



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Meeting

17th July 2019

At the Oliver Jones Memorial Hall

Present:

Councillor Chris Futcher (Chairman)
Councillor Graham Barrow
Councillor Ralph Bennett
Councillor Robin Boston
Councillor Jools Payne

Councillor Donald Roberts
Councillor Pam Hughes
Councillor Merle Hunt
Councillor Mike Ingle

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

Chairman opened the meeting at 6pm

CF advised Councillors that **MI** was resigning his position on the Council after the meeting. **CF** thanked **MI** for his valuable contribution as a Councillor and expressed regret at his decision. On behalf of the council he wished **MI** well for the future. **SM** to contact the Electoral Department at WCBC to advise there is now a vacancy for a new Councillor.

Action

SM

01-0719 Apologies for Absence

Apologies from Councillor Edith Jones (personal circumstances)

02-0719 Declarations of Interest

There were no declarations of interest.

03-0719 Reports

(a) Police Report

PCSO Gareth Jones came to the meeting and summarised the criminal activity in the local area. There had been two thefts: a trailer / mower (Glyn Ceiriog) and fuel cards (Glyn Ceiriog). The trailer has been recovered. He also reported other activities in the area:

- Patrols will continue in the Glyntraian ward and surrounding areas.
- Reports of white transit vans in the area looking at properties and visiting farms.
- Reports of rogue traders in the Valley. Please report to 101.

- Advised Councillors another Operation was recently carried out because of the continual damage being caused by off-roading by trail bikes and 4X4s in the area. A number of vehicles had been stopped and checked. **TB** said there had been a Landrover and white Mercedes van in the area causing damage and offered to send photos via email to PCSO Jones.

CF thanked PCSO Jones for coming to the meeting

(b) WCBC Councillor Trevor Bates

TB reported:

- The Mayor of Wrexham (Rob Walsh) is coming to open the summer fête being held at the Canolfan on 20th June 2019. The Chief Executive of Wrexham CBC (Ian Bancroft) is also coming which gives the opportunity to express feelings and ask any questions.

04-0719 Community Agent Report

DD reported:

- Attended 'happy café' at Cheshire home with some service users.
- Teamed up with Aldi for donations of food for the lunch club e.g. fruit and vegetables, bottled water.
- Meeting with new Community Liaison Advisor employed by the NHS and working at Llangollen Heath Centre.
- Coffee morning with Deafblind UK in Glyn Ceiriog raising awareness of services and help available to people who are deaf and blind.
- Support for a terminally ill lady.
- Support and sign posting for bereavement.
- Karis from Warm Wales visited us at the OJMH with energy advice. Not many people attended, but she was able to help everyone.
- Karis continues to support two people with problems with electricity companies and is helping them to resolve the issues.
- Meeting with WCBC representative for advice about hygiene in the OJMH kitchen so it meets the hygiene standards needed to obtain the required rating.
- Meeting with Trevor and Simon about the Men's Sheds Cymru Association. An extensive garden plot in Glyn Ceiriog has become available and offers the ideal opportunity. Four people attended the first meeting, three people from Glyntraian and one from Glyn Ceiriog.
- Two coaches are now needed for the Llandudno trip. Have teamed up with Llangollen Rural to fill a second coach. **CF** congratulated **DD** for arranging the trip.
- A craft class is now running on Wednesday afternoons at the same time as computer club. It is run by Diane Reed, and is being attended by both members of the local community and residents of the Cheshire Home.
- Had advised Police of attempted burglaries targeted at elderly residents

RBo queried what was happening about the comfortable seating area for use by **DD** when meeting clients, which had already been agreed for the Committee Room. **CF** said **RBo** and **DD** should go ahead and arrange seating.

**RBo &
DD**

05-0719 Approval of the Minutes of the Meeting held on 12th June 2019 at the OJMH

(a) Minutes of the meeting held on 12th June 2019 were reviewed and approved as a true and correct record. Proposed by **GB** and seconded by **PH**. All agreed

(b) Matters Arising

The Council had received a request for funding for a Castle Mill village sign. It was agreed the road junction in Castle Mill joining the Valley road was very dangerous for vehicles and walkers using the Offa's Dyke path because of poor visibility. It was felt having a mirror at the junction was of greater importance. **MI** proposed the Council reject paying for the sign and priority given to locating a mirror at the junction. **Seconded by JP. All agreed.**

SM had sent out a list of the questions on the Annual Governance Statement prior to the meeting as requested by Councillors.

