



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Meeting

5th September 2018

At the Oliver Jones Memorial Hall

Present:

Councillor Graham Barrow
Councillor Robin Boston
Councillor Merle Hunt
Councillor Edith Jones

Councillor Pam Hughes
Councillor Ralph Bennett
Councillor Donald Roberts
Councillor Jools Payne

Also present: Stephanie Masters (Clerk), Davena Davies (Community Agent) and County Councillor Trevor Bates.

Vice Chairman (GB) opened the meeting at 6pm

01-0718 Apologies for Absence

Apologies received from Councillor Chris Fitcher (personal reasons) and Councillor Mike Ingle (holiday)

02-0718 Declarations of Interest

Declarations of interest for S137 Donations:

Pentrefi Volunteers Village Tidy group: **RB**

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

OJMH: **GB and DD**

03-0718 Reports

(a) Police Report

PSCO Dean Sawyer had sent a report to **SM** which summarised the criminal activity in local area. The report was not presented at the meeting due to time restraints. **SM** to send out to Councillors after the meeting.

Action

SM

(b) **WCBC Councillor Trevor Bates** reported:

- Following on from the mini bus trip to Llanfairfechain the Welsh Ambulance Service Trust is planning to visit the Valley at 2pm on Friday 5th September to try and help get more First Responders and more defibrillators in the area. **TB** advised that the venue has not been set yet. He has asked Llanarmon Community Council if they would like to host the meeting given that they are furthest away for any Ambulance and at present do not have any defibrillators. **RB** and **DD** said they would attend the meeting on behalf of the Council. The Ambulance service also advise to ensure numbers/ names of properties are clearly displayed.
- **TB** and Mike Rutt have organised a petition for better Mobile Phone coverage in the Valley following Vic Matthews' serious fall and subsequent air lift to Stoke via Wales Air Ambulance.
- Has arranged a provisional meeting booked with Ken Skates on 21st September 2018. Asked Councillors to advise him if they have any topics they would like to bring up at the meeting. He will be asking about the following:
 1. Ambulance Services ... mainly Betsi Cadwallader (A&E at Wrexham)
 2. Mobile Phone coverage in the Valley
 3. Broadband (or lack of it)
 4. Police not responding to incidents.
- Easycoach will finish running services in the Valley on September 9th, and Tanat Valley will take over on the 10th September. Advised Councillors that George Edwards will continue to provide transport from the Valley to Dinas Bran.

04-0718 Community Agent Report

DD reported:

- Thanked the Council members who have offered to support setting up and running of the luncheon club with offers of help cooking and transporting people, so they can attend. Waiting for news on the upgrade of the kitchen so that we can start the club.
- The Llandudno trip has now taken place and was enjoyed by all. Trying to arrange another subsidised trip, to Liverpool to enjoy the Christmas market (end of November).
- Continuing with drop-in sessions twice monthly at the Glyn Ceiriog surgery. Now have use of an office and appointment system so doctors can now book appointments directly when referring someone to the Community Agent. Contacting with service users is much quicker and easier than before. Now started to work at the Chirk surgery and will be holding drop-in sessions once fortnightly on a Wednesday.
- Attended the Ceiriog Valley Sheep Dog Trials to raise the profile of the work of the Community Agent. Thanks to Robin, Chris and Steph for your help on the day.
- Visited the Ambulance Emergency Service Contact Centre, where we were invited to listen in to the 999 calls being answered and the varied ways in which they were handled. The most surprising call, to me taken by my call handler was from a service we do our utmost to promote, the telecare service. The service had requested ambulances to two different addresses, bearing in mind that's two calls with eight separate support telephone numbers and they phone 999, first before any other support number. The Ambulance Service now working with the telecare providers to encourage them to only dial 999 when they know it is a true emergency. Very often an ambulance is sent out just because someone has accidently pressed the red

button by mistake, and anyone of their other support numbers would have been able to sort out the situation.

- It is clear from the visit that they will never be able to get an ambulance to the Valley in the expected eight minutes, and for that reason and to help them we really need to be helping ourselves. The Ambulance Service are willing to help us do this by providing training, both for more First Responders and First Aiders.

