

## PEN-Y-CAE COMMUNITY COUNCIL

### COVID-19

Minutes of the Penycae Community Council Meeting held on Monday 26<sup>th</sup> July 2021

#### PRESENT

**Chair – Cllr. Dr S. Evans**

Cllr. P. Matthews  
Cllr. G. Edwards  
Cllr. K. Gilpin  
Cllr. J. Jones  
Cllr. H. Davies

Cllr. A. Phillips  
Cllr. A Tynan  
Cllr. J.C. Phillips  
Cllr. C. Davies

Rachael Hughes Community Agent for item number 5 on the agenda – Issues Relating to Older People

#### **(21)106 APOLOGIES**

Apologies for absence were received from:

Cllr. J. Lowe  
Cllr. P. Davies  
Cllr. K. Phillips

#### **(21)107 DECLARATION OF INTERESTS**

Cllr. J. Phillips declared interest in item number 7 on the agenda – Planning Applications

#### **(21)108 MINUTES**

Minutes of the meeting held on Monday 28<sup>th</sup> June copies having previously been circulated, were approved and adopted subject to the following corrections

(21) 96 – hundred

(21) 102 – currently on

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

#### **(21)109 ISSUES RELATING TO OLDER PEOPLE**

Rachael's report had been circulated to members prior to the meeting.

Rachael had given details of her activities for the month which had included a referral from the PCSOs. Rachael had helped the resident with several issues and had made contact with Mr Helper through Tom Hughes at Community Catalysts. Rachael had also prepared handover information for the new agent.

The Chair and members thanked Rachael for all of her hard work during her time as community agent and wished her well in her future role. Rachael expressed her thanks to members for allowing her the opportunity to develop the community agent role and for being so welcoming. Following this Rachael left the meeting.

### **Recruitment of new agent.**

The applications had now closed for the vacancy and it was agreed that the interview panel would meet to discuss the questions and interview process going forward. Members were invited to send any suggested questions to the Clerk for consideration.

Resolved: That the Clerk and the interview panel would liaise and set up the interviews once the questions had been agreed on.

### **(21)110MATTERS ARISING from the minutes**

#### **1. Request for Grit Bin**

There had still been no response to the request for grit bins. It was agreed that the Clerk should escalate the matter to Darren Williams and ask for the complaints procedure.

Resolved: That the Clerk raise the matter with Darren Williams and ask for the complaints procedure.

#### **2. Old BMX Land**

There had been no further update on the land and no response from Nicholas Adamson or Steve Bailey. It was agreed to write to Mr Bailey once more and ask that the community council receive an urgent response.

Resolved: That the Clerk write to Steve Bailey once again and ask for a response.

#### **3. Play Areas**

Carla Hughes at WCBC had identified some of the more pressing issues arising from the inspection and had provided the following information –

##### **Cost to repair wet our safety surface**

Cristionydd play area; 88.7LM x 100mm wide £3,008.00 + vat

Afoneitha play area; 58.2LM x 100mm wide £2,000.00 + vat

Poplar Road; 28LM x 100mm wide £1,250.00 + vat

##### **Cost to repair wall at Afoneitha park**

£480.00, this is to back fill the gaps and secure the boulders along the inside edge of the Play Area wall at the above site.

Members agreed to authorise the cost of the repairs to the wall and to look at the safety surfaces again in September.

Resolved: That the Clerk would give authorisation for the repair to the wall and the surfaces would be discussed in September.

#### 4. **Cemetery at Groes Chapel**

The Chair noted that the cemetery was still inaccessible in most areas and that a site meeting was needed. The Clerk would again try to contact Mr Ellis to see what could be done regarding the maintenance of the cemetery.

Resolved: That the Clerk would try to contact Mr Ellis once more and to possibly arrange a site visit.

#### 5. **DE-Fib**

The Clerk had been contacted by the Welsh Ambulance Service following an incident where the de-fib outside the school had been used and as such replacement pads would need to be ordered. It seemed that no one was directly responsible for the unit and as members had agreed to meet the future costs of the de-fib by the Church of the Nazarene it was suggested that the machines be adopted by the Community Council. This would enable the ambulance service to have a point of contact for the de-fibs and would make it a smoother process for ordering parts or organising repairs. It was agreed that the Clerk should speak to the School, Serena Hughes and Kelly Bellis to find out if they would give their agreement for the Community Council to adopt the donated machines.

Resolved: That the Clerk would speak with the people involved in the installation and donation of the machines to ascertain if they would give permission for the community council to adopt the de-fibs

#### 6. **Christmas Lights**

The Clerk had provided some pricing for Christmas lights as requested. The Suggested display was for plaited mini LED displays at a cost of £150 +vat with a cost of £120.00 + vat per display for installation and removal. This was also exclusive of carriage costs which would be determined once quantities were known. It was agreed to compare the installation and removal costs with MEGA and to find out regarding necessary permissions and site suitability. The Street lighting committee consisting of Cllrs J Phillips, G Edwards and K. Gilpin would meet to discuss locations.

