

# 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 9<sup>th</sup> December 2025

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

In attendance: Vikki Teasdale (Clerk/RFO) Members of the Public – None

|      | <b><u>Agenda Item/Discussion - Eitem Agenda/Trafodaeth</u></b>   | <b><u>Action/Resolution/Update/Acknowledgement</u></b><br><b><u>Mae prif benderfyniadau'r Cyngor hefyd yn cael eu rhoi yn Gymraeg</u></b>   |
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| 150. | <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.<br><b><u>PENDERFYNIAD</u></b> Cadarnhawyd cworwm gan y cadeirydd.   |
| 151  | <b>Apologies/Ymddiheuriadau LG Act 1972 Sch 12 par 20</b><br>To accept apologies and consider approving reasons for absence/Derbyn ymddiheuriadau ac ystyried cymeradwyo rhesymau dros absenoldeb  | None received – all members present.<br>Apologies for absence received from C. Cllr Liz Roberts were noted.   |
| 152. | <b>Declarations of Interest/Datgan Buddiannau LG Act 2000 s50 Local Authorities (Wales) Order 2008/788</b><br>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 and Kelly declared an interest in agenda item number 156 by reason of being trustees of the Children's Playing Field, Trefriw trust. The Clerk noted the disclosures with the interests being confirmed as non-prejudicial.   |
| 153. | <b>Minutes/Cofnodion LGA 1972, Sch 12 par 41(1)</b><br>To receive, approve and sign as a correct record the minutes of the Council meeting held on 11 <sup>th</sup> November 2025.   | <b><u>RESOLUTION</u></b> Council resolved that the minutes of the meeting held on 11 <sup>th</sup> November 2025 be accepted and signed by the Chair as a true record.<br><b><u>PENDERFYNIAD</u></b> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Tachwedd 11eg, 2025 fel cofnod cywir. |
| 154. | <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.  |
| 155. | <b>Chair's Announcements/Cyhoeddiadau'r Gadeirydd</b><br>The Chair confirmed that the Clerk would be on annual leave from 23 <sup>rd</sup> December returning on 6 <sup>th</sup> January 2026.   | <b><u>ACTION</u></b> Cllrs Ellis and Kelly to act as the points of contact during the Clerk's period of leave.  |
| 156. | <b>Reinstatement of the Basket Swing, Gower Road Play Park</b><br>Cllr Bowen confirmed that the basket swing had been reinstated and the safety inspection undertaken. The Clerk advised that the post installation report had just been received and would be forwarded to Conwy CBC to finalise matters. | <b><u>ACTION</u></b> Clerk to forward post installation report to CCBC  |

