

CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD AT GEORGE EDWARDS
HALL AND ZOOM ON
28th of June 2022
Chair: P Vaughan

14. PRESENT Councillors: Mrs S Benbow-Jones, P Blackwell, Mrs H Brimfield, M Hughes, Mrs J Jones, Mrs K Tiltman, Mr D Metcalfe, Mrs P Roberts, Mrs I Twigg, Mr B Twigg, Mr G Wood, also PCSO Lara Shiers and five members of the public.

Cllr Mr S Roberts join on the Zoom platform.

15. APOLOGIES Mr D Shaw, Mr D Wright and Mrs G Wright,

16. TO RECEIVE DECLARATION OF INTEREST

None received

17. PUBLIC QUESTIONS/STATEMENTS

Cllr P Vaughan invited Mr Williams from Cae Coch to speak. Mr Williams asked if council members had read the report that was produced independently by Cllr David Metcalfe. – Chair, Cllr Phil Vaughan read the following statement on behalf of Cefn community council:

‘Following the meeting last month all members were given copy of the report produced by councillor Metcalfe. I must stress that this report has been done independently and does not represent the views of the council. As you are aware, Cefn CC were approached by TOCRA who asked of a letter of support for the installation of bollards on footpath 24 due to the footpath deteriorating due to heavy use by vehicles. Cefn CC supported this in principle after receiving clarification from WCBC there was no active legal dispute, and it was indeed listed as a footpath with no vehicular access.

All members who received a copy of the report and responded via email to the Clerk and indicated that they do not wish to discuss the report and the matter is now between yourselves and WCBC.

Under my discretion I have the authority, and as I feel that this issue is related to WCBC, and not Cefn CC, we will not be commenting further on this report. We do not own the land or do have any control over it’.

A discussion followed which highlighted grievances between residents and TOCRA. The Chairman clarified confirmed that Cefn CC cannot intervene it would be for the residents and TOCRA to resolve their differences.

Members of the public left the meeting.

18.TO RECEIVE POLICE CORRESPONDENCE

Monthly Council Report

16th of June 22

Cefn Mawr/Rhosymedre/Newbridge/Plas Madoc

Emerging crime trend over North Wales:

There has been a decrease in thefts from motor vehicle and of catalytic converters since the last report however, remain vigilant and report any suspicious behaviour by using 101 or the live webchat, however if a crime is believed to be in progress please contact NWP using the emergency 999 number. No thefts have been reported from the Cefn area however there have been several reports of theft and burglaries across Wrexham county.

For home security, Secured by Design (SBD) have a range of products on their website. For more information, please visit the 'Guidance' section on their website: www.securedbydesign.com

ASB

Over the last two weeks there has been an increase in ASB issues around the TESCO store on Oxford Street. This is being addressed by the neighbourhood policing team with assistance from the response team and school liaison. The main group are currently being dealt with for various offences including ASB and criminal damage.

Following on from a recent investigation, two youths have been formally identified as suspects in an incident of Shoplifting and Criminal damage. The individual is awaiting Interview for the charges.

Crimes

Crime stats and data can be found at: <https://www.northwales.police.uk/police-forces/north-wales-police/areas/stats-and-data/stats-and-data/>

What can you do to help?

In order to progress matters and take positive action with regards to 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 any matters. 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 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 Wreccsam Wledig/NWP Wrexham Rural Facebook Page and Twitter.

Local PCSO contacts

Lara.Shiers@northwales.police.uk

Jessica.Lloyd@northwales.police.uk

Crime Statistics

Cefn (Including Rhosymedre, Newbridge, Acrefair & Penybryn)

Most commonly reported crimes during Apr 2022

| | |
|-------------------------------------|-----------|
| Violence and Sexual Offences | 26 |
| Anti-Social Behaviour | 13 |
| Public Order | 6 |
| Criminal damage and Arson | 5 |

