



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Annual Council Meeting

5th May 2021

At the Oliver Jones Memorial Hall

Present:

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

Councillor Colin Hidden
Councillor Ted Johnston
Councillor Dave Edwards

Also present: Stephanie Masters (Clerk), Davena Davies (Community Agent)

Chairman opened the meeting at 6pm

Action

1 Apologies for Absence

Apologies received from Emma Jones (personal circumstances) and Pam Hughes (personal circumstances)

2 Declarations of Interest

None

3 ACM Procedures

Election of Chair and Vice Chair:

GB said he was willing to continue as Chairman if no other Councillors were put forward. There were no other nominations. **MH proposed GB** to continue as Chairman. **Seconded** by **DE**. **All in favour**. **GB** confirmed he was happy to continue as Chairman and signed a Declaration of Office.

MH put herself forward for the role of Vice Chair. There were no other nominations. **TJ proposed MH** as Vice Chair. **Seconded** by **RBo**. **All in favour**. **MH** accepted the role and signed a Declaration of Office.

4. Approval of the Minutes of the Council Meeting held via a Webex conference call on 3rd March 2021

(a) Minutes of the meeting held on 3rd March 2021 were reviewed and approved as a true and correct record. Proposed by DE and seconded by EJo. All agreed.

(b) Matters Arising

SM had spoken to Sarah Hawkes regarding the Council's Biodiversity Action Plan and a meeting with members of the Ceiriog Valley Wildlife Group is being arranged to discuss further details. **SM** advised Councillors that she was contacting the Welsh Dee River Trust with a view to getting information about their work and explore the opportunity to set up a trust for the Ceiriog river. **MH** advised the Council should set up a policy to review and monitor progress. **GB** said that Caru'n Pentrefi may also like to be involved.

SM

DR asked if a site for planting the sapling from the Old Pontfadog Oak had been found and whether one had been planted at the site of the old tree and, if not, this would provide the ideal location. **GB** said he would confirm with the owner of the land. As an alternative, **CH** and **TJo** suggested a suitable site in Dolywern/Llwynmawr could be found.

GB informed Councillors that Simon Greenland (WCBC Planning Officer) had extended the consultation period relating to the Cae Mor planning application (free-range egg production unit) and he is still taking comments/objections. **EJ** said NRW was now involved, and photos of the site had been taken. **MH** informed Councillors that work was already being carried out on the site even though the plans had not been passed. **GB** said two residents had employed professionals to look at the environmental issues and unacceptable visual impact of the development.

DR said WCBC had been cleaning the roads in the area in preparation for repairing potholes. However, he commented that the roads were worse than they were before.

GB advised Councillors he had received an enquiry from a local resident about the use of the Council's speed gun and the possibility of using it in Pontfadog. He said the speed gun should only be used to record how many vehicles were speeding through the village and not be used to identify individuals.

GB

5. Correspondence

SM had received:

- An email from the internal auditor advising audit documents are required on 20th May 2021 and these would be returned by 27th May 2021.
- A copy of the Annual Return from external auditor
- Notification that the playground inspection would be in June 2021
- Quotes for the new Dolywern playground had been received from Sovereign Ltd, Play and Leisure and Creative Play. These were discussed later in the meeting.
- **SM** informed Councillors she had received a letter from a young resident asking if the Council was prepared to buy a net for the goalposts in the grounds of the OJMH. This was discussed later in the meeting.

6. Finance Report

SM had sent a copy of the financial report to Councillors prior to the meeting detailing the account balances, receipts and what had been paid. A schedule of items for payment totalling £2048.53 had also been circulated prior to the meeting and these were discussed. **EJ proposed** the payments be approved. **Seconded by MH. All in favour.** The payments were authorised at the meeting by **GB** and **EJ**. **GB** signed the financial report.

The Staffing Committee had reviewed **SM's** salary and **RBo** informed Councillors that in accordance with her terms of employment **SM's** SCP rating should go up from her present level of 14 to the new level of 15 with effect from 1st April 2021. As a result, her hourly rate would increase from £12.00 to £12.24.

JDH Business Services Ltd were appointed as the auditors for the next financial year (2021-2022). **Proposed by CH. Seconded by RBo. All agreed.**

SM had circulated a revised copy of the Council Asset Register to Councillors prior to the meeting. This was reviewed. There were three new additions to the Asset Register: a mobile phone, computer and computer monitor purchased for the Community Agent. **RBo proposed** acceptance of new Asset Register. **Seconded by DE. All in favour.**

7. Council Procedures

SM reminded Councillors about compliance with the UK GDPR (Data Protection Act 2018).

