CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD AT THE GEORGE EDWARDS HALL AND ZOOM AT 10:00AM ON TUESDAY THE 8th of April 2025
Chair: Councillor Mr P Vaughan

Present: Councillors D Wright, Mrs G Wright, Mrs. S Benbow-Jones, Cllr Mrs. I Twigg via Zoom, Clerk Trina Nicholls-Smith & Community Development Officer Andrew Ruscoe

Apologies: Cllr Mrs. J Jones & & D Jones

1. Welcome and Apologies:
The Chair welcomed everyone to the meeting.

2. To Receive Declaration of Interest from Members
None.

3. Update from the Community Development Officer
3.1 The community development officer reported that the #StayOnSide Project funded by the National Lottery will be restarting in Ysgol Acrefair and Ysgol Rhosymedre after the Easter Half term.

3.2 He also informed the committee meeting that he has created a new Litter picking group aimed at tackling litter in the community where he wants to develop a brand and identity based upon chairman Mr Phil Vaughan's vision called the #StayOnSide Cefn Litter Pickers where it aims to build a whole new community online and offline so help reduce Litter and create awareness. The development officer said he would like Cefn Community Council to explore giving the volunteers some equipment or clothing so we can identify them. Cllr Benbow-Jones requested to join the group and was pleased to see Jacqueline Palmer and Lucy Gregory getting the recognition for the work they do with litter picking in the community. Chairman Phil Vaughan raised awareness that we could gain recognition as a council for this.

3.3 The community Development officer reported that work at the Plaskynaston Muga where the hardcore standing is going down has been started by the contractor.

4. Update on the SPF Fund Application
The Clerk informed the Development Committee that two applications have been submitted under the UK Shared Prosperity Fund (SPF) for similar works, but at two different estimated costs — approximately £400,000 and £100,000 respectively. The Committee was advised

that both applications will not be awarded, and that a decision on which (if any) has been successful is expected by mid-May.

5. Plaskynaston MUGA/Football to Include SLA Agreement for the Plaskynaston MUGA FOR 2025/26 Season

The Clerk also noted that **Slick Stickers** will complete the final ground regulations signage.

Cllr Derek Wright opened up the discussions regarding the Service Level Agreement (SLA), the Clerk reminded members that the original draft had been circulated to Councillors, and that an amended version—revised by Vice Chairman Councillor Derek Wright—has been proposed for the 2025/26 season which was demonstrated on screen.

The Key amendments to the SLA included:

- A 90-day notice period for termination of the agreement.
- Adult Football Pitch Hire Fee set at £100 for 3 hours per match.
- All charges to increase annually in line with inflation, based on the rate in April prior to the following season. All charges will be rounded up to nearest £1 every tax year. Plus, this should be considered with other assets such as The George Edwards Hall.
- Spectator Toilets must be installed and maintained by the hirer if necessary, including insurance; no liability will be placed on the Council as the toilets were only needed by Cefn Albion FC for their Tier 3 criteria.
- No admission fees may be charged to supporters or spectators under any circumstances. Cllr Gaynor Wright challenged how do clubs make money and it was spoken that they can ask for donations on matchdays but cannot ask for entry admissions. Cllr Vice Chairman Derek Wright suggested that the clubs will need to conduct internal fundraisers.
- The Cefn Community Council Groundsman reserves the right to call off matches for safety or asset protection reasons. This decision is final, except in cases where league rules stipulate that only referees may do so. Cllr Derek Wright explained that Cefn Albions tier 3 league criteria requires a referee to make the decision and not the groundsman as the club gets fined by the league that they are in.
- Keys to the complex are issued to each club secretary and may only be used on match days. No unauthorised access is permitted. Additionally, no locks on the ground or equipment storage may be changed without Council approval.
- Either party may terminate the agreement with 90 days' written notice.
- Any breach of the agreement may result in suspension or exclusion from using the facilities, regardless of whether a long-term lease is in place.

