

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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Cofnodion Ionawr 16eg 2024 / Minutes 16th January 2024

Cyfarfod y Cyngor / Meeting of the Council

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

Also in attendance: C. Cllr. Elizabeth Roberts and Vikki Teasdale (Clerk/RFO) Members of the Public - None

	<u>Agenda Item/Discussion - Eitem Agenda/Trafodaeth</u>	<u>Action/Resolution/Update/Acknowledgement</u> <u>Mae prif benderfyniadau'r Cyngor hefyd wedi eu cofnodi yn Gymraeg</u>
164.	To confirm that a Quorum of elected members is present / I gadarnhau bod cworwm o aelodau etholedig yn bresennol	RESOLUTION A quorum was confirmed by the Chair PENDERFYNIAD Cadarnhawyd cworwm gan y cadeirydd
165.	Apologies/Ymddiheuriadau (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 Lucy Williams as councillor for one of the Trefriw ward seats with all members wishing to acknowledge the input and energy that Lucy had given during their six years as a council member	None received ACKNOWLEDGEMENT Council formally noted the resignation of Lucy Williams
166.	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
167.	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 12 th December 2023	RESOLUTION Council resolved that the minutes of the meeting held on 12 th December 2023 be accepted and signed by the Chair as a true record PENDERFYNIAD Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Rhagfyr 12fed. 2023 fel cofnod cywir
168.	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
169.	Chair's Announcements/Cyhoeddiadau'r Cadeirydd The Chair advised members that due a mandatory commitment, they would not be available to undertake council activities or assist the Clerk for a period of approximately two weeks from 25 th March. Cllr Kelly, as Vice-Chair, confirmed that they would be the first point of contact for any matters that arose and as be available to assist the Clerk.	ACTION Cllr Kelly to act as the first point of contact during the Chair's period of absence in March/April

