

# 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 8<sup>th</sup> July 2025

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

In attendance: Vikki Teasdale (Clerk/RFO) Mr J Butters (Play Park Trustee) Members of the Public – Two

### Public Participation:

A resident highlighted issues with the Gower Road public toilets (ladies) that needed remedial work to include re-attaching the soap dispenser and fixing the middle cubicle door as this was not closing properly. It was agreed that the MOP as well as the Community Council would report to Conwy CBC

A resident raised concern as to trees along Gower Road requiring attention although it was not clear whether these would fall within the remit of the Community Council or the unitary authority (CCBC). The Clerk requested details of the trees and their location to progress, as appropriate

	<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>
67.	<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
68.	<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	<b>RESOLUTION</b> Council resolved to receive and accept apologies from Cllr Bronwyn Griffith <b>PENDERFYNIAD</b> Derbyniwyd ymddiheuriadau gan Cyng. Bronwyn Griffith Apologies for absence from C. Cllr Roberts were noted
69.	<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 73 by reason of being trustees of the Children's Playing Field, Trefriw trust. The Clerk noted the disclosures with the interests being non-prejudicial
70.	<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 17 <sup>th</sup> June 2025	<b>RESOLUTION</b> Council resolved that the minutes of the meeting held on 17 <sup>th</sup> June 2025 be accepted and signed by the Chair as a true record <b>PENDERFYNIAD</b> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Mehefin 17fed, 2025 fel cofnod cywir
71.	<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

72.	<p><b>Chair's Announcements/Cyhoeddiadau'r Gadeirydd</b> The Chair confirmed that the Clerk would be on annual leave from 18th July to 4th August inclusive with Cllrs Ellis and Kelly to act as the first points of contact for any urgent matters</p>	<p><b>ACTION</b> Cllrs Ellis and Kelly to act as the points of contact during the Clerk's period of leave</p>
73.	<p><b>Reinstatement of the Basket Swing, Gower Road Play Park</b> The Clerk advised that there had been no substantive response from Andrew Wilkinson, CCBC although an email had been received advising that a response would be sent by 11<sup>th</sup> July. Members and the Play Park Trustee discussed the ongoing delay, emphasising that it had been over 14 weeks since the original complaint had been escalated. It was agreed that Cllr Kelly would work up a letter to be sent to the Public Service Ombudsman for Wales on 15<sup>th</sup> July to register dissatisfaction with the process, if no response or a response that did not fully address the complaint was received</p>	<p><b>ACTION</b> Cllr Kelly to draft a letter to the Public Service Ombudsman for Wales, for prior approval by both members and trustees, to register dissatisfaction with CCBC's handling of complaint GF140547 if the complaint is not fully addressed by 11<sup>th</sup> July <b>ACTION</b> Clerk to forward letter, once approved, to the Public Service Ombudsman for Wales</p>
<p>74. 74.1  74.2   74.3  74.4</p>	<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 as subsequently received from Dŵr Cymru for the water usage at the Village Hall (£102.70) and Rob Duncalf for strimming at the cemetery, (£250). Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 and the two additional invoices from Dŵr Cymru and Rob Duncalf be deemed as approved and the Clerk was authorised to make the outstanding payments Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for June 2025 (ii) HSBC Business Manager for 2025/26, Quarter 1 and (iii) PSDF TCC Investment Account for 2025/26, Quarter 1 – the Chair invited members to raise any questions on the documents Council to acknowledge scrutiny and acceptance of the 2025/26 Current and Deposit Account Cashbooks for Quarter 1 – the Chair invited members to raise any queries on the documents</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  <b>RESOLUTION</b> Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the two additional payments (£352.70), as itemised. <b>PENDERFYNIAD</b> Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r ddau taliad ychwanegol (£352.70), a eitemwyd.  <b>RESOLUTION</b> Council accepted the documents as previously circulated, and no observations or concerns were raised. <b>PENDERFYNIAD</b> Derbyniwyd y dogfennau a ddisbarthwyd 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 ddisbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p>
75.	<p><b>Correspondence /Gohebiaeth</b> Correspondence for June/July 2025 – items of correspondence for information distributed throughout the month as recorded in Appendix</p>	<p><b>RESOLUTION</b> Council raised no observations or concerns, and Appendix 2 was accepted</p>

