

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer
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Minutes of the Meeting of the Council held remotely on 14th February 2023 at 7.00pm as permitted by The Local Government and Elections (Wales) Act 2021

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice-Chair), Cllr Idris Bowen, Cllr Fred Dillien, Cllr Lucy Williams and Cllr Stephen White
In attendance: C. Cllr Elizabeth Roberts and Vikki Teasdale (Clerk/RFO)

Nodwch os gwelwch yn dda:

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

Cllr Bowen spoke on behalf of a resident who had raised concern regarding the decrease in the swift population and lack of nesting boxes within the village with the resident asking the Community Council to raise awareness and help promote the urgent installation of suitable nesting boxes. Cllr Bowen requested that an item be included on the March agenda for further discussion but, in the meantime, asked that the Community Council add a post on Facebook to raise awareness of the continued decrease in numbers and what action could be taken by residents.

	<u>Agenda Item/Discussion</u>	<u>Action/Resolution/Update</u>
165.	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
166.	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 Cllrs Bronwyn Griffith and Gareth Siddorn
167.	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	None received
168.	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 17 th January 2023	RESOLUTION Council resolved to accept the minutes of the meeting held on 17 th January 2023 and agree that these be signed as a true record
169.	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 agenda items
170.	Chair's Announcements/Cyhoeddiadau y Gadeiryn	ACTION Cllrs Ellis and Kelly to act as first points of contact during the Clerk's annual leave

	The Chair confirmed to members that the Clerk would be on annual leave during the week of 27 th March with the Chair and Vice-Chair acting as first points of contacts for any urgent enquiries or issues.	ACTION Clerk to add appropriate contact details to the out of office messages
171.	Finance / Cyllid	
171.1	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
171.2	Council to discuss and question as required all financial transactions as detailed within Appendix 1. The Clerk advised members that a further invoice had been received following the circulation of Appendix 1, relating to the remedial electrical work undertaken by Bryn Electrics CYF at the Village Hall, with the Clerk recommending to members that the additional invoice also be settled with the Clerk formally reporting the payment within the next financial record. This would increase the total payments to £2,981.60	RESOLUTION Council resolved to approve all transactions within Appendix 1 and the additional payment to Bryn Electrics CYF as detailed by the Clerk
171.3	Council moved to vote and it was unanimously agreed that all transactions within Appendix 1, and the additional payment to Bryn Electrics CYF of £240, be deemed as approved and the Clerk be authorised to make the payments via the payment method as detailed. Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding reconciliation for the HSBC Charitable account for January 2023	ACTION Clerk to arrange the payments as detailed within Appendix 1 and the one additional payment RESOLUTION Council accepted the documents as circulated and raised no observations or concerns
171.4	Council reviewed the Internal Audit Terms of Engagement as circulated and agreed that the same be adopted with no amendments considered necessary. Council further agreed to seek to retain the services of Iona Edwards as internal auditor subject to re-accepting Council's adopted Terms of Engagement for 2023/24	RESOLUTION It was agreed by all members present to formally adopt the Internal Audit Terms of Reference for the 2023/24 financial year ACTION Clerk to seek to retain the services of Iona Edwards as internal auditor for 2023/24
172.	Correspondence / Gohebiaeth Correspondence for January / February 2023 – 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.	RESOLUTION Council raised no observations or concerns and Appendix 2 was accepted
173.	Planning Applications Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority as either detailed below or circulated by the Clerk prior to the date of this meeting	ACTION Standing Agenda item None received
174.	County Councillor Report / Adroddiad-y-Cynghorydd Sir A brief report to be provided by C. Cllr. Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn. C. Cllr Roberts advised that the 2023/24 CCBC budget would be extremely challenging and there would be further discussions needed with all town and community councils regarding non-statutory services such as the sustainability of public toilets. C. Cllr Roberts confirmed their attendance at the Llyn Geirionydd / Llyn Crafnant Multi Agency meeting on 1 st February and would look to circulate to members the report that had been commissioned and discussed regarding increased visitor numbers and traffic issues.	