Resolved: That the Clerk would ask MEGA for their costing for installation and removal of lights. That locations and suitability of equipment be discussed by the street lighting committee

### **(21)111POLICE MATTERS**

A report had been sent out to members from the local PCSOs detailing crime figures and updates for Rhos, Penycae, Ponciau and Johnstown.

#### **Crime Figures**

- **Crime Trends/Emerging issues**

- **ARSON-**

- Rhos/Ponciau - None

- Johnstown – None

- Penycae - None

- **CRIMINAL DAMAGE**

- Rhos/Ponciau – 8 (3 x damage caused to property, 4 x damage to vehicle)

- Johnstown - 1 – Damage to front door

Penycae - 1 – damage to vehicle

- **BURG DWELLING**

Rhos /Ponciau – 1 (one door handle tried no entry gained)

Johnstown – None

Penycae – 2 ( 1 x suspect arrested at scene and charged, 1 x ongoing)

- **THEFT**

Rhos/Ponciau – 4 (2 x pedal cycle, 1 x tools from van, 1 x hire vehicle)

Johnstown – 2 – theft from vehicle

Penycae – 1 (1 x motorcycle)

- **Drugs**

Rhos/Ponciau – 3 (1 x found in taxi, 2 x found in bedroom)

Johnstown -1- positive stop search

Penycae – 1 – package found

- **PATROLS**

Ponciau Banks

### **Speed gun**

PCSO Purdy Jones had suggested that a speed gun could be purchased and shared between neighbouring communities as a way to share costs. Members felt that Penycae may not get a proportionate share compared with other larger councils and therefore agreed to purchase a speed gun solely for the use within Penycae. It was also suggested that we find out how often it needed to be calibrated and how it would be stored. Members agreed to fund the cost of the speed gun at £218.95 on the condition that it was only used in Penycae and that a rota be drawn up for its use.

Resolved: That the Speed gun be purchased on the condition that it was solely to be used in Penycae.

### **(21)112 STREETLIGHTING**

#### **New Light at Tainant**

The light had finally been installed and connected and was now working. .

Resolved: noted

#### **Lambpit Street Light**

The shields had been fitted to the lamps in Tainant at a cost of £10 each.

Resolved: noted.

#### **New Light at Trofryn**

There had still been no response for the permission request for the new light to be sited at Trofryn. Cllr. J Phillips advised that he would follow this up.

Resolved: That Cllr. J. Phillips would chase the matter up.

### **(21)113 PLANNING Applications**

#### **Application no /2021/0691 – Extension of annex building Tan Dderwen Drefechan Penycae**

Resolved: no observations.

### **(21)114 TO DISCUSS Stage 2 of the MUGA**

The Clerk had instructed Wicksteed to book in the works for the Skatepark. The MUGA working party would meet to discuss quotes received for the linking pathway and report back to members at the meeting arranged for the 6<sup>th</sup> September. Cllr. J. Phillips advised that some conditions would need to be met with the contractor concerning the football club carpark and this would need to be outlined at the site meeting. Cllr. Phillips was keen to stress that the issues that arose last time with fencing and equipment being left in the car park could not be repeated again this time.

Resolved: That the working party would meet to discuss quotes for the linking pathway. That the Clerk would liaise with the contractor for the skate park regarding the car park issues.

### **(21)115 TO DISCUSS General Power of Competence**

The Clerk explained to members that Section 24 of the Local Government and Elections (Wales) Act 2021 (“the 2021 Act”) gives “qualifying local authorities” a general power of competence (the “general power”). The general power gives these authorities the power to do anything that an individual can do, thereby allowing these authorities to do things that are unlike anything they, or any other public body, have done before.

Qualifying local authorities are principal councils and eligible community councils.

An eligible community council is a community council which meets the criteria set out in section 30 of the 2021 Act, or in regulations made by the Welsh Ministers under section 35 of the 2021 Act, and passes a resolution that it meets the criteria and is an eligible community council. Section 34 of the 2021 Act makes provision in respect of common community councils established after the Act was passed.

The criteria a community council must satisfy in order to resolve themselves an ‘eligible community council’ are:

- at least two-thirds of the total number of members of the council have been declared to be elected, whether at an ordinary election or at a by-election
- the clerk to the council holds such qualification or description of qualification as may be specified by the Welsh Ministers by regulations. The draft regulations specifying the proposed qualifications will be subject to a separate consultation
- the council has received two unqualified auditor’s opinions from the Auditor General for Wales, for two consecutive financial years. The latest unqualified auditor’s opinion must have been received during the 12 months preceding the day on which the council’s resolution is passed

As the consultation into qualifications for Clerks was still ongoing it was agreed to discuss the matter at a future meeting.

Resolved: noted.

