



CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING
HELD AT CEFN MAWR PLASKYNASTON MUGA & THE GEORGE EDWARDS
HALL AND ZOOM AT 10.00AM ON WEDNESDAY THE 06th of November 2024

Chair: Councillor Mr P Vaughan

Present: Councillor Mr. P Vaughan, D Wright, Mrs. S Benbow-Jones, Mrs. J Jones, Mrs. I Twigg & D Jones via Zoom

Apologies: Councillor Mrs G Wright

1. Welcome and Apologies:

The Chair welcomed everyone to the meeting.

2. Minutes of Previous Meeting:

The minutes of the previous meeting held on 11th September 2024 were approved on 24.09.24 by Full Council.

3. Plas Kynaston Ground Updates:

a) Site Visit:

- Councillor Derek Wright led a detailed site visit at Plas Kynaston ground to assess recent improvements and to discuss key issues requiring attention. The Clerk provided support on actions needed and assisting in discussions.
- **Funding Acknowledgement:** Councillor Wright emphasised that all upgrades to the grounds were funded by Cadwyn Clwyd and AVOW, underscoring the importance of this support for ongoing development.

b) Pitch Dimensions and Compliance

A critical point was raised regarding the required pitch dimensions for FAW Tier 3 compliance and discrepancies found in past measurements.

- **FAW 2019 Report:** In 2019, the FAW's inspection report advised that the pitch only needed an additional 5 metres in length and 1 metre in width to meet Tier 3 standards. At that time, the pitch was reportedly 93m in length with an extra 1m width required. These dimensions were deemed sufficient for compliance based on the FAW's

original guidelines.

- **Updated Measurements and New Requirements:**
 - A recent inspection conducted by NEWFA Chairman Mr. David Fawkes on 22nd October 2024 revealed discrepancies in the original 2019 FAW report. This inspection showed that an additional 1.5m, is required to meet current FAW standards, beyond the previous 5m length and 1m width adjustment.
 - Additionally, in August 2024, FAW added a requirement for 1.1m of hardstanding space. This change now mandates the removal of the existing hardstanding behind the Tesco side goal to meet these updated specifications.

These findings highlight an error in the FAW's 2019 ground inspection, requiring further modifications to achieve compliance. Project Coordinator Deio Jones suggested we should challenge this error with FAW as it has created funding issues.

c) Discussion of the Meeting with Cefn Albion FC

On 4th November 2024, Councillor Wright and the Clerk met with Cefn Albion FC Chairman, Mr. Stewart Roberts:

- **Special Dispensation Request to FAW:** Cefn Albion FC will seek to apply for special dispensation to continue playing at Plas Kynaston for the remainder of the season, thereby avoiding the higher fees associated with using Brickfield Rangers Clywedog Park.
- **Compliance Timeline:** Cefn Albion will notify FAW of the plan to remove the current hardstanding by Summer 2025, allowing space for the pitch extension and relocation of the barriers. Cefn Community Council will be coordinating such removals.
- **Scheduled FAW Inspection:** An FAW inspection is scheduled for Wednesday, 13th November 2024, to evaluate compliance and review ground modifications. The Clerk will represent the community council to ensure council oversight.

d) Pitch Preparation

- Mr. Huw Parry, who attended the site visit, has been asked by Councillor Wright to prepare the pitch for the FAW inspection.

e) Ground Use Policy and Potential Tenure

- Councillor Wright, with input from the Clerk, confirmed that Plas Kynaston ground is available for community use, not exclusively for Cefn Albion FC, due to existing covenants on the ground.
- **Tenure Proposal:** A potential 10-year tenure for Cefn Albion FC will be potentially explored to allow the club to apply for grants. However, the arrangement would still honour the community's shared access rights and demonstrate Cefn Community Council as the primary owners.

f) Accessibility and Safety Issues with Steps

Councillor Wright highlighted health and safety concerns with the current steps and presented two potential solutions:

- **Option 1:** Install 120 seats on the steps, estimated at £7,800. This is currently the more viable option.
- **Option 2:** Add 11 additional handrails (total cost: £8,600) to supplement the three already installed from Northalls wrought Iron.

g) Dugouts

- Cefn Albion FC has offered to repaint the wooden tops of the dugouts. They will avoid using Cefn Albion's club colours to reflect the ground's community orientation.

h) FC Plas Madoc Status Update

- During the site visit, it was noted that FC Plas Madoc, which previously played in Tier 4, has resigned from the league. This change may impact on the scheduling and use of Plas Kynaston grounds and could open opportunities for other teams in the community to make use of the facilities.

