

PEN-Y-CAE COMMUNITY COUNCIL

Minutes of the of the Pen-y-Cae Community Council Meeting held on Monday 25th March 2019.

PRESENT

Chair – Cllr D.A. Thomas

Cllr. Mrs C. Davies
Cllr. N. Claffey
Cllr. Ms A. Phillips
Cllr. Mrs. J. Lowe

Cllr. Dr S.E. Evans
Cllr. Mrs. P. Matthews
Cllr. Mr G. Edwards
Cllr. Mr J.C. Phillips

Ffion Morus, Community Agent for item number 5 on the agenda, *Issues relating to Older People*

(19)49 APOLOGIES

Apologies for absence were received from:

Cllr. Mrs J. Jones
Cllr. Mrs. S. Jones
Cllr. R. Salisbury
Cllr. K. Gilpin
Cllr. Miss P. Davies

Apologies were sent by Adrian Thomas from Groundwork who was invited to attend to discuss the Leap Project as he was unable to make it.

19)50 DECLARATION OF INTERESTS

Cllr. J. Phillips wished to declare interest in item number 7 on the agenda – Planning Applications.

It was agreed to suspend standing order for item number 5 on the agenda – Issues Relating to Older People.

(19)51 ISSUES RELATING TO OLDER PEOPLE

Ffion Morus, Community Agent had submitted her report to members prior to the meeting. Ffion reported that she had attended a meeting at Llangollen Surgery with the southern cluster groups and had met with Zoe, the social prescriber for Ruabon Surgery but to date had not had any referrals. Ffion had arranged a St David's day themed coffee morning at the Community Centre but due to the inclement weather only 4 people had attended, however she had had made contact with them since and had discussed issues with them. Ffion had taken part in the dementia tour bus initiative and had found it very useful. Following on from this Ffion had booked a place on a person centred approach in dementia care course. Ffion also noted that she had increased her social media engagement and was using her page as a platform to spread awareness of her role and also to advertise local services available to people. The Chair welcomed comments from members around the table. It was noted by the Clerk that the Beech Avenue Practice had a display giving details of the Social Prescribing Model but did not include any information regarding the Community Agents despite the meetings and correspondence between both Ffion and the Clerk and the surgery. It was suggested that the Clerk should write to Dr Peter Saul and invite him to a future meeting to discuss moving this forward in a positive manner. The Chair thanked Ffion for her hard work; following this she left the meeting.

Resolved: That the Clerk would invite Dr Peter Saul to a future meeting to discuss linking in Social Prescribing with the Community Agents.

(19)52MINUTES

Minutes of the meeting held on Monday 25th February 2019 copies having previously been circulated, were approved and adopted subject to the following corrections

(19)36 6. That she had been out *and*

(19)53 MATTERS ARISING from the minutes

1. Website

Following members agreement on a suitable accredited Welsh Language translator, the Clerk had engaged the services of Sandra Williams and had given her a link to the website and contact details for Paul Griffiths the web developer in order for her to begin translating the work. The Clerk had asked on Social Media if anyone wanted to share photographs for the website but had not had a response. The Clerk contacted a few people locally and asked them if they would like to have any photographs displayed on the site and had been sent a few. Members suggested that the Clerk contact Graham Lloyd of the history society and ask if he had any he would like to share.

Resolved: The Clerk would continue to progress with uploading content and advertise for interest in photographs. The Clerk would send out details of translators to members.

2. Dog Bag Dispensers

The Clerk had received confirmation that the dispensers were due for delivery by the end of the current week. Once received the Clerk would liaise with Cllr. J. Phillips who would arrange to install them. The agreed locations were outside the entrance to the Pant on Stryt Issa and on the footpath leading to the Rec from the Community Centre, near the litter bin.

Resolved: That the Clerk would liaise with Cllr. J. Phillips regarding the installation of the units. .

3. Fly Tipping on Coed-y-Nant

The Clerk had arranged a meeting with Alison Douglas of Clwyd Alyn Housing Association and both local members on the 29th March at 11am to discuss the issue of the fly tipping along the river bank. Ms Douglas had requested that a member of the enforcement team from WCBC should also be in attendance but to date had not had a response from the department. It was suggested that the Clerk contact Joanne Rogers directly and ask her to attend personally. Cllrs. J. Lowe and J. Phillips would report back at the next meeting.

Resolved: That Cllrs. J. Lowe and J. Phillips would attend the meeting as arranged and that the Clerk would liaise with Joanne Rogers regarding her attendance at the meeting.

4. Disabled Access on the Pant

The Clerk had requested a further update on the access issue at the Pant and to date had not received a response from anyone. It was agreed to send correspondence directly to Steve Bayley and ask for his assistance on the matter.