	<p>C. Cllr Roberts advised that they had been approached by residents for further information regarding the Fflecsi Bws service and would be able to provide more information to residents at the next coffee morning in March.</p> <p>C. Cllr Roberts confirmed that they would be attending a meeting on 17th February with John Morris from North Wales Police regarding the Community Speedwatch Scheme. Cllr Kelly would also be attendance.</p> <p>Cllr Ellis referred to a recent email that C. Cllr Roberts had circulated to Clerk from CCBC in reference to the 2023/24 highway refurbishment works programme and the possibility of being able to nominate a road within the ward as needing priority repair. Due to the nomination needing to be made by 3rd March, there would not be sufficient time to engage residents, with the Chair opening up discussion to members as to which road should be nominated. Following discussion, it was agreed that the road at Coed Gwydir be nominated as this was in a very poor state which had been worsened by the increased volume of traffic following the partial road closure on Trefriw Terrace.</p>	<p>RESOLUTION Council resolved to nominate the road at Coed Gwydir for inclusion within CCBC's 2023/24 highway refurbishment works ACTION Clerk and C. Cllr Roberts to liaise and arrange for the road at Coed Gwydir to be nominated for repair</p>
<p>175.</p> <p>175.1</p> <p>175.1.1</p> <p>175.1.2</p> <p>175.2</p> <p>175.2.1</p>	<p>Working Group Updates to Council</p> <p><u>Village Hall Working Group (VHWG) update:</u></p> <p>The Clerk referred members to Appendix 4 and the OVO calculation as to the projected monthly direct debit amount of £61.00 based on the previous 12 month's electricity usage. Following discussion, it was agreed not to create a direct debit mandate but continue to pay based on the actual amount of electricity used during the billing period.</p> <p>The Chair referred members to Appendix 5, the Energy Audit report, proposing that a separate working group be formed to review the contents of the detailed report and refer back to Council with any recommendations. Council agreed the proposal and members were asked to indicate whether they wished to join the working group. Following discussion, it was agreed that the working group would consist of Cllrs Bowen, Ellis and Kelly.</p> <p>The Chair appraised members of the quote that had now been received to replace the current external PIR lights to down-facing ones to deal with the recommendation raised within the electrical report whilst alleviating any issues that the current lighting presented for neighbouring properties. Given the amount of the quote, it was considered appropriate to seek alternative quotes to ensure value for money was being obtained.</p> <p>The Chair also raised the scoping of a professional cleaner for the Village Hall as of April 2023 given that monies had been included for this within the 2023/24 budget. Following discussion, it was agreed that the Staffing Committee would look to create the relevant specification outlining the tasks to be undertaken and the frequency in order that Council could seek quotes for the work. Members agreed that anyone taking on the role would be subject to a six-month trial period.</p> <p><u>Cemetery Working Group (CWG) update:</u></p> <p>Cllr Kelly confirmed that the quotes received for the replacement cemetery car park fencing had been reviewed with the CWG now recommending to Council that Option A be selected due to the price quoted and the timescales for completion of the work. The members accepted the recommendation from the CWG and resolved to proceed with Option A with the Clerk</p>	<p>ACTION Standing Agenda Item</p> <p>RESOLUTION Council resolved that electricity payments would continue to be paid via direct bank transfer upon receipt of the monthly bill</p> <p>RESOLUTION Council resolved to accept the Chair's recommendation to form a separate working group with Cllrs Bowen, Ellis and Kelly to be appointed ACTION Cllrs Bowen, Ellis and Kelly to review and report back to Council on the Village Hall Energy Audit Report</p> <p>ACTION Clerk to seek further quotes for the installation of replacement PIR lights and report back to the VHWG</p> <p>RESOLUTION Council resolved that the Staffing Committee commence the process for engaging a cleaner for the Village Hall on a six-month trial basis</p> <p>RESOLUTION Council resolved to accept the recommendation of the CWG and proceed to instruct Hunter Garden Services ACTION Clerk to confirm the outcome to all contractors who had</p>

