



**COUNCIL OFFICE:** GEORGE EDWARDS HALL  
WELL STREET, CEFN MAWR,  
WREXHAM, LL14 3AE

4<sup>th</sup> September 2024

Dear Councillors,

You are summoned to attend a meeting of the Community Development Committee on **Wednesday the 11<sup>th</sup> of September 2024 at 10.30am** in the George Edwards Hall.

There is also an option to join on Zoom, details are below.

## **AGENDA**

### **1) Apologies**

#### **a) Update from the previous meeting**

- a) **Recap:** Review of previous minutes
- b) **Update:** Update on Community Development Officer position and funding status.
- c) **Funding Update:** Deio funding report
- d) **Matters arising:** Matters arising from previous minutes

### **2) To review the CCC Olympics**

- a) **Considerations:** Consider whether to organise the CCC Olympics event next year
- b) **Action plan strategy:** Discuss the necessary steps.

### **3) To discuss PK ground renovations**

- a) **Completion Date for Jones Bro:** Confirm the date when Jones Brothers will finish their work, including the removal of the remaining trees and the refitting of the perimeter barrier, which looks like scaffolding poles.
- b) **Stand Delivery and Guard Installation:** Determine the exact delivery date of the stand and coordinate with Northalls to establish when they can complete the guard installation at the front of the stand.
- c) **Banner Design and Installation:** Finalise the design and order the banner for the exterior fence. Can we explore the possibility of bolting the banner to the fence instead of using cable ties?
- d) **Dressing Room Modifications and Facilities Delivery:** Confirm the timeline for the modifications to the dressing rooms, as well as the delivery of the portable toilets and other necessary facilities.
- e) **Pitch Preparation:** Set a date for marking the pitch and erecting the goals.
- f) **WFA Pitch Inspection:** Coordinate with the WFA to schedule the pitch inspection. They usually manage this process, so we need to be prepared to follow their schedule.
- g) **Tree and Flower Planting:** Establish a date for the planting of trees and flowers around the area.

### **4) To discuss Community Garden project**

- a) **Community Garden Project Discussion:** Determine whether to discuss the best site for the community garden with Wrexham Council's Climate Change and Carbon Reduction Officer now or at the next community development meeting.

### **5) Action plan / General discussion**

### **6) Any Other Business (AOB)**

### **7) Date of Next Meeting**

Yours sincerely,

*Trina Nicholls-Smith*

T Nicholls-Smith (Mrs)  
Clerk

Cefn Community Council is inviting you to a scheduled Zoom meeting.

Topic: Cefn Community Council's Zoom Meeting  
Time: Sep 11, 2024 10:30 AM London

Join Zoom Meeting

<https://us02web.zoom.us/j/81845938160?pwd=YY1NFGK5QkzarkmcVpSRVol1rW0bjr.1>

Meeting ID: 818 4593 8160  
Passcode: 13491

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# Cefn Community Council Community Development Committee Meeting Minutes

**Date:** Wednesday, 11th September 2024

**Time:** 10:30 AM

**Location:** George Edwards Hall Council Chamber

## Attendees:

- Councillor Mr. P Vaughan (Chair)
- Councillor Derek Wright
- Councillor Gaynor Wright
- Councillor Mrs. S Benbow-Jones
- Councillor Mrs. J Jones
- Councillor Mrs. I Twigg
- Councillor D Wright
- Councillor Mrs. G Wright
- Clerk Trina Nicholls-Smith
- Community Development Officer Andrew Ruscoe
- Project Coordinator Deio Jones

## Apologies:

- None

## 1. Welcome and Apologies

The Chair welcomed everyone to the meeting. There were no apologies.

## 2. Minutes of Previous Meeting

The minutes of the previous meeting held on 12th August 2024 were reviewed and approved.

## 3. Matters Arising

- **Community Development Officer's Report:** Updates were provided on ongoing and new projects.
- **Previous Actions:** Reviewed and updated.

## 4. Plas Kynaston Renovations Developments

- **Completion Date for Jones Brothers:** The exact completion date for Jones Brothers is not fixed; however, Councillor Derek Wright mentioned that they are being encouraged to finish as promptly as possible, given the current usage of other facilities by football clubs. Councillor Wright also informed that the steps being modified should be completed by the end of the week commencing 16th September 2024. The council is aware of the reluctance to press Jones Brothers for a definitive timeline due to their provision of services at discounted rates as a favor. Thus, the council is handling the situation with care and respect for their generosity.

