

Cyngor Cymuned Trefriw Community Council

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Cofnodion Ebrill 8fed 2025 / Minutes 8th April 2025 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 Jackie Jewett

Also in attendance: Vikki Teasdale (Clerk/RFO)

Members of the Public – three as observers with no public participation session taking place (one representing Conwy Council Standards Committee)

	<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>
1.	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
2.	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 – all members present Apologies for absence from C. Cllr Roberts were noted
3.	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. 7 by reason of being a trustee of the Children's Playing Field Trust. It was declared that the interest was not prejudicial.
4.	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 March 2025	<u>RESOLUTION</u> Council resolved that the minutes of the meeting held on 11th March 2025 be accepted and signed by the Chair as a true record <u>PENDERFYNIAD</u> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Mawrth 19eg. 2025 fel cofnod cywir
5.	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
6.	Chair's Announcements/Cyhoeddiadau'r Cadeirydd The Chair confirmed to members the dates for April, June and July when the Clerk would be on annual leave. It was advised that the Clerk would also be out of the office on 22nd and 23rd April with these being taken as flexible hours rather than annual leave	

7.	<p>Reinstatement of the Basket Swing, Gower Road Play Park The Clerk confirmed that the complaint submitted to Conwy CBC (CCBC) had been escalated to a Stage 2 investigation on 25th March with confirmation received from the Complaints Officer that the request had been sent to Head of Service, Geraint Edwards. In line with CCBC's complaints process, a response was anticipated by 24th April 2025</p>	<p><u>ACTION</u> Agenda item for May</p>
8.	<p>Finance/Cyllid</p> <p>8.1 Council to acknowledge scrutiny and acceptance of the financial detail, list of transactions and supporting invoices, as formally detailed within Appendix 1.</p> <p>8.2 Council to discuss and question as required all financial transactions as detailed within Appendix 1. Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 be deemed as approved and the Clerk was authorised to make the outstanding payments.</p> <p>8.3 Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for March 2025 (ii) HSBC Business Manager for 2024/25, Quarter 4 (iii) PSDF Investment Account for 2024/25, Quarter 4 – the Chair invited members to raise any questions on the documents</p> <p>8.4 Council to acknowledge scrutiny and acceptance of the 2024/25 Financial Year End Current and Deposit Account Cashbooks, Appendices 1.1 and 1.2. The Chair invited members to raise any questions on the documents, but none were deemed necessary</p> <p>8.5 Council formally received the Year End Budget Statement for 2024/25, Appendix 1.3. Within the appendix the Clerk had provided some narrative, specifically highlighting to members the more substantial underspends with a recommendation to carry over the monies held within budget lines 2, 18, 28 and 33 to meet the projected expenditure with the monies held within budget line 30 to be moved to the investment account.</p> <p>8.6 Council formally received and reviewed the Asset Register as of 31st March 2025, Appendix 1.4. The Clerk referred members to the amendment made to the value of the Village Hall as £1, representing the nominal purchase price when the building was transferred from the unitary authority in 2014, rather than the previously used buildings insurance reinstatement value with the Clerk advising it was not considered best practice to use the reinstatement value and it would artificially inflate the value of assets held</p>	<p>No objections or concerns were made in respect of the contents of Appendix 1 and the document was accepted</p> <p><u>RESOLUTION</u> Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1</p> <p><u>PENDERFYNIAD</u> Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1</p> <p><u>RESOLUTION</u> Council accepted the documents as previously circulated and no observations or concerns were raised</p> <p><u>PENDERFYNIAD</u> Derbyniwyd y dogfennau a ddsbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p> <p><u>RESOLUTION</u> Council accepted the 2023/24 Cashbooks, and no observations or concerns were raised</p> <p><u>PENDERFYNIAD</u> Derbyniwyd Llyfrau Arian 2023/24, ac ni chodwyd unrhyw sylwadau na phryderon</p> <p><u>RESOLUTION</u> Council accepted the 2024/25 Year End Budget Statement and agreed the Clerk's recommendation to carry forward monies against budget lines 2, 18, 28 and 33 and to transfer monies held in budget line 30 to the investment account</p> <p><u>PENDERFYNIAD</u> Derbyniwyd Datganiad Cyllideb Diwedd Blwyddyn 2024/25, a chytunwyd ar argymhelliad y Clerc i gario arian ymlaen yn erbyn llinellau cyllideb 2, 18, 28 a 33 ac i drosglwyddo arian a ddelir yn llinell cyllideb 30 i'r cyfrif buddsoddi</p> <p><u>RESOLUTION</u> Council resolved to agree the Asset Register including the Clerk's proposed amendment to the asset value of the Village Hall as £1 to reflect the nominal purchase price in 2014</p> <p><u>PENDERFYNIAD</u> Cytunwyd ar y Gofrestr Asedau, gan gynnwys newid arfaethedig y Clerc i werth ased Neuadd y Pentref i £1 er mwyn adlewyrchu'r pris prynu enwol yn 2014.</p>

