

Ruabon Community Council

Minutes of Community Council’s Meeting held on Wednesday 27 April 2016 at 7.00pm at Ruabon Village Hall

Present: Councillor Supriya Kapas(Chair); Councillor Paul Bickley; Councillor Sybil Bremner; Councillor Ann Davies; Councillor Dana Davies; Councillor David J Green; Councillor Bob Jackson; Councillor Joan Lowe; Councillor Ann Jones; Councillor Lisa Kelly; Councillor Cath. Roberts; Councillor Gwen Rogers; Councillor Bill Smith; Mike Blackshaw (Clerk/Finance Officer); PCSO Dave Jenkins. Apologies: Councillor Christine Jackson; PCSO Emily Blake; PCSO Steve Bellis

Prior to the commencement of the meeting the Chair was approached by Mr. Devlin who requested the opportunity to address the meeting regarding an alleged decision the Council may have made. The Chair advised Mr. Devlin that the Agenda had already been compiled and that if he needed it to be discussed he should have made a request to the Clerk. However, the Chair raised the request with the Council and it was agreed Mr. Devlin could be allowed 5 minutes to address the Council.

Mr. Devlin began by advising the Council he had attended the meeting organised by Esclusham Community Council on 13 April 2016 concerning the re-organisation of local government and the roles of Community Councils, at this point Councillor Dana Davies declared an interest as she had attended the meeting, she left the room and took no further part in this section of the meeting, Mr. Devlin continued. He expressed his concern that Ruabon Community Council was in support of reducing the number of unitary authorities in North Wales to one and that they had also supported the reduction in the number of Community Councils. He suggested the Council had taken this decision without consulting the residents of Ruabon. The Council noted Mr.Devlin’s concerns and agreed to discuss the matters raised at the next meeting. The Chair thanked Mr. Devlin and he remained as an observer during the meeting. Councillor Dana Davies returned to the meeting and proposed the Clerk obtain a copy of the minutes of the meeting and that they be circulated to all members.

Minute Ref. No.	Agenda Item No.	Summary of Discussion	Decisions/Agreed Actions/related Documents
4500	1	1.1 - Declarations of Interest – There were no declarations of interest at this time.	
4501	2	2.1 – Confirmation of Minutes- the meeting held on the 30 March 2016 were agreed as a true and accurate record proposed by Councillor Bob Jackson seconded by Councillor Ann Davies and approved by Council.	
4502	3.	3.1 - Matters Arising – 3.2 – Community Agent – Councillor Joan Lowe reported she had attended the recent meeting regarding the project and had received confirmation from Charlotte Walton that she would attend a meeting with Penrycae and Ruabon Councils and would liaise with both Clerks to arrange a meeting. The Clerk reported he had intended to attend the meeting but had an appointment that afternoon. 3.3 – Hafan Cymru – The Clerk reported he had received contact details from PCSO Emily Blake for the manager at	