- **Stand Delivery and Guard Installation:** The stand is scheduled to be delivered on 29th September 2024, with installation expected to take 6 to 7 days. Councillor Derek Wright informed the committee of this timeline and mentioned that Northalls will complete the guard installation once the stand has been erected.
- **Dressing Room Modifications and Facilities Delivery:** The Clerk is awaiting a quote from Cefn Albion's Chairman, Stewart Roberts of RPM Company, for modifications to the dressing rooms, including installing 4 shower heads per changing room as per FAW requirements. This quote will be pursued in the next couple of weeks. Councillor Derek Wright recommended that Stewart Roberts be prompted to provide an invoice for the works as soon as possible.
- **Pitch Preparation:** The pitch has been marked with GPS coordinates for the four corners. Council workers have sprayed the pitch, and further marking and installation of goals will continue. The pitch has been extended, and necessary infrastructure, including dugout bases and drainage, is in place. Councillor Wright informed the committee that work on the pitch will continue once the barriers are back up around the ground and the stand is erected.
- **WFA Pitch Inspection:** It was agreed to invite the FAW to inspect the ground once all work is completed. Councillor Wright suggested giving the FAW 6 weeks' notice, with a projected visit at the end of November 2024. The ground cannot be used until FAW approval is received.
- **Tree and Flower Planting:** Councillor Derek Wright explained that trees will be planted on the embankment, with 10 trees each side of the steps. Cut-down trees will be repurposed into benches. The Community Development Officer reported that including Derwen College in the project will cost £2,973.40, covering involvement from four schools, Derwen College, and mentors. The project will include planting various trees and wildflowers, with 30 litres of compost used.
- **Banner Design and Installation:** It was suggested and agreed that the pitch should be documented as the Cefn Community Council's Football Ground. All those who funded the developments, such as Jones Brothers (who have helped with the development of the stand and pitch extensions) and Cadwyn Clwyd, should be acknowledged on any banner and signage. Councillor Derek Wright proposed metal banners that are bolted on, allowing the clubs to organize their own banners (e.g., "The Home of FC Plas Madoc") which they will need to self-fund. These banners can be removed if the clubs leave the ground, a proposal seconded by the Clerk.
- **QR Code for Away Fans:** Councillor Derek Wright explained that he had tasked the Community Development Officer with designing a QR code to support away-traveling fans coming to Plaskynaston, showing all available free car parks in the location of Cefn Mawr. The Community Development Officer produced one but explained that to hold the full domains of the QR code, there is a payment plan of £16.45 per month to web producers Online QR Generator. The council did not see this feasible as the cost would have to be put on the clubs via their pitch rent. This will not be progressing.
- **Invoice Submission:** Project Coordinator Deio advised that all invoices for all works need to be submitted before the end of September 2024 for the report writing on the project for Jo Young and Cadwyn Clwyd.

### Action Plans:

1. **Jones Brothers Completion:** Monitor progress and ensure completion by the end of the week commencing 16th September 2024.

2. **Stand and Guard Installation:** Coordinate with Northalls for the guard installation after stand delivery on 29th September 2024.
3. **Dressing Room Quote:** Follow up with Stewart Roberts RPM Company for the dressing room modifications quote within the next couple of weeks.
4. **Pitch Inspection:** Schedule FAW inspection at the end of November 2024 and notify the FAW with 6 weeks' notice.
5. **Tree and Flower Planting:** Proceed with the planting project, ensuring all costs and logistics are managed.
6. **Banner Design:** Implement metal banners as proposed by Councillor Derek Wright and acknowledge funders on the banners.
7. **Invoice Submission:** Ensure all invoices are submitted before the end of September 2024 for the project report.

