

Cyngor Cymuned Trefriw Community Council

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

Angorfa Trefriw Conwy LL27 0JJ

Ffon / Telephone 07305 316095 Ebst / Email clerk@trefriwcommunitycouncil.co.uk

Cofnodion Gorffennaf 9fed. 2024 / Minutes 9th July 2024

Cyfarfod y Cyngor / Meeting of the Council

Yn bresennol/Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice Chair), Cllr Idris Bowen, Cllr Bronwyn Griffith and Cllr Jackie Jewett
 In attendance: C. Cllr Liz Roberts, Owen Conry – Infrastructure Manager, CCBC (who left the meeting at 19:45) and Vikki Teasdale (Clerk/RFO)
 Members of the Public – Two 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 wedi'u cofnodi yn Gymraeg</u>
63.	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
64.	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	All members present
65.	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 Ellis declared an interest in agenda item no. 69 by reason of being a trustee of the Children's Playing Field Trust. It was accepted that the interest was not prejudicial.
66.	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 11 th June 2024	<u>RESOLUTION</u> Council resolved that the minutes of the meeting held on 11 th June 2024 be accepted and signed by the Chair as a true record <u>PENDERFYNIAD</u> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Mehefin 11eg. 2024 fel cofnod cywir
67.	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
68.	Chair's Announcements/Cyhoeddiadau y Gadeiryyn The Chair confirmed that the Clerk would be on annual leave from 22 nd July to 5 th August 2024 inclusive with Cllrs Ellis and Kelly to act as the first points of contact for any urgent matters	<u>ACTION</u> Cllrs Ellis and Kelly to act as the points of contact during the Clerk's period of leave
Cllr Kelly, as Vice-Chair, took over chairing the meeting for the following item given Cllr Ellis' interest declared at item 65 (19:08)		

69.	<p>Reinstatement of the Basket Swing, Gower Road Play Park</p> <p>Members welcomed Owen Conry who confirmed his remit as Infrastructure Manager to include oversight of the 132 play parks across the county. Mr Conry advised that the Conwy County Borough Council (CCBC) position regarding the refurbishment of the basket swing, rather than full replacement, had not changed. Cllr Kelly recapped those requirements for members advising that the only real obstacle was being able to employ a company that was a member of the Association of Play Industries (API) to retrofit the replacement parts. The question of the safety surface was also discussed, with Cllr Bowen advising that it had been confirmed by the contractors, routinely used by CCBC, that the proposal to have a full depth overlay whilst also extending the current dimensions of the safety surface, as per the recent annual inspection report, would be compliant with Mr Conry confirming to members that CCBC had commissioned overlay surfaces at other playparks across the county. Cllr Kelly requested support from CCBC to identify an acceptable company to retrofit the replacement parts with the Clerk asked to provide details of those contractors that had been approached but had declined to quote for the refurbishment works. It was made clear that the preferred option for both the Community Council and the Trustees of the Playing Field Trust is to refurbish the existing equipment rather than consider a full replacement that would not match the functionality of the current swing basket</p>	<p>ACTION Clerk to provide Owen Conry with details of those API member companies previously approached and to liaise further with Mr Conry w/c 15/07 for a progress update</p> <p>ACTION Agenda item for September</p>
Cllr Ellis retook the chair for the remaining items (19:46)		
70. 70.1 70.2	<p>Finance</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 and to include three additional invoices as subsequently received from Cambrian for field mowing £136, Rob Duncalf for strimming at the cemetery, £200; and Arfon Roberts for the cemetery extension works and additional remedial work, £9,852. Council moved to vote and it was unanimously agreed that all transactions within Appendix 1 and the two additional invoices from Cambrian and Rob Duncalf be deemed as approved and the Clerk was authorised to make the outstanding payments.</p> <p>Council discussed the invoice from Arfon Roberts accepting that although the works had been substantially completed there were</p>	<p>No objections or concerns were made in respect of the contents or the update from the Clerk regarding 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 as itemised. Council further agreed that the invoice from Arfon Roberts be settled at the direction of Cllrs Bowen and Kelly once they were satisfied that all issues had been clarified/resolved</p> <p>PENDERFYNIAD Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r ddau taliad ychwanegol a eitemwyd. Cytunwyd ymhellach y byddai anfoneb Arfon Roberts yn cael ei setlo unwaith bod Cyng. Bowen a Kelly yn fodlon bod yr holl faterion oedd yn weddill wedi'u hegluro/datrys.</p>

