

# Ruabon Community Council

## Minutes of Community Council's Meeting held on Wednesday 22 February 2017 at 7.00pm at Ruabon Village Hall

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

| Minute Ref No | Agenda Item No | Summary of Discussion   | Decisions/<br>Agreed actions/<br>related Documents |
|---------------|----------------|---|--|
| 4615          | 1              | <b>Item 1.0</b> - Apologies received from Councillors David Green and Cath.Roberts also apology from PCSO Steve Bellis. Councillor Paul Bickley arrived at 7.35pm.  |  |
| 4616          | 2              | <b>Item 2.0 - Declarations of Interest:</b> No declaration of interest at this stage.   |  |
| 4617          | 3              | <b>Item - 3.0 Confirmation of the minutes</b> – the Minutes of the meeting of the Council held on the 25 January 2017 were received and were agreed as a true and accurate record following 2 minor changes, proposed by Councillor Ann Davies, seconded by Councillor Bill Smith.  | Approved by<br>Council                             |
| 4618          | 4              | <p><b>Item 4.0 - Matters Arising:</b> The following items were discussed</p> <p><b>Item 4.1- Abandoned Vehicle – Penycae Road</b> – Councillor Bob Jackson reported that the car had now been removed from the lay-by.</p> <p><b>Item 4.2 – Land off Llangollen Road</b> – It was suggested that the Owner of the land could be obtained via an enquiry to the Land Registry.</p> <p><b>Item 4.3 – Japanese Knotweed</b> – Councillor Bremner reported that she had received a copy letter from the Parliamentary Under Secretary of State Paul Maynard sent to Susan Elan Jones MP, stating that he was now aware of the problem and would monitor the actions of Network Rail. Councillor Bremner had also received a letter from Susan Elan Jones MP confirming she was aware of the problem and would also be monitor the actions of Network Rail.</p> <p><b>Item 4.4 – Cemetery Fields</b> - The Chair informed the Council that the lease had been sent to Mr. Billington's solicitor by the 15 February 2017 and a response was expected within 6 weeks with a final agreement to be in place by mid June 2017, failure to agree would result in the lease being drawn up by an independent solicitor.</p> |  |
| 4619          | 5              | <p><b>Item 5.1 Police Matters</b> – With the PCSOs only attending Council meetings on a quarterly basis now the Clerk provided the Council with details of the incidents which had been recorded since the last meeting the report had been provided by PCSO Hannah Harris, the details are contained in Appendix 1.</p> <p><b>Item 5.2 Other Matters</b> – The Clerk reported that there was a new inspector with responsibility for the PCSOs and wondered whether an invitation should be extended to Inspector Steven Owens to discuss future priorities and the impact of reduced numbers of PCSOs. The Council agreed for the Clerk to extend an invitation to a future meeting.</p> <p>The Clerk also reported he had received a severe weather warning from OWL that day for high winds overnight for the whole</p>   | Clerk  |

