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COMMUNITY COUNCIL

MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE MEETING HELD AT THE GEORGE EDWARDS HALL AND ZOOM AT 01:00PM ON Monday 17th of November 2025
Chair: Councillor Mr P Vaughan

Present: Councillors Mrs. S Benbow-Jones, Mrs. J Jones, Clerk Trina Nicholls-Smith, Community Development Officer Andrew Ruscoe.

Via Zoom: Mr D Wright & Mrs. I Twigg

1. Apologies: Project Coordinator Deio Jones, Mrs G Wright,

2. To Receive Declaration of Interest from Members
None Received.

3. Update on items from previous meeting, if any – Community Development Officer to report

3.1 Update on Item 3.1 of the previous minutes StayOnSide Primary School Engagement Project (from previous minutes 3.1A)
The Community Development Officer provided an update regarding the previous decision that Ysgol Pentre be granted access to the #StayOnSide Programme before January 2026. The programme was to be delivered solely at Ysgol Pentre or Ysgol Garth, with attendance by Ysgol Garth pupils at the discretion of Headteacher Nathan Williams.

The Community Development Officer reported that no reply has been received from Ysgol Pentre, although the school had been informed of the programme offer.

Councillor Sonia Benbow-Jones notified the Development Committee that the Headteacher at Ysgol Pentre is currently off. Councillor Benbow-Jones will provide the Community Development Officer with an updated contact to ensure communication between Cefn Community Council and Ysgol Pentre continues.

Recommendation: That the Community Development Officer re-establish contact with Ysgol Pentre using the updated contact details provided by Councillor Sonia Benbow-Jones, and that progress be reported at the next Development Committee meeting.

3.2 Update on item 3.3 of the previous minutes Low Carbons Project (from previous minutes 3.3A)
The bird boxes and bug houses have now been purchased. Ten of the bird boxes, sourced

from North and South, are currently stored at the George Edwards Hall. However, no councillors have contacted the Community Development Officer regarding suitable locations for installing the bird boxes.

The Community Development Officer informed the Development Committee that installation costs will need to be considered when placing the boxes around the community and clarified who will carry out the installations. The Clerk recommended that the costs for installation should not be an issue but requested that councillors provide the Community Development Officer with their preferred locations.

Recommendation: Councillors are asked to submit their preferred locations for the bird boxes to the Community Development Officer to allow planning and installation to proceed. It is further recommended that The Delph be considered as a potential location for one or more bird boxes.

3.3 Update on item 4.6 of the previous minutes on considering purchasing a "Play Your Cards" board to enhance Donna Thornley's Community Agent sessions, complementing the existing Bingo machine activities.
At the previous meeting, the Community Development Officer requested that the Development Committee consider purchasing a "Play Your Cards" board to enhance Donna Thornley's Community Agent sessions, complementing the existing Bingo machine activities. The Development Committee agreed to the purchase, and it was recommended that the Full Council, at its meeting on 23rd September 2025, note and support the purchase.

However, the Community Development Officer later informed the Development Committee that, thanks to the knowledge and craftsmanship of our Chairman, Phil Vaughan, it was not necessary to purchase a "Play Your Cards Right" board. Chairman Vaughan restored an old easel and created a board from an existing wooden notice board at no cost.

The board is now a mainstay in the Community Agent's Warm Space sessions, providing entertainment for the over-50s group on Wednesdays. The project has been a great success, demonstrating innovation, resourcefulness, and effective use of existing resources.

Recommendation: That the Full Council note the successful creation and use of the "Play Your Cards Right" board and acknowledge the contribution and thanking of Chairman Phil Vaughan in supporting the Community Agent sessions.

3.4 Update on 4.7 of the previous minutes on "Friends of Cefn" Group
At the previous meeting, Councillor Vice Chairman Derek Wright suggested that "now may be the right time to begin" recruiting for a "Friends of Cefn" group, similar to the "Friends of Ruabon," who carry out excellent community work such as planters, rubbish clearance, and other projects. He noted that a community the size of Cefn should have such a group, and with the success of the #StayOnSide Cefn Litter Pickers and the planned Community Action Days, now would be an ideal time to establish it.

The Clerk recommended that the proposal be presented to Full Council for approval to begin advertising and developing the group.

The Community Development Officer informed the Development Committee that no action has yet been taken on this proposal. Further information is required before progressing, including:

- Clarification of the group's purpose and objectives.
- Details of what the recruitment would entail.
- Consideration of whether a bank account is needed.
- Whether an expression of interest should be developed prior to formal recruitment.

Recommendation: That the Full Council note that further information is required regarding the development and objectives of the "Friends of Cefn" group before any recruitment or advertising commences.