<p>70.3</p> <p>70.4</p>	<p>queries over three items within the specification with Cllrs Bowen and Kelly to review and revert to the contractor for clarification with Council resolving that the invoice be settled by the Clerk at the direction of Cllrs Bowen and Kelly.</p> <p>The Clerk further advised that as there would be no scheduled meeting in August the Clerk would settle all routine payments, as detailed and agreed within the budget, during the month with each payment receiving prior approval/authorisation from a bank signatory. All payments made would be reported to full Council at the meeting in September.</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for June 2024 (ii) HSBC Business Manager for 2024/25, Quarter 1 and (iii) PSDF TCC Investment Account for 2024/24, Quarter 1 – the Chair invited members to raise any questions on the documents as previously circulated.</p> <p>Council to acknowledge scrutiny and acceptance of the 2024/25 Current and Deposit Account Cashbooks for Quarter 1 – the Chair invited members to raise any queries on the documents</p>	<p>RESOLUTION Council resolved to authorise the Clerk to make all routine payments in August with all payments made being reported at the September meeting</p> <p>PENDERFYNIAD Awdurdodwyd y Clerc i wneud yr holl daliadau rheolaidd yn mis Awst, ac iddynt gael eu hysbysu yng nghyfarfod Medi</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 flaenrol 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 flaenrol ac ni chodwyd unrhyw sylwadau na phryderon</p>
<p>71.</p>	<p>Correspondence Correspondence for June/July 2024 – items of correspondence for information distributed throughout the month as recorded in Appendix 2 as required to be noted. The Chair invited members to raise any observations or concerns in relation to Appendix 2</p>	<p>RESOLUTION Council raised no observations or concerns, and Appendix 2 was accepted</p> <p>PENDERFYNIAD Ni chodwyd unrhyw sylwadau na phryderon a derbyniwyd Atodiad 2</p>
<p>72.</p>	<p>Planning Applications Council to consider any applications received from Conwy County Borough Council or Snowdonia National Park Authority (SNPA)</p>	<p>No new applications received</p>
<p>73.</p>	<p>County Councillor Report / Adroddiad-y-Cynghorydd Sir A brief report was provided by C. Cllr. Elizabeth Roberts to include the following updates: Hedgrow Cutting - the work to cut the hedgerow along the footpath running between Victoria Terrace and Wood Bank (Top Road) has been reported and the work planned. Cllr Kelly to ascertain if the work had been undertaken Road Closures – a meeting was awaited with CCBC and Trefriw business owners regarding the flood alleviation work road closures and the subsequent impact on local businesses Community Skips – a meeting would be taking place on 11th July with CCBC to look at ways in which to reinstate the service for</p>	

