



# Cyngor Cymuned **Glyntraian** Community Council

## Minutes of Meeting

2nd October 2019

At the Oliver Jones Memorial Hall

### Present:

Councillor Graham Barrow (Chairman)                      Councillor Merle Hunt  
Councillor Chris Futcher (Vice Chairman)  
Councillor Ralph Bennett  
Councillor Donald Roberts  
Councillor Edith Jones

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

Chairman opened the meeting at 6pm

**Action**

### 01-1019 Apologies for Absence

Apologies from Councillor Robin Boston (holiday) Councillor Pam Hughes (holiday) and Councillor Jools Payne (personal circumstances)

### 02-1019 Declarations of Interest

There were no declarations of interest.

### 03-1019 Co-Option of new Councillor

**SM** advised Councillors she had received no applications for the Councillor vacancy. **CF** and **GB** to approach two potential candidates to establish whether either would consider being co-opted as a Councillor.

**GB &  
CF**

### 04-1019 Reports

#### (a) Police Report

PCSO Martin Griffiths had sent a report to **SM** which summarised the criminal activity in the local area. **SM** had sent it out to Councillors prior to the meeting. He also attended the meeting and presented the figures.

Figures included:

- 3 cases of anti-social behaviour (1 adult related 2 youth related)
- Following complaints one youth had been identified for an ASB Police Yellow Card which was issued by Officers on 25/09/19. The Police are still monitoring the issue.
- 3 thefts – water butts and batteries, item of jewellery and car jack
- 1 assault

PCSO Griffiths informed Councillors that Police patrols will continue in Glyntraian and the surrounding areas and continue targeting off-road issues.

**GB** thanked PCSO Griffiths for coming to the meeting.

**(b) WCBC Councillor Trevor Bates**

**TB** reported:

- Clwyd Alun Housing Association is asking for suggestions for a name that might have some local meaning for the development of the 6 houses behind The Swan in Pontfadog. Councillors agreed to give it some thought and send any ideas to **SM** to forward to Clwyd Alun.
- He had met with Marc Roberts (consultant for feasibility study) who had requested the use of the tramway waiting room in Pontfadog to hold a drop-in session.
- He had attended the Town and Community Councils Forum in Wrexham in September. He advised Councillors that this is an opportunity for all Community Councils to send representatives and have direct contact with lead members for Council Services or Emergency Services who can be asked to report on issues identified in our communities. Mark Pritchard had chaired the meeting. The following had been discussed at the Forum:
  - Darren Williams (Chief Environment Officer) gave a report on Grid Maintenance. He advised 40 improvement projects had been identified in areas where homes have suffered flooding. Thirteen of these have been prioritised for action and information relating to these can be found on the WCBC website. He explained any new homes are subject to sustainable drains and management systems in order to reduce risks of flooding and this is enforced through the planning process.
  - It was disclosed that there are an estimated 33,000 gullies and drains in the County, some of which drain into soakaways which only have a limited capacity. The Council is striving to maintain a cyclic programme, but it seems that only 40% of gullies/drains have been sucked out in the last 12 months. WCBC has two gulley sucker lorries but only one been in action until recently. Each one has a tracker to record gullies emptied/cleaned out, which equates to approximately 80 to 100 per day per lorry. WCBC is looking to get a third lorry. Gullies are risk rated low/medium/high and prioritised following NRW guidance. WCBC has appointed Neil Taunt as designated Flood Risk Officer.
  - Chief Inspector Williams advised the number of PCSOs in the Wrexham Council area had dropped from 48 to 36 with 12 PCSOs becoming Police Officers. He said the Police are actively re-recruiting more PCSOs and had recently interviewed 33 of which 11 are to be taken on to start in October 2019.
  - Sian Morris, Chief Officer of North Wales Fire & Rescue and two colleagues talked about their work in fire prevention.
  - There is soon to be a consultation regarding the Library Service and are all encouraged to take part.

**SM**

**TB** informed Councillors the next meeting of the Forum will be held at the Guild Hall at 4pm on 30th January 2020, and anyone with items for the agenda can submit their requests to Marie Russell at WCBC. **SM** to submit any requests.

**RB** said given the opportunities provided by the Forum it was important for the Council to have a representative to attend the meetings and requested this be an agenda item for the Council meeting in November.

