



Dolgarrog Community Council

Canolfan Porthllwyd Conwy Road Dolgarrog LL32 8JU

Minutes
Number

JUL062020

Agenda

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| 1. Apologies | 6. Review Internal Controls: Code Of Conduct |
| 2. Minutes Of Previous Meeting & Actions | 7. Risk Assessment |
| 3. Financial Officer Report | 8. Progress on work in centre and any further work and future planning |
| 4. Correspondence | 9. AOB |
| 5. Planning Applications | |

Minutes of Meeting: 6th July 2020

1. In Attendance

Chairman	David Williams
Financial Officer:	Gillian Fraser
Secretary	Eileen Fletcher
Committee Members:	Gary Morris
Committee Members	Albert Hindle, Neil Davies, Gareth Jones,

Apologies

DW Welcomed everyone back after the lockdown. DW had prepared the room following government 2mtr safety guidelines.

2. Minutes of Previous Meeting

2nd March 2020 approved & seconded by GM / GF

- TJ Discussed his project to manage traffic as part of speed watch scheme and is to update next meeting
✓ **ACTION**
- DW Asbestos survey to be quoted for
✓ **ACTION**
- ND Community Councillors signed and dated a declaration
✓ **ACTION those CC not in attendance to ensure declaration by signature added**
- DW Email number 9 and number 10 Trem y Dolydd regarding overhanging hedge onto pavement on main road
✓ **ACTION**
- GJ Purchased painting products and is going to start painting where required
✓ **ACTION**
- DW New quotation received for additional renovations of the back room adjacent kitchen
✓ **ACTION**
- GJ Discussed the stream at Taylor's Avenue: Needs clearing
- DW To report to CCBC
✓ **ACTION**
- GF Reported that she intends to resign as School Governor
- DW Add to next agenda the opportunity to all CC to take on the role.
✓ **ACTION**
- GF **ACTION to provide declaration document each meeting until all signed**
• **ACTION**
- DW Add refurbishment of Rooms on next agenda until discussed fully
• **ACTION**
- TJ To feedback further information regards to reinstatement of Dolgarrog Station
• **ACTION**
- DW/GM Carry out risk assessment with GM. This to be placed onto next agenda.
• **ACTION**
- DW Carry out Risk Assessment within the planned target date within the Dolgarrog Walk grounds: The observation spot, wooden planks are rotten.
• **ACTION**

- ALL Discussed the risk assessment required and DW & GM agreed to plan into a monthly diary the risk assessment for 4 sites
- ❖ Community Council February
 - ❖ Dam Disaster March
 - ❖ Cenotaph April
 - ❖ The Park April (Old toilet Block)
- DW/GM To provide further update next meeting and to add to agenda
- **ACTION**
- ALL Work completed and DW to monitor a snagging list
- DW To continue to deal with the snagging list
- **ACTION**
- All Discussed the proposal
- Discussed the actual content within the SS flyer “Riding a pump track is potentially hazardous activity” and this would be the main concern.
 - Reasons for the proposal discussed due to no other invites being offered for any other activities.
 - Insurance: DW has in advance of the meeting requested a quotation from insurance and DW to bring to the next meeting
 - No agreement was agreed. Further discussions to take place and to be part of the next agenda.
- DW To add to next agenda
- **ACTION**

3. Finance

- DW Discussed the account balance
- ALL Agreed
- Public Notice:** Audit book can be viewed at any time by appointment with Chairman or Financial Officer
- Invoices passed to GF

4. Correspondence

Incoming mail received and noted:

Brochure	Outdoor Play Experts	Marketing
Report	JB Monitor	Asbestos Report
Email	CCBC B. Dutton	NDRR
Email	T Shenton	Invoice
Email	T Shenton	BT Options
Email	CCBC	Dog Fouling Notice
Email	PSE	Nomination Process
Email	CCBC	Yellow Lines

5. Planning Applications

Planning application 0/47383

Additional Leisure activities on SS site

All Agreed

Planning application 367588

4 Accommodation Pods

All Agreed

6. Review of Internal Controls: Code of Conduct

All Agreed to discuss next month

7. Risk Assessment

All Agreed to discuss next month

8. Progress on work in centre and any further work and future planning

- All Discussed and to review next month
- Dehumidifier in refurbished room
 - Electrics in refurbished room and hall
 - Flooring in refurbished room & hall
 - Paint & decorate in all rooms

9. AOB

GM Discussed the re-opening of the swings. All agreed to wait for CCBC approval

Next meeting: Meeting: 3rd August at 6:00 DW to check Time

<u>Proposer Name</u>	<u>Signature</u>	<u>Date</u>
<u>Seconder Name</u>	<u>Signature</u>	<u>Date</u>