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| 4620 | 6 | <p>of the region.</p> <p><b>Item 6.1 – Business Plan</b> – Details of the draft plan had been circulated and Councillor Bill Smith requested that comments and additional details be forwarded to him or the Clerk via e-mail. He also suggested that one item which could be considered for inclusion would be to publish the draft minutes 2 weeks prior to the Council’s meeting. Councillor Smith also requested the Clerk to include all necessary facts and figures relevant to the Plan.</p>   |  |
| 4621 | 7 | <p><b>Item 7.1- Planning Items</b> – the following planning matters were considered:-</p> <p><b>Public Consultation before applying for Planning Permission</b> – Application to erect 18 apartments (in two blocks) with new access road at Walkers Fan House, Wynnstay Yard, Park Road, Ruabon. The following issues were raised as a concern on the proposed development – Is the site sufficiently large to allow that number of dwellings, would the design of the buildings be in keeping with the surroundings, is there sufficient parking available, can suitable safe access to the highway be provided.</p> <p><b>P/2017/0095 – The Old Grammar School, Church Street, Ruabon</b> – Remove all self setting Sycamores, shrubs and self setting Elder and Brambles, 1No. Poplar Tree – Coppice or remove (all within the Ruabon Conservation area).</p> <p><b>P/2017/0096 – St Mary’s shared Church, Church Street, Ruabon</b> – Various amounts of maintenance work on 5 trees within the church boundary(all within the Ruabon Conservation area)</p>   | <p>Clerk to write to Agent</p> <p>No Objections raised</p> <p>No Objections raised</p>             |
| 4622 | 8 | <p><b>Item 8.0 -General Correspondence</b> – The Clerk had provided a summary of general correspondence that 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><b>Item 8.1 - Welsh Government</b> – Consultation – White Paper Reforming Local Government – via website, The closing date 11 April 2017.<br/> <a href="http://consultations.gov.wales/consultations/reformong-local-government-resilient-and-renewed">http://consultations.gov.wales/consultations/reformong-local-government-resilient-and-renewed</a></p> <p><b>Item 8.2 - Zurich Municipal Insurance</b> – Quotation for 3 year term insurance – cost including VAT reduced by £325.99p per annum.</p> <p><b>Item 8.3 - NHS Wales</b> – Framework for Delivery – meeting for stakeholders to contribute to the development of the Framework for the promoting of good health for the over 50s. Meeting at Memorial Hall Wrexham Wednesday 8 March between 10.00am – 1.00pm.</p> <p><b>Item 8.4 - Wales Audit Office</b> – Community Councils need to improve financial management and governance – 300 Councils received a qualified audit 2015/2016 – need to improve preparation and quality of their accounts details on website from 27 February 2017.</p> <p><b>Item 8.5 - W.C.B.C.</b> – Phase 2 of Wrexham Public Service Board ‘Wrexham we want’ consultation, reminder closing date Monday 27 February. Link to: <a href="http://www.wrexhampsb.org/the-wrexham-we-want/">http://www.wrexhampsb.org/the-wrexham-we-want/</a></p> <p><b>Item 8.6 - Ombudsman Wales</b> – Issue 27 of the Ombudsman Casebook this detailing reports between October 2016 and December 2016, information is via : <a href="http://www.ombudsman-Wales.org.uk/~/_media/Files/OmbudsmanCasebook">http://www.ombudsman-Wales.org.uk/~/_media/Files/OmbudsmanCasebook</a></p> <p><b>Item 8.7 - Llangollen 2017</b> – Letter of thanks for contribution to funds.</p> <p><b>Item 8.8 - Welsh Government</b> – Appointment of Commissioners</p> | <p>Noted</p> <p>See Item 10.3</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |

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|      |   | <p>– looking for people to join the board. applications via Website or Tel. No.. 02920825454.</p> <p><b>Item 8.9 - Welsh Tree Charter Survey</b> – Sets out a series of guidelines and principals on how local communities and trees can best benefit one another.<br/>Survey link: <a href="https://www.surveymonkey.co.uk/r/walestreesurvey">https://www.surveymonkey.co.uk/r/walestreesurvey</a></p> <p><b>Item 8.10 - W.C.B.C. – Spring Clean Cymru</b> (e-mail received 13/02/17) – Event planned 1-5 March 2017 – Any waste collected Street Scene will arrange to collect from a single site.</p> <p><b>Item 8.11 - Wales Audit Office</b> – Financial Management and Governance in Community and Town Councils – Webinar to be held on Monday 27 February at 6.30pm. To register please visit: <a href="http://www.audit.wales/events/financial-management-and-governance-local-councils">http://www.audit.wales/events/financial-management-and-governance-local-councils</a></p> <p><b>Item 8.12 - Welsh Government</b> – Appointment of Chair Public Health Wales NHS Trust (1 post) information available via: <a href="http://www.gov.wales/public-appointments">www.gov.wales/public-appointments</a> Closing date 9 March 2017.</p> <p><b>Item 8.13 - Community Health Board</b> – Review of Older Peoples Mental Health Care – Events will be taking place in April , May and June times and venues to follow.</p> <p><b>Item 8.14 - One Voice Wales</b> – Joint event with Society of Local Council Clerks to be held in 12 July 2017 at St. David’s Hotel Ewloe.</p> <p><b>Item 8.15 - Boundary Commission for Wales</b> – The Commission will publish all responses received during the initial consultation on changes to the Parliamentary constituencies in Wales – statutory four week period starts 27 February web-site link: <a href="http://www.dcw2018.org.uk">www.dcw2018.org.uk</a></p> <p><b>Item 8.16 - W.C.B.C.</b> – Williams Mews High Street – update on progress in resolving this outstanding issue. – The Clerk outlined the information provided by the Private Sector Improvement Officer at Wrexham which indicated that progress was being made to resolve the outstanding issues. When the site is available members expressed the need to consider the provision of additional car parking within the village. It was pointed out that there was a debt against the site which would impact on how it would be developed. Councillor Lisa Kelly pointed out that if the site was to be developed for housing it is important to have an appropriate design to reflect that the site is located in the centre of the village and a focal point of the village.</p> | <p>Ruabon litter pick arranged for 25 March 2017</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> |
| 4623 | 9 | <p><b>Item 9.1 – Community Agent.</b> – The Clerk provided the Council with the monthly report on behalf of the Community Agent. She reported that her DBS clearance had been received and she was now in the process of having her id badge produced. She had written to practice managers at local GP surgeries introducing herself and advising leaflets would be circulated to them once printing had been completed. Ffion also reported she had spent time with the Community Agent at Caia Park and had visited a group meeting which had been organised to get an understanding of what can be achieved.</p> <p>She had also made contact with a number of groups within the village and hoped to develop these. She is also continuing to maintain contact with the Adult Social Care department at Wrexham and is establishing links with various organisations following her attendance at the Llangollen Wellbeing Event. Ffion is intending to develop the programme further over the next few months.</p>  | <p>Approved by Council</p>  |

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| 4624 | 10 | <p><b>Item 10.1- Finance Report</b> – The Clerk reported on the following items</p> <p><b>Item 10.2 – Accounts Payable</b> – A schedule of accounts requiring payment was circulated Councillor Christine Jackson proposed and Councillor Ann Davies seconded and the Council agreed for payments to be made.</p> <p><b>Item 10.3 – Insurance Premium</b> – The Clerk reported he had received a quotation form Zurich Municipal for Council’s insurance policy, the quotation for a 3 year contract was £2,236.93p per year which is £325.91p less than the current rate. The Council noted the variation but requested the Clerk to obtain an alternative quotation if possible. The Clerk pointed out that when he last made enquiries he was not able to obtain an alternative price for the level of cover currently in place.</p> <p><b>Item 10.4 – Staff Salaries</b> – The Clerk pointed out that the Council had agreed previously to pay its staff a minimum of £8.45p per hour from 1 April 2017, the Clerk requested approval to inform the staff of the increase, he also asked whether the Council if the contract of the part-time groundsman was to be extended by a further period. Following a discussion, Councillor Christine Jackson proposed, Councillor Ann Jones seconded the proposal to extend the contract by 12 months. A vote was taken with the following result: Those in favour of the proposal 8, those against 3, with 1 abstention.</p> <p>The Clerk also reported that he had not received his pay award for 2016/2017, Councillor Bob Jackson proposed and Councillor Dana Davies seconded that payment be made in retrospect and Council approved.</p> | <p>Approved by Council</p> <p>Clerk to obtain alternative quote</p> <p>Approved by Council</p> |
| 4625 | 11 | <p><b>Item 11.1 – Youth Service</b> – Councillor Dana Davies up-dated the meeting on the progress being made by W.C.B.C. in setting up a new agreement to provide youth service to the village. She reported that the tenders had been returned and were being evaluated with details being forwarded to all Community Councils within 2 weeks. Councillor Davies also suggested that the Community Council could strengthen their links with the Youth Club by increasing the number of Community Councillors on the Management Committee. A new S.L.A. would be provided to the Council which would allow for regular assessment of the service being provided. Efforts were continuing to source other funding to provide additions support to the youth provision in the area.</p>   | Noted  |
| 4626 | 12 | <p><b>Item 12.1- Litter Pick</b> – <b>Councillor Paul Bickley declared an interest in this item.</b></p> <p>Councillor Bremner reported that the litter pick had been arranged by Friends of Ruabon in conjunction with Keep Wales Tidy for Saturday 25 March 2017 between 10.00am and 12 noon. The group were asking if the Council would sponsor the event by allowing the use of the Village Hall and the provision of refreshments afterwards. Councillor Supriya Kapas proposed and Councillor Christine Jackson seconded that the Hall should be provided free of charge to the community event and that it should also provide the refreshments, the Council agreed. Councillor Ann Jones offered to arrange the refreshments and asked for anyone else available to assist given that Councillor Cath Roberts would not be available.</p> <p>Concern was raised by a number of Councillors whether their involvement was possible given the lead up to elections in May. It was pointed that this was a community event and open to everyone to take part, however, the Clerk suggested he would enquire with the Electoral Registration team whether there would</p>  | Approved by Council  |