05-0718 Approval of the Minutes of the Meeting held on 4th July 2018

(a) Minutes of the meeting held on 4th July 2018 were reviewed and approved as a true and correct record. Proposed by **PH** and seconded by **RB**. All agreed.

(b) Matters Arising

There was a review of the actions from the last meeting and it was confirmed all of these had been completed.

SM advised Councillors that there was a delay in the return of the External Auditors after additional information was required.

06-0718 Correspondence

SM had received:

- a letter from WCBC confirming its decision to close Ysgol Pontfadog in July 2019.
- a letter from WCBC confirming an Adult Care Community Inclusion grant of £2500 to buy a cooker and other kitchen equipment for the OJMH to assist with the setting up of a luncheon club by **DD**
- a planning application in the August recess relating to the proposed repairs to Pontfadog bridge which had been circulated to Councillors. She confirmed she had had notified WCBC that Councillors have no concerns about the plans.
- A letter from Denbighshire County Council informing the Council of a consultation on proposed changes to the Rhyl Conservation Area boundaries. It was agreed that as this does not affect Glyntraian no further action is necessary.

07-0718 Finance Report

SM reported the balance of each GCC account and confirmed what had been paid. A financial report had been sent to Councillors prior to the meeting. **SM** summarised a list of items that needed to be paid and confirmed she would be sending a list of the payments to Councillors. The payments were authorised at the meeting by **PH** and **EJ**. **GB** signed the financial report and for the petty cash payment for postage stamps.

08-0718 Public Access Defibrillators

GB explained there had been a meeting with an electrician for an estimate for the work of fitting and connecting two defibrillators, one at Pontfadog Post Office and the other at the Oliver Jones Memorial Hall. The overall cost for the two defibrillators is £3403.48.

MH proposed: *'The Council will purchase outright, using the contacts supplied by Adam Salamonson, two defibrillator units to be installed in recommended cabinets at Pontfadog Post Office and at the*

Oliver Jones Memorial Hall. The Council will further ensure funds are made available for the life of the units for their upkeep, re-stocking and maintenance as necessary. Seconded by **PH**. **All agreed.**

The donations given by **EJ** and Mr C Hidden were gratefully acknowledged. As requested, these will be used towards the cost of the Llwynmawr defibrillator at the Oliver Jones Memorial Hall.

Adam Salomonson, as a First Responder, will arrange training with the Welsh Ambulance Service and will be checking the defibrillators once a month.

09-0718 s137 Donations

SM had received five applications requesting s137 donations to support various activities.

- Dyffryn Ceiriog Riding for the Disabled requested a donation for specialist equipment for disabled riders. **EJ** suggested a new saddle and proposed £300. Seconded by **PH**. **All agreed.**
- St John's Church, Pontfadog requested a donation to help with the maintenance of the churchyard. **JP** proposed £300. Seconded by **MH**. **All agreed.**
- The New Glyn Valley Tramway and Industrial Heritage Trust requested a donation towards a machinery renovation project. **PH** proposed £150. Seconded by **MH**. **All agreed.**
- Pentrefi Volunteers Village Tidy Group requested a donation towards 3 of their projects. **PH** proposed £300. Seconded by **EJ**. **All agreed.** As the application was made earlier in the year the projects had already been completed. **SM** to contact to clarify how the group intend to use the donation.
- A Salomonson, as a First Responder, requested a donation to cover the cost of First Responder Oxygen and First Responder Trauma bags. **RB** proposed the Council should cover total cost (£270.58). Seconded by **RBo**. **All agreed.**

It was agreed that applications could be made throughout the year. Groups could apply again requesting a donation for a different project.

10-0718 Oliver Jones Memorial Hall

GB said to begin making improvements at the OJMH there are plans to refurbish the kitchen and toilets to provide compliant facilities for the hall to provide for Emergency response, luncheon club and other catering and entertainment activities. The estimated total cost for the project is £10,000. **DD** has already secured an Adult Care Community Inclusion grant of £2500. Options to make up the shortfall had been discussed. **PH** and **EJ** suggested using some of the ear marked funds as these are to be used as match funding. **JP** commented she understood that the earmarked funds were to be used as a lump sum in a one-off payment as match funding for a grant received by the OJMH and not in small amounts.

