

PEN-Y-CAE COMMUNITY COUNCIL

Minutes of the meeting of the Pen-y-Cae Community Council held on Monday 29th January 2018

PRESENT

Chair – Cllr D.A. Thomas

Cllr. Mr J.C. Phillips
Cllr. Mrs. C. Davies
Cllr. Mr K. Gilpin
Cllr. Mrs. J. Lowe
Cllr. Miss. P. Davies
Cllr. Mrs. P. Matthews

Cllr. A. Phillips
Cllr. Dr. S.E. Evans
Cllr. Mr. R. Salisbury
Cllr. Mr. G. Edwards
Cllr. Mrs. S. Jones

PCSO Tim Edwards for items number 4 Police Matters and 11 To discuss speeding on Plas Bennion

Ffion Morus, Community Agent for item number 6 on the agenda – Issues Relating to Older People

(18)217 APOLOGIES

There were apologies for absence from

Cllr. Mrs. J. Jones
Cllr. N. Claffey

(18)218 DECLARATION OF INTERESTS

Cllr. John Phillips declared interest in item number 8 on the agenda – Planning Applications

It was agreed to suspend standing orders and take matters out of sequence for items number 4 Police matters, 11 – To Discuss speeding on Plas Bennion and item 6 – Issues Relating to Older People.

(18)219 POLICE MATTERS

PCSO Tim Edwards advised that while he was able to do so he would continue to provide the recorded crime figures in the old format as it was displayed in a more user friendly format.

Reported Crimes

During the period 7th January 2018 to 28th January 2018 the following crimes had been reported:

Burglary – 2
Theft – 2
Criminal Damage – 1
Antisocial Behaviour – 1

Matters Raised by members

Cllr. P. Matthews asked PCSO Edwards if there was any update on the cat that had been caught in the animal trap. PCSO Edwards advised that there had not been any updates as yet but that he would follow this up.

Cllr. J. Phillips gave details of a vehicle which was causing an obstruction on a bend and asked PCSO Edwards if he could once again speak to the owner and if necessary to pass on to the enforcement team. Cllr. Phillips also suggested speaking with the Housing Department to ask for some assistance.

Cllr. J. Phillips asked PCSO Edwards if he was aware of the incident that had taken place at the compound being used by the Paveaways team. PCSO Edwards advised that they were aware of it and there were regular patrols being undertaken in the area.

Cllr. K. Gilpin asked if there had been any progress following an incident he had reported. PCSO Edwards advised that there had been some progress and that he would furnish Cllr. Gilpin with more details when he had them.

(18)220 TO DISCUSS Speeding on Plas Bennion

The Clerk had asked PCSO Tim Edwards and had enquired with David Hesketh of WCBC to attend the meeting to discuss this agenda item following a request from a local resident, Mr Tom Jones who wished to highlight the issue of speeding in this area. Mr Hesketh advised that he would not give permission for anyone from the Highways department to attend as speed enforcement was a matter for the Police to deal with. Mr Hesketh advised that if there were any issues arising then we could address them in writing. The Clerk had sent Mr Jones a copy of the agenda a week before the meeting advising of the date and time but Mr Jones had not attended. In preparation for the meeting, PCSO Edwards had looked into the statistics recorded along this stretch of road and had found that since the 1st January 1997 to present date there had been 1 serious injury recorded which had been self-inflicted, 5 minor incidents and 11 reports of damage only with only 1 of these being recorded in the last year.

PCSO Tim Edwards asked why there was a traffic calming area installed on this particular stretch of road. Cllr. J. Lowe advised that she had campaigned for the speed limit to be reduced to a 30 zone approaching Pen-y-Cae from Plas Bennion and that the traffic calming area had been needed here as previously people had been driving too fast along this stretch of road.

PCSO Edwards advised that he would pay Mr Jones a visit and then he could address any concerns he had over speeding directly with him.

The Chair thanked PCSO Edwards for his input on the matter and advised that the Clerk should write to Mr Jones advising that the matter had been discussed at full council as requested but that if he had any further issues to report then he was welcome to direct them to the Police or the Highways Department.

Resolved: That the Clerk would advise Mr Jones that the matter had been discussed as requested and that if he had any further concerns then he could address them with the Police or the Highways Department.

