



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Meeting

6th November 2019

At the Oliver Jones Memorial Hall

Present:

Councillor Graham Barrow (Chairman)	Councillor Merle Hunt
Councillor Chris Futcher (Vice Chairman)	Councillor Pam Hughes
Councillor Jools Payne	Councillor Robin Boston
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

01-1119 Apologies for Absence

Apologies from Councillor Ralph Bennett (personal circumstances)

02-1119 Declarations of Interest

There were no declarations of interest.

03-1119 Co-Option of new Councillor

SM advised Councillors she had received no applications for the Councillor vacancy. Two people had expressed an interest but had decided not to proceed further with an application. It was agreed **SM** would place an advertisement in the Glyn News.

SM

04-1119 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.

Figures included:

- 1 case of anti-social behaviour.

- 2 cases of assault
- 1 case of criminal damage (flower beds at the Oliver Jones Memorial Hall). Two youths had been identified and ASB Police Yellow Cards had been issued by Officers. The Police are still monitoring the issue.

Advised Council that a PCSO Officer will be attending the Remembrance Sunday event in Glyn Ceiriog.

Councillors were informed that Police patrols will continue in Glyntraian and the surrounding areas and continue targeting off-road issues. **TB** reported that in one recent operation 39 motorcycles had been stopped and one person had been fined. **TB** encouraged Councillors to advise local residents to contact 101 to report any incidents.

(b) WCBC Councillor Trevor Bates

TB reported:

- Hafren Dyfrdwy is now re-lining the old water pipe from Glyn Ceiriog back towards Pontfadog so lights to control the traffic are being used again while the work is being carried out. Last week the traffic lights at both ends were stuck on red, which caused drivers to lose patience and accidents nearly occurred. **TB** said one of the problems was that there was no contact phone number or sign erected by Hafren Dyfrdwy, which delayed the reporting of the problem or any information regarding the work. **TB** had been informed by Darren Green (Traffic Management and Signal Engineer at Wrexham CBC), that it is the responsibility of Hafren Dyfrdwy to place signs where they are undertaking works which display contact details and potential works durations, but it would seem on this occasion they had failed to do, so he would remind them of their responsibilities to resolve the situation.
- A consultation regarding the use of the mobile Library Service provided by WCBC is currently being undertaken and all are encouraged to take part. If the consultation identifies a low demand, then there is a danger the service could be withdrawn.
- **TB** asked the Council to encourage residents to complete the Budget Consultation being undertaken by Wrexham CBC. Last year only 13 Ceiriog Valley residents took the time to review and complete the survey. One of the suggestions for saving money next year is a 10% reduction in highway maintenance! This is an opportunity for everyone to make their feelings known as to whether you are happy (or unhappy) for reductions to the library service, the country parks or increase parking fees or Council Tax to make ends meet.
- The movement of soil from the building site behind The Swan in Pontfadog to Cae Mor has caused some serious issues. **TB** informed Councillors that whilst this work continues GMC has apologised and asked for local residents to be patient. It has been agreed the company makes arrangements to clean the roads being used and to ask drivers to drive more slowly. **MH** thanked **TB** for raising the issue with GMC. **GB** said the main problem is the verges are being ploughed up and pulled onto the road by the tractors and trailers causing issues with blocked drains and damage to road surfaces. He added that any personal costs incurred to rectify the problems should be billed to Wrexham CBC.
- There have been issues in getting taxi contractors to transport Glyntraian pupils to school because of the state of Wrexham's public highways. Eventually a contractor was prepared to take children by diverting his route to Selattyn and Weston Rhyn to get to the school bus in Chirk.
- Residents in Bro Dewi are experiencing serious problems with heating and hot water systems in their properties. **TB** has brought this to the attention of David Griffiths (lead member for Housing at Wrexham CBC) and he has called for a report on the matter, which seems to have led to more urgency to resolve these problems. **DD** has arranged a meeting with Hamish Laing who is one of the 'Wrexham Repairs Team' and hoping that any future problems will be dealt with more quickly. **TB** expressed his thanks to **DD** for supporting residents in this matter.

- **TB** advised Councillors that nominations are still being sought for the Community Awards. The awards will be presented at a lunch at the OJMH. He informed Councillors the **RB** will be joining the judging panel again this year.
- **TB** informed Councillors that 75th Anniversary VE Day celebrations are being planned for May 2020 in Glyn Ceiriog. The Community Council might wish to consider a similar event for Glyntraian residents.
- **PH** raised the issue of drains being blocked in Dolywern and said blocked drains in Pontfadog had caused the problem of flooding on the Valley road during the recent heavy rainfall. **TB** said he would raise the issue with WCBC and ask Dave Pugh (Streetscene) for realistic expectations of when the drains would be next cleared.