<p>8.7</p> <p>8.8</p>	<p>Council formally received and reviewed the Schedule of Allocated Reserves as of 31st March 2025, Appendix 1.5</p> <p>The Clerk confirmed receipt of the audit paperwork from Audit Wales highlighting that Council would be subject to a full audit for the previous financial year. The relevant documentation would need to be provided to the internal auditor by end of April with the internal audit finalised by 31st May, to ensure that Council could adhere to the prescribed timescales. The meeting dates for 2025/26 would be agreed at the May meeting, however, the Clerk provided advance notice that the meeting in June would be proposed for Tuesday, 17th June – this would ensure that members had the required 14-day period in which to review all the audit documentation ahead of that meeting</p>	<p>RESOLUTION Council resolved to agree the Schedule of Allocated Reserves with no amendment deemed necessary</p> <p>PENDERFYNIAD Cytunwyd ar y Rhestr o Gronfeydd Wrth Gefn a Ddyrannwyd heb unrhyw newidiadau</p>
<p>9.</p>	<p>Correspondence / Gohebiaeth Correspondence for March / April 2025 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</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>10.</p>	<p>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</p>	<p>ACTION Standing Agenda item None received</p>
<p>11.</p> <p>11.1</p> <p>11.1.1</p> <p>11.1.2</p> <p>11.1.3</p>	<p>Working Group Updates to Council / Diweddariadau Gweithgorau i'r Cyngor <u>Village Hall Working Group (VHWG) update:</u></p> <p>11.1.1 Streaming Platforms: The Clerk advised that as Microsoft Skype would no longer be available as a streaming platform for meetings, the recommendation would be to migrate to Microsoft Teams; the current cost being £3.10 per month</p> <p>11.1.2 Cleaning Charges: Members acknowledged the correspondence from Cleaner Care Ltd regarding the £5.00 increase, making the cost £51.25 per clean, which the Clerk confirmed still fell within budget. It was agreed to accept the same.</p> <p>11.1.3 Improvement/Energy Efficiencies: Cllr Bowen confirmed that a meeting had taken place with local architect, Diane Williams, who confirmed that they were willing to assist with the pre-planning preparatory work and investigation at no cost. Following this meeting, the architect had contacted the Conservation Officer at Conwy CBC and an updated list of permissible changes had been supplied with the Conservation Officer seemingly taking a more pragmatic view. Councillor Bowen reported that discussions had also taken place with a conservation architect based in Conwy, who</p>	<p>ACTION Standing Agenda Item</p> <p>RESOLUTION Council resolved to agree the Clerk's recommendation to migrate to Microsoft Teams at a current cost of £3.10 per month</p> <p>PENDERFYNIAD Cytunwyd ar argymhelliad y Clerc i drosglwyddo i Microsoft Teams ar gost gyfredol o £3.10 y mis</p> <p>RESOLUTION Council resolved to accept the increased cleaning charges with a monthly clean now rising to £51.25</p> <p>PENDERFYNIAD Derbyniwyd y codiad yn y costau glanhau, gyda thaliad misol bellach yn codi i £51.25</p> <p>ACTION Cllrs Bowen, Ellis and Jewett to research potential funding streams for the Village Hall improvements for Council's further consideration</p>