4503	4	<p>Hafan Cymru, he had e-mailed an offer to attend a Council meeting but he had not received a response as yet. Council also raised concerns regarding its future in Ruabon given the possible sale of the HSBC Bank.</p> <p>3.4 – Training Courses – The Clerk reported that he had received confirmation from One Voice Wales that their training officer would be available for a Wednesday evening training session on either 18 May or 1 June 2016. The Clerk would circulate details to those Councils which showed an interest.</p> <p>3.5 – Hanging Baskets Councillor Bremner raised the issue on whether any further progress had been made regarding W.C.B.C. Street Lighting Department approving the hanging baskets. The Clerk reported he had circulated the details to the engineer but was waiting a response.</p> <p>3.6 – Abandoned car A483 – Councillor Bill Smith reported that the abandoned car had still not been removed from the A483, he had contacted West Mercia police to enquire what action they had taken to have it removed, they had referred him to Shropshire Council who in turn had referred him to the Highway Agency who were responsible for the Trunk Road, no progress had been made.</p> <p>4.1 - Police Matters – PCSO Dave Jenkins arrived at the meeting at 7.20pm and was welcomed by the Chair. PCSO Jenkins reported the following crime figures since the last meeting: Burglary from Dwellings – 0; Robberies – 0; A.S.B. – 11 (5 motor bikes-no crash helmets) ; Criminal Damage – 3 (2 motor vehicles); Arson – 0; Theft from Vehicles– 0; Theft Others – 4; Burglary Non Dwelling -1; Theft of vehicle -0; Assaults – 0; Drugs – 0. PCSO Jenkins reported that he had not received any details of the support for the Police Surgeries but would enquire with PCSO Blake on whether it was intended to continue with them in the near future.</p> <p>4.2 – Matters Arising – Parking concerns were again highlighted and in particular the issue it causes to disabled motorists who were not able to park adjacent to their property. The possibility of disability lines being installed at appropriate location was suggested, this would have to be considered by the Highways Department. Councillor Lowe advised the meeting that parking problems were being experienced by residents in Duke Street and that appropriate action was being considered by the Highways Department.</p> <p>The issue of mini motor bikes being ridden by youngsters, without crash helmets, around the Daniels Drive area causing a noise nuisance was reported, PCSO Jenkins advised the Council he would arrange for the problem to be investigated.</p> <p>He also reported that he and PCSO Steve Bellis were now operational with the use of the speed gun and would be</p>	
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4504	5	<p>operating in the area in due course. Councillor Paul Bickley also raised that his group were still looking for volunteers to become part of the Community Speed Watch programme and anyone interested to contact him directly. The Clerk reported that he had received reports of Drug and Alcohol parties taking place over the weekend on the Rec., the Council requested for more patrols to be undertaken to monitor the situation. It was also reported that suspected drug dealing was taking place near the access to the old landfill site on Tatham Road, PCSO Jenkins advised he would report this matter for investigation.</p> <p>The Council again expressed their concern regarding the amount of dog fouling around the village and community areas. The Clerk confirmed he would again report it to the Enforcement Team in Wrexham.</p> <p>5.1 – Cemetery Group - Councillor Bill Smith reported that the Group had met and were concerned that wreaths had still not been removed from graves, the Clerk advised he would arrange for this to be done. There was still the need to improve the separation of mixed rubbish in order to reduce the amount of refuse to be collected and to increase the amount being recycled for use in the cemetery. He also raised the need to improve the two triangular flower beds near the cemetery entrance and that the group were recommending the construction of two raised flower beds similar to that in the village hall, the Council agreed to the proposal in principal but requested an indication of the costs involved.