<p>170.</p> <p>170.1</p> <p>170.2</p> <p>170.3</p> <p>170.4</p> <p>170.5</p>	<p>Finance / Cyllid</p> <p>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.</p> <p>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 OVO Energy and Hunter Garden Services that had been circulated by the Clerk ahead of the meeting for settlement. It was advised that the invoice from Hunter Garden Services for the installation of fencing at the recreation fields had been presented ahead of the work being inspected and it was agreed that this would only be settled as and when the inspection had taken place and the work deemed as fully complete. Council moved to vote and it was unanimously agreed that all transactions within Appendix 1, and the two additional payments, subject to the proviso with the Hunter Garden Services invoice, be deemed as approved and the Clerk was authorised to make the outstanding payments via the payment method, as detailed.</p> <p>The Clerk further advised that as there would be no scheduled meeting in February all routine payments, as detailed and agreed within the budget, would be settled during that month with each payment receiving prior approval/authorisation from Cllr Ellis. All payments made would be reported to full Council at the next meeting in March.</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for December 2023 (ii) HSBC Business Manager for 2023/24, Quarter 3 (iii) PSDF TCC Investment Account for 2023/24, Quarter 3 – the Chair invited members to raise any questions on the documents as previously circulated.</p> <p>Council to acknowledge scrutiny and acceptance of the 2023/24 Current and Deposit Account Cashbooks for Quarter 2 – the Chair invited members to raise any queries on the documents</p> <p>The Chair referred members to the 2024/25 draft budget (V3), Appendix 3, and invited members to scrutinise and question as appropriate. The Clerk highlighted the projected 2023/24 overspends at budget line 8 (Website services) to cover the payments that would be required before year end that had not been included in the 2023/24 budget as well as for budget line 11 (Insurance) given the insurer’s requirement for an up-to-date reinstatement value for the Village Hall and the resultant increase in premium. The Clerk requested that members approve a transfer of sufficient funds from the general reserves held within the HSBC Business Manager Account to reconcile the two budget lines.</p>	<p>No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted</p> <p>RESOLUTION Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the two additional payments to OVO Energy and Hunter Garden Services, the latter to be settled once the work had been inspected and confirmed as fully complete</p> <p>PENDERFYNIAD Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r ddau daliad ychwanegol i OVO Energy a Hunter Garden Services, yr olaf i'w setlo ar ôl archwilio a chadarnhau bod y gwaith wedi'i gwblhau.</p> <p>RESOLUTION Council resolved to authorise the Clerk to make all routine payments during February with all payments made being reported at the March meeting</p> <p>PENDERFYNIAD Awdurdodwyd y Clerc i wneud yr holl daliadau arferol yn ystod mis Chwefror, a'u cyflwyno yng nghyfarfod mis Mawrth</p> <p>RESOLUTION Council accepted the documents as previously circulated and no observations or concerns were raised</p> <p>PENDERFYNIAD Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p> <p>RESOLUTION Council accepted the documents as previously circulated and no observations or concerns were raised</p> <p>PENDERFYNIAD Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p> <p>RESOLUTION Council resolved to authorise the transfer of funds from general reserves to meet the projected overspends to the budget lines for Website services and Insurance</p> <p>PENDERFYNIAD Awdurdodwyd trosglwyddiad arian o'r cronfeydd wrth gefn cyffredinol i ymateb â'r gorwariant a ragwelir i'r llinellau cyllideb ar gyfer gwasanaethau Gwefan ac Yswiriant</p>
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	<p>Council considered the final version of the draft 2024/25 Budget as presented before moving to vote and it was unanimously agreed that the 2024/25 Budget be deemed as approved.</p> <p>Council considered the recommended precept request to be made to Conwy CBC of £24,985.26 and it was unanimously agreed to approve the Clerk's recommendation.</p>	<p>RESOLUTION Council resolved to accept the 2024/25 budget as proposed by the Clerk without amendment PENDERFYNIAD Derbyniwyd cyllideb 2024/25 fel y cynigiwyd gan y Clerc heb ei newid RESOLUTION Council resolved to accept the precept request as proposed by the Clerk PENDERFYNIAD Derbyniwyd y cais praesept fel y cynigiwyd gan y Clerc ACTION Clerk to submit the precept request in the sum of £24,985.26 to Conwy CBC</p>
171.	<p>Correspondence / Gohebiaeth Correspondence for December 2023 / January 2024 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>RESOLUTION Council raised no observations or concerns and Appendix 2 was accepted PENDERFYNIAD Ni chodwyd unrhyw sylwadau na phryderon a derbyniwyd Atodiad 2</p>
172.	<p>Planning Applications / Ceisiadau Cynllunio Council to consider any applications received from Conwy CBC or Snowdonia National Park Authority (SNPA) as either detailed below or circulated prior to the meeting</p> <p>Application Number: NP4/32/379A Proposal: Removal of existing lean-to conservatory, re-roofing of flat roofed rear extension with pitched, natural mineral slated roof, removal of chimney, and insertion of three roof windows into front roof pitch Location: Wenallt, Llanrhychwyn. LL27 0YX Dated received: 15th January 2024</p>	<p>ACTION Standing Agenda item</p> <p>RESOLUTION Council considered application NP4/32/379A and resolved that it had no objection or observation to make upon the proposal PENDERFYNIAD Ystyriwyd cais NP4/32/379A a phenderfynwyd nad oedd unrhyw wrthwynebiad na sylwadau i'w wneud.</p>
173.	<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 – the site meeting along and in the vicinity of Wood Bank (Top Road) had taken place with the Highways Officer now looking at ways to try and alleviate the issues as identified. Any workable proposals would be presented to the Community Council for consideration although given the current financial pressures and spending freeze on non-statutory service no timeframe for this could be given. Extinguishment of Footpath 55 – despite the Community Council's support for the extinguishment taking account of both the health and safety issues and the presence of a more accessible pathway close by, objections had been received by Conwy CBC and the proposed closure would not proceed. Conwy CBC were, however, looking at ways in which to alleviate the ongoing issue of water running down the pathway.</p>	

