



# Cynghor Cymuned **Glyntraian** Community Council

## Minutes of Meeting

12th June 2019

At the Oliver Jones Memorial Hall

### Present:

Councillor Chris Fatcher  
Councillor Graham Barrow  
Councillor Donald Roberts  
Councillor Edith Jones  
Councillor Jools Payne

Councillor Pam Hughes  
Councillor Ralph Bennett  
Councillor Merle Hunt  
Councillor Robin Boston

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

Chairman opened the meeting at 6pm

### Action

#### 01-0619 Apologies for Absence

Apologies from Councillor Mike Ingle (holiday)

#### 02-0619 Declarations of Interest

None

#### 03-0619 Reports

##### (a) Police Report

PSCO Gareth Jones 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 criminal damage – car scratched
- 3 thefts – gardening equipment, trailer and car (unlocked)
- 1 burglary – bank cards taken from property (key was left outside property)

**RB** noted thefts were increasing in the area and said residents should remain vigilant.

There had been no cases of assault or anti-social behaviour. However, Police patrols will continue in the surrounding areas.

The Police had received reports from residents of 'white' transit vans in the area looking into properties and attending farms.

**(b) WCBC Councillor Trevor Bates**

**TB** reported:

- He had checked the Wales Ambulance defibrillator location tool and could not see the Castle Mill location mentioned and advised it can be logged online at the Welsh Ambulance Service NHS Trust website. **RB** said A Salomonson (First Responder in the area) was in process of registering the defibrillator.
- **TB** had taken Nicola Ellis and Craig Ewans (Wrexham County Borough Council) round the Valley to show the locations of Japanese Knotweed, which will be treated by Wrexham Council staff in September/October this year. Affected areas were by Erwallo, Pant Du, and on the side of the B4500 between Pontfadog and Dolywern. There is also some either side of the B4579 at the bottom of Craignant Bank. Wrexham Council will stem inject with 'Roundup', but only in roadside locations or on Council ground.
- There will be a Skip Day for the Valley on 27th June. The skip will be at the rear of Cae'r Ysgol, Glyn Ceiriog from 10 am until 12 noon. Waste will be accepted from any resident but transport from up and down the Valley will only be available to Council House Tenants. The reason for this is that the cost is funded from Council House Tenants' rent. A scrap man will also be in attendance.
- He had attended a meeting in Corwen regarding access to the Countryside and dealing with off-roading issues. He had expected some feedback from Community Councillors about any incidents in Glyntraian and he asked Councillors to record any evidence of damage been caused by off-road vehicles. He had also met with Susan Roberts of Natural Resource Wales. GLASS has offered to do repair work on the 'Wayfarer'. A surveyor will be visiting the area and sending a report to Wrexham Council. GLASS will be advised of the work required, which will have to meet certain criteria.
- The Ceiriog Uchaf Community Council have now installed CCTV and an ANPR camera covering the square in Llanarmon DC. This, and the increased police presence, has reduced problems of late.
- Joe Bickerton from Wrexham County Borough Council (tourism) visited Llanarmon DC recently and advised tourism leaflets are to be distributed by 'Visit Wales' as a result of the limited resources (one and a half members of staff) at the Council. **TB** will try to contact 'Visit Wales' but its website does not have any contact details.
- The draft statement of the accounts of Wrexham County Borough Council are available for viewing. The accounts were presented at a meeting of the Audit Committee and can be found on the Council website by searching Committees → Audit → Meeting of 30th May 2019.
- He had asked Wrexham County Borough Council's Highways department to clean the drains at Bro-Dewi in case of heavy rain. The work was supposed to have been done at the beginning of the week but had not been undertaken. Extremely heavy rain had occurred on the 11<sup>th</sup> and 12<sup>th</sup> of June 2019 and had caused serious flooding. **TB** had worked with residents during the day to regularly clear the culvert to prevent the problem getting worse. Councillors expressed their thanks to **TB** for his prompt action. The issue was discussed later in the meeting.
- Advised one potential problem may occur if the present traffic lights controlling traffic while work is being undertaken by Hafren Dyfrdwy are near the entrances to the sheep dog trials on August 30th and 31<sup>st</sup> 2019.

