

# 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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10<sup>th</sup> April 2024

Dear Sir/Madam

You are hereby summoned to attend a meeting of **TREFRIW COMMUNITY COUNCIL** to be held at Trefriw Village Hall on Tuesday, 16<sup>th</sup> April 2024 at 7:00 pm for the purpose of transacting the following business.

Yours faithfully

*Vikki Teasdale*

Clerk to the Council

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 as per the above details.

## Meeting of the Council - Agenda for 16<sup>th</sup> April 2024

1. **To confirm that a quorum of elected members is present**  
A quorum is to be confirmed by the Chair
2. **Apologies LGA 1972 Sch. 12 par 40**  
To note and/or formally accept apologies subject to Council's approval as to the reason for absence
3. **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
4. **Minutes LGA 1972 Sch. 12 par 41(1)**  
To receive and approve as a correct record the minutes of the meeting held on 19<sup>th</sup> March 2024
5. **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
6. **Chair's Announcements**
7. **Finance**
  - 7.1 Council to receive and question any financial transactions as detailed within Appendix 1 and/or the supporting invoices and payment records, as previously circulated
  - 7.2 Council to formally approve and authorise those payments as per Appendix 1
  - 7.3 Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for the (i) HSBC Charitable Account for March 2024 (ii) HSBC Business Manager for 2023/24, Quarter 4 (iii) PSDF TCC Investment Account for 2023/24, Quarter 4
  - 7.4 Council to acknowledge scrutiny and acceptance of the 2023/24 Financial Year End Current and Deposit Account Cashbooks - Appendices 1.1 and 1.2
  - 7.5 Council to acknowledge scrutiny and acceptance of the 2023/24 Financial Year End Budget Statement - Appendix 1.3
  - 7.6 Council to receive and review the Asset Register as at 31<sup>st</sup> March 2024 – Appendix 1.4
  - 7.7 Council to receive and review the Allocated Reserves as at 31<sup>st</sup> March 2024 – Appendix 1.5
  - 7.8 Clerk to update Council on the audit arrangements for year ending 31<sup>st</sup> March 2024
8. **Correspondence for March/April 2024**  
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

**9. Planning Applications**

Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority as either detailed below or circulated by the Clerk prior to the date of this meeting

**10. 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

**11. Working Group Updates to Council - to receive and consider any update and/or recommendation as proposed**

**11.1 Village Hall Working Group and/or Clerk to include:**

11.1.1 notification of the increased professional cleaning charges as of 1<sup>st</sup> April 2024

11.1.2 the use of refillable cleaning products to reduce consumption of single use plastic

11.1.3 the proposal to install fold down metal barriers to prevent unauthorised parking

**11.2 Cemetery Working Group and/or Clerk to include:**

11.2.1 a progress report on the completion of the cemetery extension works

**11.3 Village Hall Community Group**

**12. Health and Safety**

12.1 Council to receive verbal reports from members regarding the routine health and safety inspections undertaken in March 2024 where consideration and agreement by full Council is required to undertake remedial action

12.2 Council to receive updates from members regarding any other issues of health and safety that have been identified within the wards and to consider and move to agree any remedial action and/or works that are required

12.3 Council to receive an update on the negotiations between Conwy CBC and the Play Park Trustees on how to reinstate the basket swing at the Gower Road Play Park

12.4 Council to receive and consider an update on the approach made to CCBC's Highways Department to seek solutions on the remedial work required to the all-abilities footpath given the ongoing flood damage

12.5 Council to consider the professional advice from Hunter Garden Services for remedial works required at the Community Recreation Field and agree next steps - Appendix 3

**13. Village Improvements**

13.1 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 works

13.2 Council to receive an update from Cllr Kelly regarding the grant funding application made to enable refurbishment of the Places of Interest Sign

**14. Councillor/Clerk Training**

Council to note all training undertaken since the previous Council meeting and to consider and move to agree any further requirements

**15. External Meetings/Webinars**

15.1 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

15.2 Council to discuss any forthcoming meetings and webinars and, where appropriate, agree who will attend and represent the Community Council

**16. Community Engagement**

Council to note the next Community Coffee Morning to be held on 9<sup>th</sup> May 2024

**17. Governance**

17.1 Council to receive and consider the draft 2023/24 Annual Report – Appendix 4

17.2 Council to receive and consider the updated Flexible Working Policy – Appendix 5

**18. Community Skips**

Clerk to update regarding the ongoing enquiries to seek alternative ways of providing a community skip for residents

**19. Next Meeting 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, 3<sup>rd</sup> May 2024

**20. To confirm the date of the next meeting of the Council as Tuesday, 14<sup>th</sup> May 2024 at 7:00 pm**