3.5 Update on Item 5 of the previous minutes on Parking issues at the MUGA on match days regarding Signage for Kenfig Place

The Community Development Officer presented 2 new roadwork-style signs designed to prevent parking in Kenfig Place and support residents during matchdays at the Plaskynaston MUGA. The officer reported that Cefn Albion Football Club is aware via Chris Parry on the 20.10.25 through whats app of the planned signage and is awaiting their acknowledgement; Cefn Mawr Rangers will also be informed.

A suggestion was made to install a chain between the two signs, but it was agreed that this would not proceed.

Councillor Vice Chairman Derek Wright asked whether the clubs had agreed to be responsible for placing the signage on matchdays.

Recommendation: That the Full Council note the update on Kenfig Place signage and support continued engagement with local football clubs to ensure signage is put out and removed on matchdays to support residents by the clubs.

3.6 Update on Item 6 of the previous minutes Deio & Andrew to look for possible funding, to agree dates and to agree for annual Schools Football Tournament.

Community Development Officer Andrew Ruscoe reported that the initial funding opportunity identified through Wrexham Council would not be suitable, as it is designated for play-centred outcomes such as equipment (e.g., new swings), rather than one-off events.

Subsequently, Councillor Vice Chairman Derek Wright suggested contacting the City of Culture funders, who have previously supported Cefn Community Council. The Community Development Officer confirmed that he contacted Morgan Thomas on 4.11.2025 and submitted a synopsis and overview report for the proposed Cefn Health Games – June 2026, as part of the City of Culture Bid 2029. Mr Thomas advised that the City of Culture grant awards are limited to a maximum of £1,000 and the current budget has been spent, but he is willing to discuss potential support with his line manager.

Councillor Derek Wright also expressed the importance of securing funding specifically for equipment and food for the children participating in the event.

Recommendation: That the Community Development Officer continue to follow up with the City of Culture for Wrexham regarding potential funding or support.

4. Planned programme of projects of Development Officer (November – January 2026) – for committee agreement

4.1 The Community Development Officer reported the following timetable for the #StayOnSide Project and related activities:

- Ysgol Rhosymedre – September 2025 to November 2025
- Ysgol Min y Ddol – October 2025 to December 2025
- Ysgol Acrefair – November 2025 to December 2025
- #StayOnSide Girls Futsal Competition at Plas Madoc Leisure Centre – January 2026

Recommendations: That the Full Council, at its meeting formally approve the updates provided on the #StayOnSide Project and related community initiatives.

4.2 The #StayOnSide Cefn Litter Pickers team
The Officer further reported that the #StayOnSide Cefn Litter Pickers group will continue to be coordinated under the Community Development Officer

Recommendations: That the Full Council supports the continued coordination of the #StayOnSide Cefn Litter Pickers group under the Community Development Officer.

4.3 Play Your Cards right with the Over 50's

The Community Development Officer to continue supporting the "Play Your Cards" game alongside Community Agent Donna Thornley's Community Agent sessions.

Recommendations: That the Full Council endorse the ongoing collaboration with Community Agent Donna Thornley on the "Play Your Cards" game at community sessions.

4.4 The Derek Wright Annual Football Competition date
The Community Development Officer is seeking to secure a date for the Derek Wright Annual Football Tournament, following confirmation from Plas Madoc Leisure Centre that the event can be held on any Tuesday, Wednesday, Thursday, or Friday in February 2026. The officer will liaise with Councillor Wright and local schools to book and organise the competition. The Clerk advised coordinating with Councillor Wright to finalise arrangements in due course.

Recommendations: That the Full Council authorise the Community Development Officer to liaise with Councillor Wright and local schools to secure a date and make arrangements for the Derek Wright Annual Football Tournament in February 2026.

4.5 Ysgol Cefn Mawr's Stop Littering Posters – Clerk Reported
The Clerk reported that, thanks to the #StayOnSide project, Ysgol Cefn Mawr pupils have developed Stop Littering posters as their community project. All poster designs will be scanned and circulated to Development Committee members, who will shortlist the best three

entries. These top three designs will then be presented to Full Council, where a final winner will be chosen for display in the community, particularly around local play parks.

The Clerk further noted that the purchase of 12 metal-framed posters at a cost of £20 each will be funded from the Low Carbon Fund, subject to approval by Full Council.

The Development Committee agreed to proceed with these actions.

Recommendations: That the Full Council, at its meeting on 16th December 2025, approve the process of scanning and circulating all poster entries to Development Committee members for shortlisting, the selection of the top three designs for Full Council's final choice, and the purchase of 12 metal-framed winning poster at a cost of £20 each from the Low Carbon Fund, with installation in community play park areas.

