

Llangollen Rural Community Council **48/15**
Minutes of Meeting held in Froncysyllte Community Centre
on Tuesday 5th April 2016

Present

Cllr. Elfed Morris	Cllr. Mrs DJ Evans
Cllr. Mrs Sue Kempster	Cllr. Glyn Jones
Cllr. Mrs Alyson Winn	Cllr. Geraint Roberts
Cllr. Anthony Roberts	Cllr. Mark Valentine
Cllr. Darrell Wright	
Mrs S.A. Jones	PCSO Dave Jenkins

Chairman: Cllr. Elfed MorrisClerk: Mrs S.A. Jones**1. Apologies**

There were no apologies for absence.

2. Declaration of Interest

A declaration of interest was made by Cllr. Mark Valentine item 8.

3. Police Matters

The Chairman Cllr. Elfed Morris welcomed PCSO Dave Jenkins to the meeting; he then gave his report which covered March.

Trevor – There were three cases of anti-social behaviour; all on the Trevor Estate.

Fron – One case of theft - Vehicle number plates had been stolen.

Garth – One case of anti-social behaviour.

PCSO Jenkins stated that he had spoken to Darren Green at Wrexham County Borough Council and C/Cllr. Pat Jeffares about the one way system on the Trevor Estate.

It was reported by Members that vehicles were speeding down Gate Road and up Tower Hill. There have been complaints during the month about groups of teenagers congregating outside the Premier Shop in Trevor.

It was decided by the Community Councillors that the priorities for April would be for PCSO Dave Jenkins to spend his time checking out issues identified within the three villages. A request was made for PCSO Dave Jenkins to attend Youth Club one evening to talk to the young people.

4. Outstanding Work Log

The work log had been updated and a new page of outstanding actions issued to members.

5. Members Urgent Reports

Trevor: The footpath opposite the Aqueduct Garage on Llangollen Road needs some attention, as pedestrians have to step into the road as the footpath is narrow.

A request has been made for a site visit to discuss inserting double yellow lines between The Telford Inn and the small bridge over the canal.

It has been reported that the tarmac is breaking up on sides of the New Road in Trevor.

Fron: The bottom of the hedge has been cut by Argoed Hall but not the top of the hedge and this is overhanging the pavement.

Garth: It was reported that the hedge needed cutting by the seat at the top of the Pump Steps.

6. Minutes of the Previous Meeting

The minutes of the previous meeting had been distributed and were accepted as a true record. The minutes were signed accordingly by the Chairman.

7. Matters Arising from the Minutes

There were no matters arising.

8. Planning

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Planning Applications:

Listed Building consent for conversion to form B&B and tea rooms.

Former Methodist Chapel, Station Road, Trevor P/2016/0216

Conversion to form B&B and tea rooms

Former Methodist Chapel, Station Road, Trevor P/2016/0217

Two storey extension with stair link and balcony and erection of detached double garage with storage area above accessed via external staircase.

Penygraig Farm, Penygraig Quarry, Froncysyllte P/2016/0230

There were no objections to the above applications.

Certificates of Decision:

Proposed new storey building to form garage with office over an existing car park to be used as ancillary accommodation to the day nursery.

The Towers Day Nursery, Llangollen Road, Trevor, Wrexham. - Granted**9. Correspondence****E.Mail**

Dave Smith Wrexham County Borough Council

Writing about the footpath alongside Swan Terrace, Froncysyllte. He has inspected the pathway and stated that it is not dangerous.

Marie Russell, Wrexham County Borough Council

Agenda and reports Wrexham Town & Community Forum meeting 17/3/16.

Welsh Government:

Stephen Phipps Local Government Democracy Division

Local Government Ethical Framework – New Code of Conduct. To be discussed at the June meeting.

C/ Cllr. Pat Jeffares - Draft Wales Local Government Bill.

Ruabon Community Council.

Arranging an evening training course for new Councillors. Date to be confirmed.

Penycae Community Council arranging playground inspections

Emma Green - Zurich Insurance.

Confirming that she has increased the public liability on the play equipment.

Eben Leonard Public Audience Researcher, BBC Cymru Wakes

Inviting Councillors to attend a BBC Wales programme on the 15th April in Llangollen.

Cllr. Sue Kempster regarding a meeting of the Aqueduct Community Association 7/3/16.

Grace Goddard Assistant Producer asking how many CCTV cameras we have in the Ward.

Silas Jones Cadwyn Clwyd

Electric Communities

One Voice Wales:

Agenda and minutes for the One Voice Wales meeting

Community Assets Transfer Guide

Planning Policy Wales

Consideration of the consultation on the draft Public Services Ombudsman (Wales) Bill.

WCBC:

Darren Green Traffic Management Engineer, regarding a request to consider introducing parking restrictions on Garth Road.

Receipts:

Mr PJ Ankers

10. Leasing of Playgrounds**50/15**

The transfer document for the Garth Play area has now been signed off by the Land Registry Office. During March the following play-areas have been transferred – The Oaks and Fron Community Centre on a 25 year lease and the Woodlands Grove site as freehold. The documents for these three play-areas have been forwarded to the Land Registry Office.

11. Footpaths & Roadways

Nothing to report.

12. Projects 2015/2016

Nothing to report.

13. Meetings

Cllr Mrs Alyson Winn and the Clerk had attended the Wrexham Town & Community Council meeting in Wrexham and gave a detailed report.

Cllr. Mrs Sue Kempster had attended a Wrexham County Borough Council Consultation event.

Cllr. Mrs Sue Kempster had attended a meeting on the Youth Service Reshaping Programme.

Cllr. Mrs Sue Kempster and C/Cllr. Pat Jeffares had attended a meeting to discuss the planned Underneath the Arches event for 2016.

