

Ruabon Community Council

Minutes of Community Council's Meeting held on Wednesday 26 April 2017 at 7.00pm at Ruabon Village Hall

Present: Councillor Supriya Kapas(Chair); Councillor Dana Davies; Councillor Sybil Bremner; Councillor Paul Bickley; Councillor Christine Jackson Councillor Ann Davies; Councillor Bob Jackson; Councillor Ann Jones; Councillor Lisa Kelly; Councillor Gwen Rogers; Councillor Bill Smith. Mike Blackshaw (Clerk/Finance Officer);

Also in attendance

Minute Ref No	Agenda Item No	Summary of Discussion	Decisions/ Agreed actions/ related Documents
4645	1	Item 1.0 - Apologies received from Councillor Cath. Roberts; Councillors David Green and Councillor Joan Lowe; PCSO Steve Bellis.	
4646	2	Item 2.0 - Declarations of Interest: No declaration of interest at this stage.	
4647	3	Item - 3.0 Amendment to Agenda – The Chair proposed a change in the order of business and to discuss the report from the Community Agent before confirming the minutes of the previous meeting. Council Agreed.	Approved by Council
4648	4	<p>Item 4.0 - Community Agent – Ms. Ffion Morus up-date the Council on the progress she has made within Ruabon over the past month. She reported that she has started her 'Drop in' sessions at Ruabon Library but the first session had received a poor response. She indicated that she would continue with these sessions in the short term and these would be held on the 2nd Wednesday each month.</p> <p>She had completed the first quarterly report which had been submitted to Adult Social Care. At present she had not received any referrals from Ruabon although she had received a number from Penrycae.</p> <p>Ffion reported that she had received Dementia training and was also due to be trained in Food Hygiene being organised by AVOW. She had also discussed with the Adult Social Care Dept. to undertake a level 3 course in Adult Care.</p> <p>Ffion informed the Council that she intended to meet a number of groups in the village including a group for the elderly that meet in the church hall monthly. She has also met with the warden at St Michael's Close and discussed the possibility of setting up a games group which had received a positive response and she was requesting the Council's approval to spend approximately £50 on games. Councillor Dana Davies proposed and Councillor Paul Bickley seconded the release of the funds to purchase the games and Council agreed.</p> <p>Councillor Dana Davies and the Clerk up-dated the Council on the meeting they had attended at Coedpoeth with Jo Ward of Adult Social Care and Nigel Davies of AVOW.</p> <p>The meeting had discussed a number of issues raised by the Community Councils. Jo Ward explained the reasons behind the hand over of the management of the scheme to AVOW and the reasons why it was done without prior consultation with Community Councils. Representatives of the Community Councils explained they were concerned that the intention to extend the roll</p>	<p style="text-align: center;">Noted</p> <p style="text-align: center;">Approved</p>

		<p>of the C.A.'s to include young vulnerable adults raised a number of issues which needed to be addressed before they should be included in the scheme. These issues included the Safety of the C.A's, the need to produce required risk assessment and how the adults would be assessed as suitable clients. Jo Ward explained that those involved would have low level needs and all necessary checks would be carried out before being referred. However, after consideration it was agreed that the scheme would not be extended immediately but priority would be given to ensure the current service would receive all the necessary support it required. It was also pointed out that funding has been made available to continue the scheme in those existing areas and to provide additional temporary Community Agents across the Wrexham area. Nigel Davies outlined the support being made available by AVOW including the availability of volunteer groups within certain communities to support the CA's.</p> <p>It was agreed to hold regular meetings with representatives of the Community Councils and the next meeting was to be held in Chirk Town Hall on 11 July at 10.30am.</p>	
4649	5	<p>Item 5.0 - Confirmation of the minutes – the Minutes of the meeting of the Council held on the 29 March 2017 were received and were agreed as a true and accurate record following minor changes, proposed by Councillor Dana Davies, seconded by Councillor Christine Jackson. Approved by Council</p>	Approved
4650	6	<p>Item 6.1 - Matters Arising - The following items were discussed.</p> <p>Item 6.2 – Cemetery – The matter of the water butt placed at the top of the cemetery was discussed and issues were raised regarding the type of landscaping to be placed around the butt to enhance its appearance, after considering possible options it was agreed to refer it back to the Cemetery Group.</p> <p>Councillors also considered the need to provide additional storage and welfare unit at the Cemetery, the Group were in the process of considering options and their recommendations would be put before Council in due course.</p> <p>Item 6.3 – Cemetery Fields – The Chair up-dated the meeting on the current position regarding a lease which needed to be signed by 23 June 2017. She outlined the contents of an e-mail received from the Council's solicitors which indicates that Mr. Billington is not prepared to concede the need to retain the saplings previously planted by members of the community for the benefit of the community. The solicitor indicated that the matter was discussed at the tribunal and that it would be difficult to include any protection of the saplings within the lease. The Council considered the situation and came to the conclusion there was a need to resolve this matter as quickly as possible and that the lease should be signed provided a definition of an 'agricultural lease' is obtained from an independent solicitor. The Council also agreed a period of 30 days would be required to possibly remove any items that might be required from the area of land prior to the lease being exchanged.</p>	Noted
4651	7	<p>Item 7.1 – Williams Mews – The Chair read out an e-mail which the Clerk had received from the officer dealing with matter on behalf of W.C.B.C. The e-mail read:-</p> <p>"If it's appropriate could you mention in the meeting that I am grateful for the assistance of Ruabon Community Council and individuals for their support, assistance and determination in working to bring these properties back into use. I appreciate that these properties have been a cause for concern for many years and while there is still some work to be done I am confident that we'll soon be at a point were residents will see</p>	Noted

