

Ruabon Community Council

Minutes of Community Council's meeting held on Wednesday 23rd May 2018 at 7.35pm at Ruabon Village Hall

Present: Councillor Dana Davies(Chair); Councillor Ann Davies; Councillor Ann Jones; Councillor Joan Lowe; Councillor Lisa Kelly Councillor Cath. Roberts; Councillor Sharon Mazzarella; Councillor Bill Smith; Councillor Allan Williams; Mike Blackshaw (Clerk/Finance Officer);

Also in attendance PCSO Steve Bellis.

Prior to the commencement of the meeting the Chair welcomed Councillor Allan Williams to his first meeting.

Minute Ref No	Agenda Item No	Summary of Discussion	Decisions/ Agreed actions/ related Documents
4791	1	Item 1.0 - Apologies received from, ; Councillor Callum Edwards; Councillor Steve Jones; Councillor Supriya Kapas; Councillor Gwen Rogers; Ffion Morus, Community Agent	
4792	2	Item 2.0 - Declarations of Interest: No declaration of interest at this stage.	
4793	3	Item - 3.0 Confirmation of the minutes – the Minutes of the meeting of the Council held on the 25 April 2018 were received and agreed as a true and accurate record, proposed by Councillor Bill Smith, seconded by Councillor Ann Davies and approved by Council.	
4794	4	<p>Item 4.1 – Matters Arising – The Clerk up-dated the Council on the following items:</p> <p>Item 4.2 – Cemetery Footpaths – He reported that he had requested quotations from 4 companies for the repairs to various footpaths in the cemetery based on a schedule of work he had produced, he had met 2 of the contractors on site and discussed the Council's requirements, he had not received any feedback from the other 2. Both contractors were aware of the format the quotation should take, the Clerk reported that he had received one quotation with a full breakdown of costs and was expecting details from the other, however, he had not received anything prior to the start of the meeting. Councillor Ann Jones reported that she had received information from the contractor with a price for one of the footpaths. The Clerk noted the price quoted and advised the Council it was not possible to compare the 2 quotations because of the lack of breakdown provided, he did suggest, however, based on the one quotation Footpath 1 was affordable with the possibility of extending the work to include a second footpath. The Clerk was requested to obtain a further quotation in order for Council to make an informed decision.</p> <p>Item 4.3 – Noticeboards/Litter Bins – The Clerk circulated details of a further design of a double sided noticeboard which was of similar design to the one previously circulated, Council approved the design and requested the Clerk to obtain a third quotation for consideration and to comply with the Council's Financial Regulations.</p> <p>He also reported that he had contacted Street Scene and was waiting for details of the cost of new bins before committing to an order.</p> <p>Item 4.4 – Cemetery Fence – The Clerk reported that he had discussed the status of the Cemetery with the Conservation Officer from W.C.B.C. who confirmed the Cemetery was not a Listed site and neither did it fall within the conservation area,</p>	

however, the lodge and out buildings were within the conservation area and would require specific approval. He reported the fences around the site were free from any restriction and would not require prior planning approval provided their height did not exceed the current height. There would not be any restrictions on the style of fencing to be used, however, a number of Councillors raised their concerns regarding the type of fencing to be erected. The Chair advised the meeting that Council had previously agreed to the type and colour of fence to be used and that agreement had also been given to remove the limestone copings which formed the base of the existing fence, she advised Council that these decisions could not be changed at this meeting. It was agreed that the design of the fence should be included within the minutes so that residents are made aware of its constructions, any comments received would be considered by Council, Councillor Smith raised concern that if objections were raised it should not influence the decision previously taken by Council unless there were significant numbers involved.
The style of fence is indicated below, the agreed colour would be black:



Item 4.5 – Japanese Knotweed – The Clerk reported he had been in contact with the Project Officer at North Wales Wildlife Trust and had discussed the Council’s concerns regarding the lack of progress by Network Rail in dealing with the issue of knotweed near the Alms Houses on Church Street, the Clerk relayed his comments regarding the actions being taken by Network Rail and the possibility it could take up to 10 years of spraying before any significant impact is seen. The Clerk also informed Council that training could be given on the treatment of the knotweed, members agreed this could be of benefit to the community. Councillor Bill Smith proposed, Councillor Joan Lowe seconded and Council agreed for the Clerk to invite the Project Officer to attend a future meeting to discuss this issue.