75.1	<p>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>Members considered the BT proposal to remove the Gower Road public telephone equipment conceding that there was no reason to object. It was agreed that the Clerk would contact BT to establish whether the telephone box could be adopted and used for another purpose rather than to house a defibrillator. If the box could not be used for any other purpose, members would require BT to remove the plastic kiosk at the same time as the telephone equipment</p>	<p><b><u>PENDERFYNIAD</u></b> Ni chodwyd unrhyw sylwadau na phryderon a derbyniwyd Atodiad 2</p> <p><b><u>RESOLUTION</u></b> Council resolved not to object to the BT proposal to remove the public telephone equipment on the basis that the plastic kiosk would be removed at the same time unless this could be retained for an alternative purpose to that of housing a defibrillator</p> <p><b><u>PENDERFYNIAD</u></b> Penderfynwyd peidio â gwrthwynebu cynnig BT i gael gwared ar yr offer ffôn cyhoeddus ar y sail y byddai'r ciosg plastig yn cael ei symud ar yr un pryd oni bai y gellid ei gadw at bwrpas arall heblaw am le i gartrefu diffibriliwr.</p> <p><b><u>ACTION</u></b> Clerk to contact BT to confirm whether the telephone kiosk can be retained and repurposed</p>
76.	<p><b>Planning Applications / Ceisiadau Cynllunio</b> Council to consider any applications received from Conwy County Borough Council or Eryri National Park Authority</p>	No applications received
77.	<p><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</p>	None received - C. Cllr Roberts not in attendance as per apologies noted at item 69
78.	<p><b>Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor</b> <u>Village Hall Working Group (VHWG)</u> Cllr Ellis confirmed that the working group would be meeting to evaluate potential improvement options, with recommendations to be presented at the September meeting <u>Cemetery Working Group (CWG)</u> Cllr Kelly reported that, following the public consultation event where residents shared their preferences for the use of the extension field, the working group would now propose involving children from Ysgol Dyffryn yr Enfys in designing the requested features, memorial garden, seating, and areas for burials and ashes. If approved, pupils would be invited to submit their design ideas during the September school term for judging in the new year, with work on the garden planned to begin in spring 2026 <u>Services at Risk/Asset Transfer Group</u> Gower Road Toilets: Cllr Jewett advised that initial enquiries had been made with a single serviced portable toilet costing circa £50 per week. Further enquiries would need to be made to include looking at an accessible portable toilet to be able to offer a comparative alternative</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p> <p><b><u>RESOLUTION</u></b> Council resolved to agree the CWG's proposal to involve pupils from Ysgol Dyffryn yr Enfys in the potential design of the cemetery extension</p> <p><b><u>PENDERFYNIAD</u></b> Cytunwyd ar y cynnig i gynnwys disgyblion o Ysgol Dyffryn yr Enfys i ddylunio cynlluniau ar gyfer estyniad y fynwent</p>