</p> <p>Councillor Smith declared an interest in the next item, he reported that representatives of Growing Ruabon had been working in the Cemetery Wood and had cut approximately half a mile of pathways through the area allowing easier access for people to appreciate the surroundings. The Council wished to express their thanks to Councillors Smith and Paul Bickley and other members of Growing Ruabon for the work they had undertaken in providing the wooded area.</p> <p>The Clerk reported that he had been in contact with a waste removal company whose details had been passed to him by Councillor Smith and had received quotations for the services at the Cemetery and the Village Hall. He reported that he had contacted a further company for a quotation but they were unable to provide a service at the Cemetery. The quotations from Gaskells Waste indicated a possible saving of up to £500 per site per year. The Council considered the quotations and Councillor Dana Davies proposed and Councillor Paul Bickley seconded and Council agreed the cancellation of the current contract and to appoint Gaskells as the Council's new contractor.</p> <p>Next meeting of group 7 May 2016</p>	
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4505	6	<p>6.1 Signage Penylan – Councillor Joan Lowe raised the issue of a sign for Penylan. Her proposal was to erect a sign which would be mounted on the roadside at the entrance to PENYLAN which would also contain the wording in both English and Welsh requesting visitors to Drive Slowly. A drawing of a sample sign was circulated and a draft estimate of the cost had been provided by the Highways Department at Wrexham. Councillor Lowe proposed and Councillor Dana Davies seconded that the Council agree in principal to provide the sign subject to the receipt of a formal quotation. The Council agreed to the proposal and requested the Clerk obtain an alternative quotation.</p>	
4506	7	<p>7.1 – V.H.C.M. Group – The Clerk circulated notes from the recent meeting of the Group which had selected Councillor Paul Bickley as Vice-Chair.</p> <p>7.2 – Bowling Club Report – Mr. Tincello up-dated the meeting on the progress of the Bowling Club and reported that the season had started with the fixture lists posted on the wall in the pavilion. Councillor Bremner requested copies of the clubs fixture so they could be published in the weekly newsletter. He also reported that the club were still trying to increase membership but were finding it difficult, leaflets had been produced and were being circulated around the village.</p> <p>7.3 -Pavilion - Mr. Tincello reported that he had met with a number of builders to discuss the proposed alteration and had received 2 quotations to date copies of which had been forwarded to the Clerk. The estimated costs were in the region of £5,000 but did not include the provision of a hydro boil in the kitchen. The group agreed to include it as part of the planned works. On further consideration by the Group Councillors Lisa Kelly and Paul Bickley both suggested that a better option would be to open the room up completely to create a single room increasing the size and providing direct access to the kitchen. Given the bowling club only uses the main facilities during the summer months one option proposed was to provide locker facilities in one of the changing rooms which would also allow the new room to be finished to an appropriate standard for use by the whole of the community. This option would have to be discussed with the bowling club. It was also noted that the remainder of the pavilion was not used to its full capacity, in particular the football changing/shower rooms, the group agreed to review the facilities with the option of changing their use to attract other sports.</p> <p>The Clerk reported on the financial position of both the Bowling Green and the Pavilion up to 31 March 2016. The details as follows:</p> <p>The Bowling Green – Budget £2,500 spend £1,521.21p surplus balance £978.79p.</p>	

