

Ruabon Community Council

Minutes of Community Council’s Meeting held on Wednesday 31 May 2017 at 7.00pm at Ruabon Village Hall

Present: Councillor Dana Davies (Chair); Councillor Sybil Bremner; Councillor Ann Davies; Councillor Callum Edwards; Councillor Bob Jackson; Councillor Ann Jones; Councillor Lisa Kelly; Councillor Joan Lowe; Councillor Sharon Mazzarella; Councillor Cath. Roberts; Councillor Gwen Rogers; Councillor Bill Smith; Mike Blackshaw (Clerk/Finance Officer);

Prior to the meeting The Chair welcomed new Councillors Sharon Mazzarella and Callum Edwards to their first Council meeting.

Also in attendance; Adam Owen

Minute Ref No	Agenda Item No	Summary of Discussion	Decisions/ Agreed actions/ related Documents
4660	1	Item 1.0 - Apologies received from PCSO Steve Bellis.	
4661	2	Item 2.0 - Declarations of Interest: No declaration of interest at this stage.	
4662	3	Item - 3.0 Confirmation of the minutes – the Minutes of the meeting of the Council held on the 26 April 2017 were received and were agreed as a true and accurate record proposed by Councillor Bill Smith, seconded by Councillor Ann Davies and approved by Council	Approved by Council
4663	4	<p>Item 4.0 - Matters Arising - The following items were discussed.</p> <p>Item 4.1 - Cemetery Fields – The Clerk reported he had received a response from the Council’s solicitor regarding the definition of an ‘agricultural lease’, in the response the letter had quoted “Agriculture includes horticulture, fruit growing, dairy farming, the keeping of livestock and the use of the land for grazing.....”, the letter also included details of a legal case which stated “If horses were simply turned out onto the land with a view to feeding them from the land, clearly the land was being used for grazing. If horses were being kept on the land and were being fed wholly or primarily by other meansthen plainly the land was not being used for grazing but merely for keeping the animals”. Mr. Billington’s solicitor had acknowledged that his client had given assurance that the horses would only be grazing on the land. After due consideration Councillor Bill Smith proposed and Councillor Ann Davies seconded and Council agreed to proceed with the lease and to request that clause should be included to ensure a “stand off” fence be erected in the field by Mr Billington within one month of signing the lease to ensure all animals would be kept securely. Council approved the proposals.</p> <p>4.2 – Williams Mews – The Clerk reported following last months meeting he had contacted the Housing Development Project Manager at W.C.B.C. who had provided the following information. “We are currently working with one of the local Housing Associations who has had an interest in this site for some time and has spent both time and money on trying to sort out the very complex legal issues with the Crown to enable them to purchase the land. One of the stipulations from the Crown to enable them to</p>	<p>Noted</p> <p>Approved by Council</p>

		<p>agree for the site to be sold to a Housing Association was that it would be used for affordable housing".</p> <p>Councillor Bill Smith raised the issue that no proof had been provided to the Council that this is what the Crown had stipulated and requested the Clerk obtain proof of this if possible, the Council agreed with this request.</p> <p>The H.D.P. Manager went on to indicate that a future development for the site would be based on the needs of the community and following consultations with local members and the local estate office. During this consultation period representatives of the Council would be welcome to attend the meetings. Members stressed the need for involvement in the proposed design of the houses to ensure they complemented the surrounding buildings given the site is in the centre of the village. It was pointed out that the Council would also be able to express their views during the Planning process. Councillors acknowledged this but were doubtful whether any comments they made were acted upon by the Planning Department based on previous experiences.</p> <p>The Chair suggested that it might be beneficial to members if the Planning Control Manager be invited to a forthcoming meeting to explain the planning process in more detail. Council agreed to this and requested the Clerk to make the necessary arrangements.</p> <p>However, Councillors again expressed their concerns regarding the impact houses would have on the area given the limited parking and the severe congestion on High Street when there are deliveries to the adjacent shops.</p>	Noted
4664	5	<p>Item 5 – Defibrillator – The Chair welcomed Mr. Adam Owen who is the locally based First Responder to the meeting. Mr. Owen provided the Council with background information into the role he has carried out in Ruabon for the past 7 years. He also informed the Council that he has been undergoing extensive training and hoped to qualify as a Paramedic soon. He currently leads a team of 20 first responders based in the area south of Wrexham all of whom are volunteers. He explained that the current defibrillator he is using is now out of date and needed up-grading to an ipad defibrillator which had many advantages over the older models. He explained that a number of towns and villages had installed these types of units outside a building for easy access when required but that in some cases these had been vandalised and he was recommending that this was not the best option when considering a replacement. He acknowledged that by having the unit available to him at all times it reduces his time in responding to an emergency. The purpose of his visit was to request the Council to consider funding the purchase of a new defibrillator at a cost of £777.00 plus VAT. Following discussions by the Council Councillor Callum Edwards proposed, Councillor Sharon Mazzarella seconded and Council unanimously agreed to the purchase. Councillor Ann Jones offered to donate receipts from her next 2 car boot sales approximately £200 towards the cost of the purchase, the Chair and Council acknowledged her offer and thanked her for her generosity. The Clerk was requested to make all the necessary arrangements for the purchase. Mr. Adam Owen thanked the Council for their kind offer..</p>	Approved by Council
4665	6	<p>Item 6 - Community Agent – The Clerk up-date the Council on the progress being made by the Community Agent.</p> <p>Ffion Morus reported she had telephoned local GP surgeries and had a meeting with practice manager at Gardden Road Surgery who was very enthusiastic about working with her and for getting the GP's involved with social prescribing.</p> <p>She had attended a Stroke Awareness Course and Parkinson's</p>	Noted

