



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Meeting

4th July 2018

At the Oliver Jones Memorial Hall

Present:

Councillor Chris Fatcher
Councillor Graham Barrow
Councillor Merle Hunt
Councillor Edith Jones

Councillor Pam Hughes
Councillor Ralph Bennett

Also present: Stephanie Masters (Clerk), Davena Davies (Community Agent) and County Councillor Trevor Bates. Mr Mike Ingle and Mr Robin Boston (Candidates for the Councillor vacancies). PSCO Dean Sawyer came to the meeting to present the Police Report.

Chairman opened the meeting at 6pm

Action

01-0718 Apologies for Absence

Apologies received from Councillor Jools Payne and Councillor Donald Roberts

02-0718 Declarations of Interest

Declarations of interest for S137 Donations:

Pentrefi Volunteers Village Tidy group: **RB**

St John's Church, Pontfadog: **EJ** and **PH**

OJMH: **GB**

03-0718 Co-Option of New Councillors

There were two candidates for the two Councillor vacancies, Mr Mike Ingle and Mr Robin Boston. **SM** explained the co-option procedure and outlined what is expected of Councillors and the responsibilities of the role. For the first vacancy **MH** proposed Mr Mike Ingle and this was seconded by **RB**. **All agreed**. **GB** proposed Mr Robin Boston for the second vacancy and this was seconded by **EJ**. **All agreed**. Both newly elected Councillors signed declaration forms, witnessed by **SM**. **CF** formally

welcomed the new Councillors. **SM** to send out The Good Councillor's Guide and Code of Conduct to **RBo** and **MI**.

SM

04-0718 Approval of the Minutes of the Meeting held on 2nd May 2018 and the Annual Council Meeting held on 6th June 2018 at the OJMH

(a) Minutes of the meeting held on 6th June 2018 were reviewed and approved as a true and correct record. Proposed by **PH** and seconded by **EJ**. All agreed.

(b) Matters Arising

There was a review of the actions from the last meeting to confirm what had been completed.

SM still waiting for information about what is expected of Council representatives on the NHS Trust/Betsi Cadwaladr Health Board.

SM

05-0718 Reports

(a) PSCO Dean Sawyer:

- Summarised criminal activity in local area: 1 dangerous dog, 1 case of ASB and 1 domestic dispute.
- Advised there had been no off-roading issues
- To watch out for a black Golf car acting suspiciously in the local area. If seen let the Police know on 101.
- To watch out for a white van carrying ladders which was being used for stealing power tools in the Valley. Again, if seen let the Police know on 101.
- Informed Councillors that the recent burglary and damage at St John's Church in Pontfadog is currently being investigated.

RB asked if there were any plans to use 'Go Safe' in Pontfadog. PSCO said it was currently being used in Chirk and 4 cars had been caught speeding. However, at present, there were no plans to visit Pontfadog.

Councillors raised the issue of an apparently abandoned car in the OJMH car park. This had been reported to the police. PCSO Sawyer had identified the probable owner as a local resident. It was noted that vehicles are being left when the owner is not actually using the Hall or its facilities and therefore should not be using the carpark. PCSO Sawyer had approached the individual and asked him to remove the car.

(b) WCBC Councillor Trevor Bates reported:

- Wrexham Out of Hours Emergency line 01978 292055
- Ysgol Pontfadog is on the agenda for a decision by WCBC Executive Board on Tuesday 7th August 2018. The meeting is at 10:00am at the Guildhall, Wrexham. There will be a webcast on www.wrexham.gov.uk.
- A Skip Day for Council House Tenants has been arranged for Friday 20th July 2018 between 9:30am and 2:30pm. Skip will be placed on the grassed area behind Cae'r Ysgol, Glyn Ceiriog.

- A Public Meeting with the Wales Ambulance Service has been arranged at the OJMH, starting at 7:00pm on 12th July 2018.
- Grass cutting on the roadside verges commencing this week. **TB** has asked for the side roads to be cut first as they are more urgent than the B4500. WCBC have purchased two John Deere tractors, both of which had developed the same problem and caused delays in starting the work.
- Has received complaints from residents about the non-collection of food waste and food waste being put into the black bins by refuse collection personnel. Some residents will no longer separate their food waste as a result. This is an ongoing issue.
- Lots of complaints about Easy Coach with children not getting to school and the poor irregular service. Advised that WCBC Council Officers are still in negotiations with the company about these issues.
- In 2017/2018 WCBC received 190 formal complaints and 424 informal complaints. Of these, 17 were escalated to the Ombudsman. Most complaints related to waste collection. WCBC had received 222 compliments.
- WCBC Children's Social Services overspent by £1.164,160 year ending April 2018. Had received 10918 contacts during the year, with 45% of referrals coming from the Police and 12% from schools. On 15th May 2018 there were 1304 allocated to a social worker in the department, equating to 735 separate family groups. The latest figure of 0 to 17year olds in Wrexham is 30,590 and 4.3% of this population are currently open to the department.
- Figures have been released by WCBC relating to the Council's contact with the public. In the last 12 months 2.2 million people had used the WCBC website, 99.02% on the English site and 0.8% on the Welsh site. The Council had received 300,000 phone calls and 23,534 emails of which 32 were in Welsh. There were 147,172 visitors at the Council Offices.

