

# Cyngor Cymuned Trefriw Community Council

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

Angorfa Trefriw Conwy LL27 0JJ

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## Minutes of the Meeting of the Council held on 17<sup>th</sup> June 2025

Present: Cllr Kim Ellis (Chair), Cllr Jasmine Kelly (Vice Chair), Cllr Idris Bowen, Cllr Bronwyn Griffith, Cllr Jackie Jewett

In attendance: C. Cllr Elizabeth Roberts and Vikki Teasdale (Clerk/RFO) Members of the Public – Two

Public Participation - A member of the public highlighted issues with two of the public footpaths, the first leading to Llyn Geirionydd and the other the path behind the public toilets. In relation to the first footpath, the member of the public had already spoken to an Eryri Park Warden who had agreed to cut back some of the foliage to allow access, however, the private landowner would need to clear the trees. The footpath to the rear of the toilets had some rotten fence posts that would need replacing, with enquiries needed to determine who is responsible for the work.

	<u>Agenda Item/Discussion - Eitem Agenda/Trafodaeth</u>	<u>Action/Resolution/Update/Acknowledgement</u> <b>Mae prif benderfyniadau'r Cyngor hefyd yn cael eu rhoi yn Gymraeg</b>
46.	<b>To confirm that a Quorum of elected members is present / I gadarnhau bod cworwm o aelodau etholedig yn bresennol</b>	<b>RESOLUTION</b> A quorum was confirmed by the Chair <b>PENDERFYNIAD</b> Cadarnhawyd cworwm gan y cadeirydd
47.	<b>Apologies/Ymddiheuriadau LG Act 1972 Sch 12 par 20</b> To accept apologies and consider approving reasons for absence/Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoldeb	None – all members present
48.	<b>Declarations of Interest/Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788</b> To disclose personal and financial interest in items of business listed below / Datgan diddordeb personol ac ariannol yn y materion wedi eu rhestru isod	Cllrs Bowen, Ellis and Kelly all declared an interest in agenda item number 52 by reason of being trustees of the Children's Playing Field, Trefriw trust. The Clerk noted the disclosures with the interests being non-prejudicial
49.	<b>Minutes/Cofnodion LGA 1972, Sch 12 par 41(1)</b> To receive, approve and sign as a correct record the minutes of the Council meeting held on 13 <sup>th</sup> May 2025	<b>RESOLUTION</b> Council resolved that the minutes of the meeting held on 13 <sup>th</sup> May 2025 be accepted and signed by the Chair as a true record <b>PENDERFYNIAD</b> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Mai 13eg. 2025 fel cofnod cywir
50.	<b>Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960</b>	No recommendation received for the exclusion of the press or public during any agenda items
51.	<b>Chair's Announcements/Cyhoeddiadau'r Gadeirydd</b>	None made as all items covered by the agenda

52.	<p><b>Reinstatement of the Basket Swing, Gower Road Play Park</b>  Cllr Kelly confirmed that an onsite meeting had taken place on 2<sup>nd</sup> June with Andrew Wilkinson, CCBC, (AW) following the escalation to a stage 2 investigation. No subsequent response had been received although it had been highlighted that input from several CCBC departments would be needed to fully address the complaint. Members discussed further, agreeing that if no response is received before 24<sup>th</sup> June, the Clerk would contact AW for an update and to determine whether the Community Council needed to provide any additional information.</p>	<p><b>ACTION</b> The Clerk to contact Andrew Wilkinson (CCBC) on 24<sup>th</sup> June 2025 should no form of response to the Stage 2 investigation be received by this date</p>
53. 53.1 53.2 53.3 53.4	<p><b>Finance / Cyllid</b>  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.  Council to discuss and question as required all financial transactions as detailed within Appendix 1 to also include two additional invoices from Cambrian for the mowing of the community recreation field and football pitch field, totalling £105.00. Members discussed the two invoices from Cambrian, asking that the Clerk make further enquiries to establish when the second cut of the football pitch field was undertaken as the grass had been very overgrown for some weeks. On this basis, Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 and the first invoice from Cambrian for £70 be deemed as approved with the Clerk authorised to make the outstanding payments  The Clerk advised that in respect of payments 2025-25/021, 2025-26/023 and 2025-26/033, monies currently held within the PSDF account as allocated reserves would need to be redeemed to cover/reimburse the HSBC deposit account for the net costs with the Clerk asking for Council's agreement to submit the request for £10,990.  Council to acknowledge scrutiny and acceptance of the previously circulated HSBC bank statements and corresponding reconciliation for the HSBC Charitable account for May 2025  Council to acknowledge scrutiny and acceptance of the 2024/25 Annual Return and Governance Statement together with supporting documents as circulated to members on 3<sup>rd</sup> June 2025</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><b>RESOLUTION</b> Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the additional payment of £70 to Cambrian  <b>PENDERFYNIAD</b> Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r un taliad i Gambrian am £70  <b>ACTION</b> Clerk to make further enquiries with Cambrian regarding the invoice for the second cut of the football pitch field</p> <p><b>RESOLUTION</b> Council resolved to agree the Clerk's request to redeem the sum of £10,990 from the PSDF account to cover the three payments as detailed  <b>PENDERFYNIAD</b> Cytunwyd ar gais y Clerc i adbrynu'r swm o £10,990 o gyfrif y PSDF i dalu'r tri thaliad a nodwyd</p> <p><b>RESOLUTION</b> Council accepted the documents as previously circulated, and no observations or concerns were raised.  <b>PENDERFYNIAD</b> Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon  <b>RESOLUTION</b> Council accepted the documents as previously circulated, and no observations or concerns were raised.  <b>PENDERFYNIAD</b> Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p>