		<p>Awareness course and met with Maria Heron from Age Concern. She had requested brochures from Wiltshire Farm Foods and Oakley Foods who are based in Wrexham which she could hand out to clients if they requested.</p> <p>Ffion had also attended a meeting with her QCF Level 3 assessor and had arranged to meet every two weeks to discuss her progress and her assignments The first unit to be completed is duty of care.</p> <p>A meeting was held at AVOW with the all community agents and various organisations. They had discussed social prescribing with Kim Sheridan who is working with GP practices, they heard from Carers Support Trust, the Red Cross, Macmillan Team, the Royal Voluntary Trust, and were continuing to receive support from AVOW themselves.</p> <p>Ffion is still holding her open session at Ruabon Library but to date no interest has been shown. These sessions are held 2.15pm and 3.15pm every second Wednesday each month. This will continue in the short term.</p> <p>Several meetings had been held with the church regarding a new lunch club they were starting called 'Time Well Spent' she has been assisting with the claiming of the Inclusion Grant and gaining information for the group.</p> <p>She has attended a coffee morning at St Michaels and had chatted with residence and had established the type of games they would like for their new games group. Ffion has purchased a number of the games and is looking forward to developing further interest in the group.</p> <p>Ffion also reported she has received 2 referrals for Ruabon. Both clients would like assistance in gaining a blue badge. Applications are now completed on-line and she will be assisting them in completing the necessary forms.</p> <p>The Council acknowledged the work she had been undertaking and were pleased that she had received a number of referrals for Ruabon and hoped this would be a positive step forward in developing the service..</p>	Noted
4666	7	<p>Item 7.1 - Police Matters –Details of the incidents which had been recorded since the last meeting were provided by PCSO Bellis and reported to the meeting by the Clerk. These are contained in Appendix 1 attached, and brief descriptions of the incidents were also provided. Councillors noted that the report did differentiate between incidents involving adults and youths.</p> <p>Item 7.2 – Matters Arising - Council was made aware of the need to ensure windows and doors were made secure and that out buildings were locked overnight.</p> <p>The report of graffiti on the boundary wall of the old HSBC bank had been a cause for concern, the Clerk reported that Street Scene could not undertake the removal as it was on privately owned land, however, the Clerk informed the meeting that the offending words had been removed. Councillor Bremner pointed out that there had been no feedback in relation to what action had been taken following the report. This was noted and agreed that responses would be provided to all complaints so that these may be passed on to the public when complaints had been received.</p>	Noted
4667	8	<p>Item 8.1- Planning Items – The Council considered the following planning applications: Councillors Callum Edwards and Lisa Kelly declared an interest in the first application to be discussed. P/2017/0342 – Land at Pont Adam Crescent Ruabon – Submission of reserved matter pursuant to Outline Planning Permission P/2015/0178 Residential development for the erection</p>	No objections raised