14. Noddfa Cemetery Report

A Noddfa Cemetery meeting was held 22nd March.

The Chairman of the Noddfa Committee Cllr. Elfed Morris gave his report.

Since the last meeting the seat has been painted and repaired. The Chairman and Clerk have met with Mr Len Evans and he has agreed to move the excess soil and rocks from the cemetery. Mr Blake has given permission for the use of his drive. Mr Evans will also move the seat into the middle of the cemetery.

Excess Soil & Top Soil:

It was discussed at what actions could be taken about future excess soil and rocks at the cemetery. It was decided that this question should be discussed by full council. The Clerk will write to the Funeral Directors and Stonemasons to inform them of the outcome of the Council meeting. The Clerk has been informed that disposing of the excess soil and rocks is the responsibility of the Community Council.

The Clerk was asked to contact other Community Councils in the area and find out what they charge for burials and removing excess soil.

Reservation:

The Chairman explained about the difficulties in the past and the expected problems for the future about reserving burial plots at the Cemetery. The Chairman explained the difficulties involved at Noddfa Cemetery and asked that the reserving of plots be discontinued. This was agreed.

Risk Assessment:

It was decided to hold the Risk Assessment at Noddfa Cemetery on Saturday 30th April at 10am.

15. Playgrounds including Garth Playground

The Clerk suggested that as there were no set funds for replacing playground equipment and as the Community Council has not insured the play equipment for damage then we could use the 2015/16 balance of £3,000 from the emergency fund to create a new playground fund. Added to this there was £1,425 left over in the playground fund from 2015/16. After discussing this, the Members decided to adopt this resolution.

16. Newsletter

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The deadline for the Summer newsletter is Monday May 9th 2016.

The Clerk stated that at the moment she was unable to meet all the obligations required by Council. It was suggested that she should be given some extra support and she suggested some help with the newsletter. This was discussed and approved by full Council. It was decided to see if it would be possible to get someone to help on a voluntary basis for three months.

17. Finance

The Chairman of the Finance Committee Cllr. Mrs DJ Evans gave her report of the meeting held 30th March 2016.

As per the February meeting the Clerk has transferred £20,000 into the deposit account. All policies were approved by full Council in March.

Year-end payments & receipts against budget & Year-end balance of account against bank statement.

The Bank Statement was reconciled and signed by the Chairman.

The Year-end balances, payments and receipts against the budget / precept were checked and all balanced. *These were presented and approved by full Council.*

The Insurance and Asset Ledger have been updated.

The Finance committee approved the balance sheets for S137, Noddfa Cemetery and the cost of the Newsletter. *These were presented and approved by full Council.*

During the year the full Council had approved the quotations received from Mr Ankers & Mr Green.

The Clerk will be claiming £564.21 from HM Revenue & Customs for the VAT.

The Clerk has received the latest pay scales from SLCC and asked for these to be included on the agenda of the next finance meeting in June.

End of Year Risk Assessment

As per the risk assessment the finance committee checked the year end final balances with the bank statement and budget. For audit purposes it had been officially agreed and adopted that the figures were correct. The Chairman of the Finance Committee signed off the balances and these were checked and approved by them. These were then presented and discussed in detail and approved by the full Council at its meeting in April.

The Year End Bank Reconciliation and Statement of Accounts of its income and expenditure, the Annual Governance Statement and for the review the effectiveness of its internal control systems and were then presented and discussed by full Council. Approved. These had been discussed in detail by the Finance Committee and it was agreed to recommend to full Council that the internal controls were effective. *These were approved by full Council.*

As per the Investment Strategy it was discussed as to whether it would be wise to transfer some more money from the current account into the deposit account. It was agreed not to transfer any further money as Members have identified a number of projects for 2016/17. *This was agreed by full Council.*

Governance Statement

During the last twelve months the Finance Committee has held a number of meetings.

In 2015 they met on the 7th April, 28th May, 20th August, 19th November and in 2016 - 25th February and the 30th March.

The above findings were taken to full council in 2015 on the 5th May, 14th July, 1st September, 2nd December, 1st March and 5th April 2016.

They have looked at the receipts and payments and checked them off against the budget. All the finances were checked and it was confirmed that all balanced with the ledger and the bank statement. These were discussed in detail and endorsed for approval.

During the year the Financial Regulations and Investment Strategy have been checked and approved. The Risk Assessment Policy and Risk Assessment Schedule have been amended.

Finally the Members stated that they have checked for Accountability and believe they have good Governance.

During 2016 the following amounts are in the Reserves & planned expenditure account.

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A new light in Garth £1,000
New playground £5,000

Project money that is being accrued for future use:

£9,203 – Garth
£8,811 – Fron
£6,459 – Trevor

Copies of the Bank balances, payments and a list of receipts were distributed to the members and checked. The following invoices were authorised for payment:

Mrs SA Jones	101851	NJC rates
Mr PJ Ankers	101852	320.00
Peter Green Groundcare	101853	330.00
Mr Len Evans	101854	240.00

18. Chairman's Allowance

The Chairman Cllr. Elfed Morris said that he would give a detailed report of his year in office at the Annual General meeting in May.

19. Policies

All the Policy Documents were approved by full Council in March, except for the Councillors Mileage and Subsistence Allowance policy and the Freedom of Information Policy these were approved in April.

20. Risk Assessments

The annual risk assessments of the seats and street furniture have now been completed with a number of seats being painted and repaired.

21. Gardening Competition

Mrs Andrea Evans and Mr Tony Roberts have agreed to judge the competition again this year. The Judging will take place in July.

22. Date, Time and Venue of the Next Meeting

The next Council meeting will be held at 7pm at Garth & Trevor Community Centre on Tuesday 3rd May 2016.

As there was no further business to discuss, the Chairman closed the meeting.