<p>174. 174.1 174.1.1</p> <p>174.1.2</p> <p>174.2</p> <p>174.3</p>	<p>Working Group Updates to Council / Diweddariadau Gweithgorau i'r Cyngor <u>Village Hall Working Group (VHWG) update:</u> Cllr Kelly advised that contact had been made with the owner of the neighbouring holiday let as damage had been caused to the plastic parking chain by somebody using that property. The broken chain had been replaced by the owner but it had been previously agreed that the use of the current plastic posts and chain was only to be an interim measure. Alternative ways of preventing unauthorised parking were again being looked at, however, an informal approach had been received from the owner of the neighbouring property regarding the possibility of erecting fencing along the driveway boundary as well as replacing the current post and wire fencing beyond the entrance gate. Following a short discussion, members agreed that the current parking posts and chain were a sufficient barrier pending further discussions with the owner of the neighbouring property.</p> <p>Cllr Kelly referred to the increase in Hall bookings and the unsustainable system currently in place to facilitate those bookings especially given the recent reduction in councillor numbers. Ways of being able to undertake a light touch approach were being considered including the possibility of controlling the heating remotely. In the meantime, Cllr Kelly suggested that, as part of the hiring conditions, regular and trusted hirers would be required to switch off all heating provided and reinstate the parking posts to reduce the impact on the clerk and councillors.</p> <p><u>Cemetery Working Group (CWG) update:</u> Cllr Bowen confirmed that the new stockproof fencing and swing gate had been installed within the cemetery extension. Work would continue when better weather conditions allowed.</p> <p><u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen advised that there had been no further update from the trustees regarding the closing down of the existing charity and moving to a new charitable model.</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>RESOLUTION</u> Council resolved to agree Cllr Kelly's proposal regarding a change to the end of hire requirements for regular and trusted hirers <u>PENDERFYNIAD</u> Cytunwyd â chynnig Cyngorydd Kelly i newid gofynion diwedd llogi ar gyfer llogwyr rheolaidd y gellir ymddiried ynddynt <u>ACTION</u> Clerk to advise hirers, as appropriate, of the new end of hire requirements</p>
<p>175. 175.1</p> <p>175.2</p>	<p>Health and Safety / Iechyd a Diogelwch As per the Agenda, it was agreed that Council would only receive verbal updates from members where issues raised from the routine health and safety inspection reports needed to be highlighted and/or discussed. The Clerk advised that no new issues had been identified but asked about the continuance of the recreation fields inspections following the resignation of Lucy Williams. It was agreed that Cllr Bowen would take over the inspection for the play park and football pitch field with Cllr Kelly conducting the community field check</p> <p>Cllr Kelly advised that the previous report to Conwy CBC to repair the damaged fence along the upper part of the Fairy Falls path, leading to the Peniel Chapel, had been closed but the work had not been done or any interim safety measures put in place. Cllr</p>	<p><u>ACTION</u> Standing Agenda Item</p>