Plas Madoc

Most commonly reported crimes during Apr 2022

| | |
|-------------------------------------|-----------|
| Violence and Sexual Offences | 21 |
| Anti-Social Behaviour | 5 |
| Criminal damage and Arson | 4 |
| Burglary | 2 |

The Clerk read an email from Sergeant Rhod Ifans. He advised that he will be attending the meeting on the 19th of July and made apologies for not being able to attend the current meeting. He confirmed that there has been a ‘Problem-Orientated Policing Plan (POP Plan) put in place for Tesco, Cefn Mawr to try and tackle the ASB in the area. He stated that PC Subbachi will work alongside PCSO Shiers to patrol the area. A site visit is planned to discuss security and he welcomes any recommendations from Cefn Community Council about opening the youth club more regularly.

PSCO Lara Shiers gave a verbal report to the council. She stated that she will look into the possibility of adding more detailed crime statistics to area police reports going forward. She confirmed that the police have been visiting the youth clubs to engage with the children but had had little response. A ‘POP’ Plan will recognise where the ASB issues are in the area so that resources can be concentrated in these areas.

It was reported by Cllr Paul Blackwell that there have been instances of drug dealing behind Lancaster Terrace, coupled with ongoing anti-social behaviour between council tenants in Plas Madoc and youths gathering outside the local shop intimidating people. He confirmed that he will be speaking with the estate office head of tenancies. PCSO Shiers stated that they are aware of the issues.

Cllr Sonia Benbow stated that there has been a rise in E Scooter users in the area and along with it instances of owners riding these dangerously.

PCSO Shiers was thanked for her attendance and left the meeting.

9. TO RECEIVE WRITTEN REPORT FROM COMMUNITY AGENT

June 2022

- 1 referral from British Red Cross (BRC)
- 1 referral from Social Services (SS)
- Other – 5 referrals
- 21 family referrals
- 18 self-referrals
- 7 WCBC referrals
- 3 referrals from BCUHB
- **Cefn** – 13 referrals
- **Rhosymedre** – 8 referrals
- **Acrefair** – 11 referrals
- **Newbridge** – 2 referrals
- **Plas Madoc** – 15 referrals
- **Other** – 7

This month I have received 56 referrals to date. There has been a mad rush with referrals and benefit queries this month as face-to-face appointments with DWP have begun. DWP are 'inviting' individuals who are in receipt of PIP to re-apply before the benefit is due to end. Applications for this benefit are stressful enough however, there is now an additional stress. Despite forms being completed and returned within the given timeframe, DWP are sending out letters to advise that the benefit will be stopped as the form hasn't been received. I actively encourage residents to send their completed forms recorded delivery to enable tracking, despite it having a pre-paid envelope with it. Yet, even when the forms are tracked and delivery is confirmed by DWP, letters are still being sent out that PIP will be stopped as forms haven't been received. From last week I have heard from several residents that their PIP has actually been stopped and this has a further negative impact upon other benefits they may be in receipt of. Moreover, it is also having a huge affect on their mental health. In contrast to this, there have been an increase with regards to GP appointments and complaints. No longer do GP's seem to offer face-to-face appointments straight off; individuals first have to be triaged by the GP before there is any hope of a physical appointment. A common complaint from residents is that when their appointment is over the phone, they don't feel they are being heard which leads to the possibility that some ailments will be overlooked. I have been working hard with our local surgeries to try and make sure that our residents have a voice and obtain appointments if necessary. This was highlighted

2 weeks ago when I strongly suggested to a resident that they make an appointment to see their GP. Initially the GP was quite reluctant, so I attended the surgery in person and explained their symptoms, gaining an appointment for the following Monday. This appointment led to blood tests 2 days later, and upon return of the results 2 further days later they were rushed into hospital for an emergency blood transfusion. They have since had a 2nd transfusion and are still quite poorly in hospital. Whilst I appreciate that this is an extreme example, sadly it is not in isolation however, I have established an excellent rapport with at least 2 of the local surgeries so now at least some of our residents are being heard and seen.