It was agreed a review of the existing Council policies and Standing Orders would be completed by **GB** and **MH** ready for the next Council meeting when the policies would be discussed and adopted.

GB MH

Council Committees

Members of Council Committees had been discussed at the Council meeting in March 2021 when the following representatives were appointed:

- Finance Committee: **SM, RBo, DE** and **EJo**. (Meetings held quarterly)
- Staffing Committee: **MH** and **RBo**. (Meets for 6 monthly staff appraisals and on an ad hoc basis if necessary)
- Communications Committee: **GB, RBo, SM** and **DD**. Jools Payne (resident) previously co-opted on the committee.
- Government and Compliance Committee: **GB, MH** and **SM**. (Meets on ad hoc basis if necessary)
- Inspection of Playgrounds/Seats: **GB** and **CH** carry out monthly inspections.

External Bodies

Council representatives on external bodies had also been discussed at the Council meeting in March 2021 when the following representatives were appointed:

Oliver Jones Memorial Hall Committee

GB, PH, CH, DE and **EJ** were appointed as Council's representatives. **TJo** already represented the Community Kitchen on the Hall Committee.

Town and Communities Councils (WCBC)

Meetings are held quarterly. **GB** agreed to continue as the Council's representative.

One Voice Wales

Meetings are held quarterly in Gwersyllt. **DE** agreed to continue as the Council's representative.

MH proposed all Committee members and representatives on external bodies be approved. **Seconded** by **DE**. **All in favour**. It was agreed the frequency of meetings for each Committee should remain the same.

Code of Conduct

SM reminded Councillors that the Code of Conduct for Members was originally adopted on 26th July 2016 and remains in place.

Insurance

SM informed Councillors she had received an insurance quote from Came and Company for £815.56. which was a 69% increase in the price paid last year. Came and Company had explained to **SM** the reason for the increase was due to the Council being previously covered under a micro policy offered by only one underwriter. This year the underwriter had decided to no longer offer such a policy and consequently the insurance premium had increased.

SM explained the Council's insurance needed to be renewed by 1st June 2021, so it was imperative a decision was made at the meeting. **RBo proposed** the Council renew its insurance with Came and Company and review the cost with other providers over the next 10 months to determine whether the Council would benefit from changing its insurers. **Seconded** by **EJ**. **All agreed**.

8. Community Agent Report

DD reported:

- Digital champion training completed.
- Meeting with all area community agents.
- After a successful grant application by Delyth Pridding (WCBC Commissioning and Contracts team) to the Welsh Government for money to buy SIM compatible tablets, community agents were asked to apply to her, to in effect, win them for use by our community members. Glyntraian now has three tablets which can be put to use at the OJMH or be taken away and used at home even if community members have no internet connection. These will be useful for people contacting universal credit etc. I have now picked these up along with the same number for the Glyn Ceiriog community agent. Ian has very kindly agreed to set these up for our community use.
- CAIS training undertaken but I am looking at taking more in-depth training to have a better understanding of the triggers for this kind of addiction and the best way to implement help.
- I have signed up to the organization Foodiverse to collect food to support the Ceiriog Valley Community Cupboard which is a joint venture for the whole of the Ceiriog valley and its three communities. This is to support anyone who finds themselves in need, this can just be as a one-off collection or offer help over a longer period. I still do have our own emergency food and toiletry boxes which are kept at the hall, giving me immediate access when someone needs this help.
- Welfare contacts by phone and visits continue.

- Working alongside Llangollen doctors to help a community member currently struggling to cope.
- Helping Hands and the Community Agent are very grateful to Morrisons for the donation of 30 Easter eggs which were delivered along with a card to members of the community who live alone.
- Fish and Chip suppers have now restarted on a take-away basis only.

DD advised Councillors of the ongoing problems with the heating and hot water systems in Bro Dewi. She told Councillors that the poor attitude and behaviour of the service engineers from Liberty towards the elderly tenants was disgraceful and not acceptable. **GB** suggested **SM** and **DD** should review all the information and build a timeline of events about the continual failure of Liberty to resolve the issue. A letter would be sent to Cllr Mark Pritchard.

