

# Cyngor Cymuned Trefriw Community Council

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

Angorfa Trefriw Conwy LL27 0JJ

Ffon / Telephone 07305 316095 Eboost / Email [clerk@trefriwcommunitycouncil.co.uk](mailto:clerk@trefriwcommunitycouncil.co.uk)

## Minutes of the Meeting of the Council held on 9<sup>th</sup> September 2025

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

In attendance: Vikki Teasdale (Clerk/RFO), C. Cllr Liz Roberts, Mr J Butters (Play Park Trustee) Members of the Public – One

### Public Participation:

A resident enquired about the uncut grass on the football pitch and community field as these had not been cut since early July. Cllr Bowen advised that Council had been seeking an interim contractor after the existing one was not able to continue, with arrangements now in place for cutting both fields by the end of the week. The resident further advised of the offer of a second-hand sit-on mower for volunteer use; however, this was declined due to risk and liability concerns. It was further confirmed that a formal tender process would take place in October for the routine grass cutting programme commencing in 2026/27

	<b><u>Agenda Item/Discussion - Eitem Agenda/Trafodaeth</u></b>	<b><u>Action/Resolution/Update/Acknowledgement</u></b> <b><u>Mae prif benderfyniadau'r Cyngor hefyd yn cael eu rhoi yn Gymraeg</u></b>
86.	<b>To confirm that a Quorum of elected members is present / I gadarnhau bod cworwm o aelodau etholedig yn bresennol</b>	<b><u>RESOLUTION</u></b> A quorum was confirmed by the Chair <b><u>PENDERFYNIAID</u></b> Cadarnhawyd cworwm gan y cadeirydd
87.	<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 received – all members present
88.	<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 92 by reason of being trustees of the Children's Playing Field, Trefriw trust. The Clerk noted the disclosures with the interests being non-prejudicial
89.	<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 8 <sup>th</sup> July 2025	<b><u>RESOLUTION</u></b> Council resolved that the minutes of the meeting held on 8 <sup>th</sup> July 2025 be accepted and signed by the Chair as a true record <b><u>PENDERFYNIAID</u></b> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Gorffennaf 8fed, 2025 fel cofnod cywir
90.	<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
91.	<b>Chair's Announcements/Cyhoeddiadau'r Gadeirydd</b>	None

92.	<p><b>Reinstatement of the Basket Swing, Gower Road Play Park</b></p> <p>Cllr Kelly relayed the outcome of the CCBC Stage 2 investigation into the original complaint, which led to an agreement that the Community Council and Play Park Trustees would engage an independent qualified play inspector to assess and certify the replacement parts so the swing could be put back into use in compliance with CCBC's requirements. Cllr Kelly also confirmed that a response had been received from the Public Service Ombudsman, who, while acknowledging the complaint, determined that no further investigation was necessary since a way forward had been established. The next step would be to source and install the replacement parts, as previously agreed by members (minute no. 111.1, 10<sup>th</sup> October 2023) and commission the required safety certification. It was confirmed that the Play Park Trust had received a donation from The Conwy Valley Rotary Club towards the reinstatement of the basket swing which would be used to offset the overall costs</p>	<p><b>ACTION</b> Clerk to work with the Play Park Trustees to procure and install the required replacement parts and arrange for the safety certification</p>
<p>93.</p> <p>93.1</p> <p>93.2</p> <p>93.3</p>	<p><b>Finance / Cyllid</b></p> <p>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</p> <p>Council to discuss and question as required all financial transactions as detailed within Appendix 1 to also include a further invoice as subsequently received from Hunter Garden Services for path clearance at the village hall (£160), as authorised by the Clerk and Cllrs Ellis and Kelly in August for health and safety reason. Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 and the additional invoice from Hunter Garden Services be deemed as approved and the Clerk was authorised to make the outstanding payments</p> <p>Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for the HSBC Charitable Account for July and August – the Chair invited members to raise any questions 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</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 (£160), as itemised.</p> <p><b>PENDERFYNIAD</b> Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r taliad ychwanegol (£160), a eitemwyd.</p> <p><b>RESOLUTION</b> Council accepted the documents as previously circulated, and no observations or concerns were raised.</p> <p><b>PENDERFYNIAD</b> Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon</p>
94.	<p><b>Correspondence /Gohebiaeth</b></p> <p>Correspondence for July / August / September 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><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>