175.3	<p>Kelly assumed this to be an error as work had taken place nearby and would pursue this as a priority.</p> <p>The Clerk confirmed that the work to install the fencing had been completed by the contractor as evidenced by the invoice received and discussed at item 170.2</p>	
<p>176. 176.1 176.2</p> <p>176.3</p> <p>176.4</p>	<p>Village Improvements / Gwelliannau Pentrefol</p> <p>No new remedial action and/or improvements were identified by members</p> <p>Cllr Kelly confirmed that the application for funding towards the accessible roundabout had been provisionally agreed with the formal documentation awaited. To move matters on quickly once the paperwork was received, Cllr Kelly requested confirmation to proceed with the quote from G L Jones Playgrounds, Bethesda for the supply and installation of the roundabout, being Conwy CBC's preferred supplier. This should then ensure that Conwy CBC would be agreeable to taking over the maintenance, insurance, inspection and repair once the equipment had been installed, this being a specific condition of the funding award.</p> <p>Cllr Kelly advised that correspondence had been received from Janet Finch-Saunders to state that the request made to Transport for Wales to rename North Llanrwst Station to include reference to Trefriw had been refused based on costings provided by Network Rail of £200K to instigate the change. An alternative suggestion, subject to costs, would be to have an information sign installed under the station name to highlight to travellers that North Llanrwst was also the station to alight for Trefriw. Cllr Kelly proposed to members that given the current financial situation, this was probably the best way forward on the basis that the original proposal for a complete station rename was kept in abeyance pending a change in financial circumstance.</p> <p>Cllr Kelly updated as to the ongoing enquiries to seek refurbishment of the Places of Interest Sign adjacent to St Mary's Church. Approaches to both Llanrwst Men's Shed and local handymen had been made without success resulting in a further approach being made for a bespoke replacement board to be produced with that quote having now been circulated to members for consideration. Members reviewed the quote with suggestions made to seek grant funding to enable a replacement board to be commissioned with the Carneddau Landscape Partnership specifically being mentioned given one of their current schemes to ensure preservation and recording of place names. Cllr Bowen agreed to make initial contact with the Partnership, having already had some involvement in a similar project, to see what would be required to make an application for funding and would then liaise with Cllr Kelly to progress.</p>	<p><u>ACTION</u> Standing Agenda item</p> <p><u>RESOLUTION</u> Council resolved to agree Cllr Kelly's request to proceed with the quote from G L Jones Playgrounds for the acquisition and installation of the accessible roundabout once final confirmation of the funding award had been received</p> <p><u>PENDERFYNIAD</u> Cytunwyd ar gais Cyng. Kelly i fwrw ymlaen â'r dyfynbris gan G L Jones Playgrounds ar gyfer prynu a gosod y gylchfan hygyrch unwaith y bydd cadarnhad terfynol o'r dyfarniad cyllid wedi'i dderbyn.</p> <p><u>ACTION</u> Cllr Kelly to confirm to Janet Finch-Saunders that the proposal to install an information sign at North Llanrwst Station advising travellers to alight for Trefriw is agreed</p> <p><u>ACTION</u> Cllr Bowen to approach the Carneddau Landscape Project re potential grant funding towards a replacement Places of Interest Sign and to liaise and update Cllr Kelly to progress</p>
177.	<p>Councillor/Clerk Training / Hyfforddiant Cynghorwyr/Clerc</p> <p>The Clerk advised that no training had been undertaken during the preceding month, however, Cllrs Ellis would be undertaking the OVW Devolution of Services/Asset Transfer on 25th January, Cllr Griffiths the CCBC Code of Conduct training also on 25th</p>	<p><u>ACTION</u> Standing Agenda Item</p>

	January with Cllr Kelly attending the OVW Well-being of Future Generations/Sustainability training on 28 th February.	
178. 178.1 178.2	External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau None attended during the preceding month. The Chair reconfirmed their upcoming attendance with the Clerk at the Conwy Town and Community Council Forum Meeting on 7 th February 2024.	<u>ACTION</u> Standing Agenda Item
179. 179.1 179.2	Community Engagement / Ymrwymiad Cymunedol The Chair invited members to update on any community engagement undertaken since the previous meeting. Council noted the next two Community Coffee mornings to be held on 8 th February and 14 th March, with members asked to attend where at all possible given that these sessions also incorporated the Meet your Councillor Surgery	<u>ACTION</u> Standing Agenda Item
180.	Next Month's Agenda / Agenda'r Mis Nesaf The following additional items were proposed and accepted for Council's next meeting: – No items proposed as all presently covered by the actions agreed	<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 Friday, 8th March 2024
181.	Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned Members discussed the possibility of again holding some monthly meetings in the Village Hall. The Clerk advised that to fully comply with the requirements of The Local Government and Elections (Wales) Act 2021 remote access to meetings would be required which would pose an issue at the Village Hall given there was no wi-fi available. Following a discussion that highlighted the issue for those residents who would not be able to join any meeting remotely, it was agreed that the Council meeting currently scheduled for 16 th April would take place within the Hall with efforts made to provide remote access should this be requested by anyone wishing to join the meeting in this way.	<u>RESOLUTION</u> Council resolved that the next meeting would be held at 7pm on Tuesday, 19th March 2024 remotely via Skype <u>PENDERFYNIAD</u> Cynhelir cyfarfod nesaf y Cyngor ar Ddydd Mawrth, 19eg. o Fawrth 2024 am 7yh trwy gyfrwng Skype <u>RESOLUTION</u> Council resolved that the meeting scheduled for Tuesday, 16 th April 2024 would take place at Trefriw Village Hall with efforts made to enable remote attendance <u>PENDERFYNIAD</u> Cynhelir y cyfarfod a drefnwyd ar gyfer dydd Mawrth, 16 Ebrill 2024 yn Neuadd y Pentref, Trefriw gydag ymdrechion yn cael eu gwneud i alluogi presenoldeb o bell.

(The meeting closed at 20:24)