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| <b>157.</b>  | <b>Finance / Cyllid</b>   |   |
| <b>157.1</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.   | No objections or concerns were made in respect of the contents of Appendix 1 or the supporting invoices and the document was accepted   |
| <b>157.2</b> | Council to discuss and question as required all financial transactions as detailed within Appendix 1 to also include a further invoice now received from Cyfieithu Cymunedol Conwy for translation services (£68.85) and the anticipated invoice from Morral Play Services for the basket swing post installation inspection (£450). Council moved to vote, and it was unanimously agreed that all transactions be deemed as approved and the Clerk was authorised to make the outstanding payments.                              | <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 (£518.85), as itemised.<br><b>PENDERFYNIAD</b> Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r ddau taliad ychwanegol (£518.85), a eitemwyd.                  |
| <b>157.3</b> | Council to acknowledge scrutiny and acceptance of the previously circulated statement and corresponding reconciliation for the HSBC Charitable Account for November 2025 – the Chair invited members to raise any questions on the documents.   | <b>RESOLUTION</b> Council accepted the documents as previously circulated, and no observations or concerns were raised.   |
| <b>157.4</b> | The Chair referred members to the draft budget that had been prepared, Appendix 1.1, inviting members to scrutinise and question as appropriate. The Clerk advised that the budget would continue to be amended as further information became available with a final version presented for Council's consideration at the January meeting ahead of the required precept setting.  | <b>PENDERFYNIAD</b> Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon.<br><br><b>ACTION</b> Clerk to continue to refine the 2026/27 Budget<br><b>ACTION</b> Agenda item for January   |
| <b>157.5</b> | The Clerk informed members that the current Long-Term Agreement (LTA) with Zurich expires on 4th January, recommended renewing it due to a minimal premium increase and positive working relationship. Members agreed, recognising the benefit of discounted premiums for the next three years.   | <b>RESOLUTION</b> Council resolved to agree the Clerk's recommendation to renew the Zurich insurance policy based on the three-year LTA with a first discounted premium of £1,076.49<br><b>PENDERFYNIAD</b> Cytunwyd ar argymhelliad y Clerc i adnewyddu polisi yswiriant Zurich yn seiliedig ar y cytundeb hir dymor tair blynedd, gyda phremiwm disgownt cyntaf o £1,076.49 |
| <b>157.6</b> | Following the Council's Donation Policy, recent requests were reviewed. Members noted that a fundraiser earlier in the year for Wales Air Ambulance had already raised funds with support from residents. The request from Urdd Gobaith Cymru was declined since no specific event was mentioned and donations have been made in past years. Requests from Theatr Bara Caws and the Urdd National Eisteddfod were considered but it was agreed that these fell outside of the scope of the policy, and no payments would be made. | <b>RESOLUTION</b> Council resolved that no donations would be made during this six-month cycle<br><b>PENDERFYNIAD</b> Penderfynwyd peidio â gwneud unrhyw roddion yn ystod y cylch chwe mis hwn   |
| <b>158.</b>  | <b>Correspondence / Gohebiaeth - November / December 2025 –</b> Items of correspondence for information distributed throughout the month as recorded in Appendix 2 as required to be noted. The Chair   | <b>RESOLUTION</b> Council raised no observations or concerns, and Appendix 2 was accepted.  |

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| <p><b>158.1</b></p> <p><b>158.2</b></p>  | <p>invited members to raise any observations or concerns regarding any items of correspondence as referred to in Appendix 2.</p> <p>Members considered and confirmed that there would be no official response to the Welsh Government's consultation on the changes to local government elections rules.</p> <p>Members only considered CCBC's financial proposal for the 2026/27 playing out sessions as the public toilets would be discussed at agenda item 161.3.1. Members agreed that the costs were high and did not represent value for money based on previous attendance. They also emphasised the availability of free local play events for Trefriw and Llanrhychwyn children as well as noting an increase in Hall bookings by parents organizing their own play activities.</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 support the request to pay for any CCBC Playing Out Sessions at Trefriw Play Park during 2026.</p> <p><b><u>PENDERFYNIAD</u></b> Penderfynwyd peidio â chefnogi'r cais i dalu am unrhyw Sesiynau Chwarae Allan CBSC ym Mharc Chwarae Trefriw yn ystod 2026.</p>   |
| <p><b>159.</b></p>   | <p><b>Planning Applications / Ceisiadau Cynllunio</b></p> <p>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</p>  | <p><b><u>ACTION</u></b> Standing Agenda Item</p> <p>None received</p>   |
| <p><b>160.</b></p>   | <p><b>County Councillor Report / Adroddiad-y-Cynghorydd Sir</b></p> <p>A brief report by C. Cllr. Roberts on matters of importance and interest to the communities of Trefriw and Llanrhychwyn</p>   | <p>None received - C. Cllr Roberts not in attendance as per apologies noted at item 151</p>   |
| <p><b>161.</b></p> <p><b>161.1</b></p> <p><b>161.1.1</b></p> <p><b>161.2</b></p> | <p>Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor</p> <p><b><u>Village Hall Working Group (VHWG)</u></b></p> <p>Efficiency Improvements: Cllr Bowen advised that the preliminary drawings by the local architect would not progress until the new year. Cllr Bowen further highlighted an urgent repair needed for the fallen guttering that may require scaffolding which would increase costs and could delay the work. Given the listed status of the building, it was agreed that Cllr Bowen would contact the local conservation builder who had inspected the roof in November as well as Nant Ffrancon Roofing, a previously approved contractor, for quotes and timescales. Council approved proceeding with the repairs as soon as possible, to be authorised in the first instance as per Council's financial regulations, and then formally reported at the January meeting.</p> <p><b><u>Cemetery Working Group (CWG)</u></b></p> <p>Cllr Kelly confirmed that the A2 cemetery plans had now been delivered to Ysgol Dyffryn yr Enfys for the pupils to work up their designs in the new year. An exhibition of the work would take place on 2<sup>nd</sup> March 2026, with the head gardener from the Bodnant Estate to attend.</p> | <p><b><u>ACTION</u></b> Standing Agenda Item</p> <p><b><u>RESOLUTION</u></b> Council resolved that the guttering work should be carried out urgently with Cllr Bowen given approval to obtain only two quotes for the work and, following Council's agreed financial regulations, to arrange for the work to be undertaken.</p> <p><b><u>PENDERFYNIAD</u></b> Penderfynwyd y dylid gwneud y gwaith gwteri ar frys. Awdurdodwyd Cyng. Bowen i chwilio am ddau ddyfynbris ar gyfer y gwaith ac, yn dilyn rheoliadau ariannol y Cyngor, i drefnu'i cael gwneud y Gwaith.</p> |