Resolved: That the Clerk would once again request an update on the matter from Steve Bayley.

5. Plas Bennion Road Surface

There had not been a reply from Streetscene following the request for information regarding planned improvements to the road surface at Plas Bennion. Members asked the Clerk to follow this up again. It was noted that the potholes were deteriorating significantly particularly in the traffic calming areas.

Resolved: That the Clerk would again contact Streetscene and ask for an update.

6. Play Areas

The Clerk had not received a response from Martin Howorth following the request to reduce litter picking to fortnightly and a cost for inspecting the MUGA. The Clerk had sought quotations from other companies who could only give costings for inspection and maintenance, they did not offer the facility for litter picking or grass cutting. The Clerk had prepared a table which she would email out to members for their consideration. Once the information had been received by Martin Howorth this would be discussed further.

Resolved: That the Clerk would send out the table of costs to members and await the information from Martin Howorth.

7. Citizens Advice

As per the SLA with the Citizens Advice Bureau, there had been no progress report or statistics provided since the move from the Village Hall to the library in Rhos. It was agreed that the Clerk would write to Gaynor Roberts and request an update as soon as possible.

Resolved: That the Clerk would ask for a report from Citizens Advice to share with members.

8. Studio Pen-y-Cae

No response had been given in reply to the letter sent to Ian Roberts, Director of Education regarding the signage at Studio Pen-y-Cae. It was agreed that the Clerk would forward correspondence to Ian Bancroft, Chief Executive of WCBC and send a copy to Cllr. Phil Wynn and ask for assistance in the matter.

Resolved: That the Clerk would send copies of the correspondence to Ian Bancroft and Cllr. Phil Wynn.

9. Speed surveys and signage

The Clerk had spoken with Graham Lloyd of WCBC regarding the possibility of a speed survey on Stryt Issa and had been advised that the Community Council would be recharged for this. Cllrs. J. Phillips and J. Lowe were not aware of this change and asked for clarification on when this had been passed. The Clerk would check this with Mr Lloyd. Mr Lloyd had also given advice regarding the interactive speed signage and had advised that the ones that displayed your speed were often used as a target for irresponsible drivers and in some cases encouraged speeding. Mr Lloyd advised that the signs that displayed smiles or frowning faces were more effective and gave locations of some that had recently been installed. Mr Lloyd also warned of the implications of signage that were worded as they would need to be made bilingual. It was agreed that the Clerk would seek information on the cost of the signage.

Resolved: That the Clerk would clarify the decision to recharge community councils for speed surveys and find out the cost for interactive speed signs.

(19)54 POLICE MATTERS

Reported Crimes

No crime figures had been received for the period.

Resolved: Noted

Matters Raised by Members

Cllr. J. Phillips voiced his concern that there had not been a PCSO in attendance for four consecutive months and in comparison with other neighbouring communities was not happy that Pen-y-Cae were not being given a fair representation. It was agreed that the Clerk would write to the chief inspector and ask for this to be rectified as soon as possible. Cllrs G Edwards and C. Davies both noted that there had not been a visible police presence in Pen-y-Cae for some time.

Resolved: That the Clerk would write to the Chief Inspector and ask for a fairer representation by the PCSOs at future council meetings.

(19)55 STREET LIGHTING

LED Replacement Programme

The replacement programme had still not been completed due to works needing to be carried out by Scottish Power. It was hoped to have an update on the estimated completion date soon. Cllr. G. Edwards advised that it was unclear at present whether there would be a charge from Scottish Power for the works as this had not been budgeted for in the loan application. There was money set aside from the solar farm payments allocated to street lighting if there was any overspend.

Resolved: To await progress on the replacement programme.

Plas Bennion

The Clerk from Cefn Community Council had written to say that they had already budgeted for street lighting for the financial year and as such would not be in a position to finance any new lighting schemes. No reply had been received from Ruabon community council but Cllr. J. Lowe advised that it was placed on the agenda for their forthcoming meeting.

Resolved: to await communication from Ruabon Community Council.

(19)56 PLANNING APPLICATIONS

1. Notification of proposed works to trees in Ruabon conservation area:

-2 no. Sycamore – fell

-2 no. Birch – fell

-1 no. Ash – fell

-1 no. Cypress – fell

- removal of 3 low branches from remaining sycamore extending towards the lodge and reduce side of crown towards the lodge to give 4 metre clearance from building and cut and remove ivy from main stem and crown

- cut and remove ivy from thorn adjacent to overhanging footpath and prune to give clearance from highway masonic hall duke street Ruabon Wrexham.