		of 19 dwellings. P/2017/0362 – Engadine, Penycae Road – Erection of Outbuilding (partly in retrospect) P/2017/0379 – 23 Vicarage Fields Ruabon – Two storey extension.	No objection No objection
4668	9	<p>Item 9.0 - 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;</p> <p>Item 9.1 - One Voice Wales. – Meeting of Flintshire/Wrexham Area Committee & AGM will take place on Wednesday 7 June 2017 at 7.00pm at Gwersyllt Resource Centre.</p> <p>Item 9.2 - Community Health Council – Report on the survey carried out across Wales on ideas how the NHS can improve the service to Dementia sufferers and carers. Link to report http://www.wales.nhs.uk/sitesplus/documents/899/Demetia.</p> <p>Item 9.3 - One Voice Wales – Model of local protocol for Community and Town Councils – principle of referring some complaints against members back to Community and Town Councils for a local resolution.</p> <p>Item 9.5 - SLCC/One Voice Wales – Joint event 12 July at St David’s Hotel Ewloe – various topics – enhancing the capacity and capabilities of the sector, devolution of services and finance and accountability.</p> <p>Item 9.6 - Community and Town Councils – Magazine ‘Focus on Play’</p> <p>Item 9.7 - One Voice Wales – New Councillor Induction Training – Various dates and Locations</p> <p>Item 9.8 - North East Wales Wellbeing – Invitation to an event at Gwersyllt Resource Centre on 8 June 2017 at 9.30am</p> <p>Item 9.9 - Welsh Government – Code of Practice on Workforce matters – Annual monitoring. Outsourcing of public services.</p> <p>Item 9.10 - A Nation’s tribute & WW1 Beacons of light 11 November 2018 – Progress up-date and reminder of event</p> <p>Item 9.11 - W.C.B.C. Housing Development Manager – Williams Mews – Response/Up-date on progress towards resolving this outstanding matter.</p> <p>Item 9.12 - Friends of Ruabon – June 10 – Ruabon Village Fete.</p> <p>Item 9.13 - Wrexham Adult Social Care – Community Inclusion Grants available to help start Lunch Groups, Art Clubs etc.</p> <p>Item 9.14 - Gittins and McDonald – Up date on Cemetery Fields – definition of agricultural use.</p> <p>Item 9.15 - W.C.B.C. Mayor’s Office – Invitation to attend Mayor’s Civic Visit to St. Giles Parish Church on Sunday 25 June 2017 at 11.00am</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
4669	10	<p>Item 10.1 – V.H.C. Management Group – The Chair reported that the Group had elected Councillor Ann Davies as the new Chair and Councillor Sharon Mazzarella as the Vice-Chair at the recent meeting with Councillor Sybil Bremner being elected as Secretary and Booking Clerk.</p> <p>Councillor Ann Davies then proceeded to report on the Groups meeting held on the 24 May 2017 which included the progress on the refurbishment of the kitchen and the incident of vandalism where glass was damaged in the kitchen and main hall.</p> <p>There was a recommendation from the Group that the Booking Clerk be refunded her costs for the printing paper and ink for copying out notes, providing Agendas booking information and correspondence relating to agenda items. Councillor Ann Davies proposed, Councillor Sharon Mazzarella seconded and Council agreed to the proposal.</p>	<p>Approved by Council</p>

4670	11	<p>Item 11.1 - Finance Report – The Clerk circulated minutes of the Finance Group’s meeting and reported on the following items.</p> <p>Item 11.2 – Annual Audit – The Clerk informed the Council that the internal audit had been completed and the Conclusion of the auditor was “On the basis of the internal audit work carried out, in our view the Council’s system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan”, these included changing figures in the return and the need to include the element of loan received from Salix as part of the total borrowing outstanding. The report acknowledged that all recommendation made in previous audits had been implemented .</p> <p>Councillor Joan Lowe proposed, Councillor Ann Jones seconded and Council approved the audit report and the Annual Return was duly signed by the Chair and Clerk. The Clerk then informed the Council that all papers were required to be forwarded to the external audit by 12 June 2017.</p> <p>The Council thanked the Clerk for his work in completing the return.</p> <p>Item 11.3 – Accounts Payable – A schedule of accounts to be paid was circulated and approved by Council.</p> <p>Item 11.4 – Staff Pensions – The Clerk reported that a review of the staff pensions needed to be completed for implementation by the 1 July 2017, he indicated that the minimum contribution from that date was 5% in total. He advised Council that he had discussed it with the Groundsmen and they were considering increasing their personal contribution. Following consideration Councillor Bill Smith proposed, Councillor Ann Davies seconded and Council agreed to match the staff’s contribution up to a maximum of 5%.</p> <p>Item 11.5 – Cemetery Lodge Rent – The Clerk informed the Council that a review of the rent was due on 1 July 2017, he reported that the current rent covered the cost of the loan, the Council had agreed previously that the rent would reflect the market value, Councillor Lisa Kelly proposed, Councillor Bill Smith seconded and Council agreed the Clerk should enquire on the current rental value of the lodge.</p>	<p>Noted</p> <p>Audit approved</p> <p>Approved by Council</p> <p>Agreed by Council</p> <p>Matter deferred to next meeting</p>
4671	12	<p>Item 12.0 – Co-option of Members The Clerk informed the Council that four letters of interest had been received from Mr. Charles Devlin, Mr. Peter D’Allestro, Mr. Stephen Jones and Dr. Supriya Kapas. The Clerk read out their individual letters and following consideration by the Council a secret ballot took place. Following the ballot the Chair informed the meeting that Mr. Stephen Jones and Dr. Supriya Kapas had been successful, the Clerk was requested to send out the Declarations of Acceptance of Office to both candidates and to invite them to attend the next Council meeting</p>	<p>Council approved</p>
4672	13	<p>Item 13.0 - DNM – Next meeting of Full Council is on Wednesday 28 June 2017 at 7pm.</p> <p>Meeting closed at 9.25pm</p>	