4.6 Notice Board Task – Community Development Officer Update
The Community Development Officer reported that no councillors have yet made contact regarding the notice board task assigned at Full Council. The Clerk updated that the Chairman is actively working on this matter, locating the council's noticeboard which was found in Ellesmere and arranging its return. Contact has also been made with Janine Begum to gain access to the noticeboard opposite George Edwards Hall.

Councillor Vice Chairman Derek Wright discussed the need to replace noticeboards on Coronation Street, Top of Cefn, opposite the kebab shop in Acrefair, and on Well Street, and to consider installing noticeboards in Newbridge, Plas Madoc, and Rhosymedre. The Community Development Officer was further tasked with liaising with Councillors Karen Benfield and Pam Roberts regarding Newbridge, and to approach local shop owners about placing a noticeboard on the garages next to the shops.

Councillor Joan Jones asked who would be responsible for updating the noticeboards. The Clerk confirmed that Cefn Community Council staff will support the management and updating of information in the noticeboards.

The Clerk suggested that a decision needs to be made regarding whether the noticeboards should be for council use only or accessible to all, and whether they should be lockable or open. Councillor Vice Chairman Derek Wright recommended that the council's email address should be displayed on each noticeboard, allowing the community to share information such as missing pets. He also suggested informing Full Council that all areas are being covered and that all noticeboards should be managed by Cefn Community Council.

Recommendations: That the Full Council note the update on the noticeboard project and the progress in retrieving and accessing current noticeboards.

That the Full Council approve the replacement of noticeboards on Coronation Street, opposite the kebab shop in Acrefair, and on Well Street, and consider additional boards in Newbridge, Plas Madoc, and Rhosymedre.

That the Community Development Officer liaise with Councillors Karen Benfield and Pam Roberts regarding the Newbridge noticeboard and approach local shop owners about siting a noticeboard on the garages next to the shops.

That Cefn Community Council staff be responsible for updating and maintaining the information on all council-managed noticeboards.

That the development committee recommend that noticeboards should be for council use only and accessible to the wider community via contacting Cefn Community Council who will update the locked display.

That the council's contact email be displayed on all noticeboards to facilitate community engagement.

That Full Council be informed that the noticeboard project aims to ensure coverage across all areas of the community and that all noticeboards will be managed by Cefn Community Council.

4.7 Hedgehog House Kits – Community Development Officer Update
The Community Development Officer reported that 19 Hedgehog House Kits have now arrived at George Edwards Hall, with 16 kits already distributed to the community applicants who requested them. This initiative has been made possible through our status as Hedgehog Ambassadors, supported by Hannah Farnell of Wrexham Council's Planning and Environment Team.

The Community Development Officer also confirmed that the project is funded by the Welsh Government via the Local Places for Nature Grant, which has been awarded to Wrexham Council to help address the 75% decline in hedgehog populations in Wales since the year 2000.

Councillor Isabel Twigg requested two additional Hedgehog House Kits, and the Community Development Officer confirmed that a request for a further two kits will be submitted. Councillors were invited to express their interest should they also wish to receive a kit.

Recommendations: That Full Council note the update regarding the distribution of Hedgehog House Kits and the support provided through the Local Places for Nature Grant.

That councillors and residents be invited to request additional kits, subject to availability through the Wrexham Council scheme.

That the Community Development Officer continue to liaise with Wrexham Council regarding future availability of kits and wider hedgehog conservation opportunities.

That the council continue to support community environmental initiatives, including ongoing efforts to promote hedgehog protection across all wards.

5. Parking issues at the MUGA on match days
The Clerk opened the discussion by explaining that no further complaints have been received since the previous reports, and that the signage previously discussed is now available for club volunteers to put out on match days.

Councillor Vice Chairman Derek Wright reported that an issue arose a couple of weeks ago when the Cefn Mawr Rangers Girls match was cancelled, yet a Cefn Albion Reserves match

was still allowed to proceed. This created confusion, as a joint decision had previously been made between the Groundsman and the Community Development Officer that the pitch would be unable to take two games on that day due to poor weather conditions.

It has since been clarified that if a match is cancelled for either Cefn Albion Reserves or Cefn Mawr Rangers youth teams due to poor weather, then both matches should be cancelled to ensure consistency. Both the Groundsman and the Community Development Officer have been notified of the procedure.

Recommendations: That the Development Committee recommend to Full Council that the updated match-day decision process is noted.
That the Development Committee recommend to Full Council that, for non–Tier 3 matches, if one match is cancelled due to poor weather, any second match scheduled for later the same day must also be cancelled, in order to provide a clear and consistent rule for all teams.