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Item 5.1 - Police Matters – PCSO Steve Bellis reported the following crime figures for the period 24 April to 23 May 2018:
A.S.B. – 4 – 1 involving adult, 3 involving youths – throwing stones and an issue at the youth club.
Burglary – 2 – 1 garden shed broken into, 1 Post Office – enquiries on-going.
Criminal Damage – 2 - Damage tyres, person arrested enquiries on-going
Theft – 1 – Domestic related.
Arson – 1 – Vehicle fire – investigations on-going.
Drugs - 1

4796	6	<p>Assault – 4 – 1- involving youth investigation is on-going, 1 – issue at a Public House – no complaint, 1 – Intoxicated persons and 1 – involving adults – no complaint.</p> <p>Making Off(Fuel station) – 4</p> <p>Interference with a motor vehicle - 1</p> <p>Item 5.2 – Matters Arising – PCSO Bellis also reported a positive result following a stop and search relating to a drug issue. Councillor Bill Smith reported that properties on Penycae Road were continuing to be targeted by youths leaving the youth club who were kicking doors and running off. PCSO Bellis suggested that a description of those responsible would help but Councillor Smith pointed out that by the time anyone reacted the youths were long gone.</p> <p>Item 6.1 – Community Agent The Clerk circulated the Community Agents written report for May which read as follows: I am making good progress in developing the service within the Ruabon Community and have listed below details of specific cases as an example of what can be achieved when I receive referrals: Example 1 - I've had weekly visits with a service user to determine what support she needs. I have referred this client to the Deaf and Blind society as well as the Red Cross positive steps program. This service user has complex needs and I am working closely with the GP and the Red Cross. On behalf of the service user I have been trying to find a dog trainer for her puppy- the client is unable to telephone due to extreme anxiety. I have also suggested a bereavement counselling service, but she is not ready for that yet. Example 2 - Visited a regular client, I gave her some information on groups a few months ago but she stated she couldn't afford the taxi to the library every week. She did attend the Knit and Natter group one week and spoke to the other ladies there. She said she had a fabulous time, but due to it costing £4.50 each way she would not be able to go every week. One of the other ladies said she would pick her up and take her back each Friday. This has made a huge impact on my client's week. She told me she now has something to do on, Mondays, Wednesday, Fridays and Saturdays. The Lunch club and Games Group are still going well, with a few people asking for advice and some guidance on various issues. I have had an open surgery at Ruabon GP clinic, some people came for a chat to see what the service was about and took leaflets away with them. I have been in contact with Nightingale House Hospice regarding their community befriending service and have a meeting next week to discuss how we can work together. I've attended meetings with other Community Agents, Plas Madoc Opportunity Centre and also met with Mike & Sian to discuss the progress I have been making in both Communities and to consider how best to utilise the surplus funding available.</p>	
4797	7	<p>Item 7.0 – Planning Items The following planning applications were considered by the Council</p> <p>P/2018/0374 – 7 and 9 Paddock Row Ruabon – Notification of proposed works on trees within the conservation area. Council noted the details of the application and raised no objections. The Clerk also reported on the decisions taken by the Planning Department since the last meeting, these are listed below.</p> <p>P/2018/0133 – Bowing Green Maes y Llan Lane, Ruabon – Repairs to tennis court fence – Granted</p> <p>P/2018/0162 – Wynnstay Sawmills Overton Road, Ruabon – Erection of steel frame building for the storage of timber - Granted</p>	

4798	8	<p>Item 8.1 – Ruabon Business Park Development – Councillor Joan Lowe up-dated the Council on the progress of the proposed development and outlined some of the concerns she had raised. The proposed plans showed the footpath from Parklands did not extend fully to the planned crossing point of the A539. This has been brought to the attention of the Highway Department who acknowledged that a full length was required. The new layout proposed an oval shaped roundabout which would impact on the centrally positioned Miner’s Wheel, Aldi had given assurances that the Wheel would remain the focal point to the entrance of the village and that they intended to design some appropriate planting to enhance the current feature. One option would be for Aldi to ‘adopt’ the roundabout ensuring it would be regularly maintained. A number of other issues were raised including the impact the new development would have on the A483 and A539, Councillor Lisa Kelly also objected to the use of traffic lights to form part of a pedestrian crossing over the dual carriageway and suggested a footbridge would be a better and safer option. However, it was pointed out that out-line planning approval had been given for a controlled crossing and would be unlikely to change. Councillor Lowe also pointed out that she understood the proposed planning application would be submitted on 23 May 2018.</p> <p>It was also reported that the information display board required replacing as the current board had faded due to weather conditions. The Clerk was requested to approach the Printer to have it replaced.</p>	
4799	9	<p>Item 9.-1 General Correspondence – The Clerk had provided a summary of general correspondence which had been received and was available for Councillors’ perusal at the meeting. Councillors then considered and dealt with the correspondence as follows:</p> <p>Item 9.2 - Community Health Council – May Statement by North Wales Community Health Council relating to the quality of care at the Tawel Fan Ward Ysbyty Glan Clwyd. – Noted</p> <p>Item 9.3 - One Voice Wales – Up-date on the requirements of Town and Community Councils’ to appoint a Data Protection Officer</p> <p>Item 9.4 - Miniworld – Requesting permission to introduce other groups (baby yoga class, music lady etc.) during her hire time (1.00-3.00pm) –The Clerk pointed out that it is a similar situation to when other groups like Messy Play & Baby Sensory were introduced last year. – Issues raised regarding the possibility of sub-letting, charges being made to those visiting the extra sessions, insurance and risk assessment issues. The Clerk was requested to make the necessary enquiries and report back. It was also agreed that the V.H.C. Group should review this matter and establish a policy for what Council will allow anyone with extra capacity during their sessions to undertake.</p> <p>Item 9.5 - Seafarers UK – Requesting to raise public awareness of Merchant Navy Day on 3rd. September 2018 by displaying the Red Ensign. - Noted</p> <p>Item 9.6 - Home Start – Request for financial contribution to provide family support to improve wellbeing, skills and confidence of parents in the community. – Refer to November meeting for consideration</p> <p>Item 9.7 - Jumping Jacks - Raising Council’s awareness of the service they provide to local families and the difficulty they are having in establishing a suitable location to continue to operate from 1 September. – A copy of the letter had been circulated to all Councillors by the Clerk. All members raised concern regarding the seriousness of the situation for Jumping Jacks with them having been notice to vacate their current location by 31 August</p>	<p>Noted</p> <p>Noted</p> <p>Further information requested</p> <p>Noted</p> <p>Refer to November meeting</p>

