Cyngor Cymuned Trefriw Community Council

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Minutes of the Meeting of the Council held on 13th October 2026

Present: Cllr Kim Ellis (Chair) Cllr Jasmine Kelly, Cllr Idris Bowen, Cllr Andrew Bradshaw, Cllr Bronwyn Griffith and Cllr Jackie Jewett
In attendance: (Clerk/RFO) Members of the Public – five

Public participation – A resident raised concerns that, despite being reported to Conwy CBC more than five years ago, the Fairy Falls footpath anomaly remained uncorrected. They asked the Community Council to press for the public right of way to be accurately recorded on the definitive map. Members agreed to make representation to Conwy CBC and agreed that Cllr Kelly would formally raise the matter.

	Agenda Item/Discussion - Eitem Agenda/Trafodaeth	**Action/Resolution/Update/Acknowledgement** **Mae prif benderfyniadau'r Cyngor hefyd yn cael eu rhoi yn Gymraeg**
114.	**To confirm that a Quorum of elected members is present / I gadarnhau bod cworwm o aelodau etholedig yn bresennol**	**RESOLUTION** A quorum was confirmed by the Chair **PENDERFYNIAD** Cadarnhawyd cworwm gan y cadeirydd
115.	**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	None – all in attendance Apologies for absence as received from C. Cllr Liz Roberts were noted.
116.	**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	Cllrs Ellis and Bowen declared an interest in agenda item 121.2 as members of Trefriw Outdoors. Cllr Bradshaw declared an interest in agenda item 121.3 as they resided on one of the roads as highlighted. The Clerk noted the disclosures agreeing the interests as non-prejudicial.
117.	**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 8th September 2026	**RESOLUTION** Council resolved that the minutes of the meeting held on 8th September 2026 be accepted and signed by the Chair as a true record **PENDERFYNIAD** Derbyniwyd cofnodion y cyfarfod a gynhaliwyd Medi 8fed. 2026 fel cofnod cywir
118.	**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

119.	**Chair's Announcements/Cyhoeddiadau'r Gadeirydd** None	
120.	**Finance / Cyllid**	
120.1	Council to acknowledge scrutiny and acceptance of all financial information, transactions and supporting invoices, as either previously made or to be made and 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.
120.2	Council to discuss and question all financial transactions as detailed within Appendix 1 to also include four further payments as pending from Cleaner Care (£67.50), reimbursement to Cllr Ellis for village hall sundries (£7.50), donation to RBL Appeal for the wreath (£25.00) and OVO Energy for the hall's usage during the previous period (£70.20). Council moved to vote, and it was unanimously agreed that all transactions within Appendix 1 and the four additional payments be deemed as approved with the Clerk authorised to make the outstanding payments. The Clerk advised that, with no November meeting scheduled, routine payments would be made during the month with prior bank signatory approval and reported to Council in December.	**RESOLUTION** Council resolved to approve and authorise all transactions as reported by the Clerk within Appendix 1 together with the additional payments (£170.20), as itemised. **PENDERFYNIAD** Cymeradwywyd ac awdurdodwyd yr holl drafodion a manylwyd gan y Clerc yn Atodiad 1, ynghyd â'r ddau thaliad ychwanegol (£170.20), a eitemwyd. **RESOLUTION** Council resolved to authorise the Clerk to make all routine payments in November with all payments made being reported at the December meeting **PENDERFYNIAD** Awdurdodwyd y Clerc i wneud yr holl daliadau rheolaidd yn mis Tachwedd, ac iddynt gael eu hysbysu yng nghyfarfod Rhagfyr
120.3	Council to acknowledge scrutiny and acceptance of the previously circulated statements and corresponding reconciliations for (i) HSBC Charitable Account for September 2026 (ii) HSBC Business Manager for 2026/27, Quarter 2 and (iii) PSDF TCC Investment Account for 2026/27, Quarter 12– 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
120.4/ 120.5	Council reviewed and accepted the 2026/27 Quarter 2 Current and Deposit Account Cashbooks. No queries were raised. The Clerk highlighted that village hall expenditure was above the expected level 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
121.	**Correspondence /Gohebiaeth** Correspondence for September / October 2026 – items of correspondence for information distributed throughout the period 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
121.1	Members considered and confirmed that there would be no formal response to the Democracy and Boundary Commission Cymru Draft	