		<p>Pavilion – Budget £1,200 spend £856.06p surplus balance £343.94p.</p> <p>7.4 – Village Hall – The Clerk provided details of the Village Hall Account for the year ending 31 March 2016 which were as follows:</p> <table data-bbox="470 376 1187 517"> <tr> <td>Total amount invoiced to 31 March 2016</td> <td>£15,143.00p</td> </tr> <tr> <td>Total income received to 31 March 2016</td> <td>£14,959.00p</td> </tr> <tr> <td>Expenditure to 31 March 2016</td> <td>£5,874.88p</td> </tr> <tr> <td>Balance in the account 31 March 2016</td> <td>£31,629.67p</td> </tr> </table> <p>The outcome resulted in the Village Hall operating with a surplus of £9,084.12p. The Clerk suggested that the Group should consider the setting up of a Reserve Account to allow for funding of future projects such as the refurbishment of the Pavilion, internal works to the Hall and any future external work to improve facilities of the complex for the benefit of users. Councillor Dana Davies proposed and Councillor Paul Bickley seconded and the Group approved a recommendation should be made to Council for the Clerk to arrange a Reserve Account with an opening balance of £25,000 taken from the Village Hall Account.</p> <p>7.5 - Bookings – Councillor Sybil Bremner circulated copies of the Booking Form and a Risk Assessment produced by Councillor Paul Bickley for the Hall for the Groups to consider. The Group discussed the current charge rates for the Main Hall and Kitchen and the Small Hall and Kitchen and agreed that no changes should be made at present but it should be considered at a later meeting.</p> <p>7.6 – Maintenance Village Hall – Councillor Bremner raised the issue of the need to provide a hearing loop detector in the Hall, she pointed out that at a recent meeting in the Hall two individuals with hearing issues were not able to take part in the discussion because they were unable to hear what was being discussed. The Clerk reported that he had received a quotation from Richard King Systems for the installation of a new system which would cost £816. plus £81.78 for a listening testing unit. He reported that he had tried to find alternative quotations but because of the specialised nature of the work he was unable to obtain an alternative. He also reported that the company was used by a number of local councils and also by the public sector for providing hearing loops. The Council considered the quotation and approved the installation.</p> <p>The Clerk reported a number of other maintenance issue needed to be addressed including new chairs to replace those currently being used, consideration should also be given to having the hall redecorated annually, the Council considered and agreed to the proposals. Councillor Dana Davies the Group Chair, also suggested that the kitchen could be up-graded as part of the local refurbishment programme being introduced by W.C.B.C and would keep</p>	Total amount invoiced to 31 March 2016	£15,143.00p	Total income received to 31 March 2016	£14,959.00p	Expenditure to 31 March 2016	£5,874.88p	Balance in the account 31 March 2016	£31,629.67p	
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4507	8	<p>the Council informed of any progress.</p> <p>8.1 – Planning Matters – The following Planning Applications were discussed:</p> <p>Summerfield House Overton Road Ruabon – Application for lawful development of existing use as dwelling house including residential cartilage and ancillary buildings (this is not a planning application) Confirming factual information regarding the above having existed on site and for how long. – The Council noted the contents of the application</p> <p>P/2016/0328 – The Old Bakery Duke Street, Ruabon – Erect feathered fence 3ft. high on op of existing wall. – The Council noted the application and raised no objections.</p>	
4508	9	<p>9.1 – General Correspondence – The following items of correspondence were considered:</p> <p>Ian Lucas MP – Letter in response to comments reportedly made by Leader of W.C.B.C. relating to Mr. Lucas’ support for a single authority in North Wales and the reduction in the number of Community Councils (statements which are totally untrue) – full letter available – The letter was noted and it was agreed to discuss it at the next meeting following receipt of the minutes from Esclusham Community Council.</p> <p>St Mary’s Church Ruabon – Request for financial contribution towards the maintenance of the church clock – total cost of work inc VAT £258.00p. – the matter was discussed and Councillor Joan Lowe proposed and Councillor Bill Smith seconded and Council approved a contribution of £100 towards the costs.</p> <p>W.C.B.C. Licensing Team – 1 New High Street Ruabon – application to grant a premises license under the Licensing Act 2003. Sale of Alcohol Monday – Sunday 08:00 – 23:00. Representation closing date 4 May 2016 – the item was noted and Council requested the Clerk to enquire with the PCSO’S the number of underage drinking reports they had received.</p> <p>W.C.B.C. – Darren Green – Response to application to consider 20mph zone through Ruabon.- W.C.B.C current policy to introduce speed zones outside schools including traffic calming measures, no funding available at present to provide zones elsewhere. – The response was noted.</p> <p>Community Health Council – Health Watchdog seeks views about the District Nursing Service in North Wales – your views on the survey can be submitted by contacting CHC by e-mail: admin@waleschc.org.uk or tel.no.01248679284</p> <p>Community Health Council – Health Watchdog Wrexham: Chair and Vice Chair 2016 – 2017. Chair – Councillor Arfon Jones; Vice Chair – Lyn Siebenmann. - Noted</p> <p>W.C.B.C. Flood Risk Management Plan – Consultation on the Draft Flood Risk Management Plan – the draft plan and associated questionnaire can be found via the link http://yourvoicewrexham.net Consultation closes 12 May.</p>	

