



CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD AT GEORGE EDWARDS
HALL AND ZOOM ON
25th June 2024 commencing at 6.45pm
Chair: P Vaughan

14. PRESENT Councillors: Mrs S Benbow-Jones, Mrs K Benfield, P Blackwell, Mrs H Brimfield, Mrs J Jones, Mrs S Matthews, D Metcalfe, Mrs P Roberts, Mrs K Tiltman, Mrs I Twigg, B Twigg, D Wright and Mrs G Wright

15. APOLOGIES Councillors Mrs S Mills and G Wood

16 .TO RECEIVE DECLARATION OF INTEREST
None received

17. PUBLIC QUESTIONS/STATEMENTS
None received.

18.TO RECEIVE POLICE CORRESPONDENCE



Local Report for the area of: Cefn Mawr / Rhosymedre / Newbridge
Person Providing Report: PCSO Lara Shiers C4400
Date of Report: Period of 01/05/24 – 31/05/24

	Burglary Residential	Domestic Violence	Serious Violence	Sexual Offences	ASB	Overall Crime Rate in Wrexham Rural	Overall Crime Rate in Your Area
Crime Rate YTD						-20.7%	-32.5%
Incidents last 4 weeks	0	1	0	0	4		

Incidents of Note		
Crime Reference Number	Date	Brief Circumstances
24000464771	23/05/24	High value shoplifting – suspect not identified

24000485073	30/05/24	Following on from a domestic which has spilled out into the community, causing an RTC, unfortunately a search around the Aqueduct and Ty Mawr is on-going for the search for a missing male who is believed to have jumped from the aqueduct.

Additional Information	

Completed Activity	
12/05/24	Bike Marking at Little Sunflowers, Plas Madoc
18/05/24	OP Sceptre (Knife Crime Prevention) Tesco Cefn
29/05/24	Bike Marking at Tesco, Cefn

Future Planned Activity	
<p>Bike Marking Events:- 24/07/24 @ 2pm – 4pm:- Tesco Cefn Mawr</p>	
<p>‘Stay on Side’ project the presentation and visits to the Cefn Mawr Museum and George Edwards Hall dates:-</p> <ul style="list-style-type: none"> • Ysgol Rhosymedre: Friday 7th June 2024 – Arrive 09.45am – 12pm • Ysgol Cefn Mawr: Tuesday 4th June 2024 – Arrive 12.45pm – 3pm • Ysgol Acrefair: Wednesday 5th June 2024 – Arrive 12.45pm – 3pm • Ysgol Min-y-Ddol: Friday 21st June 2024 – Arrive 9.45am – 12pm 	

Local Report for the area of: Plas Madoc / Acrefair

Person Providing Report: PCSO Lara Shiers C4400

Date of Report: Period of 01/05/24 – 31/05/24

	Burglary Residential	Domestic Violence	Serious Violence	Sexual Offences	ASB	Overall Crime Rate in Wrexham Rural	Overall Crime Rate in Your Area
Crime Rate YTD						-20.7%	-8.2%
Incidents last 4 weeks	0	0	0	0	2		

Incidents of Note		
Crime Reference Number	Date	Brief Circumstances

24000488624	31/05/24	Drugs Offence – Stop Search resulting in seizure of a small amount of personal use Class B drug. Peron issued with an ‘out of court’ Community Resolution.

Additional Information	

Completed Activity	
12/05/24	Bike Marking, Little Sunflowers Plas Madoc
15/05/24	OP Sceptre (Knife Crime Prevention) Kettle Club, Plas Madoc
29/05/24	Bike Marking, Tesco Cefn