06-0718 Correspondence

SM had received:

- 3 planning applications and notified Councillors prior to the Meeting.

07-0718 Community Agent Report

DD reported:

- Had received 4 new referrals: 2 from GPs 1 family referral and 1 self-referral
- Had attended the Pontfadog School Fete and the Glyn Ceiriog Village Fete to develop further links within the community
- Had applied for a community inclusion grant to help fund the purchase of a dual fuel cooker and hood for the kitchen at the OJMH to update facilities with a view to setting up a luncheon club.
- Had attended a joint meeting with other Community Agents in the area.
- Continuing with home visits and undertaking follow up visits to see if any further help is needed or if help has been accessed.

- Has arranged a community coach trip to Llandudno. Has booked transport with Pat's Coaches as they have a coach with a lift to help people with limited mobility. **CF** commended **DD** for arranging the trip. **DD** reported flyers have now gone out and now taking bookings, with priority being given to Glyntraian residents, but all are welcome. There were now only 21 seats left for the trip. The cost is £5 per person. This is a subsidised price because **DD** will be using the promised funds from the last (cancelled) trip. Planning to hold a cake stall and raffle to raise further money to cover costs.
- Continuing to attend 'drop ins' at the doctors' surgery in Glyn Ceiriog at the request and with full backing of the doctors. Attending twice monthly when there are at least two clinics running. This gives a good opportunity to connect with the local community. Attends on different days to the Glyn Ceiriog Community Agent.
- Had arranged the fitting of a telecare system for couple living in their own property, where the lady is the main carer for her disabled husband.

DD said that since taking up the post in March and having spoken to many people she has been shocked at how many people are feeling lonely and isolated. She suggested whole community events and 'drop ins' could help bring everyone together and avoid segregation.

08-0718 Finance Report

SM reported the balance of each GCC account and confirmed what had been paid. A report had been sent to Councillors prior to the meeting. **SM** presented a list of items that needed to be paid. The payments were checked and authorised at the meeting by **PH** and **EJ**. **CF** signed for the petty cash payment for postage of the External Audit documents.

SM requested a separate Current Account for Community Agent funds, to enable these to be managed separately from the Council's Current Account. **MH** proposed a new account, and seconded by **PH**. **All agreed**. Finance Committee to discuss further and manage the opening of the new account.

SM informed Councillors she had sent the External Audit documents to Grant Thornton and was waiting for the report. **SM** explained there is no given timescale for this being completed.

At the Council meeting in June, **CF** had asked Councillors to think about plans for the surplus funds. The Council do not usually meet in August, but **CF** suggested an informal meeting to discuss ideas which could then be voted on at the meeting in September. There would be no decisions taken at the informal meeting. **CF**, **GB**, **RB**, **MH**, **MI** and **RB** were happy to attend. **PH** said she would attend if she could. **EJ** declined. **CF** suggested 'break out' sessions at the meeting on various topics to produce ideas to take these forward and discuss allocation of surplus funds. Date of meeting in August to be arranged.

SM informed Councillors there would be a meeting of the Finance Committee. **CF** explained the Committee would be monitoring the budget at its quarterly meetings. and a report would be presented to Councillors. **SM** advised the Council needed to adopt Financial Regulations and that this is a legal requirement. **SM** to research and plans to prepare a document for the Council meeting in September 2018.

CF presented the Finance Committee highlight report identifying matters requiring the Council's attention:

- Draw attention to the Minutes of the Finance Committee meeting on 24th May 2018 which had been sent out prior to the Council meeting
- Councillors reviewed the draft Terms of Reference from the Committee and these were formerly adopted at the meeting. Emergency funding would be included in the Council's Standing Orders.

SM

- Proposed the inclusion of election costs in annual budgets. This was agreed.

In the case of s137 donations, **CF** said the Council should be identifying and supporting worthy local causes. The Council needs to encourage groups that benefit the local community to apply for donations. The criteria and form for s137 applications had been circulated prior to the meeting. **MH** proposed using application forms. Seconded by **PH**. **6 votes for and 2 abstentions**. Existing s137 applications would be given forms to complete.

MH

09-0718 Bowls Club Lease

A new 20-year lease for the Bowls Club had been agreed at a previous meeting. **CF** said the Council needed evidence of the development plan and confirmation of the Club's commitment to the carry out the proposed changes. **SM** had contacted two solicitors for the costs of preparing the Lease, but they required further information about what the Council wanted to include before providing a quote. **GB** suggested a simple Lease with an annual review. **GB** and **MH** charged with drawing up the Lease and communicating directly with the secretary of the Bowls Club to discuss the contents of the Club's development plan. It was agreed that final approval of the Lease must be given by the Council.

