

**CYNGOR CYMUNED**  
**CEFN**  
**COMMUNITY COUNCIL**

**MINUTES OF THE REMOTE VIRTUAL FULL COUNCIL MEETING HELD ON**  
**ZOOM ON**  
**25<sup>th</sup> MAY 2021.**  
**Chair: Councillor D Wright**

**1.PRESENT** Councillors: P Blackwell, Mrs S Benbow-Jones, B Cook, Mrs J Jones, Rev K Tiltman, Mrs I Twigg, B Twigg & Mrs G Wright. Also, one member of the public.

**2.APOLOGIES** Apologies for absence were received from Councillors: D Metcalfe, Ms J Parrish, Mrs P Roberts & P Vaughan

Due to technical difficulties preventing the Chair from joining the meeting Councillor D Wright Vice Chair, chaired the meeting.

**3.TO RECEIVE DECLARATION OF INTEREST**

None Received

**4.TO APPROVE ANY DELAGTED DECISIONS TAKEN BY CHAIR, VICE CHAIR & CLERK SINCE LAST MEETING**

The Clerk reported that following the conclusion of the meeting held on 4<sup>th</sup> May 2021, she had received three letters of complaint regarding the conduct of Councillor Metcalfe during the meeting. The Clerk subsequently contacted the monitoring officer at WCBC for advice. The monitoring officer confirmed she was an advisory only and if Council wanted to formally lodge a complaint it would need to be submitted to the Ombudsman for Wales.

A meeting took place with the Clerk, Chair and Vice Chair where all correspondence received regarding the matter was discussed. It was resolved that the item be placed on correspondence at this meeting to enable members to collectively agree the course of action required. See Correspondence item 6 below.

**5. PUBLIC QUESTIONS/STATEMENTS**

None Received

**6.TO RECEIVE POLICE CORRESPONDENCE**

## Monthly Council Report

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19<sup>th</sup> May 2021

*Cefn Mawr/Rhosymedre/Newbridge*

We continue to deal with reports of ASB behaviour across the ward. Further increased patrol plans have been put in place, with the main hot spot areas identified as follows: Last month, increased patrols were dedicated around Tesco, Holly Bush, Plas Kynaston and the CRNCA. The youths involved were instructed to work with Youth Justice and Lara has also been doing some work them and Tenancy Enforcement. We have seen a huge decrease in reported ASB compared to last month, however we have had 4 ASBs specifically around the area of the CRNCA and Bro Gwilym relating to youths. We will continue to monitor and work with those involved to resolve the situation.

We have had 1 theft of a catalytic converter in Rhosymedre mid-April and 1 theft in Acrefair at the start of May. We have seen a huge increase in these types of thefts around Wrexham and a specialist operation has been set up to identify the offenders. Some of the suspects have been arrested and are currently on bail. This appears to be crime trend that has affected most Police forces near us, therefore we have been heavily posting about this on social media to raise awareness and for crime prevention purposes.

We have also seen an increase in shopliftings from Tesco Cefn Mawr. We are in the process of collating all the jobs and their CCTV, and the suspects have been interviewed. Visits are being conducted in Tesco to engage with staff about how we can prevent this. We are planning on setting up another 'crime prevention' stand soon in Tesco so will keep you updated when we have a proposed date for this.

### *Plas Madoc*

We have had one burglary of machinery from a business on the estate. The investigation is still ongoing.

We have had 1 Arson on Woodward's Walk. This appeared to be deliberate ignition to the fence and some rubbish in the garden. Unfortunately, no suspects have been identified and the residents are unsure as to why there have been targeted. Our Arson Reduction Team are aware and putting some safeguarding measures in place.

There has been 1 theft of catalytic converters from a vehicle in Glaslyn. This is likely to be linked to the same organised group as above.

There has also been 2 shopliftings from the Premier Shop, believed to be the same person as involved in the ones in Tesco and others in Ruabon. Suspect has been interviewed and is on bail.

### *What can you do to help?*

In order to progress matters and take positive action re drug dealing / ASB / Other crime trends etc we need community intelligence to support our targeted patrols, stop searches and warrants. We are grateful for the information we receive so far and continue to develop the matter. We have received some brilliant intelligence from members of the community in Plas Madoc and Cefn Mawr, resulting in some positive stop searches. Intelligence can also be reported to us anonymously through crimestoppers.

### *Questions*

If you have any concerns regarding crime figures or incidents in your ward please just let us know and we will provide an update ahead of the Council meeting. Please continue to send monthly reminders regarding the Online Meeting and we will endeavour to attend when possible.