A quick case study that whilst short, it perfectly highlights how this service makes a difference, and how being able to provide face-to-face support is essential: I was approached by a lady who initially wanted to move home. She could complete the form herself, so this initially appeared like a quick 'case'. Upon visiting her to deliver the form and just check she was ok it was apparent that there were several underlying issues that were the cause of the requested move. Whilst helping to sort these issues out and signposting, the real issue became clear, and I was able to help resolve and the end result was that she didn't actually require a move.

Many thanks.

20. TO RECEIVE CLERKS REPORT

1. The wall at Cefn Bank has been completed but vandalised within 24 hours. The dry stone wall now has been restored, stones had been removed from its structure and names etched into the top. The bin located in the car park will be moved within the next few weeks.
2. The MUGA has now been refurbished and is open for the community to use. 'CCTV in Operation' signs have gone up. The Clerk stated that she would like a sign that asks users to respect the area.
3. A reminder that the July meeting is a week early, on the 19th of July.
4. The new windows are being installed this week and will be finished within the next couple of weeks.
5. 125 Lamppost poppies have been ordered; we now have 175 poppies approximately. The Clerk will meet with Councillor Stewart Roberts in August to discuss Regional Property Maintenance erecting the poppies on the posts, locations to be discussed. The Clerk thanked Cllr S Roberts for his generosity.
6. A hearing loop has been fitted throughout the building
7. A WhatsApp group has been arranged for those who wish to put their name forward to help check the community defibs. The Clerk advised that training will be provided on how to check the cabinets, on the 6th of July at 11am.
8. The Platinum Jubilee mugs are expected to arrive any day, they will then be distributed to the local schools as soon as possible. The Clerk stated the Governors of

each school are to present these to the children, and has requested that pictures be take for social media.

9. The Clerk advised that the July Litter pick date needs to finalised. Members settled on the 20th of July and suggested Llangollen Road. Meeting on the carpark across from the Kebab shop/ Eagles Pub.
10. The Clerk confirmed to members that works to the driveway at Trefynant Cemetery is due to take place from Monday the 4th of July and is expected to last 4 days. Signage will be going up to close the site to vehicles.

21. MINUTES OF THE PREVIOUS MEETING

- (a) To confirm the minutes of the Full Council Meeting held on the 24th of May 2022 – ***RESOLVED that the minutes of the Development Committee Meeting held on the 24th of May 2022 be confirmed and signed by the chairman at the earliest opportunity.***
- (b) To confirm the minutes of the Special Full Council Meeting (Co-option) held on the 14th of June 2022 – ***RESOLVED that the minutes of the Special Full Council meeting (Co-Option) held on the 14th of June 2022 be confirmed and signed by the chairman at the earliest opportunity.***
- (c) To confirm the minutes of the Project Development Committee meeting on the 8th of June 2022 – ***RESOLVED that the minutes from Project Development Committee Meeting held on the 8th of June 2022 be confirmed and signed by the Chairman at the earliest opportunity.***

22. EXTERNAL AUDIT – ANNUAL ACCOUNTS 2020/21 CONCLUSION OF AUDIT: TO RECEIVE AN UPDATE FROM THE CLERK / RESPONSIBLE FINANCIAL OFFICER

The Clerk reported to members that Cefn Community Council has received a qualified audit. The report states that this was due to the ‘Wellbeing of Future Generations Act’ Report not being adopted by council and published by the deadline of March 2021. The Clerk confirmed the report is now visible on Councils website. The Clerk reported she has placed the relevant notices on the council website and noticeboard.

23. TO RECEIVE THE END OF YEAR ACCOUNTS (DEFERRED FROM MAY 2022)

The Clerk shared the PC screen to the members to run through the year end accounts. The Clerk was thanked for the informative information, resolved that the end of year accounts be approved.