<p>175.2.2</p> <p>175.2.3</p> <p>175.3</p>	<p>instructed to progress the remedial works. Cllr Bowen confirmed that they had been in contact with the owners of the adjacent land regarding the replacement gate and gate posts, which the landowners were bearing the costs of and installing, and it had been confirmed that the new gate and posts would be in situ by the end of the current week.</p> <p>Council formally received and reviewed the 2023/24 Cemetery Risk Assessment. Cllr Kelly advised that the only significant alteration from the previous year's assessment was in relation to the frequency of certain checks which would now be conducted on a quarterly rather than a monthly basis given that no issues had been experienced to date.</p> <p>Cllr Bowen confirmed that a meeting had been arranged with Ian Chapman of Seven Architecture for Friday, 17th February to discuss and take advice on the proposed amendments to the existing planning consent and the associated costs involved in producing amended plans. An update on the outcome of the meeting would be provided in March.</p> <p><u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen confirmed that a meeting of the VHCG would be taking place before Council meets in March as several issues have been highlighted to the trustees by the Charity Commission in trying to either amend the current trust deed or create a new trust where Council would be required to make decisions on how to proceed. A more comprehensive report would be provided to members at the March meeting.</p>	<p>quoted for the work and formally instruct the replacement of the cemetery car parking fencing</p> <p>RESOLUTION Council resolved to adopt the 2023/24 Cemetery Risk Assessment with no amendments considered necessary</p> <p>ACTION Cllr Bowen to provide Council with an update as to the meeting with Seven Architecture in March (agenda item)</p> <p>ACTION Cllr Bowen to provide Council with an update as to the VHCG meeting in March (agenda item)</p>
<p>176.</p> <p>176.1</p> <p>176.2</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 issue of extensive flood damage to Trefriw Trail 1 had again been raised with the Clerk already having made contact with Natural Resources Wales (NRW) to request that a more permanent repair, such as concrete, be made. The request was still being considered by NRW with a meeting taking place with the relevant team next week, however, it was likely that another repair within stone chippings would be made this time. The Clerk would report back to members once a further response had been received from NRW.</p> <p>No other issues of health and safety within the wards had been identified by the members present</p>	<p>ACTION Standing Agenda item</p> <p>ACTION Clerk to update Council when a further response is received from NRW regarding the ongoing flood damage to Trefriw Trail 1</p>
	<p>NOTE: Due to a mis-numbering on the meeting Agenda, there is no item number 177</p>	
<p>178.</p> <p>178.1</p> <p>178.2</p>	<p>Village Improvements</p> <p>No new remedial action and/or improvements were identified by members.</p> <p>Cllr Kelly referred members to the formal proposal for a new piece of play equipment to be acquired for the Bro Gower Playpark, as circulated to members direct on 9th February. Cllr Kelly advised that, subject to Council's initial approval to the type of play equipment being scoped, Cllrs Kelly, Ellis and Williams would be seeking grant funding to cover the entire costs of acquiring and installing the piece of equipment and, if successful, would then need to liaise with the trustee of the playpark and CCBC, on behalf of TCC, to agree that the same could be installed. Following discussion, it was agreed that as grant funding was being sought to cover the entire costs and authority to proceed would be obtained from the play park trustees and CCBC, those members present supported the proposal.</p>	<p>ACTION Standing Agenda item</p> <p>RESOLVED Council resolved to support the proposal to explore options for grant funding to acquire and install, subject to appropriate consent, the rotating conical climber play equipment at Bro Gower Playpark ACTION Cllrs Kelly, Ellis and Williams to scope the potential of grant funding and also work with the Trustees of the Playpark and CCBC regarding the installation of any new play equipment</p>