Specific Project Updates in alignment with the agenda:

a) Completion Date for Jones Brothers

- There is no confirmed end date yet for the Jones Brothers' work.

b) Stand Guard Installation

- The stand guard is being coated and should be installed by the week ending 22nd November 2024.

c) Banner Design and Installation

- Banner design is in progress, with the Clerk overseeing. Estimated cost per sign is £40.

d) Dressing Room Modifications and Facilities

- Installation of four shower heads.
- A bench for referees but still needs amending with current contractors.
- New pegs for players and referee's

e) Pitch Preparation

- Aligned with the FAW inspection preparations as outlined above.

f) WFA Pitch Inspection

- FAW's upcoming inspection on 13th November 2024, as arranged by Cefn Albion, will include council representation by Clerk Nicholls-Smith.

g) Tree and Flower Planting Project

- Councillor Wright outlined the Forest School-inspired planting project as part of environmental improvements:
- **Accessible Path:** A hardstanding path will be essential for ambulance and wheelchair access, as well as for grounds maintenance. The Clerk has a meeting with Honeycomb construction on 7th November 2024 to discuss further, this funding can be taken from the underspend from the SPF project.
- **Planting Plan:**
 - beech trees along the roadside fence.
 - 10 walnut trees each side of the steps.
 - 100 trees along the railway embankment side, along with wild garlic plants and bluebells.

The planting event will involve 7 local schools, Coleg Cambria, community councillors, and Derwen College staff, scheduled to begin the week of 18th November 2024.

Follow-up Discussion at George Edwards Hall Regarding Plas Kynaston Ground

Following the site visit to Plas Kynaston Ground, a meeting was held at George Edwards Hall to review and discuss key issues raised during the visit and additional considerations for further actions.

Key Points Discussed:

1. FAW Pitch Measurement Discrepancies:

- **Project Coordinator Deio Jones** recommended that the council formally inform FAW of the incorrect measurements from their 2019 inspection. He suggested emphasising the significant funding challenges now faced due to the updated pitch requirements, which arose from FAW's initial error. Deio proposed asking FAW for support to address these impacts.

2. Valuation of Plaskynaston MUGA Work:

- **Councillor Derek Wright** informed the development committee that the upgrades completed by Jones Bros at Plaskynaston MUGA are valued at approximately £65,000, though the actual cost to the council was significantly lower.

3. **Priority Focus on Steps and Seating:**

- **Clerk Trina Nicholls-Smith** advised that the current focus should be on rectifying the steps due to pressing health and safety concerns, rather than directing immediate efforts at FAW-related issues. It was recommended that the development committee seek Full Council's support to install the 120 new seats to address safety standards at a cost of £7800.
- **Councillor Wright** shared his proposal that Cefn Albion FC to engage local schools in a campaign promoting respect for the new facilities if the seats are installed, aiming to prevent potential vandalism.

4. **Disability Access Path for Forest School:**

- Clerk Nicholls-Smith highlighted the urgent need for a disability access route and emergency vehicle access to the Forest School. This path would ensure safe ambulance access in emergencies and support grounds maintenance, as the current setup frequently causes the lawnmower to get stuck. Councillor Mrs S Benbow Jones proposed to use the underspend from the SPF project on the development, seconded by I Twigg all members in favour. Recommendation to be approved by Full Council on Tuesday 8th November 2024

5. **Timing for Funding Approvals:**

- **Councillor Derek Wright** urged the committee to expedite the access path funding request, as available funding needs to be approved by the end of November 2024 for the work to proceed. Councillor Wright suggested convening an extraordinary Full Council meeting or, alternatively, approving via email if necessary. **Chairman Phil Vaughan** clarified that any formal approval requires an in-person meeting or Zoom session.