Cllr Derek Wright informed the committee that Community Development Officer Andrew Ruscoe had explored the possibility with the FAW of whether a 10-year licence agreement would be sufficient for Cefn Albion FC to pursue grant funding. However, the FAW rejected this proposal, stating that for a club to access larger grants, exclusive use of the ground is required. Cllr Wright further explained that the Service Level Agreement (SLA) must be signed by the clubs by the end of April. If Cefn Albion FC still wish to pursue a lease, further negotiations would need to take place at a later date. However, it was noted that such efforts may still not prove fruitful, as the FAW remains clear on the necessity for full ground exclusivity by a single club to unlock significant funding opportunities.

Cllr Derek Wright also suggested that the Plaskynaston MUGA is closed until after the Easter Half term due to ongoing remedial works, the Community Development Officer has informed the relevant parties.

It was agreed that the amendments would have to be shown at the next council meeting and be approved by the Full Council and that once approved that all clubs will receive a copy to be signed.

6. To Discuss the Annual Football Tournament i.e. Medal, Volunteers etc
The Clerk opened the discussion by informing the Development Committee that the annual football tournament will take place on 20th May 2025 at Plas Madoc Leisure Centre.

The Clerk explained that the T-shirts usually cost the Council approximately £500 each year. Given the limited budget for the tournament this year, it was agreed that it would be best not to proceed with the T-shirt purchase. Instead, schools will be asked to provide their own suitable attire, such as bibs. Community Development Officer was instructed to email the schools requesting that they bring their own kit and inform the Council of the colours they will be wearing.

The Clerk also requested confirmation from schools of the number of students who will be participating in the tournament, along with each child's meal choice, to ensure food can be ordered accurately and according to preference.

It was agreed by the Development Committee that the football badge medal design will be ordered and used as this year's official medals for the children.

Cllr Derek Wright confirmed that the referees for the tournament will be coming from Ysgol Ruabon, and he will handle the arrangements for this.

Cllr Derek Wright also explained that the Council needs to purchase twelve size 4 footballs and three whistles for the event, ensuring all equipment is ready for the day.

Councillor Gaynor Wright shared a positive story, explaining that the previous tournament had encouraged a young person to pursue their referee course, which was seen as a great outcome for the community.

The Clerk concluded the discussion by informing the committee that Community Development Officer Andrew Ruscoe will organise the fixtures for the tournament using a fixture app to ensure everything runs smoothly on the day.

The following items were identified as necessary to ensure the event runs smoothly:

- Cup engraving with the names of previous winners
- Three referee whistles
- Twelve size 4 footballs, with at least four pre-pumped for immediate use
- Three black referee t-shirts clearly marked with "Referee" on the back
- £20 gift vouchers for referees as a token of appreciation
- Vouchers for adult volunteers, allowing them to claim a drink from the café

These items were agreed upon by the Development Committee as part of the tournament planning process.

7. General Discussion/ Action Plan

7.1 Clerk or Community Development Officer to email schools requesting:

- Participation numbers.
- Meal preferences.
- Kit information (i.e., bibs and colours to be worn).

7.2 Clerk to order football badge medals for the event.

7.3 Andrew Ruscoe (Community Development Officer) to use the fixture app to organise the tournament's fixtures.

7.4 Clerk to ensure the purchase of:

- Twelve size 4 footballs (with at least four pre-pumped).
- Three referee whistles.
- Three black referee T-shirts clearly marked “Referee” on the back.
- £20 gift vouchers for referees as a token of appreciation.
- Vouchers for adult volunteers, allowing them to claim a drink from the café.

7.5 Cllr Derek Wright to finalise the arrangements with Ysgol Ruabon for referees.

7.6 Clerk to prepare the amended Service Level Agreement (SLA) for presentation at the next Full Council meeting for approval.

7.7 Cllr Derek Wright to finalise negotiations with Cefn Albion FC regarding the SLA and lease options.

7.8 Andrew Ruscoe to inform the relevant parties that the Plaskynaston MUGA will be closed until after the Easter Half Term.

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