178.3	Cllr Kelly confirmed a successful litter pick on 11 th February with ten bags of litter being collected by volunteers who were formally thanked for their attendance. It was also noted that there had been a lot of positive community interaction following the post that had been put on Facebook. Cllr Kelly confirmed that the next litter pick would take place in May.	
178.4	Cllr Kelly referred members to Appendix 7, being the proposal to rename North Llanrwst Station to North Llanrwst and Trefriw Station, and seeking Council's support for the proposal. Following discussion, Council provided approval to the proposal and authorised Cllr Kelly to approach the stakeholders as named for additional support and ultimately Transport for Wales to formally request the name change.	RESOLVED Council resolved to support the proposal to change the name of North Llanrwst Station to North Llanrwst and Trefriw Station ACTION Cllr Kelly to formally approach Transport for Wales regarding the proposed change of name
178.5	Cllr Kelly advised that they had not been able to progress the repair to the Places of Interest Sign with Llanrwst Men's Shed group and would explore other options locally for the repair.	
179.	Councillor/Clerk Training The Clerk advised that no training had been undertaken during the preceding month.	ACTION Standing Agenda Item
180.	External Meetings/Webinars	
180.1	It was noted that Cllrs Griffith and Siddorn had attended the Llyn Geirionydd / Llyn Crafnant Multi Agency Working Group Meeting on 1 st February	ACTION Standing Agenda Item
180.2	The Clerk advised that they were not aware of any meetings or webinars before Council's next meeting in March where representation was required on behalf of the Community Council	
181.	Community Engagement	
181.1	No formal community engagement undertaken since the previous meeting. Cllrs Bowen and Dillien to facilitate a meet your Councillor Surgery in the Village Hall on Monday, 27 th February 2023 between 2:00 pm and 4:00 pm.	ACTION Standing Agenda Item
181.2	Council noted the next Community Coffee morning would take place on 9 th March	
182.	Schedule of Council Meeting Dates The Clerk advised members that, due to the proximity to the bank holidays in April for Easter and May for the King's Coronation, they would propose variations to the previously agreed schedule to enable sufficient time for the meeting summons and supporting papers to be prepared and circulated. The Clerk proposed that the date of the April meeting be rescheduled to Tuesday, 18 th April and the May meeting to 16 th May	RESOLUTION Council resolved to agree the Clerk's proposal with the variations to the meeting dates for April and May being confirmed ACTION Clerk to publicise the variation of dates – the meetings would now be held on 18 th April and 16 th May 2023 respectively
183.	Next Month's Agenda The following additional items were proposed and accepted for Council's next meeting: <ul style="list-style-type: none"> The decrease in the swift population and lack of nesting boxes within Trefriw 	ACTION 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 Monday, 6th March 2023
184.	Next Meeting of the Community Council Members agreed that the meeting on 14 th March would be held remotely due to the increasing utility costs for heating and lighting the Village Hall and the limited numbers of members of the public who had attended previous face to face meetings. Any members of the public would be freely able to join the online meeting via the details publicised on the agenda	RESOLUTION The Council resolved that the next meeting would be held at 7pm on Tuesday, 14th March 2023 remotely via Skype

(The meeting closed at 20:17)

Crynodeb o gyfarfod CCT a gynhaliwyd ar y 14eg o Chwefror 2023

Penderfyniadau a chydnabyddiaethau'r Cyngor llawn

- Derbyniwyd a chymeradwywyd ymddiheuriadau am absenoldeb oddi wrth Cynghorwyr Siddorn a Griffith.
- Derbyniwyd cofnodion y cyfarfod a gynhaliwyd ar 17eg o Ionawr 2023 fel cofnod cywir.
- Nodwyd y byddai'r Clerc ar wyliau am yr wythnos yn dechrau 28ain o Fawrth
- Cymeradwywyd trafodion ariannol, gan gynnwys 1 taliad hwyr nas manylir yn Atodiad 1, felly cyfanswm o £2,981.60 Cyfarwyddwyd y Clerc i wneud y taliadau.
- Cydnabuwyd a derbyniwyd y cysoniad banc ar gyfer Ionawr 2023.
- Cymeradwywyd y Telerau Ymgysylltu ar gyfer Archwiliad Mewnol 2023/24.
- Derbyniwyd eitemau o ohebiaeth a ddsbarthwyd yn flaenorol.
- Nodwyd cyflwr gwael y ffordd fabwysiedig yng Nghoed Gwydir a chytunwyd i enwebu hon i'w chynnwys o fewn gwaith adnewyddu priffyrdd CBSC 2023/24.
- Penderfynwyd y byddai costau ynni Neuadd y Pentref yn parhau i gael eu talu trwy drosglwyddiad banc uniongyrchol ar ôl derbyn y bil misol
- Cymeradwywyd Cynghorwyr Ellis, Kelly a Bowen i ffurfio gweithgor i adolygu cynnwys Adroddiad Archwiliad Ynni neuadd y pentref a'i ddychwelyd i'r Cyngor gydag argymhellion.
- Cymeradwywyd y Pwyllgor Staffio i archwilio'r posibilrwydd o gyflogi glanhawr ar gyfer neuadd y pentref ar brawf 6 mis.
- Cymeradwywyd gyflogi Contractiwr A i ailosod y ffens ym maes parcio'r fynwent am gost o £960
- Mabwysiadwyd yr Asesiad Risg ar gyfer y Fynwent am y cyfnod 2023/24.
- Cyfarwyddwyd cynghorwyr Kelly, Williams ac Ellis i gydweithio ag Ymddiriedolwyr Swingfield a CBSC i archwilio'r posibilrwydd o ennill cyllid grant er mwyn gosod darn newydd o offer chwarae ar ochr "sych" y maes chwarae
- Cymeradwywyd Cyng Kelly i gysylltu â Trafnidiaeth Cymru i gynnig dychwelyd enw'r orsaf reilffordd yn Llanrwst yn ôl i "Gogledd Llanrwst a Threfriw".
- Nodwyd y byddai Cyng Bowen a Dillien yn mynychu Cymhorthfa Cwrdd â'ch Cynghorydd yn neuadd y pentref ddydd Llun 27 Chwefror 2-4 p.m.
- Cynhelir y bore coffi cymunedol nesaf ar Fawrth 9fed am 10.30y.b.
- Cymeradwywyd newidiadau i ddyddiadau cyfarfodydd CCT oherwydd eu agosrwydd at Wyliau Banc. Bydd y cyfarfodydd priodol nawr ar 18 Ebrill a 16 Mai.
- Cynhelir cyfarfod nesaf y Cyngor trwy gyfrwng Skype ar 14eg o Fawrth 2023 am 7y.h