GB
MH

10-0718 Staffing Committee

MH confirmed the Staffing Committee had revised the Clerk's Contract and Job Description to take account of the increased contracted hours for the Clerk, which had been agreed at the Council meeting in June 2018. A copy had been circulated prior to the meeting and **MH** proposed the Council authorise the changes in the Clerk's Contract and Job Description. Seconded by **RB**. **All agreed**. **SM** explained part-time Clerks are entitled to an extra 8 hours pay for preparing the Internal Audit and 8 hours for completing the External Audit. **PH** proposed payment for the extra hours be approved. Seconded by **EJ**. **All agreed**.

11-0718 Governance and Compliance Committee

MH advised the Governance and Compliance Committee had not had a meeting but had circulated a draft Terms of Reference document for comments from Councillors.

GB had completed a full review of the Council's Standing Orders. Pursuant to Standing Order 109, he proposed:

"Glyntraian Community Council deletes the entirety of the document named as Standing Orders 2007 and replaces it pro term with the document referred to as 2013 Model. This model to be followed pending the update of the model to reflect the workings of the GCC itself. This update to be carried out by the Governance and Compliance committee with a view to delivering a GCC specific version for ratification and adoption at the council meeting in November 2018."

Under Standing Order 109 this must be proposed and then left for discussion at the next Council meeting.

CF invited **MI** and **RBo** to join a Committee. **MI** agreed to join the Finance Committee and **RBo** the staffing Committee. This was proposed by **PH** and seconded by **MH**. **All agreed**.

12-0718 Ground Maintenance

SM had set up a meeting for **GB** with 'Greenfingers' to resolve the issue of work not been completed in certain locations. **GB** reported there had been some confusion over the areas of work. **GB** went through the Tender documents to confirm the locations and what work was needed in each one. Grass cutting, hedge cutting and the maintenance of weeds on the bridges were discussed. All the expected work has now been done and the matter has been resolved. In addition, 'Greenfingers' apologised for

SM

not cutting the footpath opposite Ysgol Pontfadog and agreed to clear it without any charge. **SM** asked for agreement to pay the invoice. **RB** proposed making the payment which was seconded by **CF**. **All agreed.**

13-0718 Communications Committee

The Communications Committee had discussed that any notices on behalf of or agreed by the Council may need to be translated into Welsh. **GB** proposed:

“In order better to respond to the need to provide bi-lingual notices and other communications, the Council will permit the expenditure of the sum of £1000 of Council funds in order to ensure the accurate translation into the Welsh language of communications committee output Any such expenditure will be fully reported at the next Council meeting.”

Seconded by **MH** and **RB**. **5 votes for and 3 abstentions.**

GB said the Communications Committee had discussed an incentive to encourage the filling out and return of responses to a forthcoming leaflet campaign. **CF** said discussion and a decision would be made at the next meeting in September.

14-0718 Planning

P/2018/0436 Residential Development in Pontfadog

GB made the following comments about the proposed development:

- The application identifies the properties being proposed as being “Affordable”. Please explain what significance this term has in this kind of housing project.
- Is there any indication that the properties might be targeted at people in the near vicinity who would benefit from such affordable housing or might they merely go to the highest bidder from wherever they are from?
- Is there any indication that the properties would be used primarily as principle accommodation or is there a risk that they may be employed as holiday homes or lets?
- Is it certain that the sewage system directly alongside the properties is capable of dealing with the product from six family homes?
- Will the limited capacity of the local water treatment plant be overstretched by the addition of this input?
- Will the access to the property be of sufficient size to allow for turning of vehicles into and out of the estate? In addition, the lane from The Swan pub is far too narrow to take additional traffic.
- Has the impact of the water runoff into the stream been quantified? Have all risks to property and infrastructure downstream been evaluated?
- Any materials used in construction should be in keeping with the adjacent existing properties, especially as the new development is in such a prominent position.

These points were discussed, and Councillors felt it was imperative that these issues are fully addressed before planning permission can be considered for this development. All agreed that it was most important that the development is going to ensure the needs of local people are catered for.

P/2018/0531 Single-Storey Side Extension at Pen y Gelli Farm

All in full agreement with this application.

P/2018/0446 Two-Storey First and Second Floor Rear Extension at Tu Hwnt Ir Nant

All in full agreement with this application

P/2018/0434 Erection of Replacement Dwelling at Erwallo Uchaf

There was a consensus of no objection to this application: **6 votes for 1 against and 1 abstention**

SM to forward comments on planning applications to WCBC.

15-0718 RoSPA Inspection

RB presented information from the annual RoSPA report. The inspection had raised concerns about the swings in the Dolywern playground noting the considerable wear and rusting on the chains. The inspector had been unable to gauge the structural integrity of the swing frame and advised an inspection of all parts or replacement of the unit. The report also highlighted the need for surface repairs. Councillors agreed remedial work should take place as soon as possible. **RB** proposed asking Mr B Jones, who had already renovated the roundabout, for a quote for the work. Seconded by **GB**. **All agreed.**

16-0718 AOB

PH had arranged an annual order for a Poppy Wreath for Remembrance Sunday.

Committee Room to be refurbished during August 2018.

The Chairman closed the meeting at 8:00pm

Next meeting will be on 5th September 2018 at 6pm

SM