### Walk around

We would be happy to meet with you to have a walk around the area whenever you are available.

We will continue to post on social media in relation to events and reports on what we have been up to. Please follow us on HGC Wrecsam Wledig/NWP Wrexham Rural Facebook Page and Twitter.

### Local PCSO contacts

Lara.Shiers@nthwales.pnn.police.uk

Jessica.Lloyd@nthwales.pnn.police.uk

Rhys.Yaxley@nthwales.pnn.police.uk

1	Cllr Paul Blackwell - email re: purchase of target hardening products for community residents (copy attached) – <b>The Clerk has furnished members with a copy of the email detailing the scheme and the products, following a discussion it was resolved to purchase package 2 to utilise in the whole community, the Clerk to make contact with NWP</b>
2	Sgt K Davies - email re: changes to the supervision of Wrexham Rural Neighbourhood Policing Team – <b>Resolved to be noted</b>
3	PC Mark Sayer – email re: New CBM for community – <b>Resolved to invite PC Sayer to the meeting on 15<sup>th</sup> June</b>

### **7. TO RECEIVE WRITTEN REPORT FROM COMMUNITY AGENT**

The Clerk reported the Community Agent is currently on sick leave.

### **8. TO RECEIVE WRITTEN REPORT FROM PROJECT COORDINATOR**

Councillor D Wright gave a brief overview of the contents within the report and suggested a meeting be scheduled with the working party as decided at the 4th May meeting in the next few weeks. The Clerk will arrange for the end of June.

Project / Work	Notes
Approached contractors to quote on the different options to resurface the MUGA	Expect a visit from contractor on week commencing 24/05/21.
Roof Repairs & New Windows for the George Edwards Hall	Potential Funding through the Landfill Disposals Tax Community Scheme (WCVA) which open in the summer, and the Moondance Foundation (contribution only).
Improvements to Plas Kynaston Playing Fields	Prepared <i>Invitation to Tender</i> for a professional to conduct a Feasibility Study to survey the ground, identifying the potential to meet FAW regulations & improve community facilities (funded through Cadwyn Clwyd).  Identified the Welsh Government's Community Facilities Fund as potential funders for some of the actual work, and had a conversation with the officer.

Worked with the committee and the North Wales Wildlife Trust (NWWT) to cost out and plan improvements to green spaces including the Bank, Coed Richard, Rock Road, Zion St, Cefn Bank, and Area around Plas Kynaston Hall. Work building on proposals put forward by TOCRA and council members.	NWWT have costed work including planting wildflowers, clearing scrub, owl/bird boxes, etc. Submitted enquiry to Heritage Lottery Fund and will write application for work worth between £20-30k once we receive their feedback. Also exploring potential to fund tools & training for volunteers, and a new path across cleared scrubland up by Coed Richard to connect Plas Madoc & Lancaster Terrace
Collaborating on developing a new circular route with the AONB's 'Our Picturesque Landscape' (OPL) project, connecting Pontcysyllte WHS, Ty Mawr Country Park, and Cefn Mawr – taking people past the war memorial, Museum, and the viewpoint by Crane St Carpark.	Such a route would ideally link with the heritage trails being developed by the Museum volunteers. OPL project has the funding to make it happen.
The OPL project has also paid for cutting some of the tree branches that blocked the view to the Pontcysyllte Aqueduct from crane St Car Park viewpoint.	More trees will be cut by the aqueduct in the Autumn to hopefully open up the view.
Attend Pontcysyllte WHS Visitor Managing Group Meetings	This is where the opportunity for the circular works project came from.
<p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>• Heritage Lottery Funding Bid for Green Spaces &amp; Nature Work</li> <li>• Coordinate Circular walks work with AONB Officers</li> <li>• Commission Feasibility Study on PK Playing Fields and resurfacing of MUGA</li> <li>• Find Funding for George Edwards Hall Improvements</li> <li>• Re-visit plans for community survey to plan and evidence future funding bids.</li> </ul>	

## **9. TO RECEIVE CLERKS REPORT**

1. LED programme fitting of new lanterns on schedule to complete the 450 units by end of this week
2. Thank you to those councillors who turned up to the community council litter pick in Acrefair, next litter pick scheduled for 23<sup>rd</sup> June? – ***Following a discussion, it was resolved to litter pick lower Cefn to meet at the CRNCA building at 10am on 23<sup>rd</sup> June.***
3. In negotiations with WCBC to empty waste bins as discussed last month, not on a current route so waiting for permission. Dog bag dispensers ordered, 8-9 week delivery time
4. The Chairman has started making appointments with glaziers and roofers, (as discussed in the project coordinators report earlier in the evening) for the GE Hall. Confirmed with WCBC as we are in a conservation area, advice is: The George Edwards Hall lies within the Conservation Area, however the restrictions on materials and windows only apply to residential properties. There are no restrictions on replacing the doors and windows on the hall itself, however we would encourage you to use materials which are appropriate for the building.