(18)221 MINUTES

Minutes of the meeting held on 8th January 2018 copies having previously been circulated, were approved and adopted subject to the following corrections

(18) 203—that if the *funding* had been reduced

(18)222 ISSUES RELATING TO OLDER PEOPLE

Ffion Morus, Community Agent gave a verbal report of her activities for the period which included meeting with the new Community Agent in Cefn Mawr where they had discussed working together and Ffion had shared some of her paperwork ideas with her. Ffion had also attended the monthly Community Agents meeting where they had discussed the new clinical assessment unit at the Maelor Hospital. The aim of this unit was to identify the needs of patients providing short-term intensive support to prevent the need for a hospital admission, or long-term care placement, and support the timely and safe discharge for people who no longer require a hospital admission. The Community Agents had been in contact with the staff at the unit and were trying to arrange meetings to see how they could lend support and hopefully generate some new referrals. Ffion had also completed a welfare rights course where she had learned about universal credit and pension age related benefits. Ffion had been liaising with Cllr. G. Edwards in organising a community event on the 21st June with the Co-Op Estate Planning team and other organisations. Ffion gave details of her visits to her regular clients along with some new referrals. Ffion had also recently began holding sessions at Ruabon Surgery where she had a table set up with leaflets on her services and people could drop in and see her if needed.

Matters raised by members

Cllr P. Davies asked Ffion how many people Ffion would visit on average per week. Ffion advised that the figure would vary from week to week and that in the previous week she had made 5 visits. A lot of her clients preferred phone contact rather than visits so she made scheduled phone contact with these people. Ffion would provide the Clerk with some figures to pass on to members.

Cllr. J. Lowe asked what kind of response Ffion had following her sessions in the surgery in Ruabon. Ffion advised that she had spoken with a few people but was finding it difficult getting any kind of response from the other surgeries. Cllr. Lowe advised that she would be attending a meeting with the lead of the South cluster so would pass on her comments.

Cllr. J. Phillips asked Ffion if she had met with the new Estate Manager at the Housing office in Rhos yet. Ffion advised that she had not managed to arrange this. Cllr. Phillips advised that this may be beneficial to her role and encouraged her to make contact.

The Chair thanked Ffion for her hard work and asked if she could send her report to the Clerk a week in advance to be sent out with the minutes.

The Clerk had attended the Clerks meeting for the Community Agent programme in Coedpoeth on the 18th January. At the meeting Nigel Davies of AVOW had advised that there had been no discussions with WCBC on the possibility of extending their contract to project manage the Community Agent programme. Concerns were also raised by other Community Councils over a definitive answer to the length of time funding would be provided for the scheme. Once again complaints were raised over the lack of referrals or communication from Adult Social Care. Jo Ward from WCBC had given her apologies as she was unable to attend. The Clerk had also received a letter concerning the extension of the contract of funding. It was agreed that the Clerk should write to Jo Ward asking where the funding stream was coming from and what was the name of the minister in charge, this would allow members to get a clearer picture of how long the scheme would be funded for.

Resolved: That Ffion would pass on some statistics to the Clerk regarding her visits.
 That the Clerk would seek further information from Jo Ward regarding the funding stream

(18)223 MATTERS ARISING from the minutes.

1. Community Centre

Cllr. J. Lowe advised that she had met with Alison Tynan, the new Secretary for the Community Centre Management Committee and they had completed the charity association forms, they had to note that they were an existing charity but were not operating as yet. Cllr. Lowe also advised that the lease forms had been completed and were with the solicitors at present. The next meeting of the Management Committee was scheduled for the 22nd February at 6.30pm where it was hoped that the members could clearly define committee members and their roles if needed. The Chair noted that the Community Council had not had an official representative on the Committee since Cllr. Edwyn Evans had left and that there needed to be a link so that the Community Council could lend support if necessary. The Chair asked members present if they would like to be considered for this role. Cllr. G. Edwards advised that he would be willing to stand as representative, all members were in favour of this. The Clerk had confirmed that the defect in the car park had been addressed as requested but had learned from speaking with the caretaker that a new vacuum cleaner had still not been delivered. The Clerk would follow up correspondence with Simon Roberts.

Resolved: That Cllr. G. Edwards be elected as representative for the Community Council on the Management Committee.

2. Playgrounds

Carla Hughes of WCBC had advised that she would provide the Clerk with litter picking and maintenance logs for the play grounds. They would not be able to provide a log for grass cuts as there would not be any during the period from January to April.

Resolved: That the Clerk would pass on the details to members as she received them.