<p><b>53.5</b></p> <p><b>53.6</b></p> <p><b>53.7</b></p>	<p>The Chair drew attention to the Governance Statement asking members to confirm agreement to the responses as given. The Clerk advised that the approved Annual Return for the year ended 31st March 2025, and all supporting documents would be submitted to Audit Wales by 8<sup>th</sup> August 2025.</p> <p>The Clerk advised that to comply with the electors' right of inspection of the Council's Annual Return and accounting records, a Notice of Appointment had been published on 13<sup>th</sup> June providing a period of twenty working days for inspection. The period would commence on 1<sup>st</sup> July and end on 28<sup>th</sup> July 2025</p> <p>In accordance with Council's Donation policy, the requests received during the previous six-month period were considered with Council agreeing two donations. The sum of £100 was approved for Eisteddfod Gadeiriol Dyffryn Conwy in view of the cultural importance of the event to children in the locality and £150 for Marie Curie's Great Daffodil Appeal as one member was aware that the services provided are used locally, especially the night sitting service. The remaining three requests were considered but it was agreed that these fell outside of the scope of the policy and no payments would be made.</p>	<p><b>RESOLUTION</b> Council resolved to approve the Accounting Statements and all Governance questions within the Annual Return for year ending 31<sup>st</sup> March 2025 and the Chair was instructed to sign the document to reflect formal approval</p> <p><b>PENDERFYNIAD</b> Cymeradwywyd y Datganiadau Cyfrifyddu a'r holl gwestiynau Llywodraethu yn y Ffurflen Flynyddol ar gyfer y flwyddyn yn diweddu 31 Mawrth 2025, a chyfarwyddwyd y Cadeirydd i lofnodi'r ddogfen i adlewyrchu cymeradwyaeth ffurfiol.</p> <p><b>ACKNOWLEDGEMENT</b> Council noted the dates for the exercise of electors' rights from 1<sup>st</sup> July to 28<sup>th</sup> July 2025</p> <p><b>RESOLUTION</b> Council resolved to approve a donation of £100 to Eisteddfod Gadeiriol Dyffryn Conwy and £150 to Marie Curie's Great Daffodil Appeal. This decision is made in accordance with the power granted by Section 137 of the Local Government Act 1972 (as amended) with Council of the opinion that this expenditure meets the necessary requirements.</p> <p><b>PENDERFYNIAD</b> Cymeradwywyd rhoddion o £100 i Eisteddfod Gadeiriol Dyffryn Conwy a £150 i Apêl Fawr Daffodil Marie Curie. Gwnaed y penderfyniad hwn yn unol â'r pŵer a roddwyd gan Adran 137 o Ddeddf Llywodraeth Leol 1972 (fel y'i diwygiwyd) gyda'r Cyngor o'r farn bod y gwariant hwn yn bodloni'r gofynion angenrheidiol.</p> <p><b>ACTION</b> Clerk to action the agreed donations</p>
<p><b>54.</b></p> <p><b>54.1</b></p> <p><b>54.2</b></p>	<p><b>Correspondence /Gohebiaeth</b></p> <p>Correspondence for April/May 2025 – 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 regarding any items of correspondence as referred to in Appendix 2</p> <p>CCBC's Review of Community Boundaries and Electoral Arrangements: Members considered the correspondence agreeing that no formal response was required</p> <p>One Voice Wales (OVW) Area Committee Meetings: Members reviewed the correspondence and decided that attending the meetings currently did not offer significant value. It was noted that general feedback on the meetings had been collected via a bespoke survey, but no outcomes were reported. It was further observed that the format of the meetings in the spring/summer, being solely face-to-</p>	<p><b>RESOLUTION</b> Council raised no observations or concerns, and Appendix 2 was accepted</p> <p><b>PENDERFYNIAD</b> Ni chodwyd unrhyw sylwadau na phryderon a derbyniwyd Atodiad 2</p> <p><b>ACTION</b> Cllr Kelly to draft a response to the OVW request for council representation at forthcoming meetings</p>

