

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 on 14th November 2023 at 7.00pm online via Skype as permitted by The Local Government and Elections (Wales) Act 2021

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice-Chair), Cllr Wil Morris and Cllr Bronwyn Griffith

In attendance: Vikki Teasdale (Clerk/RFO) and C. Cllr Liz Roberts

Members of the Public – None in attendance

	Agenda Item/Discussion	Action/Resolution/Update/Acknowledgement
124.	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 current Chair
125.	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 apologies from Cllrs Idris Bowen, Gareth Siddorn and Lucy Williams
126.	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
127.	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 10 th October 2023	RESOLUTION Council resolved that the minutes of the meeting held on 10 th October 2023 be accepted and signed by the Chair as a true record
128.	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
129.	Chair's Announcements/Cyhoeddiadau y Gadeiryn The Chair confirmed the successful publication of the first quarterly newsletter which had been very well received with positive comments from several residents. The Chair gave thanks to Cllr Kelly for the work involved in producing the newsletter.	
130. 130.1 130.2	Finance Council to acknowledge scrutiny and acceptance of the financial transactions, and supporting invoices, as either previously made or to be made and formally detailed within Appendix 1. Council to discuss and question as required all financial transactions as detailed within Appendix 1. The Chair referred members to the further invoice from CCBC for the community skip provision that had been circulated ahead of the meeting and recommended that this payment was also be settled. Council moved to vote and it was unanimously agreed that all transactions within Appendix 1, and the additional payment to CCBC, be deemed as approved	No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted RESOLUTION Council resolved to approve all transactions as reported by the Clerk within Appendix 1 and the additional payment to CCBC for the community skip provision

<p>130.3</p> <p>130.4</p>	<p>and the Clerk be authorised to make the outstanding payments via the payment method, as detailed.</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statement and corresponding reconciliation for the HSBC Charitable account for October 2023</p> <p>The Clerk referred members to the draft budget that had been prepared, Appendix 3, and invited those present to scrutinise and question as appropriate. The Clerk confirmed that the annual insurance renewal had just been received (circa £1,000) and this figure would be accordingly amended. The Clerk highlighted that the budget was in draft stage and with a final version being presented for Council's final consideration at the January 2024 meeting.</p>	<p><u>ACTION</u> Clerk to settle the outstanding payments as detailed within Appendix 1 and the additional payment to CCBC</p> <p><u>RESOLUTION</u> Council accepted the banking reconciliation document for October 2023 and no observations or concerns were raised</p>
<p>131.</p> <p>131.1</p> <p>131.2</p> <p>131.3</p>	<p>Correspondence</p> <p>Correspondence for October/November 2023 as distributed throughout the month and 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</p> <p>Council formally acknowledged the Independent Remuneration Panel for Wales Draft Annual Report – February 2024 with the Clerk advising that the mandatory payments remained the same as per the 2023 report.</p> <p>Council formally acknowledged the correspondence from CCBC regarding the extinguishment of and re-creation of public footpath no. 55 as detailed confirming support for the proposal given that the current location of the footpath was not deemed accessible for all and could be unsafe for users</p> <p>Council formally noted the National Pay Agreement 2023/24 acknowledging the uplift in the Clerk's hourly rate (SCP 20) to be backdated to 1st April 2023</p>	<p><u>RESOLUTION</u> Council raised no observations or concerns and Appendix 2 was accepted</p> <p><u>ACKNOWLEDGEMENT</u> Council acknowledged the IRPW Draft Annual Report with no formal response required</p> <p><u>RESOLUTION</u> Council resolved to support CCBC's proposed extinguishment and re-creation of public footpath no. 55</p> <p><u>RESOLUTION</u> Council resolved to agree the National Pay Agreement 2023/24 with the Clerk's hourly rate rising to £15.75 as of 1st April 2023</p>
<p>132.</p> <p>132.1</p>	<p>Planning Applications</p> <p>Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority (SNPA) as either detailed below or circulated by the Clerk prior to the date of this meeting</p> <p>Application Number: NP4/32/155B</p> <p>Proposal: Conversion of former chapel to form 9 short term self-contained holiday apartments, creation of 2 vehicular accesses, parking for 9 vehicles and extension to vestry roof to create dedicated bat loft including installation of rooflight windows</p> <p>Location: Capel Ebeneser, Trefriw LL27 0JQ</p> <p>Dated received: 9th October 2023</p>	<p><u>ACTION</u> Standing Agenda item</p> <p><u>RESOLUTION</u> Council resolved to lodge an objection on the basis that:</p> <ul style="list-style-type: none"> - the proposal would result in the loss of residential properties in favour of short-term holiday lets. Planning consent was previously granted for the conversion to form four residential units, however, the new proposal would completely remove the possibility of this much needed permanent housing. It was further noted that the proposed use would not provide any affordable housing in line with the National Park's own target. - the serious concerns regarding access to and from the development given the steepness of the hill and the angle with which vehicles would have to negotiate access/egress

