

# Cyngor Cymuned Trefriw Community Council (TCC)

## Annual Report for 2022/23

### **Who We Are**

*Our local Community Councillors represent the Community / Wards of both Trefriw and Llanrhychwyn*

Councillors representing the ward of Trefriw during 2022/23 were:

- Cllr Kim Ellis, Chair
- Cllr Jasmine Kelly, Vice Chair
- Cllr Idris Bowen
- Cllr Fred Dillien (*resigned March 2023*)
- Cllr Stephen White
- Cllr Lucy Williams

Councillors representing the ward of Llanrhychwyn during 2022/23 were:

- Cllr Gareth Siddorn
- Cllr Bronwyn Griffith

*The Clerk / Responsible Financial Officer / Burial Clerk (the Clerk) to the community / wards is Mrs Vikki Teasdale. The Clerk is employed and paid a salary by the Council.*

### **Training and External Meetings**

*While Councillors bring many work and life skills to their term of office, they are also required to undertake proper and regular training to enhance their working knowledge of the law and other requirements of local government.*

During the financial year of 2022/23:

- In May 2022, all town and community councils were required to consider training for councillors and council staff and publish a first training plan no later than November 2022. TCC have prepared a five-year plan, that is proportionate given the size and scope of the community council, and this was approved and published on the website in October 2022.
- New Councillors completed the seven One Voice Wales (OVW) basic online training modules
- The Chair and Clerk attended Town and Community Council Forum meetings
- The Chair attended the Joint SLCC/OVW 2022 Conference
- Councillors also participated with the Multi-Agency Task Group that has been set up to tackle environmental and traffic problems being encountered at Llyn Crafnant and Llyn Geirionydd.
- Councillors have also participated in the Conwy Valley Strategic Route stakeholder meetings.

*Councillors and the Clerk work and meet regularly with other Councils and groups to share best practice and keep abreast of current affairs in the sector.*

The Clerk is a member of the SLCC Clwyd Area Forum and attends their quarterly meetings. The Clerk and/or councillors also attend the One Voice Wales Conwy/Denbighshire Area Meetings when matters that could affect the wards is being discussed.

## **Council Meetings**

*Your local Councillors will usually meet on the 2<sup>nd</sup> Tuesday of each month. During the winter months these meetings were held via Skype as a measure to save on heating the Village Hall and also to avoid Councillors driving or walking long distances in poor winter conditions.*

*Members of the public are welcome to attend these meetings as if they were being held in person, and the meeting link is published both within the calendar of events on the Community Council's website as well as on the meeting agenda each month.*

*Our Councillors can be contacted by members of the public outside of meetings to discuss issues or problems raised. The Clerk can also be contacted on a dedicated mobile phone where messages can be left outside of working hours.*

Legislation was passed in 1<sup>st</sup> May 2021 requiring all Town or Community Council meetings to be multi-platform to enable members of the community to attend meetings either in person or remotely. TCC have been able to comply with this requirement in the short term by borrowing technical equipment from a generous neighbour but will have to reconsider this going forward when the free provision of wi-fi to the hall by CCBC expires in 2023.

## **Communication**

*Meeting agendas and minutes are affixed to the Community Council noticeboard, together with any other relevant documents. They are also published on the Community Council's website [www.trefriwcommunitycouncil.co.uk](http://www.trefriwcommunitycouncil.co.uk) The website also has a calendar of events, statutory and adopted policy documents as other community-based news and information.*

*TCC has its own Facebook account to share important information. This can be found at "Trefriw Community Council".*

Councillors held a "Meet your Councillors" surgery on a quarterly basis in February, May, August and November where matters of importance could be raised with Councillors for discussion at the next agenda.

## **What we do**

### **Budgets and precepts**

*Councillors are required to work with the Clerk to set a budget for the coming year to deliver all the services required of the Council and other projects considered necessary for the good of the community. Bearing in mind the constantly rising cost of living and the demands on household incomes the Council endeavours to keep this budget as low as possible. Funding of this budget is predominantly delivered through a Precept request which is then charged as part of the annual household Community Charge by Conwy County Borough Council.*

In 2022/23, an average council tax bill (Band D property) included £69.30 for the Community Council. The Community Council also received other income in 2022/23 as detailed below:

Summary of Account 2022/23	£
Precept	26,344.98
Trefriw Village Hall Hire Revenue	1,822.07
Trefriw and Llanrhychwyn Cemetery Fees	3,430.00
Public Footpath Maintenance, part reimbursement from Conwy CBC	1,000.00
Grant Funding	1,309.34