	residents. The meeting would be attended by those clerks for Trefriw, Betws-y-Coed and Dolwyddelan	
74.	Working Group Updates to Council/Diweddariadau Gweithgorau i'r Cyngor	<u>ACTION</u> Standing Agenda Item
74.1	<u>Village Hall Working Group (VHWG) update:</u> Cllr Ellis advised that a meeting was to take place with a local project manager who had experience of working with listed buildings and could advise as to what was likely to be permissible in terms of making the Hall more energy efficient. A further meeting with CCBC's Listing Officer would be arranged once guidance had been received from the project manager.	
74.2	<u>Cemetery Working Group (CWG) update:</u>	
74.2.1	<u>Cemetery Extension and Remedial Works</u> - Cllr Bowen confirmed that the works were substantially complete save for the installation of the handrail, agreed as part of the scope. Cllrs Bowen and Kelly would liaise with the contractor regarding this and to seek clarification on two other minor points before the works were signed off. It was confirmed that the work to fix the cemetery gates and replenish the slate chippings from the existing turning circle to the new ramp had been completed.	
74.2.2	<u>Eryri Project: Hedgerow Planting</u> - Cllr Kelly confirmed that contact had been made with the leader of the local beaver group and with the head teacher at Ysgol Dyffryn yr Enfys with both supportive of local children assisting with the project although the timing of the planting would likely be moved from this November to April 2025 as this would be an after-school activity that needed to take place in good light.	<u>ACTION</u> Agenda item for September
74.3	<u>Village Hall Community Group (VHCG):</u> Cllr Bowen confirmed that the relevant documentation had now been submitted to the Charities Commission to wind up the defunct Village Hall Trust. A meeting between Cllrs Bowen and Ellis and the trustees had yet to take place with the action from the June meeting being carried over	<u>ACTION</u> Cllrs Bowen and Ellis to arrange a meeting with the Village Hall Trustees to obtain their proposals as to the future day-to-day management of the Hall <u>ACTION</u> Agenda item for September
75.	Health and Safety/Iechyd a Diogelwch	
75.1	No additional issues highlighted by members from the monthly health and safety inspections.	<u>ACTION</u> Standing Agenda item
75.2	The Clerk advised that a formal response was still awaited from Howell Jones regarding the implications of the 2018 Deed of Grant, however, an email from NRW had been received which the Clerk read out with members accepting the position, as stated, in that it was not the responsibility of NRW to repair the footpath following damage	<u>ACTION</u> Cllr Bowen to work up a specification of the materials needed to improve the surface of the all-abilities footpath in order that this could be costed <u>ACTION</u> Agenda item for September

75.3	<p>caused by flood waters. Members agreed to move forward by obtaining indicative costs for the materials needed to repair and improve the surface of the footpath. Once known, a decision would be made regarding the work, taking account of the previous offer made by Llion Jones of NRW to supply both manpower and machinery to assist.</p> <p>Cllr Kelly advised that a bench along Gower Road had a large amount of overgrowth making it currently unusable with the Clerk asked to arrange for the overgrowth to be cut back</p>	<p><u>ACTION</u> Clerk to arrange for the overgrowth to the bench to be cut back</p>
76. 76.1 76.2 76.3	<p>Village Improvements/Gwelliannau Pentrefol</p> <p>No new remedial action and/or improvements were identified by members</p> <p>Places of Interest Sign - Cllr Kelly advised that despite the Clerk obtaining a short extension from CVSC for the project to be fully complete, Momo Signs had indicated that a deadline of 31st October for full installation may not be feasible should there be issues outside of its control. Should this deadline not be met, there was a real possibility of having to return the grant funding with the Community Council having to use other reserves to meet the expenditure. Members discussed, agreeing to seek a further quote from an alternative sign writer based on the amount of the grant funding received and the strict timescales that must be adhered to. Council to reconsider the position at the September meeting</p> <p>Cllr Kelly confirmed that the new accessible roundabout had been installed although an issue had arisen causing the roundabout to stop spinning. This had been reported to the contractor who immediately resolved this. Cllr Kelly and the Clerk would now work together to collate all the information needed to submit the grant funding claim</p>	<p><u>ACTION</u> Standing Agenda item</p> <p><u>ACTION</u> Cllr Kelly to seek an alternative quote for the replica 'Places of Interest' Sign for Council's further consideration</p> <p><u>ACTION</u> Agenda item for September</p>
77.	<p>Councillor/Clerk Training/Hyfforddiant Cynghorwyr/Y Clerc</p> <p>Cllr Jewett confirmed their attendance at the OVW Understanding the Law training and would circulate the training notes to members.</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>ACTION</u> Cllr Jewett to circulate the OVW Understanding the Law training notes to all members</p>
78. 78.1 78.2	<p>External Meetings/Webinars/Cyfarfodydd Allanol/Weminarau</p> <p>None attended during the preceding month.</p> <p>The Clerk advised that there were no imminent external meetings/webinars to consider</p>	<p><u>ACTION</u> Standing Agenda Item</p>
79. 79.1	<p>Community Engagement/Ymgysylltiad Cymunedol</p> <p>Cllr Kelly referred members to the collated responses from the recent engagement events drawing specific attention to the key themes asking members to agree their inclusion within the 2025/26 Action</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>RESOLUTION</u> Council resolved that the 2025/26 Action Plan would include the majority of the key themes identified by the recent engagement events</p>