## 5. Community Garden Project

- **Discussion:** The Community Development Officer discussed ongoing collaboration with Zachary Jones, Wrexham Council's Climate Change and Carbon Reduction Officer, on various project styles. The next step is to decide on the best site for the community garden.
- **Site Proposal:** The Community Development Officer informed the committee that, based on advice from Councillor Wright, he had emailed all community Councillors regarding potential sites for the community garden. Only three Councillors responded, with two of the proposed sites being deemed not feasible. Councillor Derek Wright suggested three possible sites for the community garden: Emmanuel Grove (where the old Wrexham Council Park was), the Plaskynaston MUGA pitch (behind the goal on the roadside), and Bank Park (next to Plaskynaston Hall). Councillor Wright preferred the plot of land next to the wall and suggested that Wrexham Council study and potentially develop designs for this site, which the Development Committee agreed with.
- **Additional Information:** The Community Development Officer also noted that the other projects supported by the schools include raised bed planters and edible trees. This involves one pot of funding allocated by Wrexham Council, with the additional requirement that organizations such as CRNCA take responsibility for maintaining the raised beds and trees once installed.

### Action Plan:

1. **Community Garden Site Selection:** Proceed with the preferred site next to the wall and coordinate with Wrexham Council for design and development.

## 6. Cefn Olympics Review

- **Cricket Ball Event:** The organization of the cricket ball event was discussed, including issues related to volunteer and school participation. It was not clearly agreed whether the throwing the cricket ball event will be removed or advanced, as the council was split on respecting the event but agreed it may need tweaking. Full clarity is still needed.
- **Biennial Events Proposal:** It was proposed to implement biennial sports events to enhance community engagement and participation. Councillor Derek Wright proposed moving the Football Tournament to January and scheduling the Cefn

Olympics for mid-June based on feedback from the schools. He believes that this change will make the events work more smoothly. Councillor Gaynor Wright suggested hosting the event annually instead, to maintain regular engagement. Councillor Derek Wright also proposed that a survey be completed by the schools by February to gather feedback on these changes.

- **Councillor Sonia Benbow-Jones** believes that holding the event every two years would provide the council with breathing space and make the event more special.
- **Councillor Derek Wright** reaffirmed the need for increased school involvement and emphasized that all community councillors must be DBS checked to ensure proper supervision and safety during events.
- **Feedback and Improvements:** Councillor Derek Wright suggested that morning sessions at the Cefn Olympics went well but highlighted the need for more support with DBS-checked adults to handle dynamic issues, such as children running away during activities. This issue made result recording challenging. The Long Run, archery, and field events were successful, but it was suggested that next year there should be 8 lanes instead of 5.
- **Event Organization:** Councillor Gaynor Wright suggested having more than one person for marking events, particularly as they are two-person activities. This suggestion was supported by Chairman Councillor Phil Vaughan, who provided additional advice.
- **French Boules:** Councillor Isabel Twigg suggested adapting the rules if French Boules is conducted next time. Councillor Derek Wright agreed to provide better clarity on the rules.
- **Cross Country Event:** All agreed that the cross-country event at Ty Mawr was a success.
- **Certificates and Medals:** The Clerk advised dropping certifications for the next event to reduce pressure and costs, with medals continuing to be given to winners. This change will help manage finances and the pressure of funding certificates. Medals will be distributed on the day of the event.

## 7. Any Other Business (AOB)

- **Social Media:** The Clerk highlighted the importance of social media for promoting community initiatives. Councillor Gaynor Wright supported this approach.
- **Self-Promotion:** Emphasized the need for self-promotion using platforms like Wrexham.com to enhance visibility and outreach.
- **Monday Football Youth Sessions:** PCSO Lara Shiers announced that the Monday Football Youth Sessions will resume at the Plaskynaston Astro MUGA from 6-7pm, run by the Wrexham AFC Community Foundation in partnership with Active Wrexham and Wrexham Youth Service.
- **Coleg Cambria Jobs Growth Wales Students:** The Community Development Officer announced that Coleg Cambria Jobs Growth Wales Students will return for voluntary clean-up and maintenance jobs around the community this Thursday.

## 8. Date of Next Meeting

- **Date:** Tuesday, 15th October 2024
- **Time:** 1:00 PM
- **Location:** George Edwards Hall Council Chamber

**Meeting Adjourned:** 12:10 PM

**Chair:** Councillor Mr. P Vaughan thanked members for their attendance and declared the meeting closed.