



Cyngor Cymuned **Glyntraian** Community Council

Minutes of Council Meeting

7th June 2023

At the Oliver Jones Memorial Hall

Present:

Councillor Robin Boston
Councillor Colin Hidden
Councillor Edith Jones
Councillor Laura Bell McMillan
Councillor Emma Jones

Councillor Pam Hughes

Also present: Stephanie Masters (Clerk) and Cllr Trevor Bates

Chair opened the meeting at 6:30pm

Action

1/0623 Apologies

Apologies from **DD** (Involved in a community event)

2/0623 Declarations of Interest and Dispensations

(a) Declarations of interest in items on the agenda

None

(b) Requests for dispensations

None

3/0623 Reports

(a) Police report

PSCO Martin Griffiths had sent a report to **SM**, and this had been sent out to Councillors prior to the meeting.

CH said the Police had been doing speed checks in Pontfadog, but this was not in the report. **RBo** suggested the Council contact PCSO Griffiths to assess the extent of speeding in the village and agree the next steps.

(b) WCBC Councillor Trevor Bates

TB reported:

- The Welsh Government had confirmed the Local Development Plan was fit for purpose but had then withdrawn funding for the A483. Legally WCBC must accept the decision and a vote would take place to comply with the political process.
- Wrexham Council is in the process of consulting the public regarding placing an experimental Traffic Regulation Order on the track from Nantyr to Llanarmon DC. This would prohibit use by any motorised vehicles for a trial period of 12 months. The Greenlane Association and the Trail riders Federation have hundreds (possibly thousands) of members, and they will no doubt be encouraged to object. All residents of the Valley should be encouraged to send emails supporting WCBC to impose the experimental Traffic Regulation Order on the track. This could lead to similar action on other tracks. If we fail, then the off-roaders will force Wrexham Council to spend money on the 'greenlanes' at the expense of the Valley's fast deteriorating public highways.
- He informed Councillors that there had been some progress regarding a mobile phone signal for further up the Ceiriog Valley through a shared rural network. Originally, he had been told that the masts would go live for the Emergency Services before April this year, but that this hadn't happened yet. He had now been told it was now likely to be at the end of 2023. **TB** told Councillors that battery back-up packs for digital phones are offered by BT for use during a power cut. These cost £70 but are only charged to work for 1 hour.
- He had asked Simon Baynes MP to clarify the regulation of civilian drones flown in the UK and had received a detailed response explaining the requirements of the Drone Code published by the Civil Aviation Authority.
- A Wrexham Council Safeguarding Scrutiny Meeting regarding Community Agents had been held in May and a Community Agent Project Scrutiny Report had been presented to members of the Committee giving a summary of the impacts of the project. **TB** said it was disappointing that Community Agents first heard their future was being discussed when they read it on Wrexham.com. Wrexham's Community Agent Budget is £382,807 with £12k being given to each Community Council less any amount not spent last year. It is hoped that the funding will be increased by 4% for 2023/2024. In the last 6 years there has been 6 different Commissioning Officers at Wrexham Council. However, they have other duties and are not simply dedicated to leading Community Agents. A workshop is being planned for County Councillors after consultation with Clerks and Community Agents. **RBo** said there should be a formal system of support if the Community Agent was not available for any reason.

4/06/23 Approval of the Minutes of the Council Meeting held at the Oliver Jones Memorial Hall on 17th May 2023

(a) To approve and sign the Minutes of the meeting held on 17th May 2023 as a true and correct record.

PH proposed the Minutes be approved as a true and correct record. **Seconded** by **EJo**. **Unanimously agreed**. **RBo** signed the Minutes.

(b) Matters Arising

- **RBo** told Councillors that Ky Lewis had confirmed he would like to join the Council. **EJ proposed** Mr Lewis be co-opted on to the Council. **Seconded** by **LBM**. **Unanimously agreed**.

- **SM** had notified the Electoral Office in WCBC of the resignations of Mr Graham Barrow and Ms Sarah Hawkes. **SM** had put up a vacancy notice on the Council's noticeboard and website.
- **SM** told Councillors she was still waiting for two further quotations from Mr Graham Barrow for putting in a path at the back of the Oliver Jones Memorial Hall and for pothole repairs on the Hall car park. It was agreed the Council should find two other contractors to provide a quotation for the work.
- **RBo** advised Councillors that he and **DD** had looked at various ideas for alternative activities over the summer months to replace the 'warm space'. They had discussed the idea of holding a community event in the grounds of the Hall on 19th August 2023. The cost of the event would be supported by the Groundworks/Tesco grant.
- Following the last meeting **SM** had found three companies who were able to supply a 'no dogs allowed' sign together with prices for these. The information was reviewed, and **CH** proposed the Council buy the signs from the Sign Shed. **Seconded** by **LBM**. **Unanimously agreed**. **SM** to order two signs, one for each fence at the entrance of the Hall car park. SM
- **SM** had sent another email to WCBC requesting a new litter bin at the entrance to the Hall car park but had still received no response. **SM** to chase again. SM
- **SM** had requested a glass recycling bin for the Hall and WCBC had agreed to supply one at no extra cost. WCBC would empty the glass recycling bin at the same time the other bins were emptied.
- **RBo** said the issue of cars being parked on either side of the road near the layby located at the church in Pontfadog should be raised with the Police rather than WCBC. **EJ** informed Councillors that the cars had not been parked there again, so no further action was needed at the current time. It was agreed that if this should happen again in the future the matter would be reported to the Police.
- **SM** had advised Councillors that she had contacted the Cheshire Home about there being no padlock on the gate at the entrance of the Cheshire Home gardens. They had confirmed it will be replaced.
- **CH** advised Councillors during the meeting that he had received an email confirming the porta cabin would be removed from the Hall carpark sometime during the next two weeks.
- **SM** advised Councillors that the internal audit had been successfully completed and the internal auditor had raised no issues. As a result, no further discussion was required.
- The Annual Governance Statement and accounting statements were discussed and approved by the Council. **RBo** signed the Annual Return.