Resolved: no observations

(19)57 TO DISCUSS the MUGA – Stage Two Development

A meeting was held with members of Pen-y-Cae Football Club; also in attendance were Cllrs. J. Lowe, J. Phillips and the Chair to discuss the possibility of holding a joint fundraising live music event. It was agreed to take the idea back to full council and if agreed, to set up a working party to plan the event for June the following year. Members agreed that this would be positive and worthwhile joint venture with both respective organisations sharing the planning, costs and profits. Any profits raised would be split between the Football Club and the building of the skate park. It was agreed that the working party should consist of 3 members plus the Chair and to meet monthly with the football club to progress planning of the event. The Clerk would email members to ask for volunteers.

Resolved: That the Clerk would email members and ask for volunteers to join the working party and liaise with the Football Club to arrange future meetings.

(19)58 TO REVIEW the Risk Assessment

The Clerk had sent the current copy of the Risk Assessment to members prior to the meeting and the Finance Committee had made some recommendations to update it as follows:

Page 2. Areas where there may be scope to work with others to help manage risk

A mandate is completed on an annual basis following the AGM *usually* held in May

3 quotations are always obtained for work required by the council for contracts *in excess of £500*

Page 3. *Draft* minutes are circulated to all members prior to each meeting. A master copy of the minutes is signed by the Chair at Full Council *this is the point at which the minutes become ratified.*

Payments of salaries/wages are recorded in the official minutes but not made available to the public due to GDPR.

Table 3 Areas where there may be a need to self-manage risk

Salaries, wages *and pensions* including tax and National Insurance are dealt with by a third party.

Electors are able to visit the Clerk to inspect documents and make copies (at a small charge) should they so wish (See S.O) *or can request them via email free of charge in line with the GDPR*

The Chair asked the Clerk to update the risk assessment with the changes highlighted and send out to members via email for their consideration. The Risk Assessment would be ratified at the next meeting.

Resolved: That the Clerk would update the risk assessment and email out to members

(19)59 TO DISCUSS Planting of the War Memorial Gardens

It was recommended that the half-moon beds be planted with bedding plants in line with the planters around the village. Cllr. Gilpin would need additional help with the planting and members offered to assist when needed.

Resolved: That the Clerk inform Cllr. Gilpin that there would need to be additional bedding plants purchased for the half-moon beds.

(19)60 TO DISCUSS the Welsh Language Scheme

Cllr. P. Matthews had drafted a Welsh language scheme and the Clerk had emailed this out to members prior to the meeting. Members made some suggestions and alterations to be made. The Clerk would update this and send out to members for their consideration.

Resolved: That the Clerk would make the changes and forward on to members.

(19)61 GENERAL CORRESPONDENCE

An email from 73 Degree Film Projects requesting funding, it was advised that the Clerk should inform them that applications for grants had passed for the year but we could assist them with promotion of their projects if they so wished.

The poster advertising advice surgeries for Susan Elan Jones and Ken Skates. This would be displayed in the noticeboards

An email from a gentleman taking part in a marathon asking for sponsorship. The Clerk would inform him that applications for grants had passed for the year.

Citizens Advice Bureau Poster advising of new drop in sessions times at the Wrexham Branch.

An email from Hope House asking for donations the Clerk would inform them that applications for grants had passed for the year.

(19)62 MISCELLANEOUS

Resolved: To note receipt of the following:

1. Promotional brochures from Viking direct

(19)63 ANY OTHER URGENT BUSINESS

The following issues were raised under the above heading:

1. Cllr. P. Matthews noted that there would be a litter pick organised by Pen-y-Cae Community Group on the 6th April in preparation for the Easter Egg Hunt and the areas covered were the Pant and the Rec.

(19)62 FINANCE

The finance sub-committee had met prior to the meeting.

Payments

The following payments were approved for February

102805 – St Thomas Church - Grant	£100.00
102806 – Salem Chapel – Grant	£100.00
102807 – Community Defibrillator – Grant	£50.00
102808 – Funky Milkshakes – Grant	£50.00
102809 – North Wales Miners Association Trust – Grant	£50.00
102810 – Wales Air Ambulance – Grant	£25.00
102811 – Llangollen Eisteddfod – Grant	£25.00
102812 – Pen-y-Cae Scouts – Grant	£50.00
102813 – Dynamic Centre – Grant	£50.00
102814 – WCBC – Playground repair	£36.07
102815 – WCBC – Playground repair	£92.47
102816 – Wybone Ltd – Dog bag dispensers	£275.48
Bank Transfer – Salary, postage & back pay	2188.34
Bank Transfer – Salary & mileage	989.92

The Clerk had prepared budgetary information for members of the finance committee to view which showed the expenditure for the year. Due to the amount claimed back in VAT from the MUGA, there was an underspend which would be kept in reserves for the time being. The Clerk had also prepared a draft budget for the forthcoming year; this would be sent out to the finance committee for their consideration.