3. Notice Boards

The Clerk had received correspondence from Steve Plack of WCBC who had provided a form detailing the permission granted for installation of the noticeboard to be placed on Hall Street and the ongoing responsibility for it. The Clerk would sign this and return to Mr Plack. Mr Plack had advised that he was still waiting for permission to be granted for the proposed site for the board on Stryt Issa and that he would be in touch soon. The Clerk had not received any update from the Headmaster of the primary school concerning the gifting of the bespoke wooden noticeboard. The Chair asked the Clerk to follow up correspondence with Mr Newbould and ask if the school had made a decision.

Resolved: That the Clerk return the paperwork back to Steve Plack.
That the Clerk should follow up correspondence with Mr Newbould concerning the gifting of the old noticeboard.

4. Lost Sons of Pen-y-Cae book donation

There had been no further response from the schools regarding the donations of the books. The Clerk would call the schools and speak with the Head Teachers directly

Resolved: To await further development

5. Overgrown Hedge

The Clerk had clarified the location of the property with Streetscene and was awaiting further communication from them.

Resolved: to await further development

6. Remembrance Day

The Clerk had sent on the donation to the Salvation Army band and had spoken with Colin Brown, Bandmaster. Mr Brown had suggested that the Community Council may wish to approach Ruabon High School to see if they could provide musical accompaniment for future Remembrance Day services.

Resolved: noted.

7. Christmas Events

The Clerk had provided the finance Committee with the final figures following the Christmas Event. The overall costs had been £303.27, takings on the day had been £229 therefore leaving a variance of -£74. There were still a number of items left over from the event that could be re-sold at future events in order to bring a profit.

Resolved: noted.

8. Election in Groes Ward

The Clerk had been notified by Gaynor Coventry of the Electoral Division of the uncontested Election in the Groes Ward and that the application submitted by Mr Nicholas Claffey had been returned unopposed. The Clerk would display the notice as soon as possible.

Resolved: noted.

9. School Crossing Patrol

The Clerk had been in contact with Graham Lloyd and David Hesketh concerning the School Crossing Patrol and advised that the Community Council wished to dispute the invoice on the grounds that we had not received service for the period. Mr Hesketh had advised that in situations where positions are vacant (i.e. no one employed at the site), no charge will be made as there is no cost to Wrexham Council. Although we endeavour to provide cover during periods of absence, this is not always possible and the SCP will still receive payment (i.e. statutory sick Pay) and this must be recovered. As the Council has no budget for provision of service, there is no mechanism by which Community Councils can recover costs. The Chair instructed the Clerk to advise that the invoice would not be paid unless they could provide proof that statutory procedures had been followed correctly. Members also discussed the option of having a crossing installed in place of having a school crossing attendant. The Chair asked members to vote if they were in favour of continuing with employing a crossing patrol attendant. It was voted for as follows 1 in favour, 7 against and 3 abstentions. It was suggested that the Clerk write to Darren Williams to ask in principal if the department would consider installing a crossing patrol. A decision could be reached once the information had been received.

Resolved: That the Clerk would seek proof that procedures had been followed correctly.
That the Clerk should contact Darren Williams and enquire regarding the installation of a crossing patrol.

10. Wall at Cristionydd House

No correspondence had been received from Laurence Isted following the letter sent highlighting the danger that the wall may present. It was suggested that the Clerk send further correspondence to Mr Isted advising that the Community Council absolved itself of any further issues pertaining to the matter and if there were any further repercussions following this that WCBC could be named as the matter had been brought to their attention.

Resolved: That the Clerk would send correspondence to Mr Isted as instructed.

11. Correspondence from Mr Aled Powell.

Mr Powell had provided the Clerk with his requests by email. He had enquired last year regarding the Welsh Language Policy of the Community Council and had requested a copy. He also wished to see its Standing Order and Code of Conduct. The chair suggested that the Clerk should contact Trevor Coxon of WCBC to ask if we could adopt Wrexham's policy. The Clerk should advise Mr Powell that the Community Council are reviewing its Standing Orders and Code of Conduct at present and they would be reprinted. Mr Powell also asked that the minutes should be accessible from the Community Council's website as it was easier for residents to access them as they were not always accessible from the library or the local shops. Members discussed the need for a new website as it was currently impossible to add new sections to the website in its current state. Cllr. R. Salisbury would assist the Clerk with some recommendations for reputable web design companies.

Resolved: That the Clerk would contact Mr Powell as advised
That the Clerk would progress looking at tenders for a new Website.