## 04-0319 Community Agent Report

DD reported:

- Informed Councillors she had received four new referrals this month. Two of these were self-referred together with one from a doctor and one from Adult Services.
- Contact with Adult Services continues to support a vulnerable adult in the Community.
- Continuing to attend fortnightly drop-in sessions at the doctors' surgeries in both Glyn Ceiriog and Chirk.
- Currently working closely with the vicar, Rev Philip Carey, to identify members of the Community who would benefit from regular home visits.
- During a recent visit 'Warm Wales' had provided advice on utility costs and how to save money. Follow up private appointments were made to help address problems being experienced by some members of the Community. Not many people had attended the meeting but the representative from 'Warm Wales' was able to offer money saving advice to each person present.
- Working with the vicar on a harvest service and harvest home supper to be held at the Oliver Jones Memorial Hall for the whole of the valley church and chapels attendees.
- Lunches and fish suppers continue to be well attended.
- Informed Councillors the Christmas Dinner for the Community will be held on the Thursday 12th December 2019 and offers of help to serve meals would be gratefully received. **DD** requested if anybody can offer help could they please let Councillor Boston know.

## 05-0619 Correspondence

SM had received:

- 'Play for Wales' magazine
- Details the 'Wales Tree of the Year' Competition being organised by the Woodland Trust. Nominations are currently open until 19<sup>th</sup> July 2019.
- An email from Ruth Stevens, Clerk of the Llangollen and Glyntraian Welfare Charities, advising the Council that it can appoint three trustees. Decision to be deferred until the Council Meeting in July 2019.
- **TB** had forwarded a request from a resident of Castle Mill for a village name sign on the B4500. He informed Councillors he had been in contact with the Wrexham County Borough Council Highways department who had advised it would need to be funded either by individuals, the Community Council or other organisation. Matter to be discussed at next Council Meeting in July 2019.
- An invitation to Councillors to attend an inaugural meeting at 7pm – 9pm on Thursday 4th July 2019 at the new Eastern Divisional HQ in Llay with Inspector Darren Whibberley. At the meeting Inspector Whibberley will outline changes and plans for neighbourhood policing to ensure an effective service is being delivered to all generations and diverse groups within our communities.

## 06-0619 Approval of the Minutes of the Annual Council Meeting held on the 1<sup>st</sup> May 2019 at the OJMH.

(a) **Minutes of the meeting held on 1<sup>st</sup> May 2019 were reviewed and approved as a true and correct record.** Proposed by **GB** and seconded by **MH**. **All agreed.**

(b) Matters Arising

At the time the Council Asset Register was reviewed at the last meeting **RB** had queried whether there should be any depreciation of the values of assets for insurance purposes. **SM** had said this was not required but had been asked to seek qualification on the depreciation of the values of assets. **SM** had done this and confirmed for the purpose of the Annual Accounting Statement the asset value does not change (no depreciation), and only new items are added. However, if something on the register is no longer available or has been sold, its figure should be deducted.

## 07-0619 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 £ 4443.80 had also been sent out prior to the meeting and these were discussed. **SM** advised three additional payments totalling £219.55 had been added to the previously circulated list. **GB** proposed the payments be made. Seconded by **MH**. **All agreed.** The online payments were authorised at the meeting by **PH** and **EJ**. **CF** signed the financial report.

**SM** presented information from the Internal Audit which was acknowledged and reviewed by Councillors. One issue raised by the Internal Auditor was that payments made in April and May in 2017 had not been recorded as approved in the Minutes and that these should be approved retrospectively. **SM** to prepare a schedule of these payments for approval at the next Council meeting. The Internal Auditor also advised the Clerk to record details of the receipts and payments in the Minutes as well as sending out a financial report to Councillors.

The Annual Governance Statement was completed and then signed by the **SM** and **CF**. **SM** informed Councillors she was in the process of completing the External Audit, which had to be sent to Grant Thornton by 1<sup>st</sup> July 2019. **SM** also informed Councillors she would be putting up the notice of appointment of the date electors could inspect the accounts.

**MH** said following the Community Agent's appraisal with the Staffing Committee it had been noted that **DD** is entitled to an increase in salary. **CF** suggested payment should be increased from £8.45 to £9.00 an hour to bring it in line with the National Living Wage for Wales. **JP** and **GB** asked if there was an incremental salary scale, but **MH** advised as far as she was aware there was not, and it was at the discretion of the Council. **SM** to confirm information with WCBC. **MH** proposed the salary should be increased to £9.00 an hour and backdated to the 1<sup>st</sup> April 2019. Seconded by **RB**. **Agreed unanimously.** **MH** informed Councillors that the Staffing Committee was also looking into increasing the Community Agent's working hours from 16 hours to 18 hours a week. **SM** in contact with the Adult Social Services to find out if this is an option.

