

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 Ebst / Email clerk@trefriwcommunitycouncil.co.uk

Minutes of the Meeting of the Council held on 14th July 2026

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

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

	<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>
68.	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
69.	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	<u>RESOLUTION</u> Council resolved to receive and accept apologies from Cllr Kim Ellis <u>PENDERFYNIAD</u> Derbyniwyd ymddiheuriadau gan Cyng. Kim Ellis Apologies for absence as received from C. Cllr Liz Roberts were noted.
70.	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	None
71.	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 9 th June 2026	<u>RESOLUTION</u> Council resolved that the minutes of the meeting held on 9 th June 2026 be accepted and signed by the Chair as a true record <u>PENDERFYNIAD</u> Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Mehefin 9fed. 2026 fel cofnod cywir
72.	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
73.	Chair's Announcements/Cyhoeddiadau'r Gadeirydd The Chair confirmed the Clerk would be on annual leave from 17 th July to 3 rd August inclusive	<u>ACTION</u> Cllrs Ellis and Kelly to act as the points of contact during the Clerk's period of leave
74. 74.1	Finance / Cyllid Council to acknowledge scrutiny and acceptance of all financial information, 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.

74.2	Council to discuss and question all financial transactions as detailed within Appendix 1 to also include a further bill received from OVO Energy for the Village Hall electricity usage in June/July (£45.49). Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 and the additional payment be deemed as approved with the Clerk authorised to make the outstanding payments The Clerk advised that, with no August meeting scheduled, routine payments would be made during the month with prior bank signatory approval and reported to Council in September.	RESOLUTION Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the additional payment (£45.49), as itemised. PENDERFYNIAD Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r thaliad ychwanegol (£45.49), a eitemwyd. RESOLUTION Council resolved to authorise the Clerk to make all routine payments in August with all payments made being reported at the September meeting PENDERFYNIAD Awdurdodwyd y Clerc i wneud yr holl daliadau rheolaidd yn mis Awst, ac iddynt gael eu hysbysu yng nghyfarfod Medi
74.3	Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for June 2026 (ii) HSBC Business Manager for 2026/27, Quarter 1 and (iii) PSDF TCC Investment Account for 2026/27, Quarter 1 – no queries were raised.	RESOLUTION Council accepted the documents as previously circulated, and no observations or concerns were raised. PENDERFYNIAD Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon
74.4	Council reviewed and accepted the 2026/27 Quarter 1 Current and Deposit Account Cashbooks. No queries were raised. The Clerk noted that village hall expenditure was above the expected level at this stage due to the higher business rates demand and additional one-off costs not anticipated when setting the budget. A virement, potentially from the underspend from the public toilets budget, would be needed to cover further expenditure later in the year.	RESOLUTION Council accepted the documents as previously circulated, and no observations or concerns were raised. PENDERFYNIAD Derbyniwyd y dogfennau a ddosbarthwyd yn flaenorol ac ni chodwyd unrhyw sylwadau na phryderon
75.	Correspondence /Gohebiaeth Correspondence for June/July 2026 – 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	RESOLUTION Council raised no observations or concerns, and Appendix 2 was accepted PENDERFYNIAD Ni chodwyd unrhyw sylwadau na phryderon a derbyniwyd Atodiad 2
76.	Planning Applications / Ceisiadau Cynllunio Council to consider any applications received from Conwy County Borough Council or Eryri National Park Authority (ENPA)	None received
77.	County Councillor Report / Adroddiad-y-Cynghorydd Sir The Clerk gave a verbal update as provided by C. Cllr. Roberts who was unable to attend the meeting: <u>Ongoing Road Issues – Crafnant Road:</u> a site meeting with both Dŵr Cymru and CCBC Highways had now been arranged for 24th July. This would facilitate a discussion around CCBC's road tarmacking	ACTION Standing Agenda Item