6. Cefn Health Games
The Community Development Officer opened the discussion by explaining that he had been tasked with contacting the local schools to obtain suitable dates in June 2026 for the Cefn Health Games. The key information shared with the schools was to ask which week would work best for them, with options being the week commencing 8 June 2026 or the week commencing 15 June 2026. The Community Development Officer reported that the schools appeared to be flexible with these proposed dates.

Councillor Vice Chairman Derek Wright suggested structuring the Cefn Olympics element by holding Cross Country at Ty Mawr on the Monday, the MUGA events on the Wednesday, and leaving the certificates with the schools on the Friday so they can fill in the pupils' names. However, if a school wished, a councillor could still attend to present the certificates. Councillor Wright also suggested running the Cefn Health Games on the following Monday and Wednesday.

The Clerk and the Chairman proposed that, in collaboration with Community Agent Donna Thornley, the Cefn Health Games should take place in the same week as the Cefn Olympics. They recommended that the Community Development Officer, Andrew Ruscoe, design a full timetable for both elements and present it at the next Development Committee meeting.

Councillor Vice Chairman Derek Wright asked that contact be made with Ysgol Pentre using the new contact information obtained earlier in the meeting, as Headteacher Nathan Williams is currently absent.

The Clerk concluded the discussion by noting that it was positive news that both the Cefn Health Games and, in particular, the Cefn Olympics will go ahead in June 2026. Further conversations and involvement from Community Agent Donna Thornley will be required as planning develops.

Councillor Vice Chairman Derek Wright also requested that the event be held during the week of the 8th June 2026.

Recommendations: That the Development Committee note the update regarding school availability and event planning.

That the Community Development Officer produce a full timetable for both the Cefn Olympics and the Cefn Health Games for consideration at the next Development Committee meeting.

That contact be made with Ysgol Pentre using the updated contact details due to the Headteacher's absence.

That collaboration continue with Community Agent Donna Thornley in planning the Cefn Health Games.

That the scheduling proposal be endorsed, with events taking place during the week of 8th June 2026 as requested.

7. To receive an update on George Edwards Hall bathroom refurbishment

The Clerk opened the discussion, explaining that work is well underway; however, it has been a logistical challenge to avoid impacting clients' bookings. Efforts have been made to work around all users, although some sessions have been affected by noise.

The downstairs ladies' toilets are complete, and the men's toilets are nearly finished.

The Clerk suggested that, in preparation for the refurbishment of the upstairs toilets, certain sessions may need to be cancelled for a period of two weeks.

The Clerk also recommended that Full Council be asked to approve a 50% reduction in hall fees for users who have had bookings affected during the refurbishment period. This recommendation was unanimously agreed by the Development Committee.

The Clerk further explained that the Community Development Officer had suggested brightening the toilet walls with old pictures of Cefn Mawr and the Aqueduct, quoted at around £250 per wall. The Development Committee unanimously declined this suggestion.

Councillor Joan Jones highlighted that the hand dryer in the toilets is not very responsive and that there is no toilet paper holder. She requested that a toilet paper holder be installed and a more responsive hand dryer be fitted. She also suggested the addition of another toilet in the women's hall area.

The Chairman explained that he is awaiting an updated quote from the contractor regarding the potential use of a small part of the bar area for future development, which could help in claiming funding for such projects.

The Clerk noted that funding could potentially be used to cover the cost of a toilet paper holder.

Recommendations: That Full Council be asked to approve a 50% reduction in hall fees for users affected during the bathroom refurbishment.

That the Clerk arrange for a toilet paper holder to be installed and for the hand dryer to be replaced or improved if funding allows.

That consideration be given to the addition of another toilet in the women's hall area as part of future development plans.

8. To Update land leased to Tesco and their responsibilities – Clerk to report
The Clerk opened the discussion, explaining that letters have been sent to Tesco and that dialogue is now ongoing. A meeting is scheduled for Thursday, 19th November 2025, to discuss areas including Oxford Street, the Plaskynaston region, Waterloo Place, and the block work wall on the MUGA with Tesco directors.

The Clerk will report back from the meeting at the Full Council on Tuesday.

Councillor Vice Chairman Derek Wright highlighted that potholes in the leased areas have never been filled and emphasised that Tesco needs to understand that this is their responsibility during the upcoming meeting.

Recommendations: That the Clerk report back to Full Council on the outcomes of the meeting with Tesco directors meeting.

That Tesco be reminded of their responsibility to maintain the leased areas, including the filling of potholes and general upkeep.