<p>11.2 11.2.1</p>	<p>suggested potential grant funding sources for the project. Councillor Bowen recommended engaging the Conwy firm as architects once the Community Council was ready to submit the necessary planning application, pending finalisation of the scope of work. The next step would be to source suitable grant funding streams for the project with Cllrs Bowen, Ellis and Jewett working together to progress this</p> <p><u>Cemetery Working Group (CWG) update:</u></p>	
<p>11.3 11.3.1</p>	<p>Eryri Hedgerow Planting: The Chair confirmed that the cemetery extension hedge planting had been completed and signed off by Eryri NPA with Council wishing to formally thank both the pupils and staff of Ysgol Dyffryn yr Enfys and the 1st Gwydyr Beaver Scouts for all their hard work in planting the saplings to form the perimeter hedge.</p> <p>Council also wished to specifically thank Cllr Kelly for their dedication to facilitating the project as well as Steve Jewett and all other volunteers who had assisted throughout. The next step would be for Council to consult residents about the cemetery extension use, such as full grave plots, ashes interment plots, or a memorial garden</p>	
<p>11.4 11.4.1</p>	<p><u>Village Hall Community Group (VHCG) update:</u></p> <p>Cllr Bowen referred members to the Future Management of the Hall document, Appendix 3, as well as the recent meeting with CVSC, with the latter confirming the best way forward would be the creation of a charitable incorporated organisation (CIO) to manage the Village Hall as a community asset. The creation of a CIO would also enable other community assets to be included such as the public toilets. Council would now need to consult with residents to gauge the level of community input in terms of the future management of the Hall.</p>	
<p>11.4 11.4.1</p>	<p><u>Services at Risk/Asset Transfer Group:</u></p> <p>Gower Road Public Toilets – The Chair confirmed that discussions around the future of the toilets was ongoing, however, the next step would be to consult with residents to understand the level of support for keeping the toilets open from 2026/27 onwards, providing the financial implications to residents based on the differing options. Members discussed the possibility of having one consultation event to understand residents' views in relation to the use of the cemetery extension field, the future of the Gower Road toilets and the future management of the Village Hall. Following discussion, it was agreed to host an event, during the early evening of Friday, 30th May with Cllrs Griffith, Ellis and Jewett coming together to form a working group with assistance from the Clerk to progress and facilitate this</p>	<p><u>ACTION</u> Cllrs Griffith, Ellis and Jewett to progress and facilitate a residents' consultation event on 30th May 2025 to seek residents' views on the use of the cemetery extension field, the future of the Gower Road public toilets and management of the Village Hall</p>
<p>12. 12.1</p>	<p>Health and Safety / Iechyd a Diogelwch</p> <p>Monthly Inspections: As per the agenda, it was agreed that Council would only receive updates when issues needed to be discussed.</p>	<p><u>ACTION</u> Standing Agenda Item</p>

