



**CYNGOR CYMUNED**  
**CEFN**  
**COMMUNITY COUNCIL**

**MINUTES OF THE FULL COUNCIL MEETING HELD AT GEORGE EDWARDS**  
**HALL AND ZOOM ON**  
**26<sup>th</sup> of March 2024 commencing at 6.45pm**  
**Chair: P Vaughan**

**138. PRESENT** Councillors: Mrs S Benbow-Jones, P Blackwell, Mrs H Brimfield, Mrs S Matthews, Mrs P Roberts, Mrs K Tiltman, B Twigg, Mrs I Twigg and G Wood.

Councillors Mrs J Jones, Mrs G Wright and Mrs D Wright Joined on the Zoom platform

One member of the public joined via the Zoom platform towards the end of the meeting.

**139. APOLOGIES** None received

**140. TO RECEIVE DECLARATION OF INTEREST**

Declarations submitted in relation to Agenda item 16 (Planning) Mrs S Matthews (Member of WCBC Planning Committee) *Cllr S Matthews left the meeting during the discussion on this item.*

**141. PUBLIC QUESTIONS/STATEMENTS**

None received.

**142. TO RECEIVE POLICE CORRESPONDENCE**

**Date:** Saturday 16<sup>th</sup> March 2024

**Ward:** Cefn/Plas Madoc

**Author:** PCSO 4400 Lara Shiers

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- **Crimes/Incidents of note (The information provided falls within Data Protection and Sharing policies. Information of domestic related offences including sexual offences will not be shared. Only matters that are relevant to the Community)**

The review of the data between the period of 22/02/2024 – 16/03/24 and report on the following incidents of note:

**CEFN MAWR**

Incident	Number of incidents	Summary of Investigation
ASB	1	1 x Youth related ASB. Words of advice provided and parents spoken to.
Burglary	4	3 x reports of shed break-ins. Under investigations.

		WDBC Support Packs provided to Victims containing 'Smart Water'.
Common Assault	2	2 x reports of an assault. No major injuries.
Criminal Damage	2	2 x Under investigation.
Hate Related Criminal Damage	3	3 x Currently under investigation. Safeguarding and support provided to victim.
Dangerous Dogs	2	1 x report of an aggressive dog. No injury. 1 x report of a loose barking dog. No attempt to attack.
Domestic	2	2 x reports of domestic incidents.
Harassment	4	4 x domestic/family related incidents
Public Order	4	2 x report of a brawl. No injuries recorded. 1 x report of shouting on the street. All in order upon Police arrival. 1 x report of an individual being verbally abusive.
Shoplifting	2	2 x reports of theft. Currently under investigation.
Theft	1	1 x report of a theft from a residential property
Threats	2	1 x domestic related threat 1 x threat of violence / criminal damage over a parking dispute.
Theft from vehicle	2	2 x reports of theft from vehicles. Currently under investigation.

## **PLAS MADOC**

<b>Incident</b>	<b>Number of incidents</b>	<b>Summary of Investigation</b>
ASB	4	2 x Report of youths kicking/knocking a door. 1 x Report of an off-road bike in a public place 1 x Report of youths being a nuisance
Burglary	2	1 x Report of an attempt gain of entry. 1 x Report of 3 garages being broken into.
Common Assault	1	1 x report of a minor assault. No injuries 1 x report of an assault. Minor injuries. Under investigation.
Criminal Damage	1	1 x domestic related damage to property.
Domestic	7	7 x domestic related incidents
Harassment	4	4 x reports
Threats	2	2 x reports
Thefts	2	2 x reports of a thefts of personal property
Public Order	2	1 x report of an individual being irate, kicking doors. 1 x report of a public order incident. 1 x arrest made

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- **What can you do to help?**

In order to progress matters and take positive action with regards to drug dealing / ASB / Other crime trends etc we need community intelligence to support our targeted patrols, stop searches and warrants. We are grateful for the information we receive and continue to develop any matters. Intelligence can also be reported to us anonymously through Crimestoppers.