Future Planned Activity
<p>Bike Marking Events:- 24/07/24 @ 2pm – 4pm:- Tesco Cefn Mawr</p> <p>‘Stay on Side’ project the presentation and visits to the Cefn Mawr Museum and George Edwards Hall dates:-</p> <ul style="list-style-type: none"> • Ysgol Rhosymedre: Friday 7th June 2024 – Arrive 09.45am – 12pm • Ysgol Cefn Mawr: Tuesday 4th June 2024 – Arrive 12.45pm – 3pm • Ysgol Acrefair: Wednesday 5th June 2024 – Arrive 12.45pm – 3pm • Ysgol Min-y-Ddol: Friday 21st June 2024 – Arrive 9.45am – 12pm <p>Op Liberate / Op Cinnamon In progress –event is being arranged for Plas Madoc for July</p>

19. TO RECEIVE COMMUNITY AGENT REPORT

- Cefn - 2
- Rhosymedre –
- Acrefair –1
- Newbridge –
- Plas Madoc –1
- Other -

Good evening, everyone,

My referrals this month have been slow yet again, I have however started my walking group in Plas Telford, I am afraid to say it hasn't been a success, but I feel that it might pick up fingers crossed.

I have also been visiting various groups in the area and meet with some lovely people and loved having chats with them.

I was also lucky enough to have been invited with one of my referral ladies to an afternoon tea at the Miners in Wrexham, that was very enjoyable learning some interesting facts.

I have arranged 2 trips one of which is a canal trip in July and the other is to the Iron works and then onto Charlies Garden Centre for lunch. I have recently had a quarterly meeting with Trina about how slow the referrals are at the moment and how I'm finding the job, and she has suggested that I take some flyers and stand in Tesco to hand them out, which I also think is a good idea.

If you have any questions, then please don't hesitate to get in touch with me either by email {agent@cefncommunity.gov.uk or mobile {07925048711}

20. CLERKS REPORT

1. The date of the next litter pick is July 24th, a discussion followed and it was agreed that this will taken place at the bottom of Cefn, Meeting in CRNCA carpark at 10am.
2. The garden competition judging is on Thursday the 18th of July, if you know any keen gardeners please ask them to fill in an application form.
3. The Cefn Schools Summer Olympics is being held on the week commencing the 8th of July. We will email all volunteers nearer the time. The clerk displayed the school banners for the event. Cllr Derek Wright gave a brief run down to Cllr Metcalfe on the event details.
4. The clerk furnished members with a report from the Wellbeing hub, which is being run from George Edwards hall on Thursdays. The hub is well used, and numbers are growing week on week. This has been set up by Community Wellness CIC with funding from WCBC. It will run until October.
5. Drainage works on the MUGA will begin next week, and the rest of the planned works within the next few weeks. The stand will be delivered in August. We are awaiting a quote for a cage to be built to prevent vandalism. Letters have been sent to numerous local businesses for sponsorship towards the cost, but so far, no one has replied. The cage can be built within two weeks of the stand being on site, and Northalls can loan Heras fencing until the cage is built. The Clerk will report at next months meeting the costings for this.
6. Cllr Stella Matthews gave a brief update on the meeting with Woodwork CIC with regards to planting a 'Tiny Forest' on land off Rock Road, next to Llys Y Graig Sheltered accommodation. A meeting took place at the site this week to determine the best location for the trees to be planted. Soil samples from the site and small exploratory holes will be dug and backfilled before the end of this week– to establish how deep the soil is. Cllr Matthews will report back in the next meeting.

21. MINUTES OF THE PREVIOUS MEETING

- (a) To confirm the minutes of the Annual meeting held on the 28th of May 2024 –
RESOLVED that the minutes of the Annual Meeting held on the 28th of May 2024 be confirmed and signed by the chairman at the earliest opportunity.
- (b) To confirm the minutes of the Full Council meeting held on the 28th of May 2024 –
RESOLVED that the minutes of the Full Council Meeting held on the 28th of May 2024 be confirmed and signed by the chairman at the earliest opportunity.
- (c) To confirm the minutes of the Finance meeting held on the 28th of May 2024 –
RESOLVED that the minutes of the Finance Meeting held on the 28th of May 2024 be confirmed and signed by the chairman at the earliest opportunity.