5/06/23 Correspondence

SM had received:

- An updated privacy notice for Councils from the Welsh Government
- Notification of dates for the Smart River ID sessions from the Welsh Dee Trust
- An email from Audit Wales advising the Council to publish an audit notice detailing arrangements for the public to inspect the accounts and supporting documents.

6/0623 Community Agent Report

- This month I have worked a lot with the Financial Inclusion Officer in order to support people with financial concerns be signposted appropriately.
- Helped support a local resident maintain their tenancy by offering general support as necessary and made a referral to the tenant support officer, who is now following this up.
- Met with Glyn Wilkes from Wrexham County Borough Council to assess the need for and arrange installation of hand and grab rails for resident. This will enable her to access the outside of her property and reduce the risk of potential falls and injury. Arrangements are now in place and installation should take place within the next three weeks.
- Because of the potential vulnerability, I have been assisting members of the community when surveyors have attended their homes.
- Cake stall in Pontfadog raised £250 which will go towards the cost of the community trip to Llandudno.
- Have attended various meetings with Commissioning from Wrexham County Borough Council.
- Upcoming community engagements:
 - Vintage Rally – arrangements are ongoing with this, but I am happy to say we have had a lot of interest.
 - Llandudno Trip.

7/0623 Finance

(a) To review Financial Report and (b) to authorise and sign payments

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 £1898.73 had also been circulated prior to the meeting and these were discussed. **EJo proposed** the payments be approved. **Seconded** by **LBM**. **Unanimously agreed**. The payments were authorised at the meeting by **EJ** and **PH**. **SM** advised there were two further payments of to be made which were not listed on the payment schedule circulated prior to the meeting. These were £103.60 to **SM** for preparing the internal audit documents and accounts, and £294 to JDH Business Services Ltd to cover the cost of the internal audit. **CH proposed** the payments be approved. **Seconded** by **LBM**. **Unanimously agreed**. These payments were authorised at the meeting by **EJ** and **PH**. **RBo** signed the financial report.

(c) To review the Council's Reserves and expenditure

When discussing the financial report at the last meeting **CH** and **RBo** had asked for clarification of the Council's Reserves. **SM** presented a summary of the receipts and expenditure from the Council Reserves including the money received by the Council from grants. It was agreed that the Finance Committee would hold a meeting to review these. **EJ proposed** the financial report be accepted. **Seconded** by **CH**. **Unanimously agreed**.

(d) To review the meeting of the Finance Committee

The Minutes of the Finance Committee meeting had been circulated prior to the meeting. Issues discussed:

- There is a problem with access to the Council's website. The website is at present and for no good reason two sites, for which Council is paying some £99.00 unnecessarily. There is some work required to a) fix the existing problem and b) concentrate the website on one server thus saving some money. Matthew Masters has offered to carry out the work but would require some recompense for his time. The Committee agreed that Matthew Masters should be

authorised to carry out the initial work (£125). Should further work be needed then this would be put to the Council in the form of an expenditure proposal.

- It was agreed that Council event money and money raised from grants should be aggregated and shown in detail in the finance report so that a running total can be seen and that success (or failure) aspects of events can be identified.
- Money from Groundworks/Tesco paid in recognition of **DD**'s activities could total £1500. It has a finite date for completion of any planned events. This means an event needs to be organised as quickly as possible bearing in mind the other events that are in the calendar. The Committee agreed that the Events Committee should meet to plan a summer picnic.
- The Little Learning Company, who had some money remaining from its 2022 budget, committed to spend it on community activities. The Brunch Club, which is an event run independently of GCC, fitted their criteria provided all those attending registered each week. The Warm Space initiative also qualified on the same terms. The final amount donated totalled £2,811.63. The Committee agreed that **DD** should be able to access the money, which is in GCC Community Agent account, to organise a free breakfast for all those who regularly attended and registered.
- The annual coach trip to Llandudno is scheduled for August. Two coaches have been booked at a cost of £1100. The cost per person will be £5.00 and this total together with other money raised is likely to result in a small cash shortfall. Glyn Ceiriog Council will be asked for a contribution, and it was agreed that GCC would consider the required balance.

8/06/2023 Planning

(a) Planning Application P/2023/0214 (Craignant Wood House – Request for a Lawful Development Certificate for the use of the dwelling without compliance with the agricultural occupancy condition on the property.

Following concerns raised at the last meeting **SM** had contacted WCBC Planning and had been informed that the removal of the agricultural occupancy condition had been refused because of the lack of information supporting the request. The applicant had been given the opportunity to provide further information to support their request but to date nothing had been received by WCBC. The planning officer had advised that generally the purpose of any change was because the condition prevents the landlord charging too much for the rent, it is the landlord's intention to sell the property, or a State Valuation is required by the Valuation Office Agency.

SM

(b) Planning Application P/2023/0220 (Erection of an animal shelter and store on land south-west of the Mulberry Inn (in retrospect))

The plan was reviewed, and Councillors had no objections or concerns about this planning application. **SM** to notify WCBC Planning.

9/0623 Items for next Council meeting (5th July 2023)

Proposal relating to the Wales Air Ambulance (**CH**)

The Chair closed the meeting at 7:54pm

Next meeting will be on 5th July 2023 at 6:30pm