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- **Questions**

If you have any concerns regarding crime figures or incidents in your ward please let us know and we will provide an update ahead of the Council meeting. Please continue to send monthly reminders regarding the Meetings and we will endeavour to attend when possible.

- **Walk around**

We would be happy to meet with you to have a walk around the area whenever you are available.

- **Good News Stories and Upcoming Events**

We will continue to post on social media in relation to events and reports on what we have been up to. Please follow us on HGC Wrecsam Wledig/NWP Wrexham Rural Facebook Page and Twitter.

<b>Event</b>	<b>Time and Date</b>	<b>Location</b>
<b>Police Surgeries</b>	Wednesday 27 <sup>th</sup> March @ Tesco / 11am – 12.30pm 'Property Marking' Monday 8 <sup>th</sup> April @ George Edwards Hall @ 2pm – 3.30pm Wednesday 1 <sup>st</sup> May @ CRNCA / 1pm – 2.30pm	
<b>Pact Events</b>	Bike Marking Below:	
<b>Bike Markings</b>	Sunday 12 <sup>th</sup> May @ Little Sunflowers / 2pm - 4pm Wednesday 29 <sup>th</sup> May @ Tesco / 2pm - 4pm Wednesday 24 <sup>th</sup> July @ Tesco / 2pm – 4pm	

*The clerk stated that any questions on the report need to be raised with PCSO Shiers directly. Cllr Benbow Jones reported to members that the equipment marking event at CRNCA was well attended. Cllr B Twigg stated that he was concerned about the 7 domestic incidents in Plas Madoc.*

### **143. TO RECEIVE COMMUNITY AGENT REPORT**

#### **Community Agent Report March 2024**

- Cefn - 1
- Rhosymedre – 1
- Acrefair –
- Newbridge –
- Plas Madoc –
- Other -

Good evening, everyone,

Well, what a busy couple of weeks I've had learning my new role as a community agent which I am really enjoying.

I haven't had many referrals yet, but I think this will change when people have met me and know who I am.

I have been visiting numerous community groups within the area, to see what is available and to meet with residents that attend. I have also been shadowing another C.A for training purposes and have learnt a lot about the role.

I will be looking to start a walking group in the area as soon as, I know there is a walking group already established, but I was thinking doing a shorter one for the time being. I will prepare some posters to advertise around the area.

If you have any questions, then please don't hesitate to get in touch with me either by email or mobile.

Many thanks,

Donna

Tel: 07925 048711

Email: [agent@cefncommunitycouncil.gov.uk](mailto:agent@cefncommunitycouncil.gov.uk)

*The clerk reported to members that the new community agent has been very proactive and is already having a great rapport within the community. She is waiting to complete training set by WCBC and has also been shadowing the Rhos community agent. Cllr S Matthews requested that the clerk write to the clerk of Rhos to convey our thanks for allowing this to happen. The community agent will be joining next months meeting to introduce herself to members.*

#### **144. CLERKS REPORT**

1. The clerk reminded members that there is a next litter pick next Wednesday the 3<sup>rd</sup> of April, meeting at St John's Car park at 10am. Wednesday the 1<sup>st</sup> May was suggested as a date for the next one. The clerk has been in discussions with Tesco recently and proposed that the location be Oxford Street, with Tesco employees. All in favour.
2. The clerk reported that she and the chairman visited the solicitors to sign the grant of easement order on the 13<sup>th</sup> March. This is for the electricity supply to a property on Waterloo Lane.
3. The Clerk reported that she had a productive site meeting with the Manager of TESCO. Unfortunately, she is only in Cefn until April and the old manager will be returning. A list of complaints was made and submitted, such as potholes on Waterloo lane, debris, missing fence panels, areas which are prone to flooding etc. A follow up email has been received and she will keep the Clerk updated on any progress. Tesco is having a refit in June. Cllr D Wright suggested that WCBC be contacted to ask if a smaller refuse lorry be utilised on Waterloo Lane as it will prevent ongoing damage. Councillor D Wright also requested the Clerk look at the lease agreement in relation to rent reviews.
4. It was confirmed to members that the football tournament has been rescheduled to 14<sup>th</sup> May due to some schools not being able to take part at the earlier date.
5. The clerk stated that concerns have been raised regarding the planned Summer Olympics event, one school has withdrawn from the event and another has expressed