SM had put up the Notice of Appointment of the date Electors could inspect the accounts and had sent the required documents to Grant Thornton.

SM had circulated the response received from Wrexham County Borough Council regarding the flooding in Bro Dewi. The issue with the culvert currently remains unresolved. **TB** explained he has an environmental budget from WCBC and had requested the kerb be dropped to channel any excess flood water towards the river and at the same time form a path behind the properties, providing access to the rear gardens for tenants.

TB and **SM** had both written to Highways Department in Wrexham highlighting safety issues with two fences erected by Wrexham County Borough Council along the brook in Llwynmawr. Neither had received a response. **SM** to write again and attempt to resolve the issue.

SM**06-0719 Correspondence**

SM reported the following correspondence had been received:

- An email from Grant Thornton requesting the Minutes confirming the Clerk's increased hours. **SM** had sent the information.
- Confirmation that the Denbighshire LDP 2018-2033 had been adopted by Denbighshire County Council.
- Confirmation from HSBC that the Council's 'Safeguard' review was now complete

07-0719 Finance Report

A financial report had been sent to Councillors prior to the meeting detailing the account balances, receipts and what had been paid. A schedule of items for payment totalling £4750.03 had also been sent out prior to the meeting and these were discussed. **SM** advised two additional payments totalling £68.76 had been added to the previously circulated list. **SM** also advised Councillors a refund of the VAT (£3246.62) paid by the Council had been credited to the account together with a cheque for £100 from the WI towards the new playground in Dolywern. The online payments were authorised at the meeting by **PH** and **CF**. **CF** signed the financial report.

08-0719 Staffing Committee

RBo confirmed the Staffing Committee had reviewed the Clerk's and Community Agent's salaries. The Community Agent's pay had been increased to £9.00 p/hr (NLW) and backdated to the start of the financial year. He informed Councillors that the Clerk's salary had not increased since 2017 in line with the NALC and SLCC salary scales as required and had resulted in an underpayment of salary. He had calculated the backpay owed to the Clerk and advised Councillors they could view the calculations if they wished to do so. The Clerk's salary has increased from £10.99 to £11.43 p/hr. In the future, salaries will be reviewed and fixed at the Council AGM.

09-0719 Ysgol Pontfadog

CF said that at a meeting with the Communications Committee the Rural Skills Group had asked whether GCC would be taking on the management and maintenance of the school from 19th July 2019. They were informed that the Council would not. Subsequently, the Communications Committee did consider various options following the closure. However, **SM** as RFO had strongly advised Councillors the financial risk was too great so taking on responsibility was not an option and it was agreed the ownership should remain with WCBC. Since the meeting **TB** has confirmed that the school site will remain under the ownership and responsibility of WCBC until there is an acceptable proposition for the future use, so it is no longer an issue. He confirmed the school will be cleared following closure. He also informed Councillors he has a key for the gate and would cutting the grass for the rest of the year. The kissing gate would continue to allow access to the playground.

SM had contacted Cadwyn Clywd and informed Councillors the decision on the Council's application for funding for the public consultation was being made on the 18th July 2019 and she would advise Councillors of the decision. **JP** explained if the application was approved, a meeting would be arranged with Helen Williams from Cadwyn Clwyd to go through the paperwork and initiate the invitation to tender for the work. She had prepared a list of FAQ to post on the Council's website in anticipation of a positive result, which had been approved by the Clerk and Communications Committee.

SM

SM will contact Mark Pritchard with questions about the school site raised by the Council. **TB** will also seek clarification on the issues.

SM**10-0719 Council Procedures**

SM informed Councillors that individuals are entitled to an annual Councillor allowance (£150) and explained that if they wished to claim their allowance they would need to be put on the Council's payroll as the allowance is taxable and paid through PAYE. All Councillors chose to opt out of receiving an allowance of £150 in respect of the financial year ending 2020. Opt-out forms were signed by individual Councillors at the meeting.

The existing Council policies were reviewed, and no amendments were made. **GB** proposed the existing policies should remain in place. **Seconded by MH. All agreed.**

The Council's Risk Assessment Policy was reviewed. **RB** proposed the existing policy be adopted. **Seconded by GB. All agreed.**

RB questioned which 'Good Councillor Guide' the Council should be working to as **SM** had previously sent out two different editions. **SM** to check details and forward the correct document to Councillors.