24. AUDIT OF ACCOUNTS 2021/22

- **To receive details of the Internal Auditor’s report and Action Plan in respect of the Audit of the Council’s Accounts for the year ended 31 March 2022.**

The internal auditor report was as follows:

| | ISSUE | RECOMMENDATION | FOLLOW UP |
|---|--|---|--|
| 1 | <p>A review of the accounts identified the following errors:</p> <ul style="list-style-type: none"> • Two cheques issued in 2021/22 amounting to £20445.44 were cancelled and included in the accounts as income. | <p><i>The annual return should be amended as follows:</i></p> <p><i>Total other receipts £207,926</i></p> <p><i>Total other payments £242,430</i></p> | <p>The annual return was amended prior to internal audit signing of annual return.</p> |

| | | | |
|---|---|---|--|
| | <ul style="list-style-type: none"> • One of the cheques (£13980) was reissued in 2022/23 and relates to works carried out in 2021/22. This has not been included within the accounts as a creditor. • The Council received a SALIX loan of £85,738.90. The annual return shows a nil balance for 'total borrowing' as at 31/3/22. We have not seen the loan documentation so we cannot verify if the amount received is the full loan or whether any fees were charged. | <p><i>Balances carried forward = £232,671</i> <i>Creditors £20,140</i> <i>Balances carried forward £232,671</i></p> <p><i>The Council should review the loan documentation and ensure that the total amount outstanding for the SALIX loan as at 31/3/22 is reflected on the annual return.</i></p> | <p>This information was provided and the annual return was amended prior to internal audit signing of annual return.</p> |
| 2 | <p>The Council have upgraded the LED lighting in 21/22 at a cost of £84,915. This has not been added to the asset register and therefore the asset value on the annual return.</p> | <p><i>The asset register and annual return should be updated for the LED lighting.</i></p> | <p>The annual return and asset register was amended prior to internal audit signing of annual return.</p> |

2021/22 interim audit recommendations

| | | |
|---|---|---|
| 1 | <p>We have not seen evidence that the street lighting maintenance contract has been reviewed. The financial regulations require that the clerk shall obtain 3 quotations for contracts over £6000.</p> <p>We understand that the Council are considering joining the street lighting consortium that includes other local community councils.</p> | <p><i>The council must ensure that contracts are awarded as per the financial regulations of the council.</i></p> <p><i>The Council must ensure that any contracts entered into by the consortium fulfil the requirements of the Council's financial regulations.</i></p> |
|---|---|---|

- **To receive and approve the Annual Return and accounting statements set out in sections 1 and 2 for the year ended 31 March 2022**

Resolved- Members received and approved the statements set out in section 1 and 2 of the council's annual return for the year ended 31st March 2022.

- **To give approval for the Chairman to sign the Annual Return on the Council's behalf before 30th June 2022 to comply with the Accounts and**

Audit (Wales) Regulations 2014 prior to initial submission to the External Auditor

Resolved - Members noted that formal approval was required for the Chairman to sign the statement on page 4 of the annual return for 2021/22 on the council's behalf prior to its initial submission to the external auditor

25. Monthly Accounts

ACCOUNTS TO BE PASSED FOR PAYMENT 28th JUNE 2022
EXPENDITURE

Wages/Sal from (month 2)
T Nicholls-Smith, H Parry, S Roberts, N Hughes-Lloyd, MC Hartshorne 5175.68

