

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 12th December 2023 at 7.00pm online via Skype as permitted by The Local Government and Elections (Wales) Act 2021

Present / Presennol: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice-Chair), Cllr Idris Bowen, Cllr Bronwyn Griffith, Cllr Lucy Williams
and Vikki Teasdale (Clerk/RFO) Members of the Public - None

Sylwer os gwelwch yn dda: Gweler y crynodeb atodol ar gyfer cyfieithiad Cymraeg o brif benderfyniadau'r Cyngor

	Agenda Item/Discussion	Action/Resolution/Update/Acknowledgement
143.	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
144.	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 The Chair notified members of the resignation of Gareth Siddorn as councillor for Llanrhychwyn with all members present wishing to acknowledge and thank Gareth for their input as a council member	None received – Cllr Wil Morris was not in attendance ACKNOWLEDGEMENT Council formally noted the resignation of Gareth Siddorn
145.	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
146.	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 14 th November 2023	RESOLUTION Council resolved that the minutes of the meeting held on 14 th November 2023 be accepted and signed by the Chair as a true record
147.	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
148.	Chair's Announcements/Cyhoeddiadau y Gadeiryn The Chair confirmed that the Clerk would be on annual leave from 22 nd December to 3 rd January 2024 inclusive with Cllr Ellis to act as the point of contact for any urgent matters	ACTION Cllr Ellis to act as the point of contact for urgent matters during the Clerk's period of leave
149.	Renewal of Zurich Insurance Policy YLL-2720444243 Council formally received and reviewed the Zurich Insurance renewal (as per the amended schedule circulated on 6 th December 2023) to ensure that adequate cover was in place in respect of All Insured Risks	RESOLUTION Council resolved that adequate insurance cover was in place and accepted the renewal terms without further amendment

<p>150. 150.1 150.2 150.3 150.4 150.5</p>	<p>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 invoices as received from Audit Wales and OVO Energy that had been circulated by the Clerk ahead of the meeting for settlement. The Chair also advised members that the donation agreed in June 2022 to Trefriw Film Club could now be paid as bank account details had been provided to the Clerk. Council moved to vote and it was unanimously agreed that all transactions within Appendix 1, and the three additional payments be deemed as approved and the Clerk was authorised to make the outstanding payments via the payment method, as detailed. Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statement and corresponding reconciliation for the HSBC Charitable account for November 2023 The Chair referred members to the 2024/25 draft budget (V2), Appendix 3, and invited those present to scrutinise and question as appropriate. The Clerk advised members that the final budget to be presented to Council at the January meeting would include details of anticipated income to be received for the current financial year and projected amounts for 2024/25 which would be used to offset the estimated expenditure and inform the precept request for 2024/25 In accordance with Council's Donation policy, the requests received during the previous six-month period were considered with Council agreeing a donation of £250 to Wales Air Ambulance given the vital role of the air ambulance in rural Conwy, and £100 to Urdd Gobaith Cymru in view of the cultural importance of the event to children in the locality. The request received from Urdd National Eisteddfod was considered with members choosing to instead donate to Urdd Gobaith Cymru as the money given would be used to create local activities and events that children within the two wards would have had the opportunity to participate in</p>	<p>No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted RESOLUTION Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the three additional payments to Audit Wales, OVO Energy and Trefriw Film Club RESOLUTION Council accepted the banking reconciliation document for November 2023 and no observations or concerns were raised RESOLUTION Council resolved to agree the donation requests as received from Wales Air Ambulance Charitable Trust (£250) and Urdd Gobath Cymru (£100)</p>
<p>151. 151.1</p>	<p>Correspondence Correspondence for November/December 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 Council acknowledged the correspondence from Conwy CBC regarding the financing of non-statutory services for 2024/25 and discussed the options that had been presented in respect of the public toilets at Gower Road. It was unanimously agreed that the annual sponsorship model request of £1,265, equivalent to ten percent of the current running costs, would be paid over to Conwy CBC to keep the toilets open. Council also noted the position regarding defects or failure of any items of play equipment within the playparks whereby the Community Council would be given the opportunity to meet the cost of repair/replacement otherwise the item would be removed. Members noted that provision of the monthly community skip was also under</p>	<p>RESOLUTION Council raised no observations or concerns and Appendix 2 was accepted RESOLUTION Council resolved to agree the proposed sponsorship model for the Gower Road public toilets agreeing to contribute the sum of £1,265 towards Conwy CBC's operating costs for 2024/25</p>