6. **Additional Safety Measures for Steps:**

- **The Clerk** proposed exploring whether the steps require additional planning permission from Wrexham Council before installing seats. Councillor Mrs I Twigg recommended applying yellow safety tape to the steps as a temporary measure to enhance safety.
- **Councillor Wright** agreed to contact **Matthew Phillips of Wrexham Council** to verify the need for planning approval.

7. **War Memorial Fund for Seat Installation:**

- The Clerk suggested that the War Memorial Fund, managed by Full Council, could be a potential funding source for the seating installation. This option will be brought before Full Council for approval.

8. **Background on Step Dimensions:**

- Project Coordinator Deio inquired about the reasoning behind the large step dimensions. Councillor Wright explained that the Arboreal planning team had advised the current design, which informed the scale of the step construction.

4. Update from the Previous Meeting:

a) Recap:

- Not applicable.

b) Community Development Officer Position and Funding Status:

- Trina Nicholls Smith reported to the Development Committee that Andrew Ruscoe has been granted a one-month extension in his current role until November 30, 2024, following the rejection of a three-month extension by the SPF Funding team. Andrew will transition to the Administrator role starting December 1, 2024, after a successful interview.

c) Deio's Update:

- Deio offered apologies for his absence over the last three weeks due to extended leave. He updated the committee on the application for the National Lottery Funding Awards for All, which could provide up to £20,000.
- The initial application was rejected, and feedback from Mrs. Catriona Learmont indicated that the scope was too broad. The advice was to narrow the focus, particularly suggesting alignment with the #StayOnSide project. This project **aims to** address Anti-Social Behaviour (ASB) in the community through a seven-week program in schools, culminating in a community project.
- Deio is currently redrafting the application, incorporating feedback from schools, the Police Community Support Officer (PCSO), and children to ensure it aligns more closely with the funding body's expectations.

d) Matters Arising:

- **None.**

5. Community Garden Project Update:

- Councillor Derek Wright led the discussion on the Community Garden Project progress.
- Councillor Wright informed the committee that planting will involve seven local primary schools, Ysgol Ruabon, and Coleg Cambria, along with a designated day for community Champions, councillors, and Derwen College. This series of planting activities is scheduled for the week commencing 18th November 2024 and will take place over five days.
- Derwen College will lead the project, providing expertise in **garden planning and implementation.**
- Councillor Wright advised that, to ensure safety and project completion, the ground should remain closed to the public until Easter 2025.

- Based on input from a Community Wellness expert with experience in medicinal gardening, Councillor Wright recommended keeping the Forest School area as "rough as possible" to promote a natural setting that aligns with the project's educational and wellness objectives.

6. Girls-Only Schools Futsal Competition:

a) Collaboration with PCSO Lara Shiers

- Community Development Officer Andrew Ruscoe provided an update on the collaboration with North Wales Police and PCSO Lara Shiers.
- Following the success of the #StayOnSide project, an all-girls futsal competition for local schools has been organised at Plas Madoc Leisure Centre. The event is scheduled for Friday, January 31st, 2025, from 9:00 am to 3:00 pm and will be fully funded through North Wales Police's PACT funding.
- The event aims to encourage the formation of an all-girls football team for the Cefn Mawr area. In collaboration with the organisation "We Are Plas Madoc," the project also intends to build on current girls' football sessions with the long-term goal of establishing an FC Plas Madoc Girls-Only competitive team

b) Event Date: Friday, January 31st, 2025, from 9:00 am to 3:00 pm

c) Trophy & Medal Sponsorship

- Andrew Ruscoe requested support from the Development Committee to cover the costs for trophies and medals for the event, estimated at £160. This sponsorship would help sustain the visibility of the #StayOnSide project and demonstrate the council's support for youth engagement in sports.
- The chairman, Mr. Phil Vaughan, approved the sponsorship request, committing council support for the trophies and medals.