concern. A discussion followed and it was decided that a decision be made whether or not to go ahead at the community development committee meeting on the 11<sup>th</sup> of April.

6. The Clerk reported that Cefn CC are now a period poverty hub, we are waiting for the supplies to be delivered.
7. The Clerk gave an update from last month regarding the 20mph zones: WCBC have stated no decisions will be made until after the new exception's guidance is published by Welsh Government. There is no indication on the time frame of when the guidance will be set.
8. The clerk stated that she has been informed that the hut on Crane Street in Cefn Mawr has been removed.
9. The Clerk reported that Cllrs D Wright and P Vaughan met with the clerks assistant and an officer from WCBC earlier this month, with regards to tree planting off Rock Road Rhosymedre. The clerk read a brief report on the meeting.

#### **145 .MINUTES OF THE PREVIOUS MEETING**

- (a) To confirm the minutes of the Full Council meeting held on the 27<sup>th</sup> of February 2024 – ***RESOLVED that the minutes of the Full Council Meeting held on the 27<sup>th</sup> of February 2024 be confirmed and signed by the chairman at the earliest opportunity.***
- (b) To confirm the minutes of the community Development meeting held on the 29<sup>th</sup> of February 2024 – ***RESOLVED that the minutes of the community development meeting held on the 29<sup>th</sup> of February 2024 be confirmed and signed by the chairman at the earliest opportunity.***
- (c) To confirm the minutes of the Staffing meeting held on the 13<sup>th</sup> of March 2024 – ***RESOLVED that the minutes of the Staffing Meeting held on the 13<sup>th</sup> of March 2024 confirmed and signed by the chairman at the earliest opportunity.***

#### **146. ANNUAL ACCOUNTS 2022/23: TO RECEIVE UPDATE FROM THE CLERK IN RESPECT OF THE EXTERNAL AUDIT OF THE COUNCILS ACCOUNTS FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2023.**

The clerk reported that the audit has not been returned.

#### **147. TO RECEIVE INTERNAL REPORT FROM JDH BUSINESS SERVICES FOR INTERIM AUDIT 23/24**

The clerk furnished members with a copy of the findings from the interim audit and noted the three issues raised. Time sheets need to be signed by the clerk, three policies that council did not have in place (Debt Write off, Expenses and Gifts and hospitality), and council procedure on purchasing limits made by the Clerk. The clerk stated that due to work being undertaken at the cemetery, and future purchasing that council will make which may exceed the limit of £1,000, it is advisable for members to discuss changing their financial regulations in May to accommodate this and consider having a council debit card. Cllr S Benbow Jones proposed to move this to May for further discussion. Seconded by Cllr S Matthews.

#### **148. TO APPROVE THE ADOPT THE FOLLOWING POLICIES FOLLOWING INTERIM AUDIT: EXPENSES, GIFTS AND HOSPITALITY, INCOME COLLECTION AND DEBT WRITE OFF, AND ALSO TO ADOPT A GDPR POLICY FOR OFFICE VOLUNTEERS**

The Clerk furnished members with copies of the policies before the meeting. All councillors in favour of adopting the policies.

**149. TO APPROVE THE RECOMMENDATION FROM THE STAFFING MEETING HELD ON THE 13<sup>th</sup> OF MARCH**

All members in favour of accepting the recommendations as listed from the staffing committee meeting held on the 13<sup>th</sup> of March 2024.