		<p>real progress”. The Council noted the contents of the e-mail. Councillors still expressed their disappointment that no consultations had taken place to consider the future use of the site and that affordable housing was the only option available. They again raised the lack of suitable parking within the village and that additional housing would add to the problem. It was pointed out that the site had been designated for housing and that it was identified as such on the Local Development Plan. Councillors stressed the need for the Council to be consulted on the future development of the site and the design of the properties to be erected.</p>	
4652	8	<p>Item 8.1 - Police Matters –Details of the incidents which had been recorded since the last meeting were provided by PCSO Bellis and reported to the meeting and these are contained in Appendix 1 attach. Brief descriptions of the incidents were also provided.</p>	Noted
4653	9	<p>Item 9.1- Planning Items – the following planning matters were considered:- P/2016/1163 – Land adjacent to Wynn Offa The Green Ruabon – Outline application for the erection of 2 No. dwellings with associated parking. P/2017/0271 – Moreton Farm Gyfelia Wrexham – Construction of silage clamp to hold winter feed for cattle (in retrospect)</p>	No objections - refer to Network rail comments No objections raised
4654	10	<p>Item 10.0 - General Correspondence – The Clerk had provided a summary of general correspondence which had been received and was available for Councillors’ perusal at the meeting, or details could be forwarded on as requested. Councillors then considered and dealt with the correspondence as follows Item 10.1 - One Voice Wales. – Motions for 2017 Annual General Meeting to be returned by noon Friday 30 June 2017 Item 10.2 - Tree Charter – Invitation for Local Councils to become a Charter Branch member – details on how to register available. Item 10.3 - One Voice Wales – Details of their response to the White paper – Reforming Local Government – Resilient & Renewed Item 10.4 - One Voice Wales – Social Media Policy Template for Community Councils Item 10.5 - Betsi Cadwaladr Stakeholders Reference Group – Copies of the Annual Report March 2017, details of presentations on North Wales Population Assessment and HMP Berwyn update. Item 10.6 - One Voice Wales – New Councillor Induction Training – Various dates and Locations Item 10.7 - North East Wales Community Forum – Invitation to event to consider ‘Is the fire risk assessment for your community building up to date’ to be held in Northop 10 May 10.00am – 2.00pm (free of charge) Item 10.8 - Wrexham Area Civic Society - Spring Issue newsletter Item 10.9 - W.C.B.C. – Damage to play unit in Wynnstay Gardens – cost of repair – approx. £50. Provision of quarterly inspection of play equipment at Maes y Llan playground by qualified inspectors £58. NB weekly inspections required – staff training required to cover inspections. Item 10.10 - Wales Audit Office – New audit approach to annual audits of town and community councils. Concerns were also raised regarding reserves of over £32m held by town and community</p>	Noted Noted Noted Noted