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|      |    | <p>be an issue.</p> <p>It was also pointed out that there was a litter problem outside the Hafan Cymru property in High Street which contained litter and needed removing. The Clerk was requested to contact Hafan Cymru to highlight the problem and offer them the opportunity to take part in the litter pick.</p>  |       |
| 4627 | 13 | <p><b>Item 13.0 – Council Assets</b> – The Clerk reported that he had forwarded details of the Council owned property and assets to the Council’s solicitor for his action. However, the solicitor had raised a number of questions which needed answers before he could proceed further, the Clerk would provide the necessary information.</p>  | Noted |
| 4628 | 14 | <p><b>Item 14 – Garden of Remembrance</b> – The Clerk reported that in the past he had received requests to scatter ashes rather than to have them interned in the cemetery. Given the rules of the cemetery do not allow this he was asking the Council to consider possible sites for a Garden of Remembrance to be created where residents would have a focal point to visit and remember family and friends who have died.</p>  |       |
| 4629 | 15 | <p><b>Item 15.0 – Council Elections</b> – The Clerk reported that he had attended a meeting with the Electoral Registration team at Wrexham to outline the nomination process for the forthcoming elections on 4 May 2017. He explained there were a number of forms which required completing in the nomination pack which needed to be hand delivered to the Electoral Office no later than 4.00pm on the 4 April 2017 to qualify.</p> <p>The pack contained the consent to their nomination form which nominees needed to complete after the 4 March 2017 with their signature being witnessed. The nomination form could then be completed, the nominee requires a proposer and seconder who are residents in the ward the candidate wishes to represent. The electoral numbers of the proposers also need to be included, this information can be obtained from him as he retains a copy of both registers. The Notice of Election will be posted on 17 March 2017.</p> <p>He also explained that a nominee can withdraw their nomination at any time before 4.00pm on the 4 April 2017 subject to the necessary form being submitted. The Clerk also advised members that the list of candidates would be published on 5 April 2017.</p> <p>He reminded members that the deadline to register to vote was 13 April 2017 so if asked they could pass that information on to residents.</p> |       |
| 4630 | 16 | <p><b>16.0 - DNM</b> – Next meeting of Full Council is on Wednesday 29 March 2017 at 7pm. <b>Meeting closed at 9.25pm</b></p>   |       |