	programme as well as any further planned works by Dŵr Cymru. Cllr Griffith to attend. <u>Overhanging Tree / Hedge on Crafnant Road and Wood Bank:</u> to be raised with CCBC Highways on 24th July. All other ongoing work relates to residents who have requested support.	
78. 78.1 78.1.1 78.1.2 78.2 78.2.1	Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor <u>Village Hall Working Group (VHWG)</u> Efficiency Improvements: Cllr Bowen advised that the Egin energy audit report has been received and is currently being reviewed. Some anomalies had already been noted that would need to be clarified with the assessor. Village Hall Project Role: Cllr Kelly confirmed that discussions were continuing with two residents interested in sharing the voluntary role. A further update will be provided at the September meeting. <u>Other updates:</u> The Clerk referred to the previous year's agreement to steam clean the chairs, which had not taken place due to capacity issues with the cleaning company. Following further enquiries, a tentative date of 30th July had been agreed at an approximate cost of £420 plus VAT. Members agreed to continue with the cleaning programme and authorised the Clerk to instruct Cleaner Care to proceed. Cllr Bowen asked members to consider purchasing a chair trolley and ramps to help move chairs on and off the stage safely. Members agreed and gave Cllr Bowen delegated authority to work with the Clerk to obtain the items within a maximum limit of £250. <u>Cemetery Working Group (CWG)</u> Extension field works specification: Cllr Kelly advised that five local landscapers had been invited to preliminary site meetings to discuss the project and the Council's intended outcome. Feedback from these meetings will be used to refine the final tender document. Two companies have confirmed they are unable to assist, and responses from the remaining three are awaited.	<u>ACTION</u> Standing Agenda Item <u>ACTION</u> Agenda Item for September <u>ACTION</u> Agenda Item for September <u>RESOLUTION</u> Council resolved to proceed with steam cleaning the village hall chairs at an approximate cost of £420 plus VAT and authorised the Clerk to instruct Cleaner Care. <u>PENDERFYNIAD</u> <u>RESOLUTION</u> Council resolved to purchase a chair trolley and ramps to assist with moving chairs safely on and off the stage, and gave Cllr Bowen delegated authority to work with the Clerk to obtain the items within a maximum limit of £250. <u>PENDERFYNIAD</u> <u>ACTION</u> Agenda Item for September

78.3 78.3.1	<u>Services at Risk / Asset Transfer Working Group</u> Gower Road public toilets - members discussed the email from Conwy CBC that advised of an approach from a local business owner interested in taking on and re-opening the facility. As Council is unable to keep the public toilets open due to financial and staffing constraints, members agreed to support any alternative formal arrangement that would allow the toilets to reopen.	<u>RESOLUTION</u> Council resolved to support any alternative, formalised arrangement that could allow the public toilet facility to be reopened for the benefit of residents and visitors <u>PENDERFYNIAD</u>
79. 79.1 79.2 79.3 79.4	Health and Safety / Iechyd a Diogelwch 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. Overhanging Tree / Hedge on Crafnant Road and Wood Bank: meeting scheduled with Conwy CBC, Highways on 24 th July when the issues would be raised. Street lighting, Trefriw Terrace: Cllr Bowen confirmed a positive outcome following the fitting of the shades to direct light downwards. The installation of amber bulbs to soften the light further was still being investigated. Cllr Kelly advised that, although fixed fencing had been installed at Fairy Falls, some Heras fencing remained further along the river. Members discussed the matter and agreed that responsibility may rest with the landowner. It was further agreed that Cllr Kelly would contact C. Cllr Roberts and ask for the issue to be raised with Conwy CBC. No other issues of health and safety were reported.	 <u>ACTION</u> Agenda Item for September <u>ACTION</u> Agenda Item for September <u>ACTION</u> Cllr Kelly to liaise with C. Cllr Roberts regarding the temporary fencing still in situ at the Fairy Falls (Agenda Item for September)
80.	Village Improvements / Gwelliannau Pentrefol No new remedial action and/or improvements were identified by members.	<u>ACTION</u> Standing Agenda item
81.	Councillor/Clerk Training /Hyfforddiant Cynghorwyr/Y Clerc The Clerk advised that no training had been undertaken during the preceding month	<u>ACTION</u> Standing Agenda Item
82. 82.1 82.2	External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau Attended: Cllr Jewett attended Zurich Insurance's Martyn's Law webinar on 30 th June, with the presentation slides already having been circulated to members. Cllr Jewett confirmed that, although the village hall falls outside the scope due to its lower capacity, some measures should still be considered as best practice. The Clerk attended CCBC's Town and Community Council Forum on 15 th June and the SLCC Area Clerks' meeting on 2 nd July.	<u>ACTION</u> Standing Agenda Item