<p>79.2</p> <p>79.3</p>	<p>Plan and to work collaboratively with stakeholders to address the issues. Save for some comments made regarding the all accessibility footpath, members agreed to incorporate the key themes within the 2025/26 Plan to be worked up and presented at the March 2025 meeting</p> <p>Council noted that Community Coffee Mornings would be held 11th July and 8th August</p> <p>Members considered and agreed the content of the draft Summer Newsletter with Cllr Kelly to progress ready for circulation</p>	<p><u>PENDERFYNIAD</u> Penderfynwyd cynnwys mwyafrif o'r themâu allweddol a nodwyd gan y digwyddiadau ymgysylltu diweddar yng Nghynllun Gweithredu 2024/25</p> <p><u>RESOLUTION</u> Council resolved to agree the content of the Summer Newsletter</p> <p><u>PENDERFYNIAD</u> Cytunwyd ar gynnwys Cylchlythyr yr Haf</p> <p><u>ACTION</u> Cllr Kelly to progress ready for circulation</p>
<p>80.</p> <p>80.1</p> <p>80.2</p>	<p>Governance</p> <p>Council considered the updated 2024/25 Biodiversity Action Plan</p> <p>Council considered the OVW guidance on multi-location meetings with members agreeing that the current mixed approach remained relevant and proportionate, providing inclusive and consistent access for residents. Council would continue to meet in the Village Hall during the spring/summer months and revert to online meetings in the late autumn/winter months.</p>	<p><u>RESOLUTION</u> Council resolved to adopt the 2024/25 Biodiversity Action Plan with no amendment considered necessary</p> <p><u>PENDERFYNIAD</u> Mabwysiadwyd Cynllun Gweithredu Bioamrywiaeth 2024/25 heb unrhyw ddiwygiadau</p> <p><u>RESOLUTION</u> Council resolved to continue with meetings being held either at the Village Hall or online to provide inclusive and consistent access for residents</p> <p><u>PENDERFYNIAD</u> Y Cyngor i barhau i gynnal cyfarfodydd naill ai yn Neuadd y Pentref neu ar-lein er mwyn darparu mynediad cynhwysol a chyson i drigolion</p>
<p>81.</p>	<p>Community Skips</p> <p>The Clerk to attend a meeting on 11th July with Conwy CBC's Waste Manager and other local clerks to discuss options to provide a community skip for residents</p>	<p><u>ACTION</u> Agenda item for September</p>
<p>82.</p>	<p>Next Month's Agenda</p> <p>The following additional items were proposed and accepted for Council's next meeting: No items proposed as all presently covered by the actions agreed</p>	<p><u>ACTION</u> Any further items to be presented for consideration and/or ancillary papers in support of agenda items are to be received by the Clerk no later than <u>Friday, 30th August 2024</u></p>
<p>83.</p>	<p>Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned</p>	<p><u>RESOLUTION</u> Council resolved that the next meeting would be held at 7 pm on Tuesday, 10th September 2024 at Trefriw Village Hall</p> <p><u>PENDERFYNIAD</u> Cynhelir cyfarfod nesaf y Cyngor ar Ddydd Mawrth, 10fed. o Fedi 2024 am 7yh yn Neuadd y Pentref, Trefriw</p>

(The meeting closed at 20.55)