### **05-1019 Community Agent Report**

**DD** reported:

- Planned trip to Blackpool illuminations for October 5th. Coaches and pick up times have been arranged. The cost of the coach is £550 which has been subsidised by income from the fish and chip suppers and the trip was only £5 per person.
- Lunch club and fish and chips suppers continue.
- NHS 'Come and Cook' course has been put on hold until more people want to attend.
- Planning to attend a Level 2 Community Food and Nutrition course. The course is over 6 and is being held in Mold. **DD** requested if the Council would be willing to cover her travel expenses. As the costs associated with any training form part of her contract it was agreed by Councillors to reimburse these.
- More people are requesting home visits largely due to the change in the weather conditions.
- Working closely with the vicar and arranging the Harvest Supper.
- Supporting people applying for new bus passes as this is now online. Will be holding drop-in sessions with **SM** to help anyone renewing their bus pass.
- Still providing the catering for the Ceiriog Community Dances.
- A talk with the Police on safety for older people, including phone scams and home safety had taken place after lunch club and was a success and everyone found it helpful.
- The craft class held on Wednesday afternoons at the same time as the Community Agent's drop-in session continues to be a success
- Continuing to attend drop-in sessions at the doctors' surgeries in both the Glyn Ceiriog and Chirk
- Had an urgent request to support a local resident in need which is on-going. **DD**, following a discussion with **SM**, had issued food vouchers. **CF** said in such urgent cases the Council should provide more support and this was agreed by Councillors.

**DD &  
SM**

### **06-1019 Correspondence**

**SM** reported the following correspondence had been received:

- A letter from the WCBC Electoral Registration Officer notifying the Council of a review of Polling districts and places.

- An email from Sgt Luke Hughes of the Wrexham Rural Neighbourhood Policing Team advising the next policing updates meeting (held quarterly) is on the 15<sup>th</sup> October 2019 but the venue is still to be confirmed.
- Information from One Voice Wales listing dates and locations of its Councillor training events.

### **07-1019 Approval of the Minutes of the Meeting held on 4th September 2019 at the OJMH**

(a) Minutes of the meeting held on 4th September 2019 were reviewed and approved as a true and correct record. **Proposed by CF and seconded by MH. All agreed**

(b) Matters Arising

**SM** had notified WCBC the Council had no objections to the planning application for Wern Tower.

**SM** had notified the Clerk of the Llangollen and Glyntraian Welfare Charities of the Council's decision to appoint **DD** as a trustee.

**SM** had contacted WCBC regarding the local recycling centre at Ysgol Pontfadog which had been removed following the school's closure. She was informed that all similar local recycling facilities had been closed around 2 years ago, mainly due to non-recycling and rubbish been left at the sites and the fact that the facilities provided at the centres were now all available by kerbside refuse collection. The one in the school's grounds had been left primarily for the use of the school.

### **08-1019 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 £ 1954.15 had also been sent out prior to the meeting and these were discussed. **SM** advised Councillors the only credit was the interest on the savings accounts which totalled £9.16. **SM** presented details of two payments totalling £26.62 made from petty cash. **RB proposed** all payments be approved. **Seconded by EJ. All agreed. GB** signed the financial and petty cash reports.

**SM** advised Councillors she had obtained a new bank mandate which was required to make a change to the signatories for the accounts. **SM** suggested the Council have 4 signatories, keeping the existing 3 signatories and adding **GB** as a new signatory. **MH proposed** the Council should have 4 signatories which was **seconded by EJ. All agreed.**

**SM**

As agreed at the last Council meeting there had been a meeting of the Finance Committee to review the current year's budget and discuss the Council budget for 2020-2021. **CF** presented the information to the Council and it was confirmed that spending was within the overall budget. **SM** explained the Clerk's salary was over the allocated figure due to her pay increase and backpay and informed Councillors the shortfall would come from the risk and contingency allowance in the budget. It was noted that in view of the Council now making an annual financial contribution towards the maintenance of the village churchyard, a figure would need to be added to the annual budget to cover this.

**SM** is to review the amendments which have been made to the NALC Financial Regulations in more detail. Discussion deferred until the next Council meeting in November.

**SM**

### **09-1019 Ysgol Pontfadog**

**SM** advised Councillors that an inception meeting had taken place with Marc Roberts from Cynlas Cyf following his appointment as the consultant managing the feasibility study relating to the future of

school site. **GB** explained Mr Roberts scored very highly against the criteria set by Cadwyn Clwyd and the Communications Committee were very impressed with his methodology for carrying out the study and his wide experience.

Holly Payne is arranging the first public consultation meeting which is being held on the 9<sup>th</sup> October 2019 at the OJMH from 5:30pm to 9:00pm. **CF** was concerned that Councillors have no access to her project management site and as a result were unable to view details of the project. **SM** to contact Holly and request she sets up access for all Councillors.

**SM**

### 10-1019 Dolywern Playground

**RB** informed Councillors he and **CF** had a site meeting with Vicki Buckley from Play and Leisure Ltd at the OJMH on the 12<sup>th</sup> September 2019. This had been a very useful meeting discussing the location of the adult and child equipment. A proposed site drawing and quotation for discussion will be available week commencing 7<sup>th</sup> October. Potential grants had also been discussed and their availability is now being investigated.

