

## Trefriw Community Council Community Plan for the year 2023/24

**Our vision is to make Trefriw a great place to live, work and visit**

### Our everyday business

Task	Cost to TCC	Funding stream	Action for TCC	Date of next action
<b>Biodiversity</b>				
Duty to seek to maintain and enhance biodiversity			To conduct an annual review of the Policy as adopted in May 2021	Next review May 2023
<b>Budget setting and audit</b>				
Have a clear and costed budget for each Financial Year	Precept request for £26,344.98 submitted to CCBC for 2022/23	Built in to the annual Precept received from CCBC	Set a budget for 2024/25 for full Council approval and submit to CCBC within set timescales	November 2023
Budget and accounts to be subjected to appropriate scrutiny	Projected Budget of £33,428.22 for 2023/24	Built in to the annual Precept received from CCBC	Clerk/RFO to prepare monthly income/expenditure records for scrutiny Clerk/RFO to prepare for scrutiny by Councillors bank reconciliations either monthly or quarterly based on account activity Clerk/RFO to prepare quarterly cashbook for scrutiny To complete an annual audit for scrutiny by Councillors and onward submission to	Ongoing  Ongoing  Ongoing  June 2024

			Audit Wale Office within set timescales	
<b>Bus Shelters</b>				
Financial reserve set up to manage the condition of the bus shelters	TBC as required - £1,000 held in Reserves	TCC Reserve	TCC is required to manage the condition of the bus shelters in the village : six-monthly visual check and cleaning (brush /wash down) carried out	Inspection and clean to be undertaken in April 2023
<b>Cemetery</b>				
Provision of graves in village cemetery	No	Costs for plot and associated documents met by family/representatives of the deceased	The TCC cemetery clerk manages the required certificates and other records to allocate graves, and works closely with the funeral directors involved	Ongoing
Maintenance of cemetery grounds	Budget of £1,530 allocated for 2023/24 to be offset by any income received from cemetery fees (unable to accurately predict level of fees that will be received annually)	Built in to the annual Precept received from CCBC	Tender undertaken in Nov/Dec 2021 - new contract awarded from 1st April 2022 for three years	September 2024
<b>Christmas Festivities</b>				
Provide a Christmas tree and lights for the village annually	Budget of £200 allocated for 2023/24	Built in to the annual Precept received from CCBC	Source a Christmas tree for the Christmas period 2023 - lights already purchased in 2019	November 2023
Community "tree lights switch on" in partnership with Trefriw Walkers are Welcome (TWaW) - provision of drinks and mince pies	Budget of £100 allocated for 2023/24	Built in to the annual Precept received from CCBC	Provide a budget to TWaW for refreshments, etc.	November 2023
<b>Community Skips</b>				

Provide community access to skips to remove bulky items free of charge	Budget of £3,120 allocated for 2023/24	Built in to the annual Precept received from CCBC	A month skip to be provided at Bro Gower, being a central location	January 2024
<b>Footpath Maintenance</b>				
Maintain and improve designated footpaths within the community ensuring good performance from contractors	Budget of £1,250 allocated for 2023/24	Built in to the annual Precept received from CCBC (anticipated part reimbursement from CCBC of not less than £875 )	Tender undertaken in Nov/Dec 2021 - new contract awarded from 1st April 2022 for three years	September 2024
<b>Grants and Donations</b>				
Receive requests for support to local and national organisations	Budget of £500 allocated for 2022/23	Built in to the annual Precept received from CCBC	Applications for grants are considered bi-annually in June and December, with requests that benefit the local community being given priority	December 2023
<b>Notice Boards</b>				
Keep Trefriw and Llanrhychwyn Community Council notice boards in good condition	TBC	As necessary from annual Precept received from CCBC and/or Reserves	Ensure that noticeboards are kept in a good condition to provide information for residents Visual maintenance check and clean every 6 months	June 2023 and January 2024
<b>Planning Applications</b>				
Planning applications received from CCBC and Snowdonia National Park for comment	No	Not applicable	Consider and respond to all planning applications as formally notified by CCBC or SNPA	As required
<b>Recreation Fields</b>				
Maintain condition of recreation fields	To be taken from overall General Village Maintenance budget of £1,200 as allocated in 2023/24 budget	Built in to the annual Precept received from CCBC	Grass cutting as required between April and October	As scheduled

<b>Support Village Improvements, Local Events and Initiatives</b>				
Work with groups and individuals to improve the village environment including community gardens/spaces, tackling litter and dog fouling, etc.	Possibly - see grants and donations	Possibly from grants and donations, or other grant funding when possible	Work to firm up plans and costs, and source grant funding wherever possible	As required
<b>Swingfield and Playpark Trust</b>				
Provide a representative to sit on the Board of Trustees for the Swingfield playpark	No	N/A	Currently Cllr Kim Ellis	As required
<b>Town and Community Council Forum</b>				
Attend local Clerk and Councillor forum meetings	Travel expenses if claimed £50 allocated for 2023/24	Built in to the annual Precept received from CCBC	Clerk and Chair attend regular meetings of the Forum to meet with CCBC and other colleagues, to share best practice and stay informed	As required
<b>Trees on TCC Land</b>				
Manage the condition of the trees on TCC land (excluding the cemetery - see above)	TBC	Built in to the annual Precept received from CCBC	Working Group set up to monitor and report back to full council	Ongoing
<b>Village Hall</b>				
Set community working days to improve the village hall	Cost of materials as necessary	Built in to the annual Precept received from CCBC	Clean and repair as necessary in conjunction with community members, not less than every 12 months	As required
<b>War Memorial</b>				
Maintain the condition of, repair and protect the war memorial	Periodically	As necessary from the annual Precept received from CCBC	Monitor condition of the war memorial, taking advice from the War Memorials Trust	Next review July 2023

Work with the community garden club to manage the war memorial gardens	Grant allocated to the garden club annually upon request	Built in to the annual Precept received from CCBC	Liaise with community garden club members	Ongoing
Provide an annual wreath and provide representation at the annual Memorial Services	Budget of £50 allocated for 2023/24	Built in to the annual Precept received from CCBC	Participate in the annual Remembrance Sunday service and present a wreath on behalf of the community	November 2023
<b>Website Maintenance</b>				
Maintain as far as possible a bilingual website. Support a coordinated approach to website information and promote Trefriw wider afield	Costs as necessary	As necessary from Reserves	Work towards improving upon a bilingual website	Ongoing