Invoice No

| | | | |
|--------|--------|---|----------|
| 22/021 | BACS | TMNS - Expenses for May (LGA 1972 sect 112) | 428.99 |
| 22/022 | BACS | MC Hartshorne - Expenses for March to May 2022 | 163.65 |
| 22/023 | BACS | ACS Technology - Invoice for Office IT | 94.50 |
| 22/024 | 106491 | Salix Finance Ltd - Invoice for 1st loan repayment (DD re-instated) | 7144.89 |
| 22/025 | 106492 | Azets - Inv for payroll for six months | 244.80 |
| 22/026 | 106493 | Jones Lighting - invoice for repairs | 1061.34 |
| 22/027 | 106494 | BT - Invoice for office | 345.67 |
| 22/028 | BACS | Print kick - invoice for mugs | 3269.90 |
| 22/029 | BACS | Steve Pugh Ltd - Invoice for gravedigging | 110.00 |
| 22/030 | BACS | Peter Green Groundcare - invoice for play area maintenance | 760.00 |
| 22/031 | BACS | Peter Green Groundcare - invoice for Trefynant cemetery maintenance | 1160.00 |
| 22/032 | DD | Scottish Power - Invoice for electricity for GE Hall | 215.84 |
| 22/033 | BACS | WCBC - Invoice for wet pour repair at Ashgrove | 112.70 |
| 22/034 | BACS | WCBC - Invoice for half yearly inspection of play areas | 1831.20 |
| 22/035 | BACS | WCBC - Invoice for trade refuse charges at Trefynant Cemetery | 707.00 |
| 22/036 | BACS | WCBC - Invoice for trade refuse charges at GE Hall | 286.00 |
| 22/037 | 106495 | British Gas - Invoice for GE Hall | 57.08 |
| 22/038 | 106496 | British Gas - Invoice for GE Hall | 127.78 |
| 22/039 | 106497 | Canda Copying Ltd - Invoice for office copier | 363.61 |
| 22/040 | 106498 | Cefn Albion FC - Donation for 22-23 season | 1000.00 |
| 22/041 | 106499 | EB Sports - Invoice for artificial pitch at MUGA | 29627.14 |
| 22/042 | BACS | Richard King Systems - Invoice for hearing loop at GE Hall | 4858.80 |
| 22/043 | BACS | First Choice Blinds - Invoice for GE Hall | 920.00 |
| 22/044 | BACS | ACS Technology - Invoice for Office IT | 94.50 |
| 22/045 | BACS | TMNS - Expenses for May (LGA 1972 sect 112) (lamppost poppies) | 463.49 |

Invoices Received During May/June 22

| | |
|-------------------------------|-------------------------|
| HMRC Tax & NI (19.05.22) | 1391.40 |
| Clwyd Pension Fund (19.05.22) | 538.72 |
| CSA Payment | 217.93 |
| HSBC (27.05.21) | 10.32 |
| WCBC NNDR | 600.75 |
| | <u>£63383.68</u> |

Income

| | |
|---|---------|
| Francis Roberts (Rec0183) Football donation | 200.00 |
| Tesco Stores (rec 0193) | 6250.00 |
| Vodafone (rec0197) | 1250.00 |

Burial

| | |
|----------------------------|-------|
| S Price Memorial (rec0195) | 60.00 |
|----------------------------|-------|

GE Hall

| | |
|-------------------------|--------|
| G Langford (rec 0192) | 165.00 |
| WCBC (Elections) | 195.80 |
| S Mainwaring (Rec 0191) | 11.00 |

Interest

| | |
|---------------------------------|------|
| Business Money Manager 13.05.22 | 8.56 |
|---------------------------------|------|