05-1119 Community Agent Report

DD reported:

- The trip to Blackpool illuminations in October had proved successful. A trip to Chester is being planned for the New Year.
- Lunch club and fish and chips suppers continue to be well attended.
- **DD** and **GB** attending a Level 2 Community Food and Nutrition course in Mold.
- Continuing with home visits as usual.
- Supporting people applying for new bus passes as this is now online. **DD** had held the planned drop-in session with **SM** which had helped 20 residents renew their bus passes.
- 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
- The Community Christmas Lunch originally planned for the 12th December 2019 has now been moved to the 11th December due to the General Election and use of OJMH as a polling station. **DD** informed Councillors that so far 37 residents had requested meals.

06-1119 Correspondence

SM reported the following correspondence had been received:

- A letter from the Nightingale Hospice requesting a donation towards its work. **PH** said the charity were already running a successful campaign at Chirk Castle. The Council agreed not to donate on this occasion.
- A Proforma to complete from the Independent Remuneration Panel for Wales relating to Councillors' expenses for the 2018-2019 Tax Year. **SM** explained completing this is a legal requirement and she had done this.
- A letter from Scottish Power confirming it was making payments to the Council totalling £5629.11 for the electricity supplied to the National Grid from the solar panels.

- An invoice sent in error from Wrexham CBC relating to the public toilets in Glyn Ceiriog. **SM** had notified Wrexham CBC that these were not the responsibility of the Glyntraian Community Council and the issue was resolved.

07-1119 Approval of the Minutes of the Meeting held on 2nd October 2019 at the OJMH

(a) Minutes of the meeting held on 2nd October 2019 were reviewed and approved as a true and correct record. **Proposed by MH** and **seconded by CF**.

(b) Matters Arising

SM had sent the suggested names for the development of houses behind The Swan to the Clwyd Alun Housing Association.

As noted earlier in the meeting **DD** and **SM** had held a drop-in session to help anyone renewing their bus pass. **GB** said the old passes would become invalid at the end of the year. He said if there was not a significant number of applications the passes could be withdrawn, so everyone should be encouraged to apply.

SM said the bank mandate form had now been completed.

08-1119 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 £ 2687.31 had also been sent out prior to the meeting and these were discussed. **SM** advised Councillors credits totalling £6766.11 had been paid into the account. A cheque for £26.23 for the wayleave had been received from SP Manweb plc and would be credited to the Council's current account. **SM** informed Councillors one payment of £8.40 (for stamps) had been made from petty cash. **RBo proposed** all payments be approved. **Seconded by CF. All agreed.** **GB** signed the financial and petty cash reports. **CF** asked what funds are now available in the Council's savings account because this would need to be considered when preparing the Council's budget and making a decision on the amount for the Precept in the New Year. **SM** confirmed £22,629 was earmarked for the OJMH and the remaining funds (c. £13800) were for Council use.

SM advised Councillors of the amendments which had been made to the NALC Financial Regulations. The Council agreed **CF** would review the restriction clarifying the disapplication of contract regulations to legal professionals, which should be limited to those acting in disputes only and not for general legal work.

When signing cheques **GB proposed** adding '*members to also initial cheque counterfoil*' to section 6.5 in the Council's Financial Regulations. **Seconded by JP. All agreed.**

Councillors reviewed and agreed the explanations of material variances in section 4.8 should remain as '*in excess of £100 or 15% of the budget.*'

SM informed Councillors that for public works contracts a new threshold of €5,225,000 (£4,551,413) had been set.

With a view to applying for grants for the refurbishment of the Dolywern playground **SM** suggested the Council join AVOW to help with funding sources for the project. Annual membership costs £10. **PH proposed** the Council join AVOW. **Seconded by DR. All agreed.**

A s137 application had been received from the Dyffryn Ceiriog Riding for the Disabled group requesting a donation towards their fundraising for replacement riding hats and first aid courses for volunteers. **CF proposed** a donation of £250. **Seconded by MH. All agreed.**

SM

A second s137 application had been received from the 1st Ceiriog Valley Brownies requesting a donation of £178.19 to pay for uniform, badges and a new folding camp stove for activities. **JP proposed** the Council make the £178 donation. **Seconded** by **MH**. **All agreed**. **SM** to make the Brownie leader aware that if they need further funds the Council would consider making a further donation.

SM

09-1119 Ysgol Pontfadog

JP reported that following the first public drop-in session held on the 9th October, the Communications Committee had met with Marc Roberts to discuss his report of the event. There had been 40 attendees and 20 in-depth discussions at the event. The Communications Committee were concerned that after the meeting no further information had been received and **SM** had requested Marc Roberts to give a more detailed picture of the timeline and type of consultation events for the study. It has been agreed he will provide more information prior to his next meeting with the Communications Committee on the 14th November 2019. It has been confirmed he will visit the lunch club on that day and meet with the Committee afterwards.

CF suggested the key places to make residents aware of the arranged events should be the Council website and Facebook page, with a rolling log of how the feasibility study was progressing and advise of the next steps in the project. He added Councillors could follow arrangements using the Council's Click-up site.

