

CYNGOR CYMUNED CAPEL CURIG COMMUNITY COUNCIL

Minutes of meeting held at 19.30hrs on Wednesday 28th July 2021

Present: Gethin Davies – Chairman
Shan Ashton
Elen Wyn Roberts
Marian Lloyd – Roberts
Cllr. Liz Roberts.
Peter Smith – Clerk.

Apologies: Gareth Dwyer – Vice Chairman
Elwyn Jones

In a text message received at 6.50pm on 28th July 2021 Mr S Pugh advised the Clerk that he wished to resign from the Council.

Minutes of last Meeting:

The minutes of the meeting held on 9th June 2021 were proposed and approved by the meeting with two minor amendments.

1. Matters Arising – The playground: Insert 'for the Capel Curig Community Centre' at end of first sentence.
2. Page 2 – Traffic Speed – Delete word Iolo. (repeated)

Matters Arising:

The Playground:

SA reported that there were further delays as the work involved requires planning permission from Snowdonia National Park Authority which does not appear to have happened yet and possibly highways need to consider the situation.

Footpaths:

Clerk and EJ had reported they had been in contact with Scarlett O'Donnell, there had been a site meeting and matters were progressing. Clerk also reported that a damaged handrail further along the path number 18 would be replaced.

Street Lighting: Still ongoing!

Re Location of Royal Mail Collection Box:

ER advised that the latest communication from Royal Mail was that the matter was with their utilities department for action.

Car Parking – Siabod Café

GD not present at meeting so no update

Litter Picking:

Helen Pye at SNP to be coordinating matters. SA & ER to report back after further meeting

Public Transport:

Clerk to write to ER re the Councils concerns about the public transport situation. Concern about busses not early or late enough, the ones at peak times are often full when they leave Betws y Coed and can't take on extra passengers from Capel Curig. Also need to seek clarification about when the new Trwas Cymru service is starting. ER will take our comments to a joint meeting of National Park, Trunk Roads and Conwy

Pont Cyfyng – Ty Hyll Road:

Clerk reported that part of the ditching work had been carried out and Brian Jones stated that he proposed to complete the work before Autumn.

Dog Bins:

Clerk advised Council that Conwy Council were not prepared to undertake the emptying of additional dog litter bins however it was perfectly acceptable to put waste in Conwy Blue bins for collection. Clerk gave examples of the costs involved in the Council purchasing their own bins. ER to approach Conwy Council to see if it would be possible for them to place a blue bin at the entrance to Bryn Engan opposite Siabod Café.

Clerk to enquire from Dolwyddelan Clerk how much they pay to have their dog bins emptied.

Sewage outflows – lay by close to Bryn Glo Café

Following a site meeting on 29/6/2021 the matter had been referred up the chain of command to Steve Wilson, Managing Director of Wastewater Services, Dŵr Cymru. Dŵr Cymru are still not willing to take any remedial action so Gwynedd Watkin, from FUW is perusing the matter with Janet Finch Saunders AM on behalf of his member Elwyn Jones into whose fields the raw sewage flows at times of flood. The full text of the letter from Dŵr Cymru will be available on our Web site.

Clerk to forward our correspondence to Llyr Hughes Gryffudd MS at the Senedd to see if he will put pressure on Dŵr Cymru.

Local Road Traffic and Parking:

Meeting arranged on site at Joe Browns Shop at 10.00am on 17th August with Iolo Jones and Dylan Jones to discuss matters of concern.

Correspondence:

Clerk reported the following: -

- Notification of Three Castles Trial Classic Car Rally on 4 September 2021 – increased traffic
- Operation London Bridge: A lengthy document stating what should happen and not happen locally in the event of the death of The Queen
- Letter from Chris Harper, Coed Deunant regarding various activities in the immediate area.
- Letter from Rhun ap Iar, Head of Law & Governance at Conwy Council, asking for dates of proposed Council meetings in order that the Standards Committee from Conwy may send an observer to see how we conduct meetings!

Planning Matters:

Nil received.

Transfer of documents to incoming Clerk:

PVS reported that sadly there had been no further contact with the previous Clerk and no further Council documents were forthcoming. On that basis he had decided we are where we are, and matters should proceed forward as best we could.

Clerk reported that he had undertaken the following:

He had consulted with Rhun ap Gareth, Head of Law & Governance at Conwy Council, explaining to him the exact position we as a council find ourselves in. Rhun had expressed complete support for the Clerk's actions to date and made a few suggestions regarding the best way to proceed forward which are highlighted later.

The Cemetery:

Clerk explained that there were no records of: -

Who was buried in the Cemetery?

Who had reserved and paid for a plot within the Cemetery?

This has now been resolved and we have an up-to-date plan of the cemetery together with a record of who has paid and reserved a plot.

Rhun ap Gareth felt we should ascertain on what basis the Council uses the land. He advised, in the absence of any records enquiring via Carter Vincent Solicitors in Bangor who deal with Ancaster Estate matters locally. Rhun did not think there would be any problems but thought it advisable to see where we stood. Clerk has made enquires with solicitors and we await their reply.