<b>94.1</b>	Members acknowledged the correspondence received confirming that BT would remove the telephone kiosk and equipment as the same could not be repurposed	<b>ACTION</b> Cllr Jewett to raise the Gower Road flooding concerns to NRW on 11 <sup>th</sup> September
<b>94.2</b>	Members considered and confirmed that there would be no official response to the Welsh Government Consultation on Revisions to the Separate Collection of Waste Materials and Recycling	
<b>94.3</b>	Members reviewed the guidance provided by One Voice Wales concerning the publication of online meeting links and concurred that there is currently no justification for altering the existing procedure	
<b>94.4</b>	Members reviewed the resident request for the installation of flood warning signs and / or a flood gate on Gower Road, noting that such measures were beyond the Council's remit. However, it was agreed that Cllr Jewett would present these concerns to NRW at the forthcoming Community Flood Plan meeting	
<b>95.</b>	<b>Planning Applications / Ceisiadau Cynllunio</b> Council to consider any applications received from Conwy County Borough Council or Eryri National Park Authority	No applications received
<b>96.</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>B5016 CCBC Consultation:</u> The Community Council and residents living on the B5106 would be invited to take part in a consultation to assess the current 20mph speed limit <u>Wales Metal Mines Programme, Parc Mine:</u> Project officers and councillors have agreed a site visit to the mine area on 8 <sup>th</sup> October <u>B5106 Flood Alleviation Works:</u> No further update on the works although the Community Council are in direct communication with the relevant department <u>Gower Road Public Toilets:</u> C. Cllr Mike Priestley, the new member for Infrastructure, Transport, and Facilities, to contact the Community Council to help address any ongoing issues around the current sponsorship model or asset transfer <u>Parking Issues:</u> No further update on the installing of double yellow lines at the junction of School Hill and Llanrhychwyn Road or the corner of Crafnant Road and Wood Bank (Top Road) <u>Conwy Flood Partnership:</u> – the Community Council to help identify any ditches along the B5106 that may require clearing by NRW – members discussed with the area from the NRW gate opposite Tan y	<b>ACTION</b> Cllr Kelly to confirm location to C. Cllr Roberts