22. AUDIT OF ACCOUNTS 2023/2024

- **To receive details of the Internal Auditor's report and Action Plan in respect of the Audit of the Council's Accounts for the year ended 31 March 2024.**

The internal auditor issued two issues; members had been provided with a copy of the report which was as follows:

1. The accounts should be adjusted to include a debtor for the Lightsource income -
The accounts were amended prior to signing of the annual return to include a debtor for Lightsource income.

Included within debtors is an amount of £450 that is over 12 months old, council should review an aged debtor and consider whether it can be collected or written off. The Clerk reported attempts had been made to recover with no success, and will be written off during 2024-25

Included within staff costs is £900 for payroll agency costs, this should be within other payments not staff costs. ***The annual return was amended prior to internal audit signing of the annual return.***

2. The Council is a sole trustee of the Cefn Mawr War Memorial Institute and Recreation Ground. The Charity Commission website states that while the annual return has now been received, it wasn't received within the required deadline. Council must ensure returns are submitted within the Charity Commission deadline. ***The Clerk reported to members the reason for the delay***

- **To receive and approve the Annual Return and accounting statements set out in sections 1 and 2 for the year ended 31 March 2024**

Resolved- Members received and approved the statements set out in section 1 and 2 of the council's annual return for the year ended 31st March 2024

- **To give approval for the Chairman to sign the Annual Return on the Council's behalf before 30 June 2024 to comply with the Accounts and Audit (Wales) Regulations 2014**

Resolved - Members approved that the Chairman sign the relevant section on page 3 of the annual return for 2023/24 on the council's behalf before 30 June 2024 to comply with the Accounts and Audit (Wales) Regulations 2014

- **To note the arrangements for the External Audit of the Council's Accounts for the year ended 31 March 2024 is being carried out on 12 September 2024**

and endorse the action taken by the Clerk in accordance with the Accounts And Audit (Wales) Regulations 2014

The clerk reported that a date has been set by the auditor general for electors to exercise their rights examine council paperwork, this is Monday the 12th of September 2024.

23 .TO RE-ADOPT THE FOLLOWING POLICIES – NO CHANGE FROM 2023

- Sickness & Absence Policy
- Anti Bribery & Corruption Policy
- Equality & Diversity Policy
- Social Value Policy Statement
- Health & Safety Policy
- Safeguarding Policy
- Sustainability Policy
- Information Security Policy
- Confidential Reporting Policy
- Lone Working Policy
- Modern Slavery Policy
- Induction Policy

Members resolved to re-adopt the policies as listed for 2023/24

24. MONTHLY ACCOUNTS

ACCOUNTS TO BE PASSED FOR PAYMENT 25th JUNE 2024

EXPENDITURE

Wages/Sal from (month 2)
T Nicholls-Smith, H Parry, N Hughes-Lloyd, W Milner, A Ruscoe, 8804.02
D Thornley

Invoice No

INV NO	CHQ NO	RETRO	FROM	£
24/035	BACS	Y	Net World Sports - Invoice for Summer Olympics	734.99
24/036	BACS	Y	TMNS - Expenses for May/June (LGA 1972 sect 112)	369.23
24/037	BACS	Y	Net World Sports - Invoice for Summer Olympics	99.94
24/038	BACS	Y	Peter Green Groundcare - Invoice for play areas	750.00
24/039	BACS	Y	Peter Green Groundcare - Invoice for cemetery	1165.00
24/040	BACS	Y	Comm Agent - Invoice for expenses	38.10
24/041	BACS	Y	TMNS - Expenses for May/June (summer Olympics)(LGA 1972 sect 112)	386.04
24/042	106695	Y	Snowdonia Fire & Security - Invoice for Fire Extinguisher Maintenance	138.00
24/043	106696	Y	Vibrant Nation - Invoice for DBS for comm agent	45.80
24/044	106697	Y	EDF Energy - Invoice for unmetered supply	1359.54
24/045	BACS	Y	ACS Technology - Invoice for comm dev officer monthly fee for domain & email	19.70
24/046	BACS	Y	WTE Printers - Invoice for Certificates for Comm Dev Officer	177.60
24/047	106698		Canda Copying - Invoice for office copier	494.80