£8140.36

Resolved that the listed payments be approved

26. CORRESPONDENCE RECEIVED SINCE LAST MEETING

Correspondence Received During May / June 2022

| | |
|----|---|
| 1 | WCBC - email re: Wrexham LDP 2013-2028 https://www.wrexham.gov.uk/ldp <i>Resolved to be noted</i> |
| 2 | Studio TV - email re: Cash in the attic programme <i>Resolved to be noted</i> |
| 3 | Scottish Power - increase of DD payment for GE Hall <i>The Clerk Confirmed that there is an increase in payments from £215.84 to £249.00 per month. Resolved to be noted</i> |
| 4 | Ysgol Acrefair – The Clerk read a letter of thanks for donation from Chairs purse – <i>The Clerk confirmed to members that the money was used to purchase new books for the refurbished library - Resolved to be noted</i> |
| 5 | WCBC - Email re: 2022-23 Youth support grant – <i>The Clerk confirmed that a £500 grant was awarded to Cefn Community council in 2021, and the applications are now open for this year. Clerk asked members what they wished to see purchased with any future grant award, resolved that the clerk approach the Youth Service and make enquires on what equipment they need before submitting a further application.</i> |
| 6 | WCBC - email re: Wrexham Public Service Board An assessment of Well Being https://www.wrexhampsb.org/well-being-assessment/ - <i>Resolved to be noted</i> |
| 7 | Simon Baynes MP – Newsletter – <i>Resolved to be noted</i> |
| 8 | Ms S Higgins - letter re: concerns regarding Rhosymedre Churchyard – <i>The Clerk has advised that she has replied to confirm the contact details for the vicar of Rhosymedre. Cllr Sonia Benbow Jones stated that she will be setting up a meeting with the group that tend to Fron churchyard to discuss their set up and is hopeful for ideas on what can be done to maintain the site at Rhosymedre going forward.</i> |
| 9 | TOCRA - letter re: window box style flower boxes on Zion Street – <i>Resolved to be noted at this time.</i> |
| 10 | OVW - email re: Good Councillor's Guide 2022 (circulated by email to members) – <i>The Clerk had sent the information on to all Cllrs Resolved to be noted</i> |
| 11 | OVW - email re Guidance to the Local Government Elections Act 2021 (circulated to members) – <i>Resolved to be noted</i> |
| 12 | The Rainbow Foundation - Email re: Partnership with the National Trust – <i>Resolved - Clerk to forward email to members</i> |

| | | |
|----|--|---|
| 13 | | OVW - Email re: Finance & Governance toolkit for town & CC's – Resolved - The Clerk and Chairman to action |
| 14 | | WCBC - invitation to Mayor's Civic Visit to St Giles Parish Church 10/07/22 @ 11am - Resolved that the Chairman, Cllr Mr Phil Vaughan attend on behalf of Cefn Community Council |
| 15 | | Rebecca Evans MS - Email re: letter of thanks re: Finance toolkit - Resolved to be noted |
| 16 | | Simon Baynes MP - email re-encourage community groups to apply for Government's community ownership fund – The Clerk reported that she has passed on the email to the Project Co-ordinator - Resolved to be noted |
| 17 | | OVW - Rachel Carter - intro letter re: Local places for nature officer- The Clerk reported that she has passed on the email to the Project Co-ordinator - Resolved to be noted |
| 18 | | OVW - Email re: Consultation on shaping Wales Future - setting milestones for Wales - Resolved- the Clerk to forward link to members. |
| 19 | | IPRW - Email re: Statement of payment pro forma – Resolved – Clerk to Action |
| 20 | | Letter from David Jones at Maelor Boxing Club to give an update on the success of a club member - The Chairman had already written a letter of congratulations on behalf Of Cefn Community Council, resolved to be noted . |

27.TO RECEIVE PLANNING APPLICATIONS

Planning Applications Received During May / June 2022

P/2022/0469 Outline application for erection of 33 dwellings
(Appearance, landscaping, layout and scale reserved)
Land off Bethania Road, Acrefair

In relation to application no P/2022/0469 the Clerk was requested to write to WCBC and object on the grounds of - the density of the site in relation to the proposed number of houses, the highway infrastructure is not sufficient, and there are long standing issues with chemicals on the site, rendering the land contaminated.

28.REPORTS FROM MEMBERS

28.1 Cllr Malcolm Hughes stated that he was concerned about detailing in the Community Agents report about residents not being able to access face to face GP appointments. Clerk to write a letter of concern to Betsi Cadwallader Health Board.

28.2 Cllr Pam Roberts stated that she would like the potholes in Newbridge reported to WCBC.

28.3 Cllr I Twigg stated that the signage on the roundabout at Aldi Ruabon coming towards Rhosymedre/Plas Madoc has been removed, making it confusing for drivers. Clerk to write to Highways at WCBC to express concerns that this may lead to accidents.

28.4 Cllr Kate Tiltman and Cllr Paul Blackwell reported to members that they took part in Plastonbury and it was a great evening.

28.5 Cllr Sonia Benbow Jones reported that she would like Cefn Community Council to write letter in support of Friends of Ruabon with regards to step-free access to Ruabon Station.

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