	<p>Fedw cottages heading north to the old Trefriw Quay being highlighted as the worst area</p> <p><u>Bro Geirionydd Play Area</u>: CCBC has received grant funding towards play areas, which included the Bro Geirionydd play park as part of the project scope</p>	
<p><b>97.</b></p> <p><b>97.1</b></p> <p><b>97.2</b></p> <p><b>97.3</b></p> <p><b>97.3</b></p>	<p><b>Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor</b></p> <p><u>Village Hall Working Group (VHWG)</u></p> <p>Chairs: The Clerk confirmed that a quote had now been received from the Hall's contract cleaners for steam cleaning the chairs, with the cost quoted as £5 per chair. Members discussed, agreeing to proceed with the quote but only for those chairs that would benefit with the VHWG members to confirm to the Clerk once the chairs had been assessed and the number that would need cleaning</p> <p>Efficiency Improvements: Cllr Bowen advised that due to other commitments the meeting with the local architect had yet to take place, however, this was anticipated in September. In terms of the roof and general repairs, Cllr Bowen is continuing to identify companies and builders who have experience of working with listed buildings and would provide further updates at the October meeting</p> <p><u>Cemetery Working Group (CWG)</u></p> <p>Perimeter Wall Repairs: Cllr Kelly reported that an indicative quote for the wall repairs had been received. The contractor noted that attempting to repair the fallen stones could potentially affect the wall's overall integrity, possibly resulting in a larger and more expensive project. Since the fallen stones were considered longstanding and professional advice indicated there was no immediate hazard, members decided not to proceed with any action at this time.</p> <p>Sheep ingress: Cllr Bowen advised that sheep had been seen within the cemetery extension field with the likely access being from the side gate being left open. It was agreed that Cllr Bowen would arrange for the gate to be locked to secure the field from livestock</p> <p><u>Services at Risk/Asset Transfer Group</u></p> <p>Gower Road Toilets: Cllr Ellis referred members to Appendix 3, which provided an update to the current options.</p> <p>Cllr Ellis further advised that the office of Janet-Finch Saunders had been in contact to discuss the possible closure of the toilets where it had come to light that the amounts requested for the Gower Road toilets and the facility at Gwydir Park, Llanrwst were vastly different.</p>	<p><b><u>ACTION</u></b> Standing Agenda Item</p> <p><b><u>RESOLUTION</u></b> Council resolved to agree the quote from Cleaner Care Ltd for the steaming of the chairs, with the VHWG to assess which chairs would be cleaned</p> <p><b><u>PENDERFYNIAID</u></b> Penderfynwyd gytuno ar y dyfynbris gan Cleaner Care Ltd ar gyfer glanhau'r cadeiriau, gyda GNP i asesu pa gadeiriau fyddai'n cael eu glanhau.</p> <p><b><u>ACTION</u></b> Clerk to instruct Cleaner Care Ltd to proceed with the steaming of the chairs once the VHWG confirmed the number of chairs to be cleaned</p> <p><b><u>ACTION</u></b> Agenda Item for October</p> <p><b><u>ACTION</u></b> Cllr Bowen to secure the cemetery extension field side gate</p> <p><b><u>ACTION</u></b> Agenda Item for October</p>

	It was confirmed that CCBC had arranged a meeting on 1 <sup>st</sup> October where the Clerk would highlight the difference and ask for clarification to ensure that the £16,000 request of the Community Council accurately reflected the actual running costs. Members discussed, agreeing that it would be beneficial, ahead of that meeting, for the Clerk to make enquiries with other town and community councils to gather comparative figures	<b><u>ACTION</u></b> Clerk to obtain details of CCBC's financial ask of other town and community councils in relation to public toilets
<b>98.1</b>	<b>Health and Safety / Iechyd a Diogelwch</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><u>ACTION</u></b> Standing Agenda item None identified
<b>98.2</b>	Community Field Boundary: The Clerk confirmed that a remote meeting had taken place with NRW with the issue now clear. NRW had confirmed that they would identify who had erected the post and wire fence so that a further discussion could take place to agree the securing of the boundary at the correct location	<b><u>ACTION</u></b> Agenda item for October
<b>98.3</b>	Bro Geirionydd Play Park Remedial Work: The Clerk confirmed that CCBC had been successful in securing grant money for the wall and gate works and would be progressing this	<b><u>ACTION</u></b> Clerk to maintain contact with NRW regarding the boundary anomaly to provide an update at the October meeting (Agenda Item)
<b>98.4</b>	Resurfacing of All-Abilities Trail: NRW had yet to add the expansion joints to the concrete path with the Clerk to highlight this	<b><u>ACTION</u></b> Clerk to again contact NRW regarding the lack of expansion joints within the concrete path (Agenda Item)
<b>98.5</b>	Other Issues: Cllr Bowen highlighted the poor condition of the bench by the bus stop near The Princes Arms. Members discussed whether the bench was utilised at that location and if it should be refurbished and relocated. Cllr Bowen to inspect more fully and provide a recommendation	<b><u>ACTION</u></b> Cllr Bowen to conduct a fuller inspection of the bench and report back in October (Agenda Item)
<b>99.1</b>	<b>Village Improvements / Gwelliannau Pentrefol</b> No new remedial action and/or improvements were identified by members	<b><u>ACTION</u></b> Standing Agenda item
<b>99.2</b>	Hydroelectric Scheme: Cllr Bowen provided an update following the meeting with Gruff Wyn, noting that a village hydroelectric scheme is technically feasible but would involve several logistical challenges. Any potential project would only benefit buildings capable of connecting to the grid. It was also emphasized that the community council may not be the most suitable body to pursue grant funding or participate directly in the venture; instead, the beneficiaries of the hydroelectricity would typically form the relevant group. An initial survey or feasibility study is estimated to cost up to £2,000. C. Cllr Roberts advised that a similar initiative is underway in Dolwyddelan,	