MH had prepared a draft Governance and Compliance policy which was reviewed at the meeting. **MH** to send out an amended Governance and Compliance policy after the meeting.

11-0719 Decision on Appointment/Election of Trustees for the Llangollen and Glyntraian Welfare Charities

CF reminded Councillors that the Council had been advised it could appoint three trustees for the Llangollen and Glyntraian Welfare Charities and at the last meeting the decision had been deferred to the July meeting. **MH proposed** the Council appoint three trustees. **Seconded by RBo. 7 votes for 0 against**

Prior to the meeting **EJ**, as an existing trustee, had notified **SM** she was happy to continue in the role. **GB** proposed **EJ** remain a trustee. **Seconded by PH. 8 votes for and 0 against. Motion carried.**

DR proposed **PH** as the second trustee. **Seconded by RB. 7 votes for and 0 against. Motion carried.**

It was suggested **DD**, as Community Agent, be the Council's third representative. However, before she accepts the role, she would like further information and asked **SM** to find out what is expected of the representative and the planned frequency of meetings.

SM

12-0719 Highways

PH drew the Council's attention to an overgrown hedge covering a triangular road sign in Dolywern causing a safety hazard and requested the Clerk to send a letter to the homeowner. However, **JP** suggested a more informal approach and offered to personally contact the resident to ask them to cut back the hedge to resolve the problem.

DR raised the serious issue of the numerous potholes on roads and lanes in the locality. **MI** agreed the condition of the lanes was very poor when compared to those in Denbighshire, Powys and Shropshire where maintenance is carried out regularly. He had done extensive research and found that in 2015 46% of C class roads in Glyntraian had been downgraded to unclassified. Subsequent to this WCBC decided that unclassified roads could not be maintained properly due to budget restrictions, which meant they received nothing other than essential maintenance. Following this WCBC stated that neither C nor unclassified roads could be maintained other than for the emergency repair of potholes. As a result, if the roads become unfit for purpose WCBC would apply for them to be unadopted. **MI** had also been informed by WCBC that they have a right to close a road if it becomes unsuitable for intended use. This position has been challenged by residents in the past, but WCBC told **MI** that WCBC have a system for prioritising maintenance which is acceptable to the Ombudsman.

It was agreed complaints to WCBC should continue and the Council should encourage local residents to write and complain.

13-0719 Communications Committee

The Communications Committee had met on the 3rd July 2019. The Draft Social Media Policy was discussed and feedback from **MI** considered and his comments noted at the time. However, no amendments were made. The draft policy was based on the One Voice Wales template tailored to the Council's structure. **RB** requested two amendments regarding responsibility in sections 6.3 and 7.5 of the policy, stating it should be the Clerk and not the Chair of the Communications Committee. **JP** **proposed** the Council adopt the draft Social Media Policy with the two amendments. **Seconded by GB. Votes: 8 for and 1 against (MI).** Policy adopted.

JP

14-0719 Oliver Jones Memorial Hall

CF reported the new draft Constitution had been adopted at by the OJMH Special General Meeting.

CF reminded Councillors a definitive statement on payment for the Council's use of the OJMH was needed and the Council's Finance Committee would meet with the OJMH Executive members to discuss. **CF** and **GB** to arrange meeting.

15-0719 AOB

Although there is no formal meeting the Council in August, **CF** asked if anyone would be interested in attending workshops during the month but made it clear no decisions would be taken at these. Six Councillors expressed an interest. The following topics were suggested:

- Dolywern playground
- Highways
- Review of Council activities over last 12 months
- Identify business 'hotspots' in the calendar year to ensure Council working efficiently

- Place Planning

SM to send out suggested topics for Councillors to review and inform her which workshops would be of most interest.

RB drew the Council's attention to the dangerous road junction next to the Cheshire Home caused by poor visibility. This had been raised as an issue by a local resident who lives close to the junction. **RB** suggested a mirror would improve the situation. **CF** said there had been a mirror in the past, but this had been damaged and not replaced. Issue to be discussed further.

The Chairman closed the meeting at 7:55pm

Next meeting will be the on 4th September 2019 at 6pm

SM

DRAFT