	face, may limit inclusivity, participation, and did not align with the current emphasis on offering hybrid meetings.	
<b>55.</b>	<b>Planning Applications / Ceisiadau Cynllunio</b> Council to consider any applications received from Conwy County Borough Council or Eryri National Park Authority as either detailed below or circulated by the Clerk prior to the date of this meeting	
<b>55.1</b>	<b>Application Number:</b> NP4/32/358A <b>Proposal:</b> Hydroelectric generating scheme (44Kw) to include intake weir, buried penstock, turbine building, outflow and buried electric grid connection <b>Location:</b> Nant Llyn Glan Gors, Coed yr Allt, Llanrwst	<b>RESOLUTION</b> Council considered application NP4/32/358A and resolved that it had no objection or observation to make upon the proposal <b>PENDERFYNIAD</b> Ystyriwyd cais cynllunio NP4/32/358A a phenderfynwyd nad oedd gan y Cyngor unrhyw wrthwynebiadau na sylwadau i'w gwneud
<b>56.</b>	<b>County Councillor Report / Adroddiad-y-Cynghorydd Sir</b> A brief report by C. Cllr. Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn <u>Wales Metal Mines Programme, Parc Mine:</u> Consultation is ongoing, with the project officers facilitating visits to the mine area for councillors as well as proposing drop in consultation events for residents. NRW will seek partners to work with as the project progresses <u>Parking Issues:</u> Site meetings had taken place with Highways concluding that double yellow lines will be installed for safety at the junction of School Hill and Llanrhychwyn Road, and on the corner of Crafnant Road and Wood Bank (Top Road)	
<b>57.</b>	<b>Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor</b> <u>Village Hall Working Group (VHWG); Cemetery Working Group (CWG) and Services at Risk/Asset Transfer Group</u> No updates were provided given the recent resident's consultation on the future use of the village hall, cemetery and public toilets – agenda item 62	<b>ACTION</b> Standing Agenda Item
<b>58.</b>	<b>Health and Safety / Iechyd a Diogelwch</b>	<b>ACTION</b> Standing Agenda item
<b>58.1</b>	As per the Agenda, it was agreed that Council would only receive verbal updates from members where issues needed to be highlighted and/or discussed.	
<b>58.2</b>	Community Field Boundary: Cllr Bowen advised that the likely cost to install a post and wire fence to mark the legal correct boundary would be in the region of £1,500 although the costs would depend on whether the replacement fencing would need to be installed to two or three sides. The alternative would be to leave the existing fence in	

<p><b>58.3</b></p> <p><b>58.4</b></p> <p><b>58.5</b></p>	<p>place but demarcate the correct boundary and to formalise the situation with an official letter to the landowner, NRW, and the tenant farmer. Members again discussed the situation of the boundary fence having been moved inwards with the Community Council now having to rectify the situation when the land had been fenced off by a third party meaning that livestock can access land that legally belonged to the Community Council. It was agreed that a site meeting needed to take place with NRW so that all parties fully understood the situation. Bro Geirionydd Play Park Remedial Work: The Clerk advised that CCBC were still pursuing funding streams to cover the increased scope of the work</p> <p>Resurfacing of All-Abilities Trail: The Clerk advised that, as per Appendix 1, the materials had been acquired with NRW having now commenced the resurfacing work.</p> <p>No other issues of health and safety were highlighted</p>	<p><b><u>ACTION</u></b> Clerk to request a site meeting with NRW to request that NRW and/or the tenant farmer reinstate the correct boundary</p> <p><b><u>ACTION</u></b> Clerk to maintain contact with Conwy CBC regarding the Play Park remedial work</p>
<p><b>59.</b></p>	<p><b>Village Improvements / Gwelliannau Pentrefol</b> No new remedial action and/or improvements were identified by members</p>	<p><b><u>ACTION</u></b> Standing Agenda item</p>
<p><b>60.</b></p>	<p><b>Councillor/Clerk Training /Hyfforddiant Cynghorwyr/Y Clerc</b> The Clerk advised that no training had been undertaken during the preceding month</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>
<p><b>61.</b></p> <p><b>61.1</b></p> <p><b>61.2</b></p>	<p><b>External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau</b> None attended during the preceding month. Upcoming meetings: Cllr Ellis to attend a meeting with CCBC on 24<sup>th</sup> June that will outline the authority's responsibilities in relation to public toilets. Cllr Ellis/Clerk to attend the CCBC Town and Community Forum in July. OVW Conwy &amp; Denbighshire Area Meeting, 24<sup>th</sup> June – no attendance agreed, as per agenda item 54.2</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>
<p><b>62.</b></p> <p><b>62.1</b></p>	<p><b>Community Engagement / Ymrwymiad Cymunedol</b> Residents' Consultation – future use of the village hall, public toilets and cemetery: Cllr Kelly referred members to the collated responses from the recent engagement events, advising that in total there were 24 responses from the drop-in session and the online and paper surveys. The outcome of those responses would now need to be considered more fully to help develop the Community Council's future plans.</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>

