

Cyngor Cymuned Trefriw Community Council

Mrs Vikki Teasdale, Clerc a Swyddog Cyllid / Clerk and Finance Officer

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Cofnodion Mawrth 19eg 2024 / Minutes 19th March 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 – Two in attendance as observers with no public participation session taking place ahead of the start of the meeting

	<u>Agenda Item/Discussion - Eitem Agenda/Trafodaeth</u>	<u>Action/Resolution/Update/Acknowledgement</u> <u>Mae prif benderfyniadau'r Cyngor hefyd yn cael eu rhoi yn Gymraeg</u>
182.	To confirm that a Quorum of elected members is present / I gadarnhau bod cworwm o aelodau etholedig yn bresennol	<u>RESOLUTION</u> A quorum was confirmed by the Chair <u>PENDERFYNIAD</u> Cadarnhawyd cworwm gan y cadeirydd
183.	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	None received
184.	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	Cllr Kim Ellis declared an interest in agenda item no. 194.3 by reason of being a trustee of the Children's Playing Field Trust. It was accepted that the interest was not prejudicial.
185.	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 16 th January 2024	<u>RESOLUTION</u> Council resolved that the minutes of the meeting held on 16 th January 2024 be accepted and signed by the Chair as a true record <u>PENDERFYNIAD</u> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Ionawr 16fed. 2024 fel cofnod cywir
186.	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

<p>187. 187.1 187.2</p>	<p>Co-option of New Councillors The Chair invited members to discuss and then move to vote on the application received for co-option to one of the casual vacancies within the Trefriw ward. Council moved to vote and the application was unanimously agreed. The Chair requested that the newly appointed Councillor sign the Declaration of Acceptance of Office in their presence with all members confirming sight of this.</p>	<p>RESOLUTION Council resolved to appoint Jackie Jewett as Councillor to the Trefriw ward and acknowledged the signed Acceptance and Declaration of Office PENDERFYNIAD Penderfynwyd penodi Jackie Jewett yn Gyngorydd i ward Trefriw a chydabuwyd y Derbyniad a'r Datganiad Swydd a arwyddwyd.</p>
<p>188.</p>	<p>Chair's Announcements/Cyhoeddiadau'r Cadeirydd None</p>	
<p>189. 189.1 189.2 189.3 189.4 189.5</p>	<p>Finance/Cyllid 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. The Clerk advised members that a further invoice had been received from Conwy Valley Electrical Equipment Testing relating to the portable appliance testing at the Village Hall. Council moved to vote and it was unanimously agreed that all transactions within Appendix 1, and the additional payment of £72, 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 statements and corresponding reconciliations for the HSBC Charitable Account for January and February 2024 – the Chair invited members to raise any questions on the documents as previously circulated. The Clerk advised members that they were awaiting a formal response from Iona Edwards but proposed that this appointment as internal auditor be continued for 2024/25 subject to the Clerk receiving confirmation that the Terms of Engagement are agreed and clarification as to the professional charges to be incurred. The Clerk appraised members that additional bank signatories needed to be appointed to the Public Sector Deposit Fund (PSDF) to ensure that there were sufficient signatories to be able to comply with the terms of the mandate. Cllrs Wil Morris and Idris Bowen agreed to be appointed as additional signatories with Council further agreeing that the Clerk be appointed to ensure sufficient signatories were in place.</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 one additional payment of £72 to Conwy Valley Electrical Equipment Testing PENDERFYNIAD Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd ag un daliad ychwanegol o £72 i Conwy Valley Electrical Equipment Testing RESOLUTION Council accepted the documents as previously circulated and no observations or concerns were raised PENDERFYNIAD Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon RESOLUTION Council resolved the continued appointment of Iona Edwards as internal auditor SUBJECT TO acceptance of the Terms of Engagement and confirmation of charges PENDERFYNIAD Penderfynwyd parhau i benodi Iona Edwards fel archwilydd mewnol y Cyngor YN AMODOL ar dderbyn y Telerau Ymrwymiad a chadarnhau ffioedd RESOLUTION Council agreed the appointment of Cllr Wil Morris, Cllr Idris Bowen and Victoria Teasdale, as Clerk, to become additional signatories for the Public Sector Deposit Fund PENDERFYNIAD Cytunwyd i benodi Cyngorwyr Wil Morris ac Idris Bowen, a'r Clerc Victoria Teasdale, yn llofnodwyr ychwanegol ar gyfer Cronfa Adnau'r Sector Cyhoeddus.</p>