## **10.MINUTES OF THE PREVIOUS MEETING**

- (a) Minutes of the Remote Full Council Meeting on 4<sup>th</sup> May 2021 – ***RESOLVED that the minutes of the Remote Full Council Meeting held on 4<sup>th</sup> May 2021 be confirmed and signed by the chairman at the earliest opportunity.***

## **11.INTERNAL AUDIT FOR YEAR ENDED 31 MARCH 2021- TO PROVIDE COUNCIL WITH A REPORT ON THE INTERNAL AUDIT COMPLETED BY JDH BUSINESS SERVICES**

The Clerk had circulated a copy of the report prior to the meeting, recommendations as stated in the report included:

1	The risk assessment does not address the risks of supplier (procurement) fraud.	<p><i>The risk assessment should be updated to include supplier (procurement) fraud including the adequacy of supplier onboarding controls.</i></p> <p><i>The Clerk reported she is waiting for clarification on the requirements needed and support from fellow Clerks before updating the risk assessment.</i></p>
2	The fidelity cover at £250,000 does not cover the maximum projected cash balances of the Council of approximately £306,000 (calculated as year-end balance plus first precept instalment).	<p><i>The Council should review the adequacy of their fidelity cover as part of their annual risk assessment.</i></p> <p><i>The Clerk reported the item will be added to the annual risk assessment and will alter the fidelity cover as necessary with the insurance provider.</i></p>
3	Staff costs on the annual return is incorrect as £453 of staff costs have been classified as other payments.	<p><i>The annual return should be amended as follows:</i></p> <p><i>Staff costs = £78,790</i></p> <p><i>Total other payments = £120,756</i></p> <p><i>The Clerk reported</i></p> <p><i>The Clerk will amend the annual return as advised</i></p>

**12. ANNUAL RETURN – TO RECEIVE AND APPROVE THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021 AND APPROVE THE FINANCIAL STATEMENT PRIOR TO EXTERNAL AUDIT**

Prior to the meeting copies of the year-end financial statements and the Annual Return had been circulated to all members. Following the recommendation in the annual report as discussed earlier the annual return will be amended to staff costs £78,790 & other payments £120,756. The income and expenditure statement for 2020/2021 was approved and the Chairman was authorised to sign the Annual Return on behalf of the Community Council at the next available opportunity. Councillor D Wright as presiding Chair was authorised to sign the Annual Return on behalf of Council.

**13. Monthly Accounts**

**ACCOUNTS TO BE PASSED FOR PAYMENT 25<sup>th</sup> May 2021 EXPENDITURE**

Wages/Sal from (month 1) \ 4805.92  
T Nicholls-Smith, H Parry, S Roberts, B Lloyd, MC Hartshorne

**Invoice No**

21/004	106265	Viking Direct - Invoice for office	207.25
21/005	106266	Azets - Invoice for payroll services	244.80
21/006	106267	EDF Energy - Invoice for unmetered supply	1449.51
21/007	106268	British Gas - Invoice for GE Hall	72.70
21/008	106269	British Gas - Invoice for GE Hall	164.91
21/009	BACS	Peter Green Groundcare - Invoice for New pathway at Trefynant Cemetery	750.00
21/010	BACS	Peter Green Groundcare - Invoice for Trefynant Cemetery Maintenance	1106.00
21/011	BACS	Peter Green Groundcare - Invoice for play area Maintenance	714.00
21/012	BACS	TMNS - Expenses for April 21 LGA 1972 sect 112)	98.97
21/013	106270	Steve Pugh - Invoice for gravedigging	585.00
21/014	106271	Flintshire CC - Invoice for added years pension	236.76
21/015	106272	BT - Invoice for Office	299.86
21/016	106273	Jones Lighting - Invoice for repairs	1761.55
21/017	106274	Jones Lighting - Invoice for LED lanterns	16424.08
21/018	BACS	Hallam Heating	117.29

**Invoices Received During April/May 21**

HMRC Tax & NI (15.04.21) 951.97  
Clwyd Pension Fund (15.04.21) 621.16  
HSBC Charges (27.04.21) 15.50  
WCBC NNDR 600.75  
**£31227.98**