	review with further consideration to be given as to the frequency of the skips if the charges were to rise excessively	
152.	Planning Applications 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 meeting	<u>ACTION</u> Standing Agenda item
152.1	Application Number: NP4/32/T133E Proposal: Replacement of polycarbonate roof with solid roof and install rooflight windows Location: Cornel Scout Centre, Crafnant Road, Trefriw LL27 0JZ Dated received: 21 st November 2023	<u>RESOLUTION</u> Council considered application NP4/32/T113E and resolved that it had no objection or observation to make upon the proposal
152.2	Application Number: NP4/32/372B Proposal: Removal of existing timber shed and erection of replacement single storey timber shed Location: Pant y Carw Cottage, Llanrwst LL26 0PW Dated received: 30 th November 2023	<u>RESOLUTION</u> Council considered application NP4/32/372B and resolved that it had no objection or observation to make upon the proposal
153.	County Councillor Report / Adroddiad-y-Cynghorydd Sir A brief verbal report was provided by the Clerk on behalf of C. Cllr. Roberts that included the following update: Parking Issues – a site meeting at Wood Bank (Top Road) with CCBC Highways had been scheduled for Friday, 5 th January 2024	
154.	Working Group Updates to Council	<u>ACTION</u> Standing Agenda Item
154.1	<u>Village Hall Working Group (VHWG) update:</u> The Clerk confirmed that further regular bookings were being agreed and help would be required to manage the bookings. Cllr Kelly agreed to draw up a rota to cover the regular bookings with ad hoc, one-off bookings being agreed and managed as they arose.	<u>ACTION</u> Clerk to provide details of the regular bookings to Cllr Kelly to draw the rota
154.2	<u>Cemetery Working Group (CWG) update:</u> Cllr Bowen confirmed that the next phase of the extension works would be to install the fencing now that walling had been completed.	
154.3	<u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen advised that the trustees were still working with and taking advice from CVSC in Colwyn Bay to understand how best to close the existing charity and to complete the transfer to a new charitable model.	
155.	Health and Safety	<u>ACTION</u> Standing Agenda Item
155.1	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 reported that at the lower end of Trefriw Trail 1 a wooden edging strip had been lifted and was a potential trip hazard. Cllr Bowen confirmed that they would remove the wooden strip with Council agreeing for the Clerk to make enquiries with Hunter Garden Services regarding the fitting of a replacement edging strip.	

<p>155.2</p> <p>155.3</p>	<p>Cllr Kelly advised that the remedial work to the rotten gate behind the public toilets had still not been undertaken despite this being reported to CCBC. Furthermore, the safety fencing left behind by NRW following completed works to the flood defence at the northern end of the village had also not been removed. Cllr Ellis confirmed that they had originally reported the two issues so would pursue them</p> <p>The Clerk updated that there had been no response to the letter sent to the landowner seeking half of the costs of installing fencing to prevent further sheep ingress into the recreation fields. The Clerk further advised that they had also tried to make contact by telephone but this had been unsuccessful. The Clerk was asked to use an alternative number to be provided by Cllr Ellis so that a discussion could be had to agree a contribution from the neighbouring landowner</p>	<p><u>ACTION</u> Clerk to continue to make efforts to contact the adjacent landowner of the recreation fields to discuss and look to agree a contribution towards the installation of fencing</p>
<p>156.</p> <p>156.1</p> <p>156.2</p>	<p>Village Improvements</p> <p>No new remedial action and/or improvements were identified by members</p> <p>Cllr Kelly advised that the outcome of the application for funding towards the proposed accessible roundabout was still awaited</p>	<p><u>ACTION</u> Standing Agenda item</p>
<p>157.</p>	<p>Councillor/Clerk Training</p> <p>The Chair advised that the Devolution of Services training module scheduled for 30th November had been cancelled. The Clerk confirmed that Cllr Morris had attended the New Councillor Induction module on 6th December</p> <p>The Clerk again highlighted the upcoming Conwy CBC Code of Conduct Training asking those members who did not complete the refresher training in September to separately confirm that they would be able to attend the online training on 25th January 2024</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>ACTION</u> Members to consider and confirm to the Clerk their attendance at the upcoming CCBC Code of Conduct training</p>
<p>158.</p> <p>158.1</p> <p>158.2</p>	<p>External Meetings/Webinars</p> <p>The Clerk confirmed that they and the Chair had attended a SLCC webinar on the Terrorism (Protection of Premises) Draft Bill, also known as Martyn’s Law, with the Clerk advising that the draft provisions of the Bill were yet to be passed but, as they stand, enhanced risk assessments and training of staff would be required where a venue’s capacity threshold was 100 attendees or more. Further engagement was being undertaken by SLCC with the government to establish whether the current capacity threshold is too low given the financial impact on the parish and town and community council sector</p> <p>The Chair confirmed their upcoming attendance with the Clerk at the Conwy Town and Community Council Forum Meeting on 7th February 2024</p>	<p><u>ACTION</u> Standing Agenda Item</p>
<p>159.</p> <p>159.1</p> <p>159.2</p>	<p>Community Engagement</p> <p>The Chair invited members to update on any community engagement undertaken since the previous meeting</p> <p>Council noted the Community Coffee mornings to be held on Thursday, 14th December, and 11th January 2024 with the Chair highlighting that, as it was agreed that these would also incorporate the Meet your Councillors surgery, members should try and attend where possible</p>	<p><u>ACTION</u> Standing Agenda Item</p>
<p>160.</p>	<p>Review of Trefriw Village Hall Fee Scales</p> <p>Cllr Kelly referred members to Appendix 5 and invited discussion on the proposed charging amendments. Following that discussion, it was formally agreed that the proposed charges for</p>	<p><u>RESOLUTION</u> Council resolved to accept the increased charges as per Appendix 5 SAVE for amendments to the ward residents/community</p>