Other Miscellaneous receipts: to include refunds of training fees, partial delivery fee and overcharges made for the community skip; and nominal interest	216.17
<b>Total Income</b>	<b>34,122.56</b>
<b>General Running and Maintenance Costs:</b>	
Administration including employment costs, insurance, office equipment, printing costs, postage, stationery, telephone, internet and banking charges	12,438.26
Village Hall Maintenance and Operational Costs	2,270.54
General Village Maintenance costs	2,589.81
Cemetery Maintenance and Development Costs	3,423.00
Provision of Community Skips	2,620.00
Public Footpath Maintenance	1,250.00
Tree Maintenance Works - Ash dieback and other safety works	0.00
<b>Governance</b>	
Audit, legal/professional advice and fees, training and subscriptions	743.00
<b>Public Information</b>	
Noticeboards and website – to include new TCC Noticeboard at the Village Hall	1,828.88
<b>Donations</b>	
Small annual donations to 2 non-profit organisations: £50 to Eisteddfod Gadeiriol Dyffryn Conwy, Llanrwst £50 to Dawns I Bawb £22 to The Royal British Legion for providing a community poppy wreath for the Remembrance Day Memorial Service	122.00
<b>Miscellaneous</b>	
Chair's Discretionary Fund and Village Festivities	275.90
<b>Asset Transfers (monies included within the 2022/23 budget and transferred to an investment account pending expenditure)</b>	
Gower Road and Bro Geirionydd Playparks	1,500.00
Ash Dieback / Safety Tree Works on Gower Road	2,000.00
Village Defibrillators	350.00
<b>Total Expenditure</b>	<b>31,342.15</b>
<b>Allocated Reserves held as at 31/03/2023</b>	<b>50,490.00</b>
<b>General Reserves held as at 31/03/2023</b>	<b>14,250.22</b>

**Annual Audit** Each year, Town and Community Councils in Wales are required to complete an Annual Return, summarising their financial position at the completion of the financial year. This report and the accompanying statement of accounts are subject to internal and external audit.

Due to staffing issues within Audit Wales, many town and community councils, including TCC, have yet to receive the 2012/22 audit opinion but this will be displayed, as required, both on the website and the TCC noticeboard at the Village Hall as soon as the same is issued.

### **Cemetery**

The Council oversees the running and maintenance of the Trefriw and Llanrhychwyn Public Cemetery (on the Cowlyd Road). The Clerk manages the purchase of burial plots, including the appropriate legal paperwork to assign the plots, record rights to use the plot, as well as the installation of headstones and inscriptions.

In 2022/23 the Council continued to maintain the cemetery, cut the grass and spray the weeds in the slate paths. The fencing around the cemetery car park was to be replaced in March 2023 but due to inclement weather the contractor was unable to undertake the work. This is now scheduled for April and once replaced will ensure that livestock in neighbouring fields cannot escape.

The Council also set about obtaining quotes to extend the current cemetery into the plot of land purchased as an extension. However, DEFRA have proposed changes to the rules regarding burials and the UK Government issued a consultation that closed in December 2021 - the UK Government's response to the consultation is, at the time of this report, still awaited. The introduction of the proposed DEFRA changes would have a serious effect on the Council's proposed project, so a pause was instructed until there is a clear way forward. Any significantly impact on Council's ability to deliver the previous cemetery extension proposals, based on the DEFRA changes, will be confirmed by Council and further engagement with the community will be undertaken.

### **Christmas tree and lights**

*The Council annually procures a large Christmas tree and the lights to decorate the tree. In 2022 this was situated on the corner St Mary's Church where it is easily visible to passers-by.*

In 2022/23 a tree was donated to the community, and transport and siting of the tree was carried out by local residents, who we thank for their hard work. 2022 saw the return of the mulled wine and mince pies event run by the local Trefriw Walkers are Welcome group which was held in the village hall for the first time. The event followed a carol service in St Mary's church and was incredibly well supported by the community.

### **Community Engagement**

*Council is always looking to work with and support community groups and activities. Use of the village hall is once again available and we will have many more opportunities to work together.*

Council held a community engagement open day in Autumn 2022, which was supported by an online questionnaire, with copies of this also available from the village post office.

The resulting comments have now published on the website and requests will, wherever possible, be included in the Council's Action Plan for 2023/24

### **Waste Bins**

*Council works closely with CCBC to ensure that there is an adequate provision of waste bins around the village.*

In 2022/23, with the support of Llanrwst Town Council, the Community Council submitted a successful request to CCBC to exchange some of the dog poo bins for general waste bins along Gower Road, in an attempt to persuade road users to dispose of their litter in bins. These bins may also be used to dispose of dog poo.

Council continued to ensure that there was a supply of biodegradable dog waste bags within the two dispensers.

A village litter pick was held in February 2023 when volunteers collected 10 black bags full of general litter. Many thanks to those of you who helped tidy our lovely village.

