree was sufficiently lit and proposed that the cost be retrospectively shared between both the Community Council and Walkers are Welcome. Cllr Kelly advised members that responses to the survey launched on 6 th November were still being received with all feedback being collated for reporting on in February 2023. Council noted the next Community Coffee morning would take place on 15 th December 2022. Council discussed and agreed that that the January event would be held on the afternoon of 12 th January to trial whether this was more suitable and have a better take up with residents. Cllr Kelly referred members to Appendix 9 which outlined the timescales for the proposed quarterly 'Meet your Councillor' surgeries to take place in 2023. Cllr Kelly asked the Clerk to circulate the timetable to members via email for councillors to pair up and agree which of the four sessions they could facilitate. Councillors to agree specific dates and times and feedback to the Clerk to enable the detailed schedule to be agreed by full Council at the next meeting.	<u>ACTION</u> Standing Agenda Item <u>RESOLVED</u> Council resolved to approve a payment of £50 towards the cost of new Christmas tree lights as purchased by Walkers are Welcome <u>ACTION</u> Cllr Ellis and Clerk to publicise the 'afternoon tea' trial in January 2023 in lieu of the regular coffee morning <u>ACTION</u> Clerk to circulate the 'Meet your Councillor' rota for all Councillors to volunteer for one session in 2023 <u>ACTION</u> Agenda item for January 2023
144.	Next Month's Agenda The following additional items were proposed and accepted for Council's next meeting: None proposed as all covered by standing agenda items	<u>ACTION</u> Any further items to be presented for consideration and/or ancillary papers in support of agenda items are to be received by the Clerk no later than Tuesday, 3rd January 2023
145.	Next Meeting of the Community Council	<u>RESOLUTION</u> Council resolved the next meeting of Trefriw Community Council would be held at 7pm on Tuesday, 10th January 2023 remotely via Skype

(The meeting closed at 20:32)

Cyfarfod TCC a gynhaliwyd ar 13 Rhagfyr 2022

Penderfyniadau a chydabyddiaethau'r Cyngor llawn

- Derbyniwyd ymddiheuriadau am absenoldeb oddi wrth Gynghorwyr Siddorn a White.
- Derbyniwyd cofnodion y cyfarfod a gynhaliwyd ar 8 Tachwedd fel cofnod cywir.
- Nodwyd y bydd y Clerc ar wyliau ar yr 22ain, a'r 27ain hyd at y 29ain o Rhagfyr.
- Derbyniwyd telerau adnewyddu polisi yswiriant Zurich heb ei ddiwygio.
- Cymeradwywyd trafodion ariannol, gan gynnwys 3 thaliad hwyr gwerth cyfanswm o tua £650 na fanylwyd yn Atodiad 1
- Cydnabuwyd a derbyniwyd y cysoniad banc ar gyfer Tachwedd 2022
- Nodwyd y Gyllideb ddrafft ar gyfer 2023/24 gyda diweddariadau i gyflog y clerc, y premiwm yswiriant a chronfa wrth gefn Clefyd Coed Ynn ar gyfer 2022/23.
- Council approved one donation of £50 to Dawns i Bawb.
- Cymeradwywyd un rhodd o £50 i Dawns i Bawb.
- Derbyniwyd Eitemau o Ohebiaeth a ddsbarthwyd yn flaenorol
- Derbyniwyd a nodwyd adroddiad e-bost y Cyng Sir Roberts
- Cymeradwywyd gyllid o tua £390 i brynu eitemau ar gyfer Neuadd y Pentref.
- Cymeradwywyd pryniant o offer trydanol angenrheidiol ar gyfer Neuadd y Pentref er mwyn cydymffurfio â gofynion y gwiriad seilwaith trydanol diweddar.
- Cymeradwywyd pryniant goleuadau PIR allanol newydd i Neuadd y Pentref
- Cyfarwyddwyd Gweithgor y Fynwent i gysylltu â'r tîrffeddiannwr cyfagos ynglŷn ag ailosod ffens maes parcio'r fynwent, ac i gael ddyfnbrisiau am y gwaith
- Cymeradwywyd y pryniant o hysbyswrdd newydd ar gyfer Neuadd y Pentref, a chytunwyd i'w ail-leoli mewn safle mwy gyfleus
- Nodwyd bod CNC wedi cymeradwyo lleoli diffibriliwr ar adeilad y toiledau cyhoeddus yn Llyn Geirionydd, a bod Gwasanaeth Ambiwlans Cymru yn gobethio derbyn rhodd o ddiffibriliwr a chynhwysydd addas
- Nodwyd bod yr holl eitemau a brynwyd trwy'r grant Datblygu Gwledig wedi'u derbyn. Cwblheir gosodiad y fainc wedi i'r slab concrit caledu'n llwyr
- Cytunwyd i edrych ar y posibilrwydd o osod darn o offer chwarae ym mharc chwarae Swingfield, yn amodol ar argaeledd tystysgrifau diogelwch, a bod y costau o'i osod a'i cynnal a chadw yn cael eu hegluro.
- Nodwyd y bydd y Bore Coffi Cymunedol nesaf ar ddydd Iau 15 Rhagfyr, i'w rhedeg gan Cyng Ellis a Dillien. Cytunwyd i gynnal digwyddiad mis Ionawr yn y prynhawn i ymchwilio a byddai hyn yn amser mwy addas
- Cymeradwywyd taliad o £50 tuag at gost goleuadau newydd a brynwyd gan Walkers are Welcome ar gyfer y coeden Nadolig
- Cynhelir cyfarfod nesaf y Cyngor trwy gyfrwng Skype ar ddydd Mawrth 10 Ionawr 2023 am 7y.h.