		<p>councils.</p> <p>Item 10.11 - Stwit Events – Programme of shows in the Stiwit Rhos during the summer</p> <p>Item 10.12 - Friends of Belleview Park – Request for a donation towards the cost of a monument as part of a memorial garden to remember all those who served in WW1. The request has been circulated to all Community Councils. – To be considered at November meeting</p> <p>Item 10.13 - Adam Owen – Request to attend a future meeting to discuss the possibility of purchasing a defibrillator for the village.</p>	<p>Noted</p> <p>Invite to next meeting</p>
4655	11	<p>Item 11.1 – V.H.C. Management Group – Councillor Dana Davies reported on the outcome of the recent meeting held on 19 April 2017. The Bowling Club had reported that the boundary fence with the MUGA had been repaired but damaged again, the Group were considering what fencing options were available. The Bowling Club had also reported that a golf ball had been hit onto the green during a match fortunately it did not hit anyone. Signs previously erected on the Rec. banning the playing of golf had been vandalised and removed. It was suggested that consideration should be given to improving the fence as this had been damaged again following repair by the bowling club. The group had also considered the provision of a shelter/canopy across the rear of the hall to provide additional shelter for spectators during matches this was to be considered at future meetings.</p> <p>The Clerk reported that the caretaker had worked 3 additional hours cleaning the pavilion following the refurbishment and requested the Council to approve payment of the additional hours. The Council agreed. The Group also noted that once the amended lease had been agreed with the Bowling Club the Caretakers hours should be reviewed.</p> <p>Councillor Dana Davies had up-dated the group on the proposed installation of a new kitchen in the village hall as part of the community benefit scheme she reported that the appropriate forms had been completed and that installation should take place at the end of July. Work was not required to the Pavilion kitchen as it had recently been replaced.</p> <p>The Group were also making a recommendation to the Council that consideration should be given for the free hire of the hall on one Saturday each month, when available, to Charity Groups who wished to arrange fund raising events. It was acknowledged that certain criteria should be met before the hall would be made available, these included appropriate insurance cover and that the event had been registered with the charity involved. The hall would not be made available if the necessary criteria had not been met as it could be open to abuse.</p> <p>The Clerk had circulated the financial details previously but pointed out that the hall surplus balance at the end of the financial year was £995.61p.</p>	<p>Approved</p> <p>Noted</p> <p>Approved</p> <p>Noted</p>
4656	12	<p>Item 12.1 - Business Plan – Councillor Bill Smith reported that he had received some feedback relating to items to be included within the Business Plan. He advised the meeting that with the change of Council due in May no further immediate progress could be made. It was proposed to set up a new Working Group as part of the new Council in order to progress the plan further, Council agreed.</p>	<p>Approved</p>
4657	13	<p>Item 13.1 - Finance Report – The Clerk circulated minutes of the Finance Group's meeting and reported on the following items</p>	

		<p>Item 13.2 – Annual Audit – The Clerk circulated details of the figures contained in the reconciliation report for the internal audit for information.</p> <p>Item 13.3 – Insurance Policy – The Clerk reported that he had received 3 quotations for the Council’s Insurance requirements for 2017/2018. Both he and the Chair had checked the contents of the two lowest quotations with the only variation being the level of public liability, with quotation No.1 set at £12m and quotation No. 2 £10m. The Council considered the quotations and Councillor Dana Davies proposed and Councillor Ann Davies seconded to accept quotation No. 2 for 1 year. Council agreed.</p> <p>Item 13.4 – Risk Assessment – Details of the changes of the Risk Assessment suggested by the Group were circulated and considered by the Council, Councillor Bill Smith proposed and Councillor Ann Davies seconded and Council approved the changes.</p> <p>Item 13.5 – Groundsman’s Hours – The Clerk reported that he had received a request from the Temporary Groundsman for a reduction in his working hours during the month of October. The request was to reduce his hours and to correspond to those worked by the Groundsman. Following consideration Councillor Paul Bickley proposed and Councillor Bob Jackson seconded and Council agreed to the reduction in hours.</p> <p>Item 13.6 – Accounts Payable – A schedule of accounts to be paid was circulated and approved by Council.</p>	<p>Noted</p> <p>Approved</p> <p>Approved</p> <p>Approved</p> <p>Approved</p>
4658	14	<p>Item 14.0 – Thanks – The Chair extended the sincere thanks of the Council to Paul Bickley, David Green and Christine Jackson for the valuable contribution they have made over recent years to the Community of Ruabon.</p>	
4659	15	<p>15.0 - DNM – Next meeting of Full Council is on Wednesday 31 May 2017 at 7pm. AGM to be held on 10 May 2017 at the Sports Pavilion</p> <p>Meeting closed at 9.15pm</p>	