### **(21)116 TO DISCUSS CCTV**

Darren from MFS Systems had attended a meeting in the Community Centre on the 7<sup>th</sup> July and explained to members how he could assist in setting up a community CCTV System. Following a site visit he would then compile a quotation for members to consider. Cllrs. J Phillips and K. Gilpin had attended a site meeting with Darren to identify suitable locations for equipment and had broken the project down into three stages starting at the Community Centre, going down to the park at Cristionydd, then down to the school and onto Afoneitha then coming up Stryt Issa and onto the entrance to Cae Gabriel and finishing up at the rec. The Clerk would also seek some further quotes from other companies. Members requested that a meeting be held in the first week of September to discuss the CCTV quote from Darren. The Clerk would send out meeting invites for the 6<sup>th</sup> September.

Resolved: That the Clerk arrange the meeting for the 6<sup>th</sup> September as discussed.

### **(21)117 GENERAL CORRESPONDENCE**

An email had been received from Citizens Advice Bureau detailing the statistics for the outreach sessions from January to March and April to June in 2021. It was agreed that the advertisement of the outreach sessions should be more actively published to increase awareness.

An email was received from Catrin Jones of OVW seeking examples of successful interventions or innovative projects which helped to reduce the occurrence of litter and dog fouling. Cllr. Tynan advised that data had recently been collected following the litter picks so this could help to track the impact of litter picking in the village.

An email from Calon FM had been received asking for funding for the radio Station. The Clerk would advise that any grants and donations would be discussed at the February Meeting and that the request would be kept on file.

One Voice Wales had sent out information regarding Operation London Bridge – a code name given to the passing of HM Queen Elizabeth the Second. Community Councils were being asked to prepare an action plan for the event and any activities the Councils may wish to consider undertaking. Members agreed to discuss the matter in more detail at a future meeting.

### **(21)118 MISCELLANEOUS**

Resolved: To note receipt of the following:

1. Pethau Bychain – a green network for Community and Town Councils, a new nature forum and green hub which would be hosted on Microsoft Teams.
2. Written Statement from the Welsh Government in respect of the Local Authority Boundary Review – update. The modifications to the commission's final recommendations were that
  - a) The Commission proposed the electoral ward which is known in English as Marchwiell given the Welsh language name of Marchwiail. The electoral ward will be given the single name of Marchwiell.
  - b) The Commission proposed the electoral ward which is known in English as Minera is given the Welsh language name of Y Mwynglawdd. The electoral ward will be given the Welsh language name of Mwynglawdd

- c) The Commission proposed the electoral ward which is known in English as Bangor Is-y-Coed is given the single name of Bangor Is-y-Coed. The electoral ward will be given the single name of Bangor-is-y-coed.
3. A paper from OVW announcing that the Minister for Finance and Local Government has published the consultation: *'Eligible Community Councils (General Power of Competence) (Qualifications of Clerks) (Wales) Regulations 2021'*

The Local Government and Elections (Wales) Act 2021 ("the 2021 Act"), sets out the intention of Welsh Ministers to specify, in regulations, the qualifications or description of qualifications that the clerk to a community council must hold in order for the community council to meet the second of the three eligibility conditions to become an 'eligible community council'.

The consultation will be open between 28 June 2021 and 24 September 2021.

The link to the consultation and how to respond can be found here: <https://gov.wales/community-council-clerk-qualifications-regulations>

### **(21)119 ANY OTHER URGENT BUSINESS**

Cllr. P. Matthews advised that she had attended the recent WTCC Forum and would send out the presentation to members.

Cllr. A Tynan asked members to consider installing a bench opposite the cenotaph following a request from the Penycae Community Centre Management Committee. It was agreed to find out if permission from WCBC would be granted for this.

Cllr. G. Edwards advised that there was to be an open day at St Davids Church in Rhos on the 29<sup>th</sup> July as the church would soon be closing. This would present an opportunity for family members who had donated items to the Church over the years to put in a request to have them returned if they wished.

Cllr. A. Phillips asked if the SMP payment had been received for Ffion yet. The Clerk advised that it had not. Cllr. Phillips asked for this to be chased up.

### **(21)120 FINANCE**

The Finance Committee met before the meeting and discussed the Clerk's contract. The Clerk was asked to leave the room. The Chair had compiled the contract with the help of Alyn Thomas and asked members to agree on the salary pay scales for the Clerk. It was agreed that the pay scales should follow a 4 point salary pay scale and for the first 3 years there will be automatic pay uplift. On year 4 this will be based upon a successful performance review plan which will be carried out with the Chairperson, confirmed in a finance meeting and ratified at full council. It was therefore agreed that the Clerk's current rate of pay would now be £14.46 per hour. Members of the Finance Sub Committee recommended that full council accept this in order for the Clerk to sign her contract. All members were in agreement.

Resolved :                    That the Clerk and Chair signed the contract

## **Payments**

The following payments were approved for July

102969– k Gilpin - planters	£465.98
102970 – Andrew Hughes - bench	£260.00
102971– Citizens Advice – outreach	£6221.17
102972 - Chris Williams - maintenance	£260.00
Bank Transfer – Salary, postage	£1304.57
Bank Transfer – Salary	£570.24