4800	10	<p>2018. Council acknowledged the need for a suitable location to be provided and the general consensus was that the youth club would be a possibility, the facility is currently being used by the Play Scheme team from W.C.B.C., it was pointed out by members that the late Councillor Barry Price had been heavily involved in arranging funding for the facility and it was provided on the basis that the facility would be for community use. At the moment it was solely used by the Youth Service.</p> <p>Item 9.8 - W.C.B.C. Commissioning Officer – Changes to the contract management arrangements of Community Agents. - Noted</p> <p>Item 9.9 - AVOW – up-date on Data Protection (payroll data) and Payroll Services Agreement. – Proposed by Councillor Bill Smith, seconded by Councillor Joan Lowe and agreed by Council to extend the payroll service agreement, Chair to sign S.L.A.</p> <p>Item 9.10 - Roberts Bros. Funeral Directors – Data Protection Regulations – handling of customer’s personal information – Proposal agreed, form signed.</p> <p>Item 9.11 - W.C.B.C. – Kingdom Securities Ltd. – Monthly Report for April 2018. – Noted.</p> <p>Item 9.12 - One Voice Wales – Latest report from Mike Harriman regarding Betsi Cadwaladr Stakeholders Group ref. Learning Disability Services, Stroke Services Review and Special Measures up-date. – Noted copies of reports to Councillors Dana Davies, Ann Davies and Lisa Kelly.</p> <p>Item 9.13 – Welsh Government – Review of Community & Town Council Sector – Advising of ‘Pop-in’ events in Wrexham on 24 May 2018. - Noted</p> <p>Item 10.1 – Finance Report – The Clerk reported on the following items.</p> <p>Item 10.2 – Accounts Payable – A schedule of accounts to be paid was circulated to members for consideration Councillor Joan Lowe proposed and Councillor Ann Davies seconded and the payments were approved by Council. Councillor Dana Davies declared an interest in this item and did not take part in the voting.</p> <p>Item 10.3 – Internal Audit – The Clerk reported on the annual audit for 2017/2018, the internal auditor raised a number of issues which required some minor alterations to the figures as follows: Staff Training costs were included under staff cost, the auditor suggested that these cost should be included as administration costs.</p> <p>A number of cash receipts, including loans and donations had been netted off against payments, the audited advised these should be recorded as income, the Clerk reported he had made the necessary changes to the return.</p> <p>It was also noted that a sum had been received into the village hall account without referring to an invoice number, the Clerk reported that this was a bank transfer by the Electoral Registration Team which covered the hire of the hall for a previous election. The Auditor also recommended that all village hall receipts should be kept in the form of a cash book.</p> <p>The report also recommended that the Council should take into account their general reserves when calculating the annual precept and also to consider increasing the value of assets following the up-grade of the street lighting system. It also recommended that the Council’s web-site should display all information required by Section 55 of the Local Government Act 2013.</p> <p>Councillor Sharon Mazzarella proposed, Councillor Ann Jones seconded and Council approved the annual return.</p> <p>Item 10.4 - Christmas Lighting – The Clerk reported he had received a quotation from the Council’s contractor for the cost of</p>	<p>Letter to be sent to appropriate officers within W.C.B.C. in support of Jumping Jacks</p> <p>Noted</p> <p>Agreed</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Recommendations noted and agreed</p>
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<p>4801</p>	<p>11</p>	<p>Item 11.0 – Confidential Minutes – The Council discussed the confidential minutes relating to HR matters, following their review Councillor Ann Davies proposed, Councillor Sharon Mazzarella seconded and Council approved subject to certain conditions the recommendations contained within the Confidential Matters.</p>	<p>Agreed</p>						
<p>4802</p>	<p>12</p>	<p>DNM – The next Full Council meeting will be held on Wednesday 27 June 2018 at 7.00pm in the Village Hall</p> <p>Meeting closed at 9.35pm</p> <p>Matters Outstanding:-</p> <table data-bbox="427 882 1129 972"> <tr> <td>St. Mary's Church Walls</td> <td>Japanese Knotweed</td> </tr> <tr> <td>Williams Mews</td> <td>Bridge Wall</td> </tr> <tr> <td>Council's Assets</td> <td></td> </tr> </table>	St. Mary's Church Walls	Japanese Knotweed	Williams Mews	Bridge Wall	Council's Assets		
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