189.6	Council formally received and considered the Independent Remuneration Panel for Wales, Annual Report 2024, noting those payment marked as optional and those as mandated (page 21). It was agreed that the mandated payments would be made by the end of quarter one unless individual members provided written confirmation that they wished to opt out of receiving any such payments.	<u>RESOLUTION</u> Council acknowledged the IRPW's determination regarding the mandatory payments agreeing for these to be made to members no later than 30 th June 2024 <u>PENDERFYNIAD</u> Cydnabuwyd penderfyniad PACGA ynghylch y taliadau gorfodol, ac iddynt gael eu talu i aelodau erbyn 30 Mehefin 2024 fan bellaf.
190. 190.1 190.2 190.3 190.4	Correspondence / Gohebiaeth Correspondence for January / February / March 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. Council discussed the following, specific items of correspondence: Request from Caffi Doti for permission to add advertising signage at the community recreation field - whilst members were supportive of the new business venture, there was some concern that this could set a precedent for other business requests. It was further noted that to add advertising could require planning and/or licensing consent. C. Cllr Liz Roberts agreed to investigate further with Conwy CBC ahead of the next Council meeting on 16 th April when the request would again be discussed. CCBC's proposed footpath extensions - no objection was made to the proposal on the basis that Conwy CBC continued to accept all maintenance and repairing obligations. Resident's concern over parking - C. Cllr Roberts highlighted that they had been contacted by several residents expressing similar concerns and suggested that the Community Council seek to obtain as many resident views as possible to share with the Highways Department within Conwy CBC. Cllrs Kelly and Ellis confirmed that they were already looking to schedule a public session to look at key issues for residents and would incorporate parking issues as one of the themes. Ongoing flood damage to the all-abilities footpath – it was noted that the previous damage had been compounded by the latest flooding occurrence and that if the path was to remain fully accessible to all a comprehensive plan for a longer-term repair would need to be agreed. Members were further apprised of the 2018 Deed of Grant between the Community Council and Natural Resources Wales (NRW) which had absolved NRW from any liability of future flood damage. It was agreed that professional advice be sought so that fully costed options could be considered with Cllr Morris recommending that CCBC's Highways Department be approached/employed to assess the pathway, given their lower charging rates, to offer possible solutions with C. Cllr Roberts agreeing to make the initial approach and update further to enable and inform ongoing discussion at the April meeting.	<u>RESOLUTION</u> Council raised no observations or concerns and Appendix 2 was accepted <u>PENDERFYNIAD</u> Ni chodwyd unrhyw sylwadau na phryderon, a derbyniwyd Atodiad 2 <u>ACTION</u> Agenda item for April meeting (190.1) <u>ACTION</u> Clerk to formally confirm response to CCBC <u>ACTION</u> Cllrs Kelly and Ellis to include parking issues as a theme for discussion within a public consultation session to be held in April/May <u>ACTION</u> C. Cllr Roberts to establish whether CCBC's Highways Department could assist in offering possible solutions on a longer-term plan for repair and maintenance of the all-abilities footpath <u>ACTION</u> Agenda item for April (190.4)
191.	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	<u>ACTION</u> Standing Agenda item None received

<p>192.</p>	<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: Gower Road Public Toilets – it was highlighted that asset transfers of public toilets across the county were likely to be re-visited ahead of the CCBC budget for 2025/26 and was something for members to be aware of. Options such as asking local businesses to sign up to the Community Toilet Scheme could be explored as well opening the toilets within the Village Hall for general use although the latter was not considered to be workable given the increased use of the Hall with hirers unlikely to want members of the public using the facilities during private hire sessions. Turning point, Jubilee Road – residents had been in contact with concerns that there was nothing in place to show the end of the turning area and the beginning of the footpath. In response to this, C. Cllr Roberts had approached the Highways Department in Llanrwst to install reflective lights.</p>	<p>ACTION Cllrs Kelly and Ellis to include seek resident’s views on the potential closure of the Gower Road toilets during the public consultation session to be held in April/May</p>
<p>193. 193.1 193.1.1</p> <p>193.2</p> <p>193.3</p>	<p>Working Group Updates to Council / Diweddariadau Gweithgorau i'r Cyngor <u>Village Hall Working Group (VHWG) update:</u> Cllr Kelly referred members to Appendix 4, following further instances of unauthorised parking, and the proposal to install fold down metal barriers to prevent future issues. Members agreed to seek advice regarding the suitability of both the barriers and the installation works for further consideration at the April meeting. <u>Cemetery Working Group (CWG) update:</u> Cllr Bowen advised that the installation of the ramp to complete the agreed extension works had been impacted by the recent weather conditions with completion by the end of March now not being guaranteed. The contractor was hoping to recommence works next week, but this was very much dependent on better weather conditions. <u>Village Hall Community Group (VHCG) update:</u> Cllr Bowen advised that the trustees had now submitted the documentation to wind up the existing charity and, following advice from CVSC, were looking at creating a Charitable Incorporated Organisation (CIO) that could be created just for the Village Hall or incorporate other community groups or clubs to enable those to fund raise through the CIO. Following discussion, it was agreed that the CIO should relate exclusively to the Village Hall on the understanding that a lease would need to be created between the CIO and the Community Council with the latter retaining repairing and insuring obligations. It was further noted that additional trustees would need to be appointed and include a representative from the Community Council.</p>	<p>ACTION Standing Agenda Item</p> <p>ACTION Agenda item for April (193.1.1)</p> <p>RESOLUTION Council resolved to ratify the Trustees’ actions to wind up the existing Trefriw Village Hall charity and seek to create a CIO for the Village Hall in its place PENDERFYNIAD Penderfynodd y Cyngor gadarnhau gweithredoedd yr Ymddiriedolwyr i ddirwyn elusen bresennol Neuadd Bentref Trefriw i ben a cheisio creu SBC (Sefydliad Buddiant Cymunedol)ar gyfer Neuadd y Pentref yn ei lle.</p>
<p>194. 194.1</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</p>	<p>ACTION Standing Agenda Item</p>