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| 161.3 | <p><u>Services at Risk/Asset Transfer Group</u></p> <p>Gower Road Toilets: Cllr Ellis confirmed the 2026/27 contribution needed to retain the toilet block had been confirmed as £17,790 (£8,895 for seasonal) with the clerk outlining the necessary increase to the precept if this was agreed. Members re-examined all alternatives, including renting facilities from local businesses to revisiting the possibility of making adaptations to the village hall, if listed building consent could be obtained and the costs were not prohibitive. After thorough discussion, it was determined that agreeing CCBC's revenue costs was no longer practical due to its financial impact on residents with agreement reached that providing a Portaloo on Gower Road was the only viable option while possible modifications to the village hall were investigated which could provide a long-term, sustainable solution. All aspects, including costs, logistics, and legal requirements for the Portaloo, were reviewed, and it was agreed to proceed with a trial once preparations were complete. As the community council would be required to insure the Portaloo, it was resolved that the unit must be locked overnight and a rota set up with community members responsible for opening and closing daily - without this arrangement, the proposal could not go ahead. It was further agreed that a letter would be sent to every property on Gower Road to allow for any reasonable objections. Given the lower expenditure, the budget provision for 2026/27 would be reduced to £2,000 with the current underspend carried forward to also offset the anticipated costs.</p> | <p><b><u>RESOLUTION</u></b> Council resolved not to support CCBC's 2026/27 revenue cost request for the Gower Road public toilets instead agreeing to pursue the option of providing a Portaloo on Gower Road, subject to all logistical and legal requirements being met.</p> <p><b><u>PENDERFYNIAD</u></b> Penderfynwyd peidio â chefnogi cais cost refeniw CBSC ar gyfer 2026/27 ar gyfer toiledau cyhoeddus Trefriw, ond, yn hytrach, i ddilyn yr opsiwn o ddarparu Portaloo ar Ffordd Gower, yn amodol ar fodloni'r holl ofynion logistaidd a chyfreithiol.</p> <p><b><u>ACTION</u></b> The Working Group to:</p> <ol style="list-style-type: none"> <li>(1) produce and deliver a letter to all properties on Gower Road explaining the proposal and to allow for any reasonable objections.</li> <li>(2) Investigate the creation of a rota of community members to take responsibility for open and closing the unit daily.</li> </ol> |
| 162.  | Health and Safety / Iechyd a Diogelwch   | <b><u>ACTION</u></b> Standing Agenda item  |
| 162.1 | 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  | None identified  |
| 162.2 | Public Bench, near B5106 north bus stop: Cllr Bowen confirmed that the bench could be moved to the cemetery although this would not happen until the new year as it would need to be dug out of the ground, cleaned up and the timber planks would need to be replaced, with recycled plastic recommended for longevity rather than timber.  | <b><u>ACTION</u></b> Agenda item for January   |
| 163.3 | All Abilities Trail: Cllr Bowen reported further erosion of the new concrete section of Trefriw Trail 1 after recent flooding, warning it may soon break up. Since NRW had installed the path, the Clerk was instructed to make contact to see what could be done to rectify the situation.  | <b><u>ACTION</u></b> Clerk to contact NRW regarding erosion of the concrete section of the all abilities trail   |