**Income**

HMRC VAT repay	3013.68
<b><u>Burial</u></b>	
Tilstons Funeral Services	455.00
<b><u>GE Hall</u></b>	
Slimming World	486.00
<b><u>Interest</u></b> Business Money Manager 13.04	1.72
	<b><u>£3956.40</u></b>

*Resolved that the listed payments be approved*

#### **14. CORRESPONDENCE RECEIVED SINCE LAST MEETING**

1	Hope House, Mencap & Calon FM - Letters of request for financial assistance – <b><i>Resolved to defer until grants meeting in December</i></b>
2	WCBC - Letter re: Play & Youth provisions starting sessions from 24th May 2021 – <b><i>The Clerk reported the youth team are carrying out detached work and engaging with youths, the youth club will only restart once it is safe to do so within the guidelines. The holiday playscheme will run during whit week.</i></b>
3	Keep Wales Tidy - Spring Clean Cymru @ Cefn 12/06/21 between 10am-12 noon – <b><i>The Clerk read the contents of the letter, Cllr Mrs S Benbow-Jones will be attending.</i></b>
4	SP Energy Networks - letter re: Electricity Supply Waterloo Place – <b><i>The Clerk reported she had been unable to make contact with SP although several attempts had been made – resolved to defer any decision regarding awarding grant of easement until clarification is sought.</i></b>
5	Councillor J Parrish – Thank you card – <b><i>Resolved to be noted, Cllr Parrish was wished a speedy recovery</i></b>
6	WCBC – Response to enquiry re: Code of conduct, & letters of complaint received – <b><i>The Clerk read the contents of the email received from WCBC and subsequent letters of complaint from three councillors regarding the conduct of Cllr Metcalfe – Following a lengthy discussion the Clerk was requested to submit a formal complaint regarding a breach of the code of conduct by Cllr Metcalfe, on behalf of Cefn Community Council to the Ombudsman for Wales, 8 members voted for 1 abstention.</i></b>
7	WCBC – letter re: Application for grant of a premises licence The Delph Bar & Restaurant – <b><i>The Clerk reported she had received several letters of objection from residents in close proximity of the club, detailing a number of concerns which included the application for the licence is totally unreasonable for a small village, Acrefair is not a city location, the late night opening hours would cause an increase in noise from people leaving the club and also motor vehicles, also an increase of ASB. The impact on residents and their families health &amp; wellbeing would be detrimental. A lengthy discussion took place between members, the concerns raised by residents were echoed by members, whilst it was recognised there is an advantage of a restaurant &amp; bar in the area, members totally objected to the late licence which included the serving of food from the hours of 23.00-01.00. Members supported the club obtaining the same licence and operating hours as in previous years. Cllr D Wright proposed the Clerk speak with Cllr Mrs S Benbow-Jones and Mrs J Jones to clarify all points raised are included in a letter sent to WCBC, seconded by B Twigg, all in</i></b>

	<i>favour. The Clerk to then write to WCBC with Cefn Community Council's objections as discussed, also, enclosing the details of objections raised from residents.</i>
8	<i>Gower Homes – email re: Former Air products site Llangollen Road, Acrefair – The Clerk reported she had been forwarded an email from the developer with notification of the planned erection of 21 3&amp;4 bed roomed homes on the smaller northern part of the site, prior to submission of a detailed planning application Gower Homes have to complete a DMO process which includes posting details of the proposals on the internet, reports including drainage strategy, contact local residents, local councillors and relevant statutory authorities. A discussion followed regarding the retaining walls around the site and protection of the historic coke ovens. Members resolved to await the full planning application before submitting their comments.</i>

*The Clerk reported she is continuing to forward via email all correspondence received from AVOW and WCBC when it is first received.*

### **15.TO RECEIVE PLANNING APPLICATIONS**

#### **Planning Received During April/May 2021**

P/2021/0422

Erection of 2 bungalows and formation of  
Vehicular access  
Wylfa, Bowers Road, Acrefair.

*In relation to application P/2021/0422 council objected to the application on grounds of density of the site in relation to the number of proposed houses within the application, members would support one dwelling. The Clerk was requested to pass the comments on to WCBC*

### **16.REPORTS**

16.1 Councillor B Cook reported he had been approached by a resident to ask the council to investigate the possible provision of Aires in the community, which would attract visitors to the area. A discussion followed that the Wimborne Gate area would be a possible area to consider. Cllr D Wright asked for the discussion to be moved into part 2. All members in agreement. Resolved – no further action considered.

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