GB suggested releasing £3,000 from Community Agent funds and £3,000 from earmarked funds:

RB proposed: *'The Council to allow the Community Agent to use £3,000 of money in the Community Agent Account.'* **Seconded DR**. **All agreed.**

RB proposed: *'The Council to release £3,000 from the £20,000 earmarked funds for OJMH improvement held by the Council, to this specific project being managed by **DD** on behalf of the OJMH, leaving £17000 in earmarked funds.'* **Seconded DR**. **6 votes for 1 against and 1 abstention.** Funds to be released.

GB and **SM** in contact with Jonathan Holland to arrange assessment for the OJMH to be developed as an Emergency Response Centre.

GB SM

GB and **SM** to arrange changes to the account details so the OJMH account receives the funds from the solar panels and not the Community Council.

GB SM

JP had been in contact with 'Flicks in the Sticks' to discuss costs and using the OJMH as a venue. The cost for showing three films is £500. Showing three films gives the opportunity to assess popularity/market. If the pilot project is successful, then the Council would be able to apply for an 'Awards for All' grant for a digital screen and projector and continue showing films. Obviously, an entertainment license would be necessary.

There needs to be agreement from the Council to support the pilot project. **GB** said the entry fee would be a revenue generator for the OJMH and the Hall Committee would be interested in doing this. **MH** said the management of the project should be decided first in order to confirm who pays for what. **PH** said the idea should be discussed at the next meeting of the Hall Committee. **GB** agreed he would put it on the agenda and give feedback at the Council meeting in October.

GB

11-0718 Ceiriog Valley Bowls Club Lease

Following the Council meeting in July 2018, **GB** and **MH** had drawn up a draft Lease for the Bowls Club which had been circulated to Councillors prior to **SM** taking it to a solicitor. The solicitor's estimated fees for drawing up the lease document and advising the Council would be in the region of £850 - £1250 + VAT. **SM** presented the information sent by the solicitor. A query was raised as to whether the land is included in the OJMH Charity, in which case the procedure of drawing up the Lease would be different. **PH** said the Council manage the land and the bowling green and not the OJMH Committee. **SM** to search Council records for the deeds and clarify the situation at the next meeting.

SM

12-0718 Council Procedures

At the meeting in July **GB** had 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. Under Standing Order 109 this had to be proposed and then left for discussion at the next Council meeting (September). It was agreed this should go ahead. The Governance and Compliance Committee to update model and produce a GCC specific version. This will be presented t at the Council meeting in November 2018 for ratification and adoption.

GB
MH

SM had circulated a draft of new Financial Regulations prior to the meeting. These were reviewed, and decisions made on the payment limits outlined in the document. **RB** proposed the Council should adopt the new Financial Regulations. Seconded by **Rbo**. **All agreed**.

There was no feedback from the Councillors' surgery held on the 1st September 2018.

13-0918 Communications Committee

Council website is currently being reviewed. **SM** informed Councillors the current website did not meet the requirements of section 55 of the Local Government (Democracy) (Wales) Act. The website must display all Council Minutes, annual audited accounts, register of Member Interests and information about individual Councillors to state whether they were elected or co-opted. **SM** to discuss with **JP** and **CF** and update website to ensure it displays the required information. The website is reviewed by both the Internal and External auditors.

SM JP
CF

14-0718 Ground Maintenance

RB presented information from a public meeting held in August at which the future development of Dolywern playground was discussed. As well as play equipment for children of all ages, it was suggested that adult gym equipment and facilities for disabled people should be considered. However, there would be restraints, so the development would not accommodate all the grassed area. It was agreed a community committee should be set up to take ideas forward and start raising funds for the new playground.

At the meeting picnic benches had been requested by parents for the Dolywern and Pontfadog playgrounds. **RB** had priced the items. Each table would cost either £139.99 + VAT (new) or £110.00 + VAT (second-hand but still made this year). **RB** proposed buying two of the second-hand tables. **MH** seconded. **6 votes for and 2 abstentions**. Going ahead with purchase.

RB

16-0718 AOB

Painting of Committee Room to begin on 6th September 2018. Blinds had already been fitted by **GB**

The Chairman closed the meeting at 8:15pm

Next meeting will be on 3rd October 2018 at 6pm