9. Chair to discuss potential Wetland Project
The Chairman, Phil Vaughan, opened the discussion regarding a potential wetland area. He explained that, following discussions with the Community Development Officer at the Wales in Bloom Awards, a South Wales organisation shared their experience of securing funding from Natural Resources Wales to develop a wetland area that supports natural habitats, attracts newts, and incorporates educational opportunities for schools.

It was suggested that the land originally intended for allotments, currently marshland and located between Plas Madoc and Rhosymedre Churchyard, could be considered for this project. The concept would involve installing boardwalks to allow people to visit and walk around the wetland.

Concerns were raised regarding who would be responsible for maintaining the wetland and uncertainty over land ownership, with councillors understanding that Wrexham Council may own the land. It was concluded that, at this time, the project is not feasible.

However, Councillor Vice Chairman Derek Wright noted that there is a similar wetland area at Ty Mawr, which Tesco had previously supported. He suggested that discussions could be held with Councillor Sue Mills to assess the current condition of that site and explore the possibility of constructing a boardwalk to improve and revive it, ensuring that the concept of a wetland project is not entirely lost.

Recommendations: That no further action be taken at present regarding the Plas Madoc/Rhosymedre Churchyard wetland due to concerns regarding maintenance, feasibility, and land ownership.

That an email to be sent to Councillor Sue Mills regarding the Ty Mawr wetland site to explore potential improvements, including the construction of a walkway, to preserve the concept of a community wetland project.

10. Chair to discuss potential Penguin Bins
The Chairman explained that at the Wales in Bloom Awards, he and the Community Development Officer met a representative selling "penguin-style" bins, which provide spoken encouragement when litter is deposited. The bins cost approximately £400 each. The proposal was to install one at the Plaskynaston MUGA Park, although the scheme would be limited to Cefn.

The Clerk noted that the bins are engaging and educational for children, encouraging them to use litter bins, and that placing one near the park and two local schools could be justified.

The Chairman raised concerns regarding feasibility, costs, and whether the bins would be safe from antisocial behaviour, as they are a remarkable and potentially attractive item for misuse.

The Development Committee unanimously agreed that, at this time, the purchase and installation of a penguin bin is not feasible.

11. Proposed Support for Local Film Project – "Cefn on Film"
Vice Chairman Derek Wright explained that he had been approached by Carole, a local artist, who wishes to create a storyboard film highlighting the Cefn region. The project aims to showcase local community characters and heritage.

Carole requested funding of £200 towards the overall project cost of £400. The proposal is that the donation be awarded to the Cefn Mawr Museum, which would then provide the funds to Carole to engage a film crew to bring her storyboard to life. The storyboard for the film was presented to the Development Committee for consideration.

A suggestion was raised as to whether the Canal & River Trust could fund the project. Councillor Vice Chairman Derek Wright explained that the Trust is currently funding murals on the shutters of local businesses and that this project is more focused on an online film, which could help support local businesses through increased visibility.

It was noted that as the project would go through the Cefn Mawr Museum, supporting local history and heritage in Cefn, it aligns with the Museum's remit and is therefore recommended.

Recommendations: That the Development Committee support the proposed film project and recommend the allocation of £200 funding to the Cefn Mawr Museum for this purpose.

That the Museum oversee the funding and ensures it is used to support the filming of the storyboard as presented.

12. General Discussion / Action Plan

12.1 Planters from Rhosymedre Church Yard

Councillor Sonia Benbow-Jones raised concerns regarding two planters in Rhosymedre Churchyard, which have not been maintained for approximately two and a half years. These planters were originally provided by We Are Plas Madoc.

It was suggested that the Community Development Officer and Community Agent could potentially include the care of the planters as part of an intergenerational project.

The Clerk proposed that, alternatively, the planters could be relocated to another site, such as George Edwards Hall, subject to inspection and approval by the Chairman, Phil Vaughan.

Recommendations: That the condition of the planters in Rhosymedre Churchyard be inspected.

That consideration be given to relocating the planters to George Edwards Hall, subject to Chairman viewing approval.

That the Community Development Officer and Community Agent explore opportunities for including the care of the planters in an intergenerational community project if moved to the George Edwards Hall.

12.2 Next Development Committee Meeting

It was agreed that the next Development Committee meeting will be scheduled for Monday, 12th January 2026 at 10am

12.3 Glyndwr National Park Consultation

Councillor Isabel Twigg asked why Cefn Mawr had not been included in the Glyndwr National Park consultations, as the area encroaches on its borders.

The Committee noted the request to raise this matter at Full Council; no decision was made at this stage whether to address or not. Councillor Derek Wright stated that he would request further information regarding the consultation and proposed plans.

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