4509	10	<p>One Voice Wales – Model Financial Regulations Wales updated January 2016, hard copy available (21 pages) can copy e-mail with attachment on request. For future consideration by Finance Group. Noted.</p> <p>One Voice Wales/Society of Local Council Clerks – Joint conference on 22 June 2016 in the Liberty Stadium, Swansea. Item noted</p> <p>W.C.B.C. Adult Social Care – Community Inclusion Grant – Support to development of Lunch Clubs and Community based activities. Item noted, Councillor Bickley requested the details to be forwarded to him.</p> <p>Auditor General for Wales – Consultation on new audit approach by 16 May 2016 – documents available on WAO website. Item noted</p> <p>One Voice Wales – Training Course – Chiring Skills – Town Hall Mold, 12 May 6:30-9:00pm. – no nominations.</p> <p>Dee Valley Water – Invitation to presentation at Ramada Wrexham detailing the up-grading of water services in the area. – Councillors Dana Davies, Ann Davies and Paul Bickley requested details to be forwarded. The Clerk requested that anyone interested in attending to inform him.</p> <p>10.1 - Finance Report – The Clerk reported on the following Item:</p> <p>10.2 - 2015/2016 Year End Figures – The Clerk circulated details of income and expenditure to everyone for the year ending 31 March 2016. The report indicating an income of £107,478.64p and expenditure of £97,033.46p for the business account. Councillors Christine Jackson and Bob Jackson had reviewed the account and had certified the transactions.</p> <p>10.3 - Petty Cash Spend – Petty Cash spend to 31 March 2016 was £341.95p the expenditure was mainly on fuel for lawn mowers, materials for village hall and stamps. The Clerk reported that Councillor Christine Jackson had completed an audit of the expenditure and certified them as correct. The Clerk advised the meeting that the balance in the account on 31 March 2016 was £64.04p.</p> <p>10.4 - Pension Provision – The Clerk reported he had made some progress in setting up the scheme and had registered with the National Employment Savings Fund (NEST). He pointed out that employees who qualified for the scheme needed to be registered even if they decided to opt-out. He circulated a draft letter which would be circulated to all employees offering them the opportunity to join the scheme. Some minor changes were made to the draft and it was agreed they should be circulated once signed by the Chair.</p> <p>10.5 – Accounts – A schedule of accounts requiring payment was circulated Councillor Paul Bickley proposed and Councillor Ann Davies seconded and Council agreed to the payments.</p>	
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4510	11	<p>10.6 – Annual Audit 2015/2016 – The Clerk circulated a draft of the return for information and advised the Council it would be submitted to the Council’s auditor on Thursday 28 April.</p> <p>11.1 – A.O.B. – Councillor David Green reported that the surface water drains around the village were still in need of attention and also that the pavements in various areas required sweeping. The Clerk would report the matter to street scene.</p> <p>Council was advised that the roadway into the new estate off High Street was being adopted by W.C.B.C., however, concerns were still being raised regarding the unfinished wall adjacent to the new footpath. The litter bin near the new bus stop was still missing and needed to be replaced. The Clerk would report it to Street Scene.</p> <p>The Chair raised the issue regarding the grassed area adjacent to Maes y Llan Court and who was responsible for its maintenance, the Clerk would make enquiries.</p> <p>Councillors also reported that there were a number of potholes in various locations which needed attention including the main car park.</p> <p>Ruabon Community Fund- The Clerk reported that he had been in contact with AVOW regarding the lack of progress in resolving the outstanding issues of the grant.</p> <p>HSBC/Post Office – The Council wished to acknowledge the effort and commitment being shown by Mr. Mike Jones in highlighting the problems caused to the Community by the closure of the bank and the lack of post office facilities in the village. The Council agreed to submit a letter to the post office expressing their concern and requesting consideration for a larger improved facility.</p> <p>Youth Service – The Clerk had received the new Service Level Agreement from W.C.B.C. for the period ending 31 March 2017 for Council’s contribution towards the provision of the Youth Club. The Council discussed the SLA in detail given they were aware that a review of the service was being undertaken by W.C.B.C., the Clerk confirmed the contract did contain a clause which allowed the Council to terminate its involvement if the provision of the service was to change. Councillor Dana Davies proposed and Councillor Paul Bickley seconded and Council approved the continued funding of the Youth Club. The Chair signed the SLA on behalf of the Council.</p>	
4511	12	<p>12 - D.N.M. – The Councils AGM meeting will be held at 7.00pm on Wednesday 25 May 2016.</p> <p>The date of the next meeting of Full Council is Wednesday 25 May 2016 at 7.30pm. Mr. Devlin left the meeting at 8.45pm. The Chair closed the meeting at 8.45pm.</p> <p>Matters Outstanding: Boundary Wall – St Mary’s Church Japanese Knotweed Stonewall - Bridge Litter Bins Williams Mews</p>	