<p>194.2 194.3</p>	<p>needed to be highlighted and/or discussed. The Clerk advised that comment had been made regarding the continued poor condition of the all-abilities footpath, this having been discussed at item 190.4, and that the broken fence by the drainage ditch was still awaiting replacement although this came under the remit of NRW who had advised that this was scheduled within their programme of works.</p> <p>No further issues highlighted.</p> <p>Cllr Bowen advised that negotiations were required between Conwy CBC and the Play Park Trustees to agree on how to reinstate the basket swing for use by the community. Currently, there were differing opinions with a request made to C. Cllr Roberts to act as intermediary between CCBC and the trustees to reach a pragmatic solution. C. Cllr Roberts agreed to act as requested and would liaise with Cllr Bowen to progress, with updates being provided to members to enable further consideration at the April meeting</p>	<p>ACTION C. Cllr Roberts to act as intermediary to enable Conwy CBC and the Play Park Trustee to agree a solution on how to reinstate the basket swing at the Gower Road Play Park</p> <p>ACTION Agenda item for April meeting (194.3)</p>
<p>194.4</p>	<p>Council discussed the increasing hole either side of the wooden bench within the Community Field which currently rendered the bench unusable with a decision needed on whether to undertake remedial works, re-site the bench within the field or remove it all together. To be able to make an informed decision at the April meeting regarding both the suitability of the options and relevant costs, members agreed for Cllr Kelly to approach Hunter Garden Services on the basis that Cllr Morris would provide information on what the contractor should price for</p>	<p>ACTION Cllr Kelly to approach Hunter Garden Services to review best options and provide costs for any remedial works with Cllr Morris providing information on what the contractor should price for</p> <p>ACTION Agenda item for April (194.4)</p>
<p>195. 195.1 195.2</p>	<p>Village Improvements / Gwelliannau Pentrefol</p> <p>No other remedial action and/or improvements were identified by members</p> <p>Cllr Kelly confirmed that a site meeting had taken place with GL Jones Playgrounds and an updated estimate had now been received which was still below the maximum funding award. The Clerk had completed and submitted all the grant funding paperwork, including the submission of the revised estimate, and was just awaiting the final confirmation from Conwy CBC to proceed. The Community Council's agreed match funding was approximately £700 although the full cost would be paid by the Community Council initially with 95% of the net costs being reclaimed via the funding. Members were asked to confirm their agreement to proceed on this basis.</p>	<p>ACTION Standing Agenda item</p> <p>RESOLUTION Council resolved for the Clerk to commission GL Jones Playgrounds to supply and install the accessible roundabout as soon as Conwy CBC had confirmed approval to the paperwork as supplied, with all costs paid upfront by the Community Council pending reimbursement via the grant funding</p> <p>PENDERFYNIAD Penderfynwyd i'r Clerc gomisiynu GL Jones Playgrounds i gyflenwi a gosod y gylchfan hygyrch cyn gynted ag y byddai CBS Conwy wedi cadarnhau cymeradwyaeth i'r gwaith papur fel y'i darparwyd, gyda'r holl gostau i'w talu ymlaen llaw gan CCT yn amodol ar ad-daliad trwy'r cyllid grant.</p> <p>ACTION Agenda item for April (195.3)</p>
<p>195.3</p>	<p>Cllr Kelly confirmed that a grant funding application had been made via the CVSC Micro Fund to replace the existing Places of Interest sign with a replica made from polycarbonate. The application had been received with the outcome anticipated by the end of March.</p>	<p>ACTION Agenda item for April (195.3)</p>
<p>196.</p>	<p>Councillor/Clerk Training / Hyfforddiant Cynghorwyr/Clerc</p> <p>The Clerk confirmed that both Cllrs Ellis and Kelly had completed their OVW training modules with any subsequent training material or notes having been circulated. Cllr Griffith advised that they had tried to join the online CCBC Code of Conduct training in January, however, encountered IT issues and had been unable to participate, however, the presentation slides had been circulated by the Clerk.</p>	<p>ACTION Standing Agenda Item</p>