133.	<p>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 that included the following updates: Parking Issues – Wood Bank (Top Road) a site meeting with representatives from Highways and ERF was still being sought to highlight inconsiderate parking</p>	
134. 134.1 134.2 134.2.1 134.2.2 134.3	<p>Working Group Updates to Council <u>Village Hall Working Group (VHWG) update:</u> The Clerk highlighted the fluctuating electricity charges and requested delegated authority to charge users according to the amount as periodically notified by OVO Energy rather than having to seek authority to each variation. The Chair confirmed that the works to repair the external kitchen door had been undertaken but would require further painting to protect the wood during spring 2024 <u>Cemetery Working Group (CWG) update:</u> 134.2.1 Cllr Kelly confirmed that the cemetery extension works had commenced with the perimeter wall having been broken through and the extension perimeter having been made secure to stop sheep ingress into the main part of the cemetery. 134.2.2 The Clerk advised of the offer from the Commonwealth War Graves Commission to install signage, at no cost, to reflect the serviceman buried within the Cemetery. 134.3 <u>Village Hall Community Group (VHCG) update:</u> With Cllr Bowen not being present at the meeting, the Chair advised that there was no update</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>RESOLUTION</u> Council resolved to agree delegated authority for the Clerk to levy the Village Hall electricity charges</p> <p><u>RESOLUTION</u> Council resolved to agree that signage be installed at the entrance to the Cemetery confirming the presence of war graves</p>
135. 135.1 135.2 135.3	<p>Health and Safety 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 advised that no new issues had been identified. 135.2 No other issues of health and safety within the wards had been identified by members 135.3 The Clerk updated that the contractor had now met with the adjoining landowner with the installation of additional fencing being agreed to prevent further sheep ingress into the recreation fields. The cost of undertaking the work was £200. Members discussed and agreed to authorise the works subject to a further formal approach being made to request that the costs are shared equally between the Community Council and the landowner. Attaching signage to the fencing to discourage climbing on or over the new fencing was also agreed with Cllr Kelly authorised to obtain this.</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>RESOLVED</u> Council resolved to authorise Hunter Garden Services to install fencing to prevent further sheep ingress into the recreation fields SUBJECT to an approach being made to the adjoining landowner to seek half of the cost of the works</p>
136. 136.1 136.2	<p>Village Improvements 136.1 No new remedial action and/or improvements were identified by members. 136.2 Cllr Kelly advised that the outcome of the grant application for funding towards the proposed accessible roundabout was still awaited.</p>	<p><u>ACTION</u> Standing Agenda item</p>

137.	<p>Councillor/Clerk Training</p> <p>The Chair confirmed that they and Cllr Kelly had completed the OVW Council as an Employer training module with further training to be undertaken before the next meeting (i) Cllr Morris - New Councillor Induction and (ii) Cllr Ellis - Devolution of Services</p> <p>The invitation to attend the CCBC Code of Conduct Training to take place in January/February 2024 was discussed acknowledging that most members had recently undertaken an inhouse refresher based on the OVW training. It was agreed that this additional training should be specifically highlighted to those members who were not present at the September meeting</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>ACTION</u> Clerk to circulate details of the upcoming CCBC Code of Conduct training to members who did not take part in the September 2023 refresher</p>
138. 138.1 138.2	<p>External Meetings/Webinars</p> <p>Cllr Griffith confirmed their attendance at the Hilton Garden Inn, Dolgarrog Festive Meet & Greet on 26th October advising that this was more of a marketing event showcasing the facilities available for events and Christmas parties.</p> <p>The Chair confirmed that they and the Clerk would be attending a webinar on the Terrorism (Protection of Premises) Draft Bill (Martyn's Law) to understand how this could impact on the Community Council as owners of the Village Hall should the bill become legislation.</p>	<p><u>ACTION</u> Standing Agenda Item</p>
139. 139.1 139.2 139.3	<p>Community Engagement</p> <p>The Chair invited members to update on any community engagement undertaken since the previous meeting. The new quarterly Newsletter was again highlighted.</p> <p>Council noted the Community Coffee morning to be held on Thursday, 14th December</p> <p>Cllr Ellis confirmed that a Christmas tree had now been sourced and this would be installed at St Mary's Church on Saturday, 2nd December by members of Trefriw Outdoors with further members decorating the Village Hall in readiness for the church service, tree lighting up and the hosting of mulled wine and mince pies in the Village Hall on Sunday, 3rd December</p>	<p><u>ACTION</u> Standing Agenda Item</p>
140.	<p>Review of Fee Scales</p> <p>The Chair invited the Clerk to comment on the current fee scales. The Clerk advised that as the cemetery fees had been reviewed in August 2022, they would recommend the current fee scale to still be appropriate. In relation to the Village Hall hire fees, as these had not been reviewed since March 2020, Cllr Kelly agreed to conduct a more detailed review for Council's further consideration at the December meeting</p>	<p><u>RESOLUTION</u> Council accepted the Clerk's recommendation with the Cemetery Fee Scale to remain unchanged at this time. <u>ACTION</u> Cllr Kelly to review the current Village Hall hire fees for Council's consideration at the December meeting (Agenda item)</p>
141.	<p>Next Month's Agenda</p> <p>The following additional items were proposed and accepted for Council's next meeting:</p> <ul style="list-style-type: none"> - No items proposed as all presently covered by the actions agreed 	<p><u>ACTION</u> Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than <u>Friday, 1st December 2023</u></p>
142.	<p>Next Meeting of the Community Council</p>	<p><u>RESOLUTION</u> Council resolved that the next meeting would be held at 7pm on <u>Tuesday, 12th December 2023</u> remotely via Skype</p>

(The meeting closed at 20:20)