SM DD

9. Dolywern Playground

CH had asked residents for their ideas for the new playground, and these had been put forward during the site visits by the three companies. The quotes were similar in cost and it was agreed the designs should be reviewed by **CH**, **TJo** and **GB** who are managing the project.

CH TJo
GB

MH asked what was happening about the slide on the Pontfadog school site which had been purchased by the Council. The possibility of incorporating it in the design for the new playground had previously been discussed. **GB** to investigate removal of the slide from the school site.

GB

SM and **GB** to research available grants to cover the cost of the new equipment. Council has £10000 in its reserves earmarked towards the cost of the new playground.

SM GB

Councillors discussed providing a net for goalposts in the grounds of the OJMH. **MH proposed** the Council should buy one for a maximum cost of £150. **Seconded** by **CH**. **All agreed**. **GB** to purchase.

GB

10. AOB

DD advised Councillors the Lunch Club was being held again at the OJMH from 3rd June 2021 bringing members of the community together again following the latest COVID-19 lockdown. She also had an idea of holding a 'picnic in the park' for the community. **MH** said a summer fête could be collectively managed by **DD**, Helping Hands and the Council which would be a way of including everyone. **GB** said a working party was needed to plan the event and that the Council would support it.

CH said some residents had complained about the LED lighting in the Cheshire Home carpark being too bright for the area. **GB** said the issue could be resolved if the lights faced downwards and the Cheshire Home would be able to do this.

CH again raised the issue of dog fouling in the area and suggested the Council could put an official sign in an attempt to remind dog owners of their responsibility to clean up after their dog. It was agreed this would be a good idea and the cost would be researched in time for the next meeting.

SM

DR reminded Councillors about the ongoing problem with the maintenance of roads in the area and cited the unacceptable condition of the road along Craignant Bank. **SM** to raise issue again with WCBC.

SM

Items for next meeting agenda

Summer Fête

The Chairman closed the meeting at 7:50pm

Next meeting will be on 2nd June 2021 at 6pm

Additional Report from Community Agent

- Training with CAIS undertaken to better understand the triggers of substance misuse. This is a more in depth course and leads to a level 2 qualification. I have also decided to undertake the alcohol and older peoples training as I believe it would add value to helping community members who may be struggling. I would then be able to refer anyone who may need this interaction.
- Meeting with all area Community Agents.
- Prescription collection and delivery has now slowed, with more people feeling happy and able to collect for themselves.
- Several journeys undertaken at the weekend ferrying community members to Llangollen to have their second Covid injection.
- The Ceiriog Valley Community Cupboard is very well attended and runs alongside a sister project which allows us to identify anyone needing help on a more structured sometime long-term basis. The cupboard is a whole Valley initiative and is open to everyone.
- Welfare contacts by phone and garden visits continue, I am now also able to meet on a one-to-one basis with PPE in someone's home.
- Continuing to work with the Heating Department at WCBC to help those tenants who have problems with their heating and hot water systems and with those employed by WCBC to maintain it. Tenants have been openly accused of changing the settings or programmes on the fitted heating and hot water systems within their homes. One tenant has been accused on 5 separate occasions of this, until we proved to WCBC with photographic evidence that this was not the case. In fact, it was WCBC's own service engineers that were changing the setting, which of course they continue to deny. I am really worried about the effect this is having on our tenants and want to ask the Community Council to become involved to help resolve the issue. It is my true belief that if this situation is allowed to continue, we will end up with the loss of a life as the tenants become more afraid to report break downs as they are left feeling as if it is somehow their fault. I have even voiced this opinion to heating services at Wrexham and was told this was worst case scenario and I was overreacting. I am not. We have one tenant who now openly states they will no longer ask for WCBC's help. WCBC has now offered to fit a new hot water system in the homes of tenants who no longer have baths fitted but after the experience of one tenant whose home has suffered damage due to the system not being drained properly, they are reluctant to take this risk.
- Lockdown lunches will continue in May on a Friday and will be free for all who already have them. From 3rd June Lunch Club will be on a Thursday and will once again take place at the OJ hall, people will again be invited to eat at the hall at the same cost of the delivery service £2.50, this will now include residents from the whole of the Ceiriog Valley. The delivery service will continue to be offered.
- Fish and chips will also be changed back to Friday evenings fortnightly.

Davena Davies
Community agent