	and that monitoring its progress might be the most prudent course of action at this time	
<b>100</b>	<b>Councillor/Clerk Training /Hyfforddiant Cynghorwyr/Y Clerc</b>	<b><u>ACTION</u></b> Standing Agenda Item
<b>100.1</b>	Training Undertaken: It was confirmed that no training had been completed since the last meeting in July	
<b>100.2</b>	CCBC Learning Offer 2025-26: Members reviewed the proposed training sessions, with Cllr Kelly providing guidance on those with human resources focus. It was agreed that it would be advantageous for another staffing committee member to participate in the 'How to Manage Grievances' session, as this aligns with the established training plan. Cllr Ellis confirmed that they would attend this session	<b><u>ACTION</u></b> Cllr Ellis to register for the CCBC How to Manage Grievances training session on 4 <sup>th</sup> February 2026
<b>101.</b>	<b>External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau</b>	<b><u>ACTION</u></b> Standing Agenda Item
<b>101.1</b>	Attended: Cllr Jewett confirmed attendance at the Welsh Government's Asbestos Awareness Training on 30 <sup>th</sup> July. Presentation slides to be circulated to members once received	<b><u>ACTION</u></b> Cllr Jewett to circulate the Asbestos Awareness training presentation slides once received
<b>101.2</b>	CCBC T&CC Engagement Sessions: Members reviewed the offer to participate, however, as there was ongoing communication with the relevant departments regarding the Gower Road public toilets and B5106 flood alleviation works, it was concluded that there were no additional matters to discuss at this time	
<b>101.3</b>	Upcoming: Cllr Jewett to attend the Community Flood Plan meeting on 11 <sup>th</sup> September; the Clerk to attend the CCBC Public Toilets quarterly meeting on 1 <sup>st</sup> October	
<b>102.</b>	<b>Betws and District Plastic Free Community</b> Cllr Kelly advised that the community, of which the Council forms part, were almost at accreditation stage. The last step would be for participating councils and group members to formally agree the PFC commitment. As Trefriw Community Council is already adhering to the commitment, members passed the following resolution: <ul style="list-style-type: none"> <li>▪ To lead by example and remove single-use plastic from its premises and operations</li> <li>▪ To encourage Plastic Free initiatives in the area, promoting the campaign and supporting events</li> <li>▪ To name a council representative to sit on the Plastic Free Community Steering Group (meeting at least twice a year)</li> </ul>	<b><u>RESOLUTION</u></b> Council resolved to wholly agree to support the plastic free community initiative, passing the required resolution, as detailed <b><u>PENDERFYNIAD</u></b> Penderfynwyd cytuno'n llwyr i gefnogi'r fenter gymunedol ddi-blastig, gan basio'r penderfyniad gofynnol, fel y manylwyd
<b>103.</b>	<b>Community Engagement / Ymrwymiad Cymunedol</b> Council noted the Community Coffee Morning (incorporating Meet your Councillor) on 11 <sup>th</sup> September	<b><u>ACTION</u></b> Standing Agenda Item

104.	<b>Next Month's Agenda</b> The following additional items were proposed and accepted for Council's next meeting: No items proposed as all presently covered by the actions agreed	<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>Thursday, 2<sup>nd</sup> October 2025</u></b>
105.	<b>Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned</b>	<b><u>RESOLUTION</u></b> Council resolved that the next meeting would be held at 7pm on <b>Tuesday, 14<sup>th</sup> October 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, 14eg. o Hydref 2025</b> am 7yh yn bersonol yn Neuadd y Pentref Trefriw ac ar-lein

(The meeting closed at 20.55)