**150. TO DISCUSS LIGHTING CONTRACT FOR 2024/2025 WITH A VIEW TO JOINING A CONSORTIA WITH OTHER COMMUNITY COUNCILS.**

The clerk furnished members with price comparisons with the company used by the consortia, and council's current contractor, which were more expensive. A breakdown of costs relevant to the community council was discussed. Cllr D Wright proposed that they delegate powers to the clerk to arrange joining the consortia starting from April 1<sup>st</sup> this year, and report back to members in two months' time. Council would be using the services of MEGA Electrical. Seconded by Cllr I Twigg. All members in favour.

**151. PROCEDURAL MATTER – 116 LOCAL GOVERNMENT (WALES) MEASURE 2011 – VACANCY CEFN WARD**

The clerk reported that the returning officer has confirmed that there will not be an election, and to follow the co-option process. The vacancy has been advertised and two expressions of interest have been received thus far. The deadline for applications is 19<sup>th</sup> April 2024. All persons who have completed the relevant forms will be invited to a short interview at the next full council meeting in April.

**152. MONTHLY ACCOUNTS**  
**ACCOUNTS TO BE PASSED FOR PAYMENT 26<sup>th</sup> MARCH 2024**

**EXPENDITURE**

Wages/Sal from (month 11)  
T Nicholls-Smith, H Parry, N Hughes-Lloyd, W Milner, A Ruscoe 7636.11

**Invoice No**

<b>INV NO</b>	<b>CHQ NO</b>	<b>RETRO</b>	<b>FROM</b>	<b>£</b>
24/220	BACS	Y	Elite Stands - Invoice for deposit for stand at PK	17,639.16
24/221	BACS	Y	Steve Pugh - Invoice for gravedigging	1355.00
24/222	BACS	Y	Peter Green Groundcare - Invoice for play area maintenance	860.00
24/223	BACS	Y	ACS Technology - Invoice for comm dev officer monthly fee for domain & email	19.70
24/224	BACS	Y	TMNS - Expenses for Feb/March 2024 (LGA 1972 sect 112)	333.07
24/225	BACS	Y	Macron Store - Invoice for work uniform for staff	349.49
24/226	BACS	Y	WCBC - Invoice for repair to swing at Dolydd Lane Play Area	148.70
24/227	BACS	Y	WCBC - Invoice for contribution to youth service 2023/24	6,348.31
24/228	BACS	Y	SDS Speaks Design Services - Invoice for planning drawings at Plas Kynaston	400.00
24/229	BACS	Y	B R Curphey - Invoice for plumbing repair	120.00
24/230	BACS	Y	WCBC - Invoice for contribution to Play Service 2023/24	4,202.73

24/231	106675	Y	British Gas - Invoice for GE Hall	168.57
24/232	106676	Y	British Gas - Invoice for GE Hall	197.51
24/233	106677	Y	EDF Energy - invoice for unmetered supply	2,695.91
24/234	106678	Y	Canda Copying - Invoice for office	265.88
24/235	106679	Y	Cefn & Wynnstay Estates - Invoice for Wayleave	0.25
24/236	106680	Y	JDH Business Services - Invoice for Interim audit fees	564.00
24/237	106681	Y	PPL PRS - Invoice for GE Hall licence	571.94
24/238	106682	Y	Selectamark PLC - Invoice for bike marking (£200 PACT funded)	348.00
24/239	BACS	Y	ACS Technology - Invoice for domain name	15.00
24/240	BACS		Hallam Heating - Invoice for GE Hall (call out & new part)	827.33
24/241	BACS		Mark Mellor - Invoice for repair at MUGA changing rooms	110.00
24/242	BACS		A-N-L Drainage Contractors - Invoice for GE Hall	150.00
24/243	BACS		Comm Agent - Expenses for March	52.04
24/244	BACS		Mark Mellor - Invoice for repair at GE Hall	40.00
24/245	BACS		ACS Technology - Invoice for monthly fee for website/email/office 365	157.10
24/246	106683	Y	Hafren Dyfrdwy - Invoice for GE Hall	320.31