It was noted that to date the Council have charged £300 for a plot for non-residents of Capel Curig and £100 for residents of the community.

Web site:

Clerk reported that the Capel Curig Community Council web site is now up and running complete with Minutes that have been produced by current Clerk posted together with the Agenda of tonight's meeting. As the web site stands it carries only the basic information and there is scope to improve it and upload other documents as they become available. Example the Councils Accounts and correspondence from Dwr Cymru

Grass Cutting at Cemetery:

Again, there is no historic information available. It appears that the contract for grass cutting was awarded to Formston Trees and Garden Care, currently based in Rhiwlas. Enquires with this company suggest that nothing was ever given to them in writing. Clerk has agreed that we will let the situation stand until October 2021 and then the situation will be reviewed and tenders for the forthcoming year will be readvertised with a written agreement put in place.

Bank Mandates:

All documents have been taken to HSBC. Eventually the three signatories will be, Chairman, Gethin Davies, Vice Chairman, Gareth Dwyer, and Clerk Peter Smith. Any two required to write a cheque and authorise any actions.

For no apparent reason we have two bank accounts – Clerk requested they are merged into one trading account.

Clerk requested a paying in card so cheques can be deposited at a Post Office or any bank. Clerk also applied for internet banking facilities.

HSBC had failed to enter the Vice Chairman as an authorised signatory - their fault – will compensate Council with £25

Rhun ap Gareth also suggested it would be good practice for Clerk to provide full details of any expenses incurred in the course of his duties and these should be authorised by the Council rather than the previous procedure of paying a lump sum.

War Memorial:

Clerk set up an account with British Legion so we can order a wreath on Remembrance Day without any problems.

Annual Council Audit of Accounts:

Clerk outlined the procedure we must adopt: -

1. Years run from 1st April to 31st March
2. The accounts for period 1st April 2020 to 31st March 2021 had not been done.
3. Accounts for 1st April 2021 to 31st March 2022 are ongoing and under control.
4. Council needs to approve the accounts for period 2020/21. This should have been done by 30th June. If this date is missed, which is the case then a notice of delay must be posted on web site and notice boards.
5. By 6th August (or later if Notice of Delay has been posted) Council must display a public notice and enter on web site for 14 days those accounts have been prepared.
6. After the period of 14 days a further notice must be displayed and put on web site that the accounts and supporting documents are available for inspection for a period of 20 days. This process should be complete by 17th September, or later if delayed) Members of the public should make an appointment with clerk to view documents. (Suggest any meetings are held in Community Centre)
7. After this period the accounts are then sent to Audit Wales for auditing purposes.

The Clerk presented the accounts for the period 2020/21 to the Council. These were approved by the members present and the Chairman, Gethin Davies signed them as a true record of our financial position.

Clerk stated he had written to Audit Wales and on 23rd July spoke to Deryck Evans, Head of Audit. Clerk had outlined our position. Mr Evans agreed with how we were proceeding. Once our accounts were approved by Council, he would then send us a revised schedule for the display of public notices.

The Clerk advised the meeting that he has posted the Notice of Delayed Accounts on 23rd July 2021 both on the web site and the public notice board.

Public Liability Insurance:

Clerk confirmed that the Insurance which runs from 1/6/21 to 31/5/22 is in place and the insurers, Zurich Municipal have our up-to-date contact details.

Police Matters:

The Clerk said he had contacted the local police in Llanrwst, and we now have a named officer who is responsible for our area, Peter Jones. He had indicated he would always be willing, if he was on duty, to attend a Council Meeting. We have also joined their North Wales Community Alert scheme.

One Voice Wales:

Rhun ap Gareth said all councils should be members of this organisation. Capel Curig used to be members, but our membership had lapsed. Clerk had applied for membership. Cost £19

Going forward:

Clerk felt that this Council should never be in the position it finds itself again and he suggested that the Chair and Vice Chair should on an annual basis examine the records and files that the Clerk is responsible for to ensure they are up to date.

Confirmation of Payments:

Since last meeting:

One Voice Wales membership -£19.00

Formston Trees Garden Care - £220.00

Approved by Council

Any other Business:

Web Site:

Clerk said he had received a request from the new Chair of the Events Committee to be allocated a page on the Councils web site. Council felt this was a good idea for such a small community and suggested that the Community Centre also had a page allocated to them. It would have the added advantage that hosting costs could be shared. – Agreed

Notices at Cemetery:

Clerk said the notices at the entrance to the cemetery were both extremely dirty and out of date. He requested permission to buy new ones – Agreed

Any other business:

MLR said there was a new Events Committee which hoped to take matters forward.

SA said she hoped to source new Lottery grants for the community which would require a community appraisal. SA to be meeting with the Lottery Officer to ascertain the new guidelines

Date of Next Meeting:

Wednesday 8th September 2021 at 7.30pm in Capel Curig Community Centre