(18)224 YOUTH ISSUES

The Clerk had not yet received clarification from AVOW on the reasons why Pen-y-Cae had not been approached for play provision in the Community. The Chair suggested that the Clerk write to John Gallanders, Head of Service for AVOW and ask him for clarification on the matter.

Resolved: That the Clerk should contact John Gallanders of AVOW.

(18)225 STREET LIGHTING

Reports

A report had been received detailing repairs and maintenance visits carried out for January.

Resolved: Noted

LED Programme

Cllr. G. Edwards advised that he had been speaking to other Community Councils regarding LED lighting programmes and had some extensive information that he wished to share with members and felt that it may be more beneficial to arrange a separate meeting to discuss this in full rather than trying to condense it into a small section of the monthly

meetings. Cllr. Edwards advised that there were a number of factors to consider before making a decision over how to execute such a programme and that he wanted members to be in possession of all of the facts beforehand. Cllr. Edwards also advised that there would be a meeting of the Street Lighting Consortium on the 8th February and encouraged all members to attend if they could as it would be an opportunity for them to see first-hand the experiences of other Community Councils who had already made their decisions. The Chair suggested that the agenda could be reduced for the meeting on the 26th to allow for a more in-depth discussion but asked Cllr. Edwards to include the pros and cons given by other councils over their experience. Cllr. J. Phillips proposed that a separate meeting could be held beforehand where contractors could be given 20 minute slots to present to members and give costings for the programme. This could be discussed as a follow up at the meeting on the 26th. It was agreed to arrange a meeting for the 19th February and invite Jones Lighting, SETS and Snapfast (Vision Illumination) to present to members. The slots would be arranged in 20 minute sessions starting from 7pm with 10 minute overlaps in-between to allow for discussion.

Resolved: That the Clerk make the necessary arrangements for the meeting on the 19th.

New Light

Cllr. J. Phillips advised that he had been in discussions regarding the installation of a new light by the Football Club. Cllr. Phillips asked members if the light was installed by WCBC would they agree to adopt the light. All members were in favour.

Resolved: That Cllr. J. Phillips would pass on contact details to the Clerk in order for permission to be given.

(18)226PLANNING APPLICATIONS

Application ref P/2018/0052 Erection of detached single garage 71 STRYT Issa Pen-y-Cae Wrexham

Resolved: No observations

Application ref P/2018/0041 Notification of proposed works to trees within Pen-y-Cae conservation area – to reduce height of Oak tree and lateral limbs by 5m coppice Holly, Coppice multistem Sycamore Nant-y-Felin Mill Lane Pen-y-Cae Wrexham

Resolved: No observations

(18)227PEN-Y-CAE COMMUNITY GROUP UPDATE

The Clerk read out a verbal report from the last meeting of the Community Group held on the 18th January. The group had arranged litter picks for the 27th January and the 10th February at the Poplar Road Rec and along the river by the Football Club respectively. The Scouts had been invited to attend the litter pick on the 10th February and it was intended that the Scout Group would become more active in assisting with events organised by the group. The group had agreed to keep the newsletter going with assistance from Cllr. Robert Salisbury. The Group also planned to hold an Easter egg hunt on the Poplar Road Rec on the 24th March. The Chair noted that for future reference any notes from these minutes should be circulated to members beforehand and that the item could be removed from the common agenda unless there was something that required discussion. It was also

agreed that Youth Issues could be removed as the MUGA had been added to the agenda for the foreseeable future and any Youth Items could be discussed under this banner.

Resolved: Noted.

(18)230 TO DISCUSS the MUGA

No further quotes had been received in respect of the MUGA. The Clerk had received notification from GHP Legal that the land had been registered and that a copy of the lease would be held indefinitely at GHPs offices.

Cllr. J. Phillips asked the Clerk if she could approach NJ Landscaping and ask him to provide costing for adding the grass cutting of the area into his maintenance contract.

Resolved: to await further development.

(18)231 TO DISCUSS the footway along the Railway Line

Cllr. J. Phillips noted that the footpath had become considerably degraded along the Railway Line and that upon enquiring with WCBC he had been advised that there was no provision in the budget for repairs and was advised that this would have to be externally funded. It was suggested that the Clerk should write to Darren Williams and highlight the disability access issues in this area and note that it is an equality issue.

Resolved: That the Clerk would contact Darren Williams as instructed.

(18)232 TO DISCUSS the Citizens Advice Bureau Provision

As the figures requested from the CAB had not been provided as requested it was agreed to place this item for discussion on next month's agenda.