**RB** had also had a meeting with G L Jones Bethesda concerning the wheelchair swing. There are strict regulations relating to this type of equipment which must be enclosed. The swing must be kept secure at all times with access only by a radar key. The estimated cost of the swing completely installed is £12,000.

**RB** now has a full price list from Fresh Air Fitness for the adult equipment.

**RB** informed Councillors the recommendations from the RoSPA safety report on the existing Dolywern playground were being actioned. The goalpost had been repainted and the gaps between the rubber matting and grass were in the process of being filled with new turf to ensure safety.

### 11-1019 Council Procedures

**MH** had already prepared a list of priorities for the Council which she had sent out to Councillors following the workshop held in August. **MH** highlighted her choices from the list and was happy to promote these. It was agreed to defer discussion until the meeting in November.

Following further research **CF** proposed the Council adopt 'ClickUp' as a project management tool as it was a simpler and easier to use than 'Britrix 24'. **Seconded by MH. All agreed.** Matthew Masters had prepared a presentation as an introduction for Councillors on using 'ClickUp' and **CF** explained the features of the software. **CF** thanked Matthew for his research and encouraged Councillors to practice using it.

**MH** had sent out a draft Environment Policy to the Governance and Compliance Committee for review prior to meeting. The Committee had agreed with the content of the draft and it was agreed **MH** send out the draft policy for Councillors to review, in preparation for the next meeting. The policy will outline the Council's objectives and demonstrate its commitment to managing the impacts of its operations and its environmental performance.

**MH**

### 12-1019 Communications Committee

As discussed earlier in the meeting the Committee had been working on the feasibility study on the future use of the Ysgol Pontfadog site with Cadwyn Clwyd and Marc Roberts and arranging the first public consultation meeting.

In view of Matthew's contribution to the research of project management software **CF** proposed he be co-opted onto the Communications Committee. **Seconded by MH. All agreed.**

### 13-1019 Ceiriog Valley Bowls Club Lease

**SM** had written to the Bowls Club requesting the Club contact the Council's solicitor at Lanyon Bowdler so the new Lease could be completed. The Club secretary said this was in hand, but the review of the draft Lease sent to the Club had not yet been fully reviewed and gave no indication of any real timescale for the task. **RB** suggested it would be better to call the secretary rather than correspond by email to establish the progress that had been made and get the issue resolved. **SM** to contact Club secretary.

SM

**RB** had been given a cheque from the Bowls Club for £260 by a local resident after it had been sent to his address by the Bowls Club. The note from the Club's treasurer with the cheque stated it was for the Club's annual rent of the bowling green as agreed at the time the lease was being discussed. **SM** to contact Club's treasurer to confirm details of payment and update the Council's correspondence details.

SM

### 14-1019 s137 Donations

An application for a s137 donation had been received from the Dyffryn Ceiriog RDA. The group were looking for a donation towards the replacement of riding hats for riders on the lessons run by Dyffryn Ceiriog RDA volunteers at The Clywd Special Riding Centre. The Council is keen to support the donation, but Councillors wanted to know how many riding hats the group plan to replace over the next 12 months to give an indication of funds required and the amount they would like the council to consider for the donation. **SM** to contact group for this information.

SM

When reviewing the application, it was noted there was no question regarding the amount being sought for the donation. **MH** proposed the Council amend the s137 application form to get this information. **Seconded by CF. All agreed. SM** to amend the form and upload to the Council's website.

SM

### 15-1019 Highways

**EJ** raised the serious issue of the very fast deterioration of the condition of the roads in the area which was being made worse by the recent heavy rainfall. **GB** to send a letter to WCBC about the issue.

GB

### 16-1019 AOB

At the previous meeting **MH** had suggested the idea of holding a garden competition in Pontfadog, Llwynmawr and Dolywern like the one which is held each year in Glyn Ceiriog. Following the meeting she had investigated the idea to establish overall interest which had proved to be substantial. **MH proposed** the Council supports the concept and the competition organiser. **Seconded by EJ. All agreed.**

The Council had received a request from a contractor carrying out work for Scottish Power to use the OJMH carpark as a meeting point for their workers on two days during October. **CF** had checked with the previous Clerk whose recollection was it was agreed by the Council at the time to charge any contractor £200 daily for use of the carpark plus all costs associated with rectifying any damage. Councillors at the meeting confirmed this was the case. **SM** to advise contractor.

SM

The Chairman closed the meeting at 7:47pm

Next meeting will be the on 6<sup>th</sup> November 2019 at 6pm

DRAFT

**SM**

**SM**

**SM**

**DRAFT**

DRAFT