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	Annual Remuneration Report 2027/2028. The Clerk advised that the mandatory payments remained the same as per the 2026 report.	
121.2	Members recognised the valuable work of Trefriw Outdoors and others in creating, maintaining and improving public rights of way. They agreed in principle that the Council should support these efforts and, where appropriate, liaise directly with Conwy CBC when issues arise. It was agreed that Cllr Kelly would draft a general letter confirming Council's support.	**RESOLUTION** Council resolved to support the work of Trefriw Outdoors and other volunteers in maintaining and improving local public rights of way and, where appropriate, to liaise with Conwy CBC on related matters. **PENDERFYNIAD** Penderfynwyd gefnogi gwaith Trefriw Awyr Agored a gwirfoddolwyr eraill wrth gynnal a gwella hawliau tramwy cyhoeddus lleol, ac i gydweithio â CBSC ar faterion cysylltiedig lle bo'n briodol. **ACTION** Cllr Kelly to draft a letter confirming the Council's support for the work of Trefriw Outdoors and other volunteer groups, for issue by the Clerk following approval.
121.3	Members considered the resident's request for the installation of speed humps. The Clerk reported that, following enquiries made by C. Cllr Roberts, Conwy CBC's Traffic Department would carry out speed surveys on Gower Road and Wood Bank. If speeding is identified, suitable visual traffic-calming measures will be considered. C. Cllr Roberts would also ask whether a similar survey could be undertaken at Bro Geirionydd to assess speed levels.	**ACTION** Agenda Item for December
121.4	Members considered a young resident's request for additional village sports facilities, which the resident supported in person. On behalf of the Children's Playing Field Trust, Cllr Kelly reported that trustees supported in principle an all-weather multi-sports area on the dry side of the playpark, potentially between the bund and lodge park. Trustees agreed to research suitable facilities, indicative costs and funding options, including grants and fundraising, and to consult Conwy CBC and Natural Resources Wales as required. It was highlighted that significant progress was unlikely before the planned NRW drainage works were completed next year. The resident was encouraged to garner support from other local young people and put forward any other options that resulted from this, as any provision need not be limited to basketball.	**ACKNOWLEDGEMENT** Council noted the Trustees' update supporting further investigation into the feasibility, costs and funding opportunities associated with the provision of an all-weather multi-sports facility.
122.	**Planning Applications / Ceisiadau Cynllunio** Council to consider any applications received from Conwy County Borough Council or Eryri National Park Authority (ENPA)	
122.1	**Application Number**: NP4/32/T165C **Proposal**: Change of use of part of the existing parking area and adjoining field to form a commercial outdoor sauna facility, comprising the siting and operation of one mobile sauna trailer on	

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	existing hardstanding, use of part of the adjoining grass field for customer parking, use of the existing vehicular access, pedestrian access to two defined areas of the existing stream for managed cold-water dipping, and associated minor works **Location**: Talyllyn, Llanrhychwyn LL27 0YX Members considered the planning application and expressed concerns regarding the potential increase in traffic associated with the proposed commercial venture. It was noted that the area already experiences significant traffic pressures and that the local road network is narrow and constrained, with limited passing opportunities and restricted visibility in places. Members considered that additional vehicle movements could adversely affect highway safety and further intensify existing traffic pressures. Whilst noting the provision of on-site parking, members were not satisfied that the application had demonstrated that the local highway network could accommodate the additional traffic without adverse impacts on highway safety, residential amenity, and the rural character of the area.	**RESOLUTION** Council resolved to object to application NP4/32/T165C due to increased traffic, highway-safety risks and added pressure on the constrained rural road network, alongside existing tourism traffic. **PENDERFYNIAD** Penderfynwyd gwrthwynebu cais NP4/32/388C oherwydd tagfeydd traffig ychwanegol, y risg i ddiogelwch ar y ffyrdd, a phwysau ychwanegol ar y traffig twristiaeth sydd eisoes yn defnyddio'r rhwydwaith ffyrdd gwledig cyfyngedig.
123.	**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: Site Meeting with Traffic, CCBC: See update at 121.3. A resident's request for a safety mirror attached to the lamp post was not supported. However, it was suggested that, once the hedge obstructing the driveway entrance had been removed, a convex mirror could then be installed on the wall by the resident that should improve visibility of approaching traffic. Ongoing Road Issues – Crafnant Road: An online meeting was held with Dŵr Cymru and CCBC Highways. With pipe bursts declining, Dŵr Cymru said further pipework upgrades were unlikely before 2030. It was confirmed that CCBC's resurfacing would not proceed this financial year as the funding was reassigned due to the meeting delay. Overhanging Branches on Crafnant Road: the branching will be cut back in October when the flail and tractor become available to rural areas. Gower Road Public Toilets: progress is being made with the lease of the toilet block.	**ACTION** Standing Agenda Item **ACTION** Cllr Griffith to advise the Clerk if the branches are not cut back by the beginning of November.