#### **Invoices Received During Feb/March 24**

HMRC Tax & NI	1407.28
Clwyd Pension Fund	1309.46
Staff member Payment GOV.UK	242.22
HSBC	9.84
Scottish Power	351.47
	<b><u>£49,216.38</u></b>

#### **Income**

Commonwealth War Graves	25.00
HMRC VAT	3964.10
WCBC (project dev reclaim 1 <sup>st</sup> Qtr)	1774.40
NW Police Pact Funding (Rec0397)	200.00

#### **Burial**

Roberts Bros Funeral Directors (Rec0396)	700.00
Francis Roberts (Rec0399)	3130.00

#### **GE Hall**

Slimming World (Rec0389)	337.48
WXM Labour Group (Rec0389)	25.00
G Langford (Rec 0391)	66.00
Powys Carers (Rec0392)	30.00
Fresh Gecko (Rec0393)	40.00
Cefn Historical Society (Rec0394)	22.00
Phantasmagoria Club (Rec 0395)	33.00
Dance Zone (Rec0398)	247.50
WCBC (Rec0400)	20.00

#### **Interest**

**Resolved that the listed payments be approved**

### **153. CORRESPONDANCE**

#### **Correspondence Received During February/March 24:**

**Bolded items are recommended to be noted by the Chairman:**

1		IPRW - Report - follow hyperlink Independent Remuneration Panel for Wales: annual report 2024 to 2025   GOV.WALES – <b><i>The clerk stated that all other determinations set in 22-23 &amp; 23-24 remain and can be applied. Comensation for financial loss is an optional payment, the return due in September every year need only show the total amount of any mandatory payments made. Resolved to be noted.</i></b>
2		OVW - email re: D-Day 80 Flag of Peace – <b><i>The clerk requested that a flag be purchased for D Day commemorations and asked the Chair to display on the cenotaph. Resolved for the Clerk to purchase a flag.</i></b>
3		Calon FM - Request for financial assistance – <b><i>Moved to Decembers meeting Resolved</i></b>
4		Resident - Email re: Bus stop on Cae Gwilym Lane – <b><i>The clerk stated that she received a complaint from a member of the public with regards to this stop, but it has since been rectified and all buses are to stop at this location. Resolved to be noted.</i></b>
5		<b>Simon Baynes - E Newsletter</b>
6		Resident - Email re: Broken Fences at TESCO - <b><i>The clerk received an email with regards to broken fences at Tesco. It was conveyed that Tesco are due a refit and these fences are due to be replaced. Resolved to be noted.</i></b>
7		<b>Audit Wales - email re: Audit notice for 2023/24</b>
8		St Johns Ambulance - Email re: request for financial assistance <b><i>Moved to Decembers meeting Resolved</i></b>
9		Friends of Bellevue Park - Email re: D Day 80th Anniversary commemoration event – <b><i>It was resolved Chairman P Vaughan will attend the event.</i></b>
10		WCBC - Letter re: Trade Waste changes from April 2024 – <b><i>The clerk stated that changes are due to take place that will involve companies and councils being fined should they not recycle their waste correctly. The caretaker already ensures that all recycling is separated at the hall and has offered to visit the cemetery on a weekly basic to ensure that the bins there are being used correctly. New signage has been made.</i></b>
11		<b>Ken Skates MS - E Newsletter</b>
12		<b>Urdd - Email re: Fund for all scheme - poster to display</b>

### **154 .TO RECEIVE PLANNING APPLICATIONS**

*Cllr S Matthews declared an interest in the following item and left the meeting.*