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| <b>163.</b>                                     | <b>Village Improvements / Gwelliannau Pentrefol</b><br>Members did not identify any remedial actions or improvements   | <b><u>ACTION</u></b> Standing Agenda item  |
| <b>164.</b>                                     | <b>Councillor/Clerk Training /Hyfforddiant Cynghorwyr/Y Clerc</b><br>It was confirmed that no training had been completed since the last meeting. Upcoming training: Cllr Kelly, Chairing Skills on 22 <sup>nd</sup> January and Cllr Ellis, How to Manage Grievances on 4 <sup>th</sup> February  | <b><u>ACTION</u></b> Standing Agenda Item  |
| <b>165.</b><br><b>165.1</b><br><br><b>165.2</b> | External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau<br><u>Attended:</u> Cllr Bowen confirmed attendance at CCBC's Panel Performance Assessment advising that the common feedback from those town and community councils in attendance was in relation to a lack of engagement, timely communication and transparency<br><u>Upcoming:</u> Members considered the request for attendance at the One Voice Wales AGM on 21 <sup>st</sup> January, however, due to other commitments it was agreed that there would be no representation. | <b><u>ACTION</u></b> Standing Agenda Item<br><br><b><u>ACTION</u></b> Clerk to advise OVW that there would be no representative from the community council at the AGM on 21 <sup>st</sup> January  |
| <b>166.</b><br><b>166.1</b><br><b>166.2</b>     | <b>Community Engagement</b><br>Recent community engagement: None<br>Council noted the next two Community Coffee Mornings (incorporating Meet your Councillor) on 18 <sup>th</sup> December / 8 <sup>th</sup> January   |  |
| <b>167.</b>                                     | <b>B5106 Flood Alleviation Works</b><br>Cllr Bowen provided an overview of the meeting held on 4 <sup>th</sup> December with Conwy CBC where members had been advised that due to an ongoing delay with a third-party utility provider, the works would not now go ahead in January and could be postponed until Autumn 2026. Members highlighted the need for residents to be advised of the continued delay at the earliest opportunity but were agreed that this must come from CCBC rather than the community council.                   | <b><u>ACTION</u></b> Clerk to contact Conwy CBC to request that an official communication regarding further delays to the flood alleviation works be issued to ensure that residents are kept informed of the revised timeline   |
| <b>168.</b>                                     | <b>Contract Tenders, Recreation Fields Maintenance Contract 2026-2029</b><br>Members reviewed the anonymised details provided from the three quotes, agreeing to grant the contract to contractor C, as their quote was significantly lower than the others received.  | <b><u>RESOLUTION</u></b> Council resolved to award the Recreation Fields Maintenance Contract for 2026-2029 to Arfon Roberts<br><br><b><u>PENDERFYNIAD</u></b> Penderfynwyd cynnig y Contract Cynnal a Chadw'r Meysydd Hamdden ar gyfer 2026-2029 i Arfon Roberts.                                     |
| <b>169.</b>                                     | <b>Next Month's Agenda</b><br>The following additional items were proposed and accepted for Council's next meeting: None   | <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>Tuesday, 6<sup>th</sup> January 2026</u></b>   |
| <b>170.</b>                                     | <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><u>Tuesday, 20<sup>th</sup> January 2026</u></b> remotely via Teams<br><b><u>PENDERFYNIAD</u></b> Cynhelir cyfarfod nesaf y Cyngor ar <b><u>Ddydd Mawrth, 20fed. o Ionawr</u></b> am 7yh trwy gyfrwng Teams |

(The meeting closed at 20.38)