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124.	**Working Group Updates to Council / Diweddariadau'r Gweithgorau i'r Cyngor**	**ACTION** Standing Agenda Item
124.1	Village Hall Working Group (VHWG)	
124.1.1	Project Manager meeting: Cllr Bradshaw confirmed that an initial meeting had taken place and that a further meeting would be arranged to agree the next steps. The Clerk requested that terms of reference be drafted to formally define the working group's purpose and scope.	**ACTION** Cllr Kelly to draft and circulate a proposed Terms of Reference for the Project Group. **ACTION** Agenda Item for December
124.1.2	Main door security/noise control: Cllr Bowen advised that a new external handle was needed to restrict access during bookings, with hirers controlling entry. Supply and installation were estimated at no more than £120. Together with the automatic door closer, this would improve safety and reduce noise escape. Members further discussed evening bookings, including upcoming events for the wider community where live music would be played. Taking account of the agreed measures to help with noise escape, to include using the side door for entry and exit with the front door serving only as an emergency, it was agreed that unless it could be otherwise demonstrated, Council were taking reasonable steps to mitigate the noise levels.	**RESOLUTION** Council resolved to agree the installation of the alternative external door handle with delegated authority given to Cllr Bowen to work with the Clerk to order and install the new part up to a limit of £120. **PENDERFYNIAD** Penderfynwyd cytuno ar osod y ddolen ddrws allanol amgen. Rhoddwyd awdurdod dirprwyedig i'r Cynghorydd Bowen gydweithio â'r Clerc i archebu a gosod y rhan newydd, hyd at uchafswm o £120.
124.2	Cemetery Working Group (CWG)	
124.2.1	Tree maintenance: Cllr Bowen confirmed that he and Jay Butters had inspected the trees and identified necessary work. The community volunteer group could begin limited work in January 2027 to chop back and remove foliage which would improve light levels, but professional work would likely be needed as a longer-term project. Council accepted the offer as an interim measure and would review the matter once the volunteer group had started the work.	**ACTION** Agenda Item for March 2027
124.2.2	Bench relocation: Following refurbishment with plastic planks, MK Enterprises had moved the bench to the cemetery. Council expressed its gratitude to the contractor.	
124.3	Services at Risk / Asset Transfer Working Group No update necessary at present	
125.	**Health and Safety / Iechyd a Diogelwch**	
125.1	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.	
125.2	Defibrillator at Llyn Crafnant: the Clerk updated that following a discussion with Shane Moore of Natural Resources Wales (NRW), it	**RESOLUTION** Council resolved to agree the relocation of the Llyn Crafnant defibrillator to the car park toilet block, with NRW to arrange the move and undertake future quarterly checks.