82.3	<u>Upcoming:</u> Nothing scheduled. OVW area meeting representatives – Members discussed the request to nominate representatives. It was noted that meetings were still not being offered on a hybrid basis, despite this having been raised previously, with no justifiable rationale provided. Given the Council's current vacancies, in-person attendance at meetings covering locations across both Conwy and Denbighshire was considered impractical. Cllr Kelly to respond to OVW, reiterating the concerns previously raised.	<u>ACTION</u> Cllr Kelly to respond to the OVW request for nominated council representatives at forthcoming meetings
83. 83.1 83.2	Community Engagement / Ymrwymiad Cymunedol No formal engagement undertaken by Council. Cllr Kelly noted St Mary's 'Treasuring Trefriw' drop-in event on 28th June, which gathered residents' views on future activities and events for the building. The event was well supported and generated ideas for future use of the space, including ways to link the church and village hall spaces more effectively. Council noted the next Community Coffee Morning (incorporating Meet your Councillor) on 13th August	<u>ACTION</u> Standing Agenda Item
84.	Governance / Llywodraethiad Employment Rights Act 2025 – Policy Review Members noted that the Employment Rights Act 2025 introduces a number of changes affecting employment practices. Although the Council's published HR policies have not yet been updated to reflect the new legislation, it was agreed that Council would be deemed to be operating in line with the requirements of the Act. A full review of all HR policies is currently underway by the Staffing Committee, with updated versions to be presented at the September meeting.	<u>RESOLUTION</u> Council resolved that all employment practices are to be taken as operating in accordance with the requirements of the Employment Rights Act 2025, with updated HR policies reflecting the Act to be finalised by the Staffing Committee and submitted to the September meeting for approval. <u>PENDERFYNIAD</u> <u>ACTION</u> Agenda Item for September
85.	Conwy Pride in Place Impact Fund – Village Benches Refurbishment The Clerk confirmed that notification had been received that the grant funding application had been successful with an award of £10,026 towards the cost of refurbishment. As Council's preferred contractor had only honoured the original quote for 14 days, the Clerk had obtained a revised quote which had increased the materials cost overall by £193, meaning that the Council's contribution towards the project would now be £1,307. The formal Grant Funding Award letter was awaited, however, the Clerk was seeking Council's authority to proceed once this was received on the basis that Council would cover all costs upfront from a combination of monies held within the budget	<u>RESOLUTION</u> Council resolved to authorise the Clerk to commission MK Enterprises (UK) Ltd to refurbish the village's public benches, subject to receipt of a satisfactory Grant Funding Award letter and review of any conditions to ensure compliance. Council to pay the costs upfront and reclaim up to £10,026 through the grant. The remaining sum of £1,307 to be met by Council as the match-funding contribution. <u>PENDERFYNIAD</u>

	line and reserves with a maximum sum of £10,026 being reclaimed via the fund upon successful completion of the project.	
86.	Henry Higgins Trust / Ymddiriedolaeth Henry Higgins The Clerk confirmed that an email from Conwy CBC to the trustees had been seen, setting out that before the trust could be wound up, the trustees must formally agree and minute the reason for the winding up, the distribution of assets, and how this complies with the governing document. Cllr Kelly confirmed that they would speak to one of the trustees to establish how quickly this could be progressed.	<u>ACTION</u> Agenda item for September
87.	Next Month's Agenda The following additional items were proposed and accepted for Council's next meeting: No items proposed as all presently covered by the actions agreed.	<u>ACTION</u> Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than <u>Tuesday, 25th August 2026</u>
88.	Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned	<u>RESOLUTION</u> Council resolved that the next meeting would be held at 7pm on Tuesday, 8th September 2026 both in person at Trefriw Village Hall and online <u>PENDERFYNIAD</u> Cynhelir cyfarfod nesaf y Cyngor ar Ddydd Mawrth, 8fed. o Fedi 2026 am 7yh yn bersonol yn Neuadd y Pentref Trefriw ac ar-lein

(The meeting closed at 19:55)