24/048	DD		British Gas - Invoice for GE Hall	20.44
24/049	DD		British Gas - Invoice for GE Hall	66.53
24/050	BACS		JDH Business Services Ltd - Invoice for 2023/24 year end audit	558.00

Invoices Received During May/June 24

HMRC Tax & NI	2054.54
Clwyd Pension Fund	1607.90
Staff member Payment GOV.UK	242.22
HSBC	9.50
	<u>£19141.89</u>

Income

WCBC (reclaim comm dev)	7577.14
Vodafone (Rec0438)	1250.00

Burial

Francis Roberts (Rec0439)	1130.00
Marcher Stone (Rec0429)	170.00
Francis Roberts (Rec0440)	970.00

GE Hall

G Langford (Rec0441)	100.80
Community Wellness (Rec0427)	503.70
Phantasmagoria Film (Rec0425)	42.00
Young Carers (Rec0428)	58.50
Slimming World (Rec0442)	327.60
G Langford (Rec0433)	75.60
WCBC (Rec0434)	306.00
Future Generations (Rec0432)	58.80
P Curran (Rec0424)	96.80
Dance Zone (Rec0426)	252.00
Wxm Labour Grp (Rec0431)	91.00
Maelor Boxing Club (Rec0430)	210.00
P Curran (Rec0435)	50.40
Cefn Historical Soc (Rec0436)	41.00
Dance Zone (Rec 0437)	201.60
Cefn Historical Society (Rec0421)	28.00

Interest

Business Money Manager 13.05.24	255.58
	<u>£13,796.52</u>

Resolved that the listed payments be approved

25. CORRESPONDANCE

Correspondence Received During May/June 24:

Bolded items are recommended to be noted by the Chairman:

1				Wrexham University - Letter of thanks re: Student Placement – <i>The clerk read the letter to members and stated that the student would like to continue her work on</i>
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		<i>a voluntary basis. Members were grateful for the work undertaken thus far and happy for the student to continue volunteering.</i>
2		AONB - change of name to The Clwydian Range and Dee Valley National Landscape
3		Ken Skates MS - E Newsletter
4		<i>WCBC - Annual Play Area Inspection Reports 2024 (Clerk to report) – There are 11 play parks in the community that are inspected annually by WCBC. They have identified an issue at the Play park on Church Street, Rhosymedre. The wood bridge has started to show signs of rot. WCBC have priced repairs at £265.44. The clerk stated that she has given the permission for the work to go ahead. The ROSPA inspection for Plas Kynaston is due in July. Resolved to be noted.</i>
5		OVW - Email re: Guidance on working digitally
6		<i>Headteacher, Dee Valley Federation - Letter of thanks re: football tournament - The clerk read a letter of thanks from the headteacher. Resolved to be noted.</i>
7		<i>WCBC - Email re: Wrexham Council new Planning Register - The clerk stated that WCBC have a new planning portal which is not working as it should be at present. WCBC are aware of the issue and are working on a fix. Resolved to be noted.</i>
8		Simon Baynes - Thank you Newsletter
9		WCBC - Invite to Mayors Civic Visit to St Giles Church 23/06/24 - passed to Chair
10		Canal River Trust - Email re: lend a hand for the big help out - passed to members on 03.06.24
11		<i>Primary Schools, & Ysgol Rhiwabon - Email re: D Day letter of thanks – The clerk read a letter from the schools expressing gratitude at being involved in the event. Resolved to be noted.</i>
12		<i>Chair of D-day committee - Letter of thanks – The clerk read a letter from the chair of the D Day committee for councils’ donation. Resolved to be noted.</i>
13		<i>Ken Skates MS - Letter re: Listening Programme on 20mph - copy attached – The clerk stated that council have already given WCBC their opinions, and read out the letter which was sent to WCBC in February 2024 on roads which could revert back to the 30pmh limit. Resolved to be noted.</i>
14		<i>WCBC - Email re: Wrexham Town & Community Forum - A discussion followed on the continuing viability of the forum. Cllr Benbow Jones confirmed that she will attend the next meeting. The Clerk will send the questionnaire to Cllrs SBJ & SM for their input. Resolved to be noted.</i>