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	had been proposed that the defibrillator be moved from the café to the toilet block within the car park to aid awareness and accessibility. If agreed, NRW would make arrangement to relocate the device and then take on the quarterly checks.	**PENDERFYNIAD** Cytunwyd i adleoli diffibriliwr Llyn Crafnant i adeilad y toiledau cyhoeddus yn y maes parcio; bydd Cyfoeth Naturiol Cymru (CNC) yn trefnu'r symudiad ac yn cynnal gwiriadau chwarterol yn y dyfodol. **ACTION** Cllr Ellis to advise the resident of Crafnant Café of the relocation. **ACTION** Clerk to coordinate the relocation with NRW and ensure that the defibrillator location signage is updated at the same time.
125.3	2026 Village Hall Risk Assessment, Appendix 3: Council formally received the risk assessment, approving the same subject to referencing the chair trolley and ramp within the manual handling section and the imminent replacement of the stair nosing.	**RESOLUTION** Council resolved to accept the 2026 Village Hall Risk Assessment, subject to the agreed amendments to the manual handling and slips, trips and falls sections **PENDERFYNIAD** Derbyniwyd Asesiad Risg Neuadd y Pentref ar gyfer 2026, yn amodol ar y diwygiadau y cytunwyd arnynt i'r adrannau sy'n ymwneud â thrin a symud â llaw; a llithro, baglu a chwympo.
125.4	Tree inspection, Pitch Field: Cllr Kelly reported that the Lodge Park owners had written following a tree survey that identified both urgent and longer-term maintenance for three trees on or near the boundary line. A site inspection by the working group had not established ownership. As all three trees are protected by Tree Preservation Orders, local authority consent is required before any work begins. Council agreed to take no further action until the Lodge Park owners provide evidence supporting their view that the trees belonged to the Community Council.	**ACTION** Agenda Item for December
125.5	Other Issues: Cllr Kelly reported that a resident had raised concerns about repeated discarding of food waste behind the central village bus stop. Members noted the risks to animals and the likelihood of attracting vermin. Although they were unsure how else to prevent further incidents, it was agreed that signage should be installed to discourage and hopefully prevent further occurrences.	**ACTION** Cllr Kelly to prepare signage to discourage the discarding of food-waste within the Singrig.
126.	**Village Improvements / Gwelliannau Pentrefol** No new remedial action and/or improvements were identified by members.	**ACTION** Standing Agenda item
127. **127.1**	**External Meetings/Webinars / Cyfarfodydd Allanol/Weminarau** Attended: CCBC's Town and Community Forum on 21st September had been cancelled so no attendance The Clerk and Cllr Griffith had attended the joint meeting between Dŵr Cymru and CCBC Highways on 29th September re the proposed Crafnant Road resurfacing, update minute 100 The Clerk had attended a meeting on 7th October re the upcoming B5106 resurfacing work, update at minute 132.2	**ACTION** Standing Agenda Item

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127.2	Upcoming: Cllr Griffith to attend the OVW Active North Wales webinar on 11th November	
128. **128.1** **128.2** **128.3** **128.4**	**Community Engagement / Ymrwymiad Cymunedol** No formal engagement undertaken by Council. Council noted the next Community Coffee Morning (incorporating Meet your Councillor) on 12th November. Cllr Ellis advised that the coffee morning in December has been cancelled in lieu of the community Christmas lunch. Council noted the Remembrance Day service on 8th November with the Clerk confirming that all arrangements are place. Christmas Tree lighting-up event, 29th November: Cllr Bowen confirmed that the community Christmas tree had been sourced. It was further confirmed that all necessary arrangements were in place with St Mary's Church and Trefriw Outdoors.	**ACTION** Standing Agenda Item
129.	**Staffing Committee** Cllr Kelly confirmed that the Staffing Committee had met with the Clerk to complete the annual review - this had given an opportunity to highlight the Clerk's key achievements over the past year. As members had received a written overview, Cllr Kelly highlighted the key points to include the 2026/27 LGS pay award which the Clerk had confirmed they would accept as it was agreed that this aligned with the Clerk's qualification level and the responsibilities and scope of the role. It had further been agreed that the monthly charges for the Council's mobile phone contract would revert to being reimbursed to the Clerk. Cllr Kelly added that since the review, the Clerk had noted that the Council's printer had started to develop faults probably due to the age and frequency of use and would need to source a replacement.	**RESOLUTION** Council resolved to agree the outcome of the Clerk's annual review, to include approval of the 2026/27 NJC pay award (uplift to £17.45 per hour) backdated to 1 April 2026, to reinstate the reimbursement of the Council mobile phone costs and to authorise the Clerk to obtain quotations for a replacement printer. **PENDERFYNIAD** Cytunwyd ar ganlyniad adolygiad blynyddol y Clerc, gan gynnwys cymeradwyo dyfarniad cyflog NJC ar gyfer 2026/27 (cynnydd i £17.45 yr awr) yn ôl-weithredol i 1 Ebrill 2026; adfer y trefniant i ad-dalu costau ffôn symudol y Cyngor; ac awdurdodi'r Clerc i geisio dyfynbrisiau ar gyfer argraffydd newydd.
130.	**Governance** Council formally received and reviewed the One Voice Wales Model Standing Orders 2026 (Wales) that included the proposed amendments to section 18, Financial Controls and Procurement together with the resulting recommendations of the Clerk.	**RESOLUTION** Council resolved to adopt the OVW Model Standing Orders 2026 (Wales) as tabled **PENDERFYNIAD** Penderfynwyd mabwysiadu Rheolau Sefydlog Enghreifftiol ULlC 2026 (Cymru) fel y cyflwynwyd.
131.	**Conwy Pride in Place Impact Fund – Village Benches Refurbishment** Cllr Kelly confirmed that the bench refurbishment was complete. The Clerk would now compile the necessary documents and submit the reimbursement claim to the fund.	