Camau gweithredu nesaf

- Clerc i bostio hysbysiad ar Facebook ar ran preswlydd ynglŷn â diogelu gwenoliaid duon.
- Cyng Ellis a Kelly i fod yn bwynt cyswllt ar gyfer materion brys yn ystod yr wythnos yn dechrau 28ain Mawrth.
- Clerc i wneud y taliadau fel y manylir yn Atodiad 1, gan gynnwys yr anfoneb ychwanegol a nodwyd am £240
- Y Clerc i ail-gyflogi Iona Edwards fel archwilydd mewnol y Cyngor ar gyfer 2023/24.
- Y Clerc a CS Roberts i gysylltu a threfnu i ffordd Coed Gwydir gael ei henwebu i'w hatgyweirio
- Cynghorwyr Ellis, Kelly a Bowen i adolygu Adroddiad Archwiliad Ynni neuadd y pentref.
- Y Pwyllgor Staffio i geisio cyflogi glanhawr ar gyfer neuadd y pentref am gyfnod prawf chwe mis.
- Clerc i gyfarwyddo Contractiwr A i ailosod ffens maes parcio'r fynwent.

- Cyng Bowen i gyfarfod â Seven Architects ar 17.2.2023 i drafod costau adolygu'r cynlluniau ar gyfer estyniad y fynwent ac adrodd yn ôl i'r Cyngor ym mis Mawrth.
- Cllrs Bowen and Ellis to meet the Village Hall Trustees and report back to Council in March.
- Cynghorwyr Bowen ac Ellis i gyfarfod ag Ymddiriedolwyr Neuadd y Pentref ac adrodd yn ôl i'r Cyngor ym mis Mawrth.
- Clerc i geisio dyfynbrisiau pellach ar gyfer gosod goleuadau allanol newydd yn neuadd y pentref
- Clerc i barhau i drafod gyda CNC er mwyn cael ail wynebu TT1 mewn goncrît yn hytrach na'r naddion presennol.
- Cynghorwyr Kelly, Williams ac Ellis i weithio gydag Ymddiriedolwyr Swingfield a CBSC i archwilio ennill cyllid grant i osod darn newydd o offer chwarae ar ochr "sych" y maes chwarae
- Cyng Kelly i drefnu sesiwn casglu sbwriel yn y pentref ym mis Mai.
- Cyng Kelly i gysylltu â Trafnidiaeth Cymru i gynnig dychwelyd enw'r orsaf reilffordd yn Llanrwst yn ôl i "Gogledd Llanrwst a Threfriw".
- Cyng Kelly i archwilio opsiynau i atgyweirio'r arwydd "Mannau o Ddiddordeb" sydd wedi'i leoli ger eglwys y Santes Fair.
- Eitemau ar gyfer yr agenda ac unrhyw bapurau ategol i'w hystyried yng nghyfarfod nesaf y Cyngor i'w cyflwyno i'r Clerc erbyn dydd Llun y 6ed o Fawrth 2023 fan bellaf.