

# Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer  
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6<sup>th</sup> September 2023

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held online on Tuesday, 12<sup>th</sup> September 2023 at 7:00 pm for the purpose of transacting the following business.

Yours faithfully

*Vikki Teasdale*

Clerk to the Council

The Community Council will meet virtually via Skype (meeting code <https://join.skype.com/dVIA40MXxytu>) as permitted by The Local Government and Elections (Wales) Act 2021. **The council meeting will commence at 7pm with members of the public being allowed to speak within a fifteen-minute period at the beginning of the meeting, with individual members of the public speaking for no longer than 3 minutes on one item only and with no duplicated topics unless with a different view point.** Anyone wishing to submit questions for consideration and/or response during the public element ahead of the meeting please contact the Clerk.

## Meeting of the Council - Agenda 12<sup>th</sup> September 2023

84. **To confirm that a quorum of elected members is present**  
A quorum is to be confirmed by the Chair
85. **Apologies LGA 1972 Sch. 12 par 40**  
To note and/or formally accept apologies subject to Council's approval
86. **Declarations of Interest LGA 2000 Sch. 50 Local Authorities (Wales) Order 2008/788**  
To disclose personal and financial interest in items of business listed below
87. **Minutes LGA 1972 Sch. 12 par 41(1)**  
To receive, approve and sign as a correct record the minutes of the Council meeting, 11<sup>th</sup> July 2023
88. **Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960**  
Council to receive and consider any recommendation to resolve that any members of the press and the public in attendance, either in person or remotely, be excluded from the meeting during consideration of any of the below agenda items by reason of the confidential nature of the item of business to be transacted in accordance with the provisions of the Act
89. **Chair's Announcements**
90. **Governance - Code of Conduct Refresher**  
Cllr Kelly to provide an overview of the key points of the Code to ensure that Councillors have a common understanding of the obligations and for members to raise any queries and/or seek clarification.
91. **Finance**
  - 91.1 Council to question any financial transactions as detailed within Appendix 1
  - 91.2 Council to formally approve and authorise those payments as detailed within Appendix 1
  - 91.3 Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for the HSBC Charitable Account for July and August 2023
  - 91.4 Clerk to provide updates on the 2021/22 and 2022/23 Annual Return submissions
92. **Correspondence for July/August/September 2023**  
To acknowledge correspondence received and circulated to Councillors, as not otherwise referenced on the agenda, either for general consideration or to be highlighted by the Clerk or Councillors if further discussion and or action is deemed necessary, Appendix 2
  - 92.1 Council to formally review the One Voice Wales/Friends of the Earth Cymru climate change and nature action guide and agree any changes in line with the recommendations.
  - 92.2 Council to consider and agree a response to the information supplied by PCSO Jessica Williams regarding the Smart Water initiative.

- 93. Planning Applications**  
Council to consider any applications received from Conwy County Borough Council and Snowdonia National Park Authority as circulated prior to the meeting
- 94. County Councillor Report / Adroddiad-y-Cynghorydd Sir**  
A brief report from the C. Cllr. Elizabeth Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn
- 95. Working Group Updates to Council - to receive and consider any update and/or recommendation as proposed and move to agree next steps**
- 95.1** Village Hall Working Group and/or Clerk to include:  
95.1.1 remedial repairs to the external kitchen door and anticipated costs  
95.1.2 unauthorised parking
- 95.2** Cemetery Working Group and/or Clerk to include:  
95.2.1 a proposal for the appointment of a contractor for the cemetery extension works
- 95.3** Village Hall Community Group
- 96. Health and Safety**
- 96.1** Council to receive verbal reports from members regarding the routine health and safety inspections undertaken in July and August 2023 where consideration and agreement by full Council is required to undertake remedial action
- 96.2** Council to receive updates from members regarding any other issues of health and safety as identified within the wards and to consider and move to agree any remedial action and/or works that are required
- 96.3** Clerk to update as to the ongoing work to eradicate the dense patches of Himalayan Balsam within the recreation (football pitch) field
- 96.4** Clerk to update as to the outcome of correspondence sent to the adjacent landowner regarding sheep accessing the two recreation fields
- 96.5** Council to formally receive and consider the 2023 Village Hall Risk Assessment, Appendix 3
- 97. Village Improvements**
- 97.1** Council to receive updates from members regarding any necessary remedial action and/or improvements that have been identified and to consider and move to agree a schedule of work
- 97.2** Council to consider and move to agree the replacement of the damaged festive lights, as per the updated quotes, Appendix 4
- 97.3** Cllr Ellis to update as to progress made to refurbish the basket swing within the play park with Council moving to agree next steps
- 97.4** Cllr Kelly to update as to progress made to acquire a new piece of play equipment for the Gower Road Play Park and to obtain agreement to any proposed grant funding application and/or conditions
- 98. Councillor/Clerk Training**  
Council to note any training undertaken since the previous Council meeting and to consider and move to agree any further requirements
- 99. External Meetings/Webinars**
- 99.1** Council to receive an overview from the Clerk and/or those members who have attended external meetings/webinars/training sessions during the preceding month and move to agree any actions and/or processes that subsequently need to be considered or implemented
- 99.2** Council to discuss any forthcoming meetings and webinars and, where appropriate, agree attendance and representation
- 100. Community Engagement**
- 100.1** Council to receive an update/overview of any community engagement undertaken since the previous meeting
- 100.2** Cllr Kelly to raise and lead discussion of ways in which community engagement could be enhanced with members to consider additional methods
- 100.3** Council to note the Community Coffee Morning session to be held on 14<sup>th</sup> September
- 100.4** Council to consider the continuation of the Community Coffee Mornings for the second half of the financial year
- 101. Next month's Agenda**  
Councillors to present items to be considered for inclusion within the agenda of the next meeting. Any subsequent items to be presented for consideration or ancillary papers in support of agenda items are to be received by the Clerk no later than Thursday, 28<sup>th</sup> September 2023
- 102. To confirm the date of the next meeting of the Council** as Tuesday, 10<sup>th</sup> October 2023 at 7.00 pm to be held remotely, via Skype