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132. **132.1** **132.2**	**B5106 Roadworks** Flood Alleviation Works: The Clerk reported that CCBC expected the temporary road construction to begin on 26th October 2026, with intermittent traffic-light controls. This would then allow road raising to proceed under traffic lights rather than a full closure. The road raising works were expected to start in January and last up to three months. B5106 Resurfacing Work: Works were provisionally scheduled for 5th November and were likely to require a two-week full closure. Details were awaited on bus services, recycling collections, resident access and parking outside of the times when the resurfacing works were taking place. Members opposed the proposed Wood Bank (Top Road) diversion because of existing parking pressures, congestion and safety risks, particularly at the narrow, steep Crafnant Road junctions with Wood Bank and the B5106 especially for larger vehicles. They also stressed the need for clear advance signs on the A470 and B5106 to deter through traffic.	**ACTION** Clerk to write to CCBC outlining members' concerns and seeking clarification on the management of diverted traffic, particularly the suitability of Wood Bank for larger vehicles and the proposed signage arrangements.
133.	**Tender for Footpath Maintenance** The current maintenance contract expires in March 2027. The Clerk proposed using the existing tender document to invite quotations for consideration by Council in December, allowing the three-year contract to begin in April 2027 and its cost to be included in the 2027/28 budget.	**RESOLUTION** Council resolved to authorise the Clerk to use the existing tender document to invite quotations for a three-year footpath maintenance contract commencing in April 2027. Quotations to be considered at the December meeting to enable the contract to be awarded. **PENDERFYNIAD** Awdurdodwyd y Clerc i ddefnyddio'r ddogfen dendro bresennol i wahodd dyfynbrisiau ar gyfer contract cynnal a chadw llwybrau troed am dair blynedd, sy'n dechrau ym mis Ebrcontract, a'r ddyfynbrisiau i'w hystyried yng nghyfarfod mis Rhagfyr er mwyn gallu dyfarnu'r contract.
134.	**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.	**ACTION** Any further items to be presented for consideration and/or ancillary papers in support to be received by the Clerk no later than **Tuesday, 24th November 2026**
135.	**Next Meeting of the Community Council / Cyfarfod Nesaf y Cyngor Cymuned** C. Kelly provided advanced apologies for the December meeting due to a personal commitment.	**RESOLUTION** Council resolved that the next meeting would be held at 7pm on **Tuesday, 8th December 2026** remotely via Teams **PENDERFYNIAD** Cynhelir cyfarfod nesaf y Cyngor ar **Ddydd Mawrth, 8fed. o Ragfyr 2026** am 7yh trwy gyfrwng Teams

(The meeting closed at 20.56)

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