**SM**

**SM**

## 08-0618 Ysgol Pontfadog

**JP** informed Councillors the Communications Committee had met with Helen Williams from Cadwyn Clwyd to discuss a feasibility study relating to the future use of the Ysgol Pontfadog School site. She explained Helen had talked through the entire process of going out to consultation if the Council decided to accept taking on the premises. Cadwyn Clwyd could help the Council fund the consultation and the next round of funding would be in July 2019. The study would cost £10,000 and the Council would have to pay 30% (i.e. £3000) and Cadwyn Clwyd would fund the remaining 70%. **SM** had completed an application for funding, but a decision had to be made on whether the Council was prepared to release £3000 of Council funds and accept Cadwyn Clwyd doing the consultation. This was discussed in detail and there was a consensus that it would be professional, beneficial and in the best interests of the

Community. **GB** proposed the Council pay the £3000 and accept Cadwyn Clwyd conducting the consultation. Seconded by **JP**. **8 votes for and 1 against**. Motion carried.

**RB** asked if there were any Minutes from the inaugural public meeting undertaken by the Council. **JP** and **GB** explained any information was recorded on flip charts at the meeting and these were given to the Rural Skills Centre project group. **SM** to retrieve these. **CF** informed Councillors he had spoken to members of the group and would be running a project management workshop for them, provisionally on the 21st June 2019.

SM

### 09-0619 Oliver Jones Memorial Hall

Decision on a definitive statement on payment for the Council's use of the OJMH deferred until the next Council meeting in July 2019.

**CF** said the Charity Commissioners had advised the Council there is a need to revise the OJMH Constitution and this is to be discussed at a Special General Meeting with the Hall Committee on the 24<sup>th</sup> July 2019. **MH** had prepared a draft document which had been circulated to Councillors prior to the meeting. She highlighted three issues relating to the Managing Trustees, the infrequency of Hall Committee meetings and the caretaker role which appeared to be no longer in existence. **CF** said the Council needed to adopt a draft version to take to the Hall Committee meeting. **MH proposed** the Council send a copy of the draft Constitution to the Hall Committee for review prior to the meeting. **Seconded RBo**. **5 votes for 2 against and 2 abstentions**.

### 10-0619 Communications Committee

- **JP and SM** confirmed the new Council website had been reviewed by the Auditor who passed it as compliant and congratulated the Council.
- **JP** informed Councillors the tri-fold Council information leaflet is yet to be distributed because the Communications Committee is awaiting a decision by full Council on the proposed consultation on the Ysgol Pontfadog School site. News on that decision would be included in the letter accompanying the leaflet.
- The ACM committee appointments, and the details of the OJMH Fish and Chip Club have been posted on the Council's Facebook page.
- Approval of the Council Social Media Policy to be deferred to the next meeting.
- The Strategic Communications Plan would be dependent on the Council's decision on Cadwyn Clwyd managing the public consultation.

### 11-0619 Highways

The extreme heavy rainfall had caused serious flooding in Bro-Dewi, as already noted earlier in the meeting. Flooding had been due to a blocked culvert at the top of the cul-de-sac. **SM** and **MH** to write a letter to the Highways Department in Wrexham stating the culvert is no longer fit for purpose and raise the issue of the distress the flooding caused for vulnerable residents. Letter to include suggestions to resolve the issue. **TB** to also write to the Highways Department.

SM  
MH

**EJ** and **DR** highlighted safety issues with two fences erected by Wrexham County Borough Council along the brook in Llwynmawr. **SM** to notify Highways Department in Wrexham to arrange a meeting with **DR**.

Concerns had been expressed by some Councillors about fly tipping in the local area. Advised this can be reported on the Wrexham County Borough Council website.

SM

### 18-0518 AOB

Priority to be given to deferred issues on next agenda  
Emergency Crisis Management in Glyntraian

The Chairman closed the meeting at 7:58pm

Next meeting will be on 17<sup>th</sup> July 2019 at 6pm