## **Donations**

*Council sets a budget annually to make donations to support requests where the local community will benefit. Formal requests for donations are considered in June and December of each year.*

In 2022/23 the Council supported and made the following donations:

£50 to Eisteddfod Gadeiriol Dyffryn Conwy, Llanrwst  
£22 to RBL Poppy Appeal towards the cost of the Remembrance Day Wreath  
£50 to Dawns I Bawb

## **Grant Funding Obtained**

*Council applies for grant funding to support our projects.*

In 2022/23, the Community Council made successful applications and were awarded the following grants:

- £1,309.34 from the Conwy Rural Development Grant to purchase and install an all-ability bench in the community field on Gower Road opposite the playing field, as well as two cycle stands at the Singrig that have been planted with tulip bulbs for the spring.

## **Planning Applications**

*Council is copied in to planning application received by CCBC and Snowdonia National Park Authority and is asked for any comments or observations as allowed by their terms and conditions.*

In 2022/23 the Council reviewed such applications as received and detailed within the monthly agendas, with the outcome being recorded within the minutes.

## **Planters**

In 2022/23 the Council continued working with Trefriw Gardening Club and other volunteers to stock and maintain the various planters around the village. These look splendid all year round. Council also made a payment of £100 by way of contribution towards the costs of spring planting for the memorial garden and village planters.

## **Play Parks**

*There are two play parks in Trefriw, at Bro Geirionydd and Gower Road. These are inspected and maintained for the Council by CCBC. The Childrens Playing Field on Gower Road is subject to a trust and the Council nominates a trustee.*

In 2022/23 this trustee was Cllr Kim Ellis who worked closely with the other playing field trustees as well as representatives from CCBC Parks and NRW.

## **Public Toilets**

*There are male, female and disabled public toilets in Trefriw, which are currently maintained by CCBC. However, CCBC are looking to transfer ownership and running costs to local communities.*

The Council continues to monitor this situation and will consult with the community if proposals are made to close the toilets or transfer ownership.

## **Recreation fields**

*Council owns the two recreation fields off Gower Road.*

In 2022/23 the Council continued to maintain these fields with grass cutting and general maintenance.

### **Rights of Way**

*Council maintains certain public rights of way in the village, with recompense being provided for the majority of these by CCBC.*

In 2022/23 the Council was in receipt of part-repayment by CCBC. The Council also continued to work with the Trefriw Walkers and Welcome group to keep public Rights of Way clear by walking the paths and reporting issues to the appropriate authority.

### **Skips**

*Council annually budgets for the cost of monthly skips from CCBC.*

In 2022/23 the Council arranged for the provision of 12 skips alternately at Bro Geirionydd and Gower Road for use by the community.

In 2023/24 all skips will be provided at the Gower Road location only as, due to the escalating costs to the community, it is hoped that by providing the skip at a central and easily accessible location this will help ensure that each monthly skip is used to its full capacity.

### **Sustainability / Biodiversity**

*All Town and Community Councils are required to report annually on how they have planned, managed and improved sustainability and biodiversity in their actions.*

The Council agreed their own Biodiversity Plan and this is reviewed annually.

### **Trees on TCC Land**

*Council must manage the safety of any trees on TCC owned lands.*

Council carries out annual inspections of trees on TCC owned land. A reserve has been created to allocate funding for any works required, especially for trees that are found to be subject to Ash Dieback.

### **Village hall**

*Trefriw Village Hall is owned and maintained by the Council.*

Use of the village hall increased in 2022/23 as we recovered from Covid restrictions. There was a regular SOSA dance class on Wednesday mornings, and monthly community coffee mornings, as well as several private bookings by members of the community such as birthday parties and funeral teas.

The Council continued working with village hall Trustees to revamp the outdated village hall trust so that grant funding might be accessed to improve the fabric of the building.

**Village improvements** *Councillors work with the community to identify and consider funding improvements to the village.*

In 2022/23 Councillors obtained funding from the Rural Development Fund which enabled the purchase of an accessible picnic bench for the community field as well as 2 planter type cycle stands located at the Singrig garden.

Councillors also used equipment donated by Keep Wales Tidy to carry out a litter pick with members of the community.

**War Memorial** *Council is responsible for maintenance of the War Memorial.*

In November 2022 a Service of Remembrance was held at the war memorial. As in previous years, the Council laid a wreath on behalf of the community to commemorate those who perished while in service. The gardening club also tidied and restocked the war memorial garden.

**The Two Lakes Multi-Agency Working Group** *Due to the impact of over-intensive tourism around Llyn Geirionydd and Llyn Crafnant, a Multi-Agency group was set up. This group includes representatives from SNP, NRW, CCBC as well as local residents affected by traffic, parking, litter and fly camping issues.*

In 2022/23 Cllrs Siddorn and Griffith were nominated to work with this group and report back to Council.