Resolved: That the Clerk would place this item on the agenda for February.

(18)233 TO DISCUSS the Local Access Forum

Cllr. S. Jones had attended the latest meeting of the Local Access Forum where they were notified that the decision had been taken to amalgamate with Flintshire. Members of the forum were outraged that the decision had been taken prior to the meeting and had gone to the exec board with no consultation. As a result of this members had taken the decision to resign over the concerns of what seemed a retrograde step. The area was deemed too big to be a 'Local Access Forum'. It was agreed that the Clerk should send a letter of complaint over the lack of consultation on the matter. Cllr. S Jones would provide the Clerk with contact details.

Resolved: That the Clerk should send a letter of complaint once contact details were provided.

(18)234 TO RECEIVE General Correspondence

An email from Aled Powell offering to be included in a rota for chaperoning the Citizens Advice Sessions if needed. The Clerk had responded to say that his offer would be passed to members for their consideration but that no rota had been organised as yet.

An email from LEAP which was passed on by the Chair. The email detailed an initiative by Groundwork North Wales offering residents a free local energy advice programme. The Clerk had sent this out to members and the Community Agent.

Correspondence from JDH Business Services on their Audit Plan. The Chair noted that this should be placed on the agenda for the Finance Committee next month.

Correspondence from JDH Business Services offering their services as a DPO (data protection officer) following a change in the Data Protection Act which would see all organisations having to appoint an independent DPO which could not be the Clerk or RFO. It was suggested by the Chair that the Clerk should contact the ICO and seek clarification from them.

(18)235 MISCELLANEOUS

Resolved: To note receipt of the following:

1. An email from Will Bruce of Willy Weather detailing a free widget which could be installed on websites to give details of severe weather warnings.
2. Promotional brochures from Viking Direct detailing stationery offers

(18)236 ANY OTHER URGENT BUSINESS

The following issues were raised under the above heading:

1. Cllr C. Davies advised that as the Community Council had provided gifts for Councillors when leaving that something should be arranged for Adrian Bennett. The Chair advised that this should be discussed and agreed at the next meeting and arranged for when Mr Bennett was feeling a bit better.
2. Cllr. J. Phillips proposed that the Community Council should contribute a further £4000 in addition to the ring fenced £1000 in reserves for the proposed car park on Stryt Issa. All members were in favour of this.
3. Cllr. G. Edwards asked if all members who were free could attend the meeting on the 8th February to discuss street lighting.
4. Cllr. P. Matthews had attended the most recent meeting of the Wrexham Town and Community Councils Forum and had produced notes which she handed to members. There had been an animated debate regarding the changes to planning consultations and a special meeting to discuss this had been arranged for the 1st February. Cllr. Matthews was unable to attend this and appealed for any other representatives who could attend in her place.
5. The Chair noted that a Pupil Referral Unit would be housed within the former Junior School Building on Afoneitha Road. The Chair noted his disappointment in the lack of consultation with the Community Council over the matter and expressed his concerns that complaints from residents would be directed at the Community Council who had not had the benefit of prior consultation with officials from WCBC. Cllr. J. Phillips noted that following his meeting with Dafydd Ifans over the matter he had asked him to send correspondence to the Clerk detailing the plans and was disappointed that he had not done so. It was suggested that the Clerk should write

to Ian Roberts the Director of Education expressing the disappointment of the Community Council in its failure to consult with members.

(18)237 FINANCE

The Finance Sub-Committee met before the meeting at 6.30pm.

Payments

The following payments were approved for January.

102567- WCBC inspection and Maintenance play areas	1940.00
102568 – WCBC Election Costs	2642.06
102569 – WCBC – Replacement seats for swing	142.66
102570 – Jones Lighting – Maintenance	813.91
102571 – Jones Lighting – Maintenance	598.08
102572 – Accounting Solutions- payroll	81.57
102573 – EDF Energy – unmetered supply	994.05
102574 – Salvation Army – donation	50.00
102575 – HMRC – Tax & NI	529.39
102576 – Decorations for Christmas tree	10.02
102577 – Food for Christmas event	27.30
102578 – Salary	869.13
102579 – Salary	985.15
102580 – Expenses	26.28
102581 – Postage	8.88
102582 – Kalamazoo – minute book sheets	182.93
102583 – Llangollen Lions – donation	30.00
102584 – Gareth Davies – stall refund	10.00