<p>197.</p> <p>197.1</p> <p>197.2</p>	<p>External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau None attended during the preceding month The Clerk advised that there were no imminent meetings to consider although the Clerk would endeavour to attend the SLCC Clerk Area Meeting on 28th March 2024</p>	<p><u>ACTION</u> Standing Agenda Item</p>
<p>198.</p> <p>198.1</p> <p>198.2</p> <p>198.3</p>	<p>Community Engagement /Ymrwymiad Cymunedol The Chair invited members to update on any community engagement undertaken since the previous meeting. Council discussed the continuation of the monthly coffee mornings agreeing the same as a valuable opportunity for residents to get together as well as incorporating the Meet your Councillor surgeries and providing an opportunity for residents to engage with C. Cllr Roberts. Members agreed to a further twelve-month programme, meeting on the second Thursday of each month, with all hosting costs being met by the Community Council. The next Community Coffee would be scheduled for 11th April. Members discussed the Playing Out Sessions for 2024 agreeing that the costs as quoted were prohibitive given the information on previous attendance. It was noted that there would still be other locally organised play events that children from Trefriw and Llanrhychwyn could attend. It was agreed that C. Cllr Roberts would make an approach to Zip World Conwy based in Dolgarrog to see whether any free or discounted play sessions could be provided for local children</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>RESOLUTION</u> Council resolved to continue with monthly coffee mornings for the 2024/25 financial year with all hosting costs being met by the Community Council <u>PENDERFYNIAD</u> Penderfynwyd parhau â'r boreau coffi misol ar gyfer blwyddyn ariannol 2024/25 gyda'r holl gostau cynnal i'w talu gan y Cyngor Cymuned <u>RESOLUTION</u> Council resolved not to support the request to pay for any CCBC Playing Out Sessions at Trefriw Play Park during 2024 <u>PENDERFYNIAD</u> Penderfynwyd peidio â chefnogi'r cais i dalu am unrhyw Sesiynau Chwarae Allan CBSC ym Mharc Chwarae Trefriw yn ystod 2024. <u>ACTION</u> C. Cllr Roberts to approach Zip World Conwy to investigate whether any free or discounted play sessions could be provided for local children</p>
<p>199.</p> <p>199.1</p> <p>199.2</p>	<p>Community Skips and Removal of Refuse Bin The Clerk advised that investigations were ongoing to scope alternatives for community skip provision including further negotiations with Conwy CBC to resume the previous service, albeit at an increased cost, as well as seeking quotes from commercial providers, however, some companies would not quote due to increased travel costs. C. Cllr Roberts advised that negotiations were ongoing with Hogan Skips to see whether the four rural communities of Trefriw, Capel Curig, Dolwyddelan and Betws y Coed could work collaboratively to provide a skip in each location once a quarter with work ongoing to see if this was feasible. Further updates would be provided to the Clerk when available for members to consider at the April meeting. Council considered and agreed the request from Conwy CBC to remove the refuse bin outside Caffi Doti on the proviso that the situation would be monitored with any resultant issues of littering being referred back to CCBC so that alternative arrangements could be put in place.</p>	<p><u>ACTION</u> Agenda item for April meeting</p> <p><u>ACTION</u> Clerk to formally confirm response to CCBC</p>
<p>200.</p>	<p>The Clerk appraised members that they had 13 hours annual leave still to take before the end of the month/financial year, however, due to current workloads this would prove</p>	<p><u>RESOLUTION</u> Council resolved to accept and agree the Clerk's proposal to carry over their outstanding holiday entitlement to be used in April 2024</p>

	very difficult. The Clerk, therefore, proposed to members the 13 hours be carried over and used in April	<u>PENDERFYNIAD</u> Derbyniwyd cynnig y Clerc i gario'r gwyliau oedd yn weddill ganddynt drosodd, a chytunwyd i'w ddefnyddio ym mis Ebrill 2024.
201.	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 <u>Friday, 5th April 2024</u>
202.	Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned	<u>RESOLUTION</u> Council resolved that the next meeting would be held at 7pm on Tuesday, 16th April 2024 at Trefriw Village Hall <u>PENDERFYNIAD</u> Cynhelir cyfarfod nesaf y Cyngor ar Ddydd Mawrth, 16eg. o Ebrill 2024 am 7yh yn Neuadd y Pentre, Trefriw

(The meeting closed at 20:48)