7. Review of School Feedback on the CCC Olympics:

- Community Development Officer Andrew Ruscoe presented the findings to the Development Committee, following instructions to gather feedback from schools regarding the last Cefn Olympics.
- The feedback questions were initially crafted by Councillor Derek Wright and refined with minor adjustments by Clerk Trina Nicholls-Smith.
- A discussion followed and members resolved to hold a 'Olympics' event every two years in May – the next one being May 2026

Key Findings:

- Schools also preferred that only participation certificates be provided, with medals continuing to be awarded to winners.
- **Future Planning:** Further details on event specifics and improvements will be discussed and developed at a later date.

7. General Discussion:

- Clerk Trina Nicholls-Smith highlighted the upcoming "Raise the Roof" Choir event and Christmas party for individuals over 50, organised by Community Agent Donna Thornley. The event will be held at George Edwards Hall, with tickets priced at £3.
- Donna Thornley is seeking donations for the event's raffle, scheduled for November 30, 2024.
- Proceeds from the raffle will go toward funding a 70s/80s-themed band event planned for spring.

8. Any Other Reports:

a) New Cefn Soup Kitchen

- Councillor Sonia Benbow-Jones introduced the discussion on the new Soup Kitchen at the CRNCA, highlighting the valuable work being done. She mentioned that the initiative is supported by Tesco Cefn Mawr, which has been instrumental in its operation, although attendance remains low.
- Community Development Officer Andrew Ruscoe proposed organising a visit for all Community Councillors and their guests to help raise awareness of the Soup Kitchen's offerings and promote its positive impact in the community.
- Clerk Trina Nicholls-Smith suggested December 3, 2024, at 1 pm for councillors to attend the Soup Kitchen at the CRNCA.
- The development committee approved this plan, and Andrew Ruscoe will coordinate by sending email notifications and calendar invitations to ensure councillor participation.

9. Date of Next Meeting

- **Date:** Tuesday, 3rd December 2024
- **Time:** 12:00 PM
- **Location:** George Edwards Hall Council Chamber & over Zoom

Meeting Closed: 12:00 PM

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

Action Points:

- **Extraordinary Full Council Meeting:** Scheduled for **Tuesday, 12th November 2024 at 12 PM** to review and potentially approve funding plans, including the seating installation. Clerk Trina Nicholls-Smith will send out invites.
- **Funding Proposal for Seating:** Submit a proposal to Full Council to secure funding for the installation of 120 seats on the steps, with the War Memorial Fund as a potential funding source.
- **Temporary Safety Measures:** Apply yellow safety tape to the steps to enhance safety until permanent seating is installed.
- **Planning Permission Check:** Confirm with Wrexham Council if additional planning permission is required for the seat installation.
- **Disability Path Funding:** Present the need for a disability access path to Full Council and seek approval to hire a contractor, aiming for funding approval by the end of November 2024.

- **Organise Councillor Visit:** Andrew Ruscoe to coordinate the visit for all Community Councillors and their guests to raise awareness of the Soup Kitchen.
- **Mr. Huw Parry:** Tasked with pitch preparations for the FAW inspection.

Recommendations:

- **Discrepancy Notification:** Possibly prepare and send a formal letter to FAW about the discrepancies in their 2019 pitch measurement report, requesting support due to the resulting funding challenges.
- **Ground Opening:** The ground to be possibly opened Easter 2025 at latest.

Recommendations for approval on Tuesday 12th November 2024:

- **Priority Focus on Steps and Seating:** The committee agreed that the immediate focus should be on addressing health and safety concerns with the steps.
- **Approval for Seating:** Approval was given from the development committee, and to seek Full Council support for purchasing 120 seats at a cost of £7800. £5000 to be taken from the War Memorial Account.
- **Disability Access Path for Forest School:** The committee approved groundworks needed for a disability access path and for emergency vehicles and a section of hardstanding at an approx. cost of £8000 this is to be taken from the underspend remaining from the SPF grant award.