	to the current facilities so that a more informed decision could be reached	
<b>79.</b>	<b>Health and Safety / Iechyd a Diogelwch</b>	<b><u>ACTION</u></b> Standing Agenda item
<b>79.1</b>	Recreation Fields: Due to an unforeseen delay in the routine grass cutting programme, the Clerk had liaised with Cllr Bowen, resulting in the hiring of the necessary equipment to ensure the grass could be cut for health and safety reasons. The cost of the hired machinery and fuel would need to be met by Council – approximately £170. As there was no indication as to when the usual cutting programme would recommence, members discussed interim options with a more formalised tender process to follow in the autumn ready for the next financial year. In the interim, it was agreed that Cllr Bowen would liaise with the Grŵp Trefriw volunteers and a local contractor to explore suitable arrangements for the remainder of the year Council also wished to formally express its gratitude to Jay Butters (lead volunteer) as well as all residents who had given up their time over the weekend to assist with restoring the fields for community use	<b><u>RESOLUTION</u></b> Council resolved to ratify the decision by the Clerk to authorise the grass cutting machinery hire and authorise the payment of the hire and fuel costs <b><u>PENDERFYNIAD</u></b> Cadarnhawyd penderfyniad y Clerc i awdurdodi llogi peiriannau torri gwair, a thalu costau'r llogi a'r tanwydd.
<b>79.2</b>	Community Field Boundary: The Clerk confirmed that an approach had been made to NRW to request an onsite meeting to discuss and agree a resolution with no specific response having been received, to date. Clerk to maintain contact with NRW and seek to progress a meeting in order that an update can be provided at the September meeting	<b><u>ACTION</u></b> Cllr Bowen to seek interim options for the required grass cutting for the remainder of the year <b><u>ACTION</u></b> Clerk to prepare a suitable tender for the periodic maintenance of the recreation fields commencing in 2026/27 <b><u>ACTION</u></b> Agenda item for October
<b>79.3</b>	Bro Geirionydd Play Park Remedial Work: The Clerk advised that there was no further update to provide but they would continue to maintain contact and hope to bring an update to the September meeting	<b><u>ACTION</u></b> Clerk to maintain contact with NRW regarding a site meeting to discuss the boundary anomaly to provide an update at the September meeting (Agenda item)
<b>79.4</b>	Resurfacing of All-Abilities Trail: NRW had completed the concreting of the agreed section of the path, however, it had been noted that there was concrete and rubble still to remove. Cllr Bowen further advised that there was no provision for the concrete to expand and contract which could result in the concrete breaking up and crumbling. The Clerk was directed to raise this with NRW	<b><u>ACTION</u></b> Clerk to contact NRW regarding the removal of the concrete/rubble and to ask for the lack of expansion joints within the concrete path to be addressed
<b>79.5</b>	No other issues of health and safety were highlighted	
<b>80.</b>	<b>Village Improvements / Gwelliannau Pentrefol</b>	<b><u>ACTION</u></b> Standing Agenda item
<b>80.1</b>	No new remedial action and/or improvements were identified by members The Clerk reported a response from Crest regarding the clothes and textile bank sited at Gower Road that confirmed the bank was well	<b><u>RESOLUTION</u></b> Council resolved that the single Crest textile bank should remain in its current location

80.2	<p>used and generated significant amounts of re-usable clothing and textiles. Members considered further, agreeing that the bank should remain in its present location</p> <p>Cllr Bowen confirmed that a preliminary meeting had been arranged with Gruff Wyn to discuss the feasibility of a village hydroelectric scheme with an update to be provided at the September meeting</p>	<p><b><u>PENDERFYNIAD</u></b> Penderfynwyd y dylai'r banc tecstilau Crest aros yn ei leoliad presennol.</p> <p><b><u>ACTION</u></b> Agenda item for September</p>
81.	<p><b>Councillor/Clerk Training /Hyfforddiant Cyngorwyr/Y Clerc</b></p> <p>The Clerk advised that no training had been undertaken during the preceding month.</p> <p>The Clerk to commence the SLCC Principles of Internal Auditing Local Councils course (PIALC) in August</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>
82. 82.1 82.2	<p><b>External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau</b></p> <p>None attended during the preceding month.</p> <p>Upcoming:</p> <p>ONS testing a new set of questions to feed into preparations for a potential census topic consultation 2031, 16<sup>th</sup> July – Cllr Kelly to take part</p> <p>CCBC Town and Community Forum, 16<sup>th</sup> July – Cllr Ellis and the Clerk to attend</p> <p>Welsh Government's Asbestos Awareness Training, 30<sup>th</sup> July – Cllr Jewett to attend</p> <p>One Voice Wales EGM, 3<sup>rd</sup> September – Cllr Ellis to attend with Cllr Bowen as substitute, if required</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>
83.	<p><b>Community Engagement / Ymrwymiad Cymunedol</b></p> <p>Cllr Kelly stated that a summer newsletter would not be issued, but the results of the recent public consultation would be published by the end of July</p> <p>Council noted the next two Community Coffee Mornings (Meet your Councillor) on 10<sup>th</sup> July and 14<sup>th</sup> August</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p>
84.	<p><b>Next Month's Agenda</b></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><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, 29<sup>th</sup> August 2025</u></b></p>
85.	<p><b>Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned</b></p>	<p><b><u>RESOLUTION</u></b> Council resolved that the next meeting would be held at 7pm on <b>Tuesday, 9<sup>th</sup> September 2025</b> both in person at Trefriw Village Hall and online</p> <p><b><u>PENDERFYNIAD</u></b> Cynhelir cyfarfod nesaf y Cyngor ar <b>Ddydd Mawrth, 9fed. o Fedi 2025</b> am 7yh yn bersonol yn Neuadd y Pentref Trefriw ac ar-lein</p>

(The meeting closed at 20.20)