	2024, as detailed within the Appendix, be accepted save that the baseline charge for ward residents/community groups would only rise to £20 for a 3-hour session and there would be a separate, minimum charge for party bookings of £35 with an added £5 per hour charge depending on the length of the booking. There would be no pre-heat included within any of the newly agreed hire fees – if a hirer required heating in advance of a booking this would still be provided but charged to the hirer. The new charges would apply from 1 st April 2024	group charge that would instead rise from £15 to £20 for a 3-hour session, the inclusion of a separate, minimum charge for party bookings of £35 and the removal of the pre-heat facility within the hire fee ACTION Clerk to implement the new Schedule of Charges from 1 st April 2024
161.	March 2024 Meeting Date The Clerk advised members that due to personal commitments, a reduced number of members would be able to attend on 12 th March and a recommendation was being made that a revised date of 19 th March now be agreed	RESOLUTION Council resolved to agree the Clerk's proposal with the variation to the March 2024 meeting date being confirmed as 19 th March 2024 ACTION Clerk to publicise the variation to the March 2024 meeting date
162.	Next Month's Agenda The following additional items were proposed and accepted for Council's next meeting: – No items proposed as all presently covered by the actions agreed	ACTION Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than Friday, 5th January 2024
163.	Next Meeting of the Community Council	RESOLUTION Council resolved that the next meeting would be held at 7pm on Tuesday, 16th January 2024 remotely via Skype

(The meeting closed at 20:10)

CYNGOR CYMUNED TREFRIW

Penderfyniadau'r Cyngor yn codi o'r cyfarfod a gynhaliwyd ar 12-12-2023

Rhif

Penderfyniadau

143

Cadarnhawyd cworwm gan y cadeirydd

146.

Derbyniwyd cofnodion y cyfarfod a gynhaliwyd ar 14 Tachwedd 2023 fel cofnod cywir.

149.

Penderfynwyd bod yswiriant digonol mewn lle ar gyfer Neuadd y Pentref, a derbyniwyd y telerau adnewyddu heb unrhyw newidiadau pellach.

150.

Cymeradwywyd ac awdurdodwyd yr holl drafodion yn Atodiad 1, ynghyd â'r trii thaliad ychwanegol i Archwilio Cymru, OVO Energy a Chlwb Ffilm Trefriw.

- Derbyniwyd y cysoniadau banc ar gyfer Tachwedd 2023, ac ni chodwyd unrhyw sylwadau na phryderon
- Cytunwyd ar y ceisiadau am rhoddion a dderbyniwyd oddi wrth Ymddiriedolaeth Elusennol Ambiwlans Awyr Cymru (£250) ac Urdd Gobatih Cymru (£100).

- 151 Derbyniwyd Atodiad 2.
Penderfynwyd derbyn y model arfaethedig am noddiant ar gyfer y toiledau cyhoeddus ar Ffordd Gower, gan gytuno i gyfrannu swm o £1,265 tuag at gostau rhedeg 2024/25.
152. Ystyriwyd ceisiadau cynllunio NP4/32/T113E a NO4/32/372B, a phenderfynwyd nad oedd gan y Cyngor unrhyw wrthwynebiadau na sylwadau i'w gwneud.
160. Derbyniwyd taliadau uwch am logi neuadd y pentref (yn unol ag Atodiad 5),
AC EITHRIO:
- Trigolion ward a grwpiau cymunedol - taliadau l godi o £15 i £20 am sesiwn 3 awr.
 - Isafswm tâl o £35 ar gyfer archebion am barti.
 - Cael gwared ar y cyfleuster cyn-gwresogi
161. Cytunwyd â chynnig y Clerc i amrywio dyddiad cyfarfod mis Mawrth 2024.
- Mawrth 19eg. 2024 fydd y dyddiad newydd
162. Cynhelir cyfarfod nesaf y Cyngor, ar lein yn unig trwy gyfrwng Skype, ar: **Ddydd Mawrth, Ionawr 16eg, 2024**