10-1119 Dolywern Playground

GB informed Councillors that **RB** had completed the remedial work on the playground and had repaired the turf against the rubber matting by the swings to ensure safety.

GB told Councillors the Ceiriog Valley Bowls Club had put in a rabbit fence around the bowling green.

MH

11-1119 Council Procedures

MH had prepared a draft Lone Worker Policy and had circulated it to Councillors prior to the meeting. **DD** had already expressed concerns about how she could raise an alarm call if there were problems during a home visit. **MH** explained she had reviewed various community council's and case studies while preparing the draft policy. **JP** enquired whether **MH** had looked at information from the Susie Lamplugh Trust which she felt would be of benefit, but she had not. **RBo proposed** the Council adopt the Lone Worker Policy with the proviso **MH** reviews the information from the Susie Lamplugh Trust and revise the policy if necessary. **Seconded** by **EJ**. **All agreed**.

MH

MH had prepared a draft Environment Policy which had been reviewed by the Governance and Compliance Committee and then circulated to Councillors prior to the meeting. When discussing the policy **JP** said the Council should ensure any contractor working for the Council should have their own environment policy and proposed this be included in the Council's policy. **Seconded** by **PH**. **MH proposed** the Policy be adopted by the Council and revised to include a request for contractors and suppliers to have an environment policy of their own. **Seconded** by **JP**. **All agreed**.

Following the August workshop, **MH** had prepared a list of priorities for the Council which she had sent out to Councillors prior to the October meeting, but discussion had been deferred. When reviewing the list **CF** suggested that each Councillor should take on the responsibility for one of the priorities and **MH** said that someone should be in a supporting role for each one. **JP** advised the 'place planning', be deferred until after the school consultation. **MH proposed** the priorities list be adopted. **Seconded** by **CF**. **All agreed**.

12-1119 Staffing Committee

MH had circulated a copy of **DD's** interim appraisal to Councillors prior to the meeting. She congratulated **DD** on the work she is doing, and all Councillors agreed and offered their thanks for her contribution to the work of the Council. **MH** informed Councillors that arrangements were being made for **SM's** interim appraisal before the next meeting.

13-1119 Communications Committee

As discussed earlier in the meeting the Committee had been working with Marc Roberts on the school consultation.

The planned informal information event at the Pontfadog tramway room had taken place. **JP** reported there had been five visitors and two brief written reports had been received. She thanked **RB** and **GB** for their support on the day.

JP informed Councillors the Communications Committee is currently arranging an interactive family session for the 8th December 2019. It will be a three-hour event, one hour for the collection of information for the school feasibility study, followed by a two-hour family games session. She advised that as an incentive a £50 prize would be offered to the winner and **proposed** the release of £150-£200 from the Communications Committee budget to cover the expenses of the event. **Seconded** by **RBo**. **6 votes for** and **2 abstentions**. **Motion carried**.

14-1119 Ceiriog Valley Bowls Club Lease

Following the last meeting **SM** had spoken to Gary Davies, President of the Bowls Club who confirmed that the draft lease had been reviewed by the Bowls Club Committee and was being returned to the solicitor with minor changes. **SM** to contact solicitor to check on progress. **SM** to also write to the Bowls Club secretary to confirm that they are responsible for all costs incurred as a consequence of their delay in progressing the lease.

15-1119 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. She said Craignant Bank was like a river and in freezing temperatures ice would make the road inaccessible. The problem is being caused by water running off from the top fields due to ditches and culverts being blocked. **DD** highlighted a similar problem was being caused by the ditch at Cae Mor Issa not being clear and again water was running down the road. The recent flooding along the Valley road in Pontfadog was also discussed further. **SM** to send a letter to the Highways Department at WCBC about the issue.

16-1119 AOB

GB outlined the problem of no heating or hot water in properties in Bro Dewi, leaving vulnerable elderly residents needing immediate help. Given the slow response of WCBC to address the problem he suggested the Council release funds in emergency situations to support vulnerable residents and in this instance provide portable heaters for residents until the issue is resolved. **CF** said he was in favour of this in principle but that any support should be dealt with on a case by case basis. Agreed by **MH** who commented that the Council should take on the responsibility for looking after the most vulnerable residents. **SM** informed Councillors that the Council has a Power of Wellbeing and is able to provide financial support in such circumstances. **CF** proposed the Council release funds in emergency on a case by case basis. **Seconded** by **RBo**. **All agreed**. **GB** asked **TB** to make the other Community Councils in the Valley aware of what the Glyntraian Community Council is doing to provide emergency support for vulnerable residents.

SM

SM

SM

GB &
MH

MH had prepared and circulated a draft proposal for a garden competition in Pontfadog, Llwynmawr and Dolywern, an idea which had already been discussed and approved in principle at the last meeting. **GB** agreed to review the terms and conditions for the competition. No decision was taken and **MH** to send out a revised proposal before the next meeting. Once approved **MH** to set up a working party to manage the event.

The Chairman closed the meeting at 7:55pm

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