26 .TO RECEIVE PLANNING APPLICATIONS

P/2024/0180

Variation of condition 1 of planning permission P/2015/0025 to vary Personal occupancy

In relation to application P/2024/0180 the clerk stated that she was unable to download the relevant documents, due the aforementioned issue with the new WCBC Planning portal. A discussion followed and it was agreed that the clerk will email WCBC planning officer assigned to this application to obtain the details for ward members. Cllr Derek Wright stated that a list of concerns should be made and a site visit arranged with WCBC Planning officers and Cllr S Matthews, along with members of the ward, due to concerns about the damage to the school footpath nearby works have caused.

27 .REPORTS FROM MEMBERS

27.1 Cllr S Matthews reported that Plas Madoc Leisure centre is looking at starting a credit union for local residents. There have been reports of loan sharks in the area targeting vulnerable families. Cllr Matthews requested a letter of support from the council to help establish the credit union, and individual letters from County Cllrs D Wright and P Blackwell, and Council Chair Mr P Vaughan. Cllr D Wright requested that Cllr Matthews look at ways to ensure this facility can be accessed by the whole community, in the form of outreach sessions. Proposed that a letter of support be sent by Cllr I Twigg, Seconded by Cllr P Roberts, all members in favour.

27.2 Cllr J Jones stated that Chapel Street in Acrefair has been tarmacked, but Bethania Road hasn't, this has left a significant drop on the road surface.

27.3 Cllr S Benbow Jones reported that the path leading up to Cae Glo from Rock Road needs to be cut back. Cllr P Blackwell stated that he has reported this to Streetscene.

27.4 Cllr S Matthews gave an update on the Cae Coch bridge. The repairs required are substantial and costly, a meeting is due to take place on the matter and Cllr Matthews will report back to council when this has taken place.

27.5 Cllr D Metcalfe reported that he has been contacted by a local campaigner with regards to alleged pollution in the River Dee. Cllr D Wright stated that he has also been contacted by the same person asking for his support. Cllr D Wright confirmed that he has requested a site meeting with the campaigner to ascertain the facts of the matter but has yet not had a response.

27.6 Cllr Metcalfe reported that he has had a drain survey done on the area surrounding his businesses, which affects the council building and GE Hall due to their close proximity. The report suggests that they are in need of repairs. Cllr Metcalfe will liaise with WCBC ward member Cllr S Matthews on this matter.

27.7 Cllr Mrs I Twigg reported that there are many vehicles on the Bluebell site suggesting that the area is a garage of some sort. Cllr Mrs I Twigg will liaise with ward member Cllr S Matthews on the matter.

27.8 Cllr D Wright gave a brief update on several issues which have been brought to his attention. A meeting took place with regards to people parking on the road in Newbridge, causing an issue with visibility, he stated that he has spoken to WCBC and asked them to look at this with some urgency, to remedy this issue before the road bridge opens. At a site meeting with WCBC, Cllr Wright has requested the repainting of the double yellow lines on Llangollen Road, and outside the schools in Cefn. On the subject his request to Arriva to routing the buses to alleviate issues on Hill Street, he has received an email today from Arriva stating that they are not prepared to do this as it will add 4 minutes to the journey.

27.9 Cllr D Wright gave an update on the Newbridge Road bridge. He reported that he has repeatedly requested regular updates and meetings, but he has had nothing over the last few months. He has requested that they hold a public meeting when the work starts, so that the public know what they are proposing to do.

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