Camau gweithredu nesaf

- Cynghorwyr Kelly ac Ellis i fod yn brif bwyntiau cyswllt ar gyfer materion brys yn ystod gwyliau blynyddol y Clerc.
- Y Clerc i adnewyddu polisi yswiriant y Cyngor gyda Zurich Insurance.
- Y Clerc i drefnu'r taliadau a manylir yn Atodiad 1, ynghyd â'r 3 thaliad ychwanegol o tua £650
- Y Clerc i dalu'r cyfraniad o £50 i'r grŵp Dawns i Bawb
- Cyng Kelly i bostio ar Facebook i annog y gymuned i adael bylchau bach o dan ffensys i hwyluso ymdeithiad diogel draenogod
- Y Clerc a Cyng Ellis i brynu eitemau cymeradwy ar gyfer Neuadd y Pentref.
- Cytunodd Cynghorwyr Ellis, Kelly a Williams i gynorthwyo i osod gwresogyddion ar gyfer archebion SOSA.

- Gweithgor y Fynwent i gael dyfynbrisiau ar gyfer y gwaith o adnewyddu ffens maes parcio'r fynwent.
- Cyng Ellis i barhau i weithio gyda Gwasanaeth Ambiwlans Cymru i hwyluso gosod diffibriliwr yn ardal Llyn Geirionydd.
- Clerc i gyflwyno anfonebau a lluniau i derfynu'r cais am grant gan Gronfa Datblygu Gwledig.
- Cynghorwyr Kelly, Williams ac Ellis i ymchwilio offer chwarae newydd ar gyfer parc chwarae Swingfield i'w hystyried ymhellach, i gynnwys y costau rhagamcanol o osod yr offer, a'i cynnal a chadw
- Cyng Ellis i ymchwilio'r posibilrwydd o gael arian grant ar gyfer yr offer chwarae newydd.
- Clerc i ddsbarthu'r rota "Cwrdd â'ch Cyngorydd" i bob Cyngorydd er mwyn iddynt wirfoddoli am sesiwn yn 2023.
- Cynghorwyr i gyflwyno i'r Clerc eitemau agenda ac unrhyw bapurau ategol eraill i'w hystyried yng nghyfarfod nesaf y Cyngor erbyn dydd Iau 3 Ionawr 2023 fan bellaf.