62.2	In relation to the public toilets, the Services at Risk/Asset Transfer Working Group were asked to look at the option of providing a serviced portable toilet as an alternative to the current toilet block Council noted the next Community Coffee Morning on 10 <sup>th</sup> July	<b><u>ACTION</u></b> The Services at Risk/Asset Transfer Working Group to investigate serviced portable toilets for Council's further consideration <b><u>ACTION</u></b> Agenda item for July
63.1	<b>Governance / Llywodraethiad</b> Council formally received and reviewed the draft 2025/26 Statement of Internal Control, Appendix 3, and agreed that the same be adopted	<b><u>RESOLUTION</u></b> Council resolved to adopt the Statement of Internal Control for 2025/26 <b><u>PENDERFYNIAD</u></b> Penderfynwyd i fabwysiadu'r Datganiad o Reolaeth Fewnol ar gyfer 2025/26
63.2	Council formally received and reviewed the updated Action Plan for 2025/26, Appendix 4, agreeing the same as a live document	<b><u>RESOLUTION</u></b> Council agreed to formally adopt the Community Action Plan for 2025/26 <b><u>PENDERFYNIAD</u></b> Cytunwyd i fabwysiadu'r Cynllun Gweithredu Cymunedol yn ffurfiol ar gyfer 2025/26
64.	<b>Henry Higgins Trust / Ymddiriedolaeth Henry Higgins</b> The Clerk advised that following further consideration from the trustees, an amended proposal had been put forward to the Charities Commission for the divesting of the funds as to 10% to the Conwy Food Bank and 45% each to Cylch Meithrin Dyffryn Yr Enfys and Golygfa Gwydyr Llanrwst, based on these organisations doing much longer-term and more community specific work than the food bank. The Charities Commission had responded stating that it is ultimately for the trustees to be satisfied that any distribution aligns with the objects of the Trust. Lucy Williams and C. Cllr Roberts, as trustees, had been made aware of the Commission's response and had confirmed that the amended proposal should stand.	<b><u>RESOLUTION</u></b> Council resolved to endorse the trustees amended proposal for the trust funds be divested as to 10% to the Conwy Food Bank and 45% each to Cylch Meithrin Dyffryn Yr Enfys and Golygfa Gwydyr Llanrwst <b><u>PENDERFYNIAD</u></b> Cymeradwywyd y cynnig diwygiedig gan yr ymddiriedolwyr i'r cronfeydd ymddiriedolaeth gael eu dargyfeirio - 10% i Fanc Bwyd Conwy a 45% yr un i Gylch Meithrin Dyffryn yr Enfys a Golygfa Gwydyr Llanrwst.
65.	<b>Next Month's Agenda</b> The following additional items were proposed and accepted for Council's next meeting: <ul style="list-style-type: none"> <li>• Village Improvements - to consider whether there is potential for a hydroelectric generating scheme</li> </ul>	<b><u>ACTION</u></b> Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than <b><u>Friday, 30<sup>th</sup> June 2025</u></b>
66.	<b>Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned</b> Cllr Griffith provided advanced apologies for absence at the next meeting due to a family commitment	<b><u>RESOLUTION</u></b> Council resolved that the next meeting would be held at 7pm on <b>Tuesday, 8<sup>th</sup> July 2025</b> both in person at Trefriw Village Hall and online <b><u>PENDERFYNIAD</u></b> Cynhelir cyfarfod nesaf y Cyngor ar <b>Ddydd Mawrth, 8fed. o Orffennaf 2025</b> am 7yh yn bersonol yn Neuadd y Pentref Trefriw ac ar-lein

(The meeting closed at 20.57)