#### **Planning Applications Received During February / March 2024**

P/2024/0746

Amended Plans, Erection of dwelling,



Land west of Pendil, Llangollen Road

***In relation to application P/2024/0746 no observations/objections were raised***

P/2024/0105            New arrival point to Pontcysyllte Aqueduct World Heritage Site  
Including parking, landscaping, pathways, signage, drainage ponds  
And additional fencing  
Car Park, Queen Street, Cefn Mawr

***In relation to application P/2024/0105, it was stated by Cllr Vaughan that no mention of opening the Oilworks road was included in the plans despite assurances from Eastmans and an officer from WCBC. The clerk will write to WCBC with the points raised.***

P/2024/0113            Outline application for erection dwelling and garage  
Braemore, Hill Street, Cefn Mawr

***In relation to application P/2024/0113 Cllr D Wright reported he had received clarification that the entrance was not to encroach on the school field/CRNCA area that it will be directed from the 1<sup>st</sup> house on Vron View. A further discussion followed raised by Cllr P Vaughan regarding the land ownership, it was confirmed this is not within councils remit to determine land ownership. Following the discussions no objections were raised.***

P/2024/0114            Two storey front and rear extension  
34 Erw Deg, Acrefair

***In relation to application P/2024/0113 no observations/objections were raised***

P/2024/0140            Erection of two storey garage/storeroom (in retrospect)  
Ash Grove, Plas Y Wern, Ruabon

***In relation to application P/2024/0140 no observations/objections were raised***

P/2024/0034            Change of use of land to provide additional parking and garden area  
(partly in retrospect)  
Hill View, King Street, Cefn Mawr

***In relation to application P/2024/0034 it was raised that there is a query on ownership of the land of the parking area. The clerk was requested to relay the concerns to WCBC and ask for a decision to be deferred until ownership is clarified.***

P/2024/0157            Erection 5 dwellings  
Former Air Product Site  
Llangollen Road, Acrefair

***In relation to application P/2024/0157 Councillor Paul Blackwell reported he was concerned regarding the density of the site to accommodate further plots and has forwarded his comments to WCBC. Councillor D Wright requested the clerk write to WCBC stating if the total amount of plots on said site trigger the 106 funding collected by WCBC, this should be maximised, and forwarded to the county councillor for the communities benefit.***

P/2024/0163            Single storey rear extension  
7 Cae Bedw, Acrefair.

***In relation to application P/2024/0163 no observations/objections were raised***

*Cllr S Matthews returned to the meeting.*

**155.REPORTS FROM MEMBERS**

115.1 Cllr P Roberts asked for an update on the Newbridge landslip. Cllr S Matthews stated that work is progressing, and the contractor is positive on the schedule of works.

115.2 Cllr P Vaughan reported to members that renowned musical theatre director Gareth Valentine came to do a talk last Friday at George Edwards Hall. It was very well received with over 150 in attendance.

115.3 Cllr P Blackwell reported on a streetlight which has disappeared from Gwynant, Plas Madoc. He will make more enquiries and update the Clerk.

115.4 Cllr D Wright stated that he would like to delegate powers to the Development Committee to further the plans for the MUGA. All members in favour.

115.5 Cllr S Benbow Jones stated that parking is still an issue in Rhosymedre during the Wrexham FC ladies matches. Clerk stated that the police are aware. Cllr D Wright proposed that the clerk write to WCBC requesting that they send enforcement officers to the site during match days. Seconded by Cllr S Matthews, all in favour.

115.6 Cllr S Matthews stated that she has been contacted by a resident who has been asked by WCBC planning to return their properties fascia boards to their original state in accordance with the rules for article 4 designated zones. Cllr Matthews confirmed that she has taken a stance contradictory with council decision on the matter as she understands the long-term issues the resident is having with selling the property. Cllr D Wright confirmed that council have backed WCBC Enforcement on their decision as allowing one to not follow rules leaves the door open for others to follow suit, when there has been other residents who have had to adhere to the rules.

**The Chairman thanked members for their attendance, and declared the meeting closed.**