<p>12.2</p> <p>12.3</p> <p>12.4</p>	<p>Community Field Boundary: Cllr Bowen advised that an indicative quote for the fencing works was still awaited with agreement given for the item to be deferred to the May meeting</p> <p>Bro Geirionydd Play Park Remedial Work: The Clerk advised that Conwy CBC had not been in contact since the last meeting despite the Clerk requesting an update. It was agreed that the item be deferred to the May meeting with the Clerk to continue to press for a response</p> <p>No other issues of health and safety were raised</p>	<p><u>ACTION</u> Cllr Bowen to seek an indicative quote for the Community Field fencing works (Agenda item for May - deferred from the April meeting)</p> <p><u>ACTION</u> Agenda item for May meeting</p> <p><u>ACTION</u> Clerk to maintain contact with Conwy CBC to obtain an update in readiness for May</p>
<p>13.</p>	<p>Village Improvements / Gwelliannau Pentrefol</p> <p>No remedial action and/or improvements were identified by members</p> <p>Singrig Bus Stop: Following on from the refurbishment work undertaken in March, members wished to formally thanked Grŵp Trefriw, the local volunteer group lead by Jay Butters, for their hard work in refurbishing the bus stop</p>	<p><u>ACTION</u> Standing Agenda item</p>
<p>14.</p>	<p>Councillor/Clerk Training / Hyfforddiant Cynghorwyr/Clerc</p> <p>The Clerk advised that no training had been undertaken by either councillors or clerk during the preceding month</p>	<p><u>ACTION</u> Standing Agenda Item</p>
<p>15.</p> <p>15.1</p> <p>15.2</p>	<p>External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau</p> <p>Attended: The Chair confirmed that Cllr Kelly had attended the One Voice Wales Section 6 Duty Webinar on 3 April, with an update circulated to members/clerk</p> <p>Upcoming: Cllr Jewett to attend the OVW Securing Lottery Grants Webinar on 10th April.</p> <p>The Clerk and Chair to attend the CCBC Town and Community Forum on 15th April. OVW Conwy and Denbighshire Area Meeting, 15th April – the Clerk and Chair would already be engaged attending the CCBC Town and Community Forum with other councillors unable to attend. Face-to-face attendance was noted as the only option, with the Clerk instructed to respond and highlight that such attendance is not inclusive, does not maximise participation, and includes travel expenses for the clerk or council member. This also did not appear to align with the current focus of offering hybrid meetings</p>	<p><u>ACTION</u> Standing Agenda Item</p> <p><u>ACTION</u> Standing Agenda Item</p>
<p>16.</p> <p>16.1</p> <p>16.2</p>	<p>Community Engagement /Ymrwymiad Cymunedol</p> <p>The Chair reminded members of the invitation to attend the Cornel Scout Centre birthday celebration on 18th May as the Chair had a previous commitment on that day. Cllr Griffith confirmed that they would attend on behalf of the Community Council</p> <p>Council noted that the next Community Coffee Morning would on be 10th April</p>	<p><u>ACTION</u> Standing Agenda Item</p>

17.	<p>Governance Council formally received and reviewed the draft 2024/25 Annual Report, Appendix 4, agreeing that the same be adopted subject to an additional paragraph being included relating to the new platform signs at North Llanrwst train station advising passengers to alight for Trefriw</p>	<p>RESOLUTION Council agreed to formally adopt the draft 2024/25 Annual Report SUBJECT to the inclusion of a further paragraph relating to the new platform signs at North Llanrwst train station referencing Trefriw PENDERFYNIAD Cytunwyd i fabwysiadu'r Adroddiad Blynyddol drafft 2024/25 yn ffurfiol YN AMODOL ar gynnwys paragraff ychwanegol yn ymwneud â'r arwyddion platform newydd yng ngorsaf drenau Gogledd Llanrwst sy'n cyfeirio at Drefriw</p>
18.	<p>Henry Higgins Trust The Clerk updated that Conwy CBC had now received confirmation from the Charity Commission for the remaining trust funds to be divided between Llanrwst Family Centre and Conwy Food Bank. Cllr Griffith queried why Llanrwst Family Centre should receive half of the trust monies given that this is council funded and not a charity. Members discussed further and, considering this additional information, directed the Clerk to make enquiries with Conwy CBC to ascertain whether the funds could be directed to Golygfa Gwydyr instead of the Llanrwst Family Centre</p>	<p>ACTION Clerk to write to Conwy CBC regarding the redistribution of the Henry Higgins Trust to Golygfa Gwydyr in place of Llanrwst Family Centre ACTION Agenda item for May meeting</p>
19.	<p>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</p>	<p>ACTION Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than Monday, 28th April 2025</p>
20.	<p>Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned</p>	<p>RESOLUTION Council resolved that the next meeting would be held at 7pm on Tuesday, 13th May 2024 on a hybrid basis both in person at Trefriw Village Hall and online, details to be published PENDERFYNIAD Cynhelir cyfarfod nesaf y Cyngor ar Ddydd Mawrth, 13eg. o Fai 2025 am 7yh ar sail hybrid, yn bersonol yn Neuadd y Pentref Trefriw, ac ar-lein. Y manylion i'w cyhoeddi</p>

(The meeting closed at 20:10)