

Llangollen Rural Community Council
Minutes of Meeting held via Teleconferencing
On Tuesday 18th August 2020

38/19

Present

Cllr. Mrs Sue Kempster	Cllr. Elfed Morris
Cllr. Darrell Wright	Cllr. A Roberts
Cllr. Keith Sinclair	Cllr. Rod Playford
Cllr. Phil Jones	Cllr. Mrs D J Evans (joined the meeting at Item 6)

Chairman: Cllr. Mrs S Kempster

Clerk: Andrea Evans

1. Apologies

There were apologies for absence from Cllr. S. Jones.

2. Minutes of the last council 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.

3. Declarations of interest

Declarations of interest were made by Cllr. Rod Playford – Item 5 Community Agent and Item 8 Planning Application P/2020/0207.

4. PCSO's report on police matters

The Clerk had not been provided with a report from the PCSO. It was noted that the recently appointed Police Sergeant for the area had sent out a general update. It was decided that the Clerk would ask the Sergeant and the PCSO to meet with Councillors to discuss local issues.

5. Community Agent's report

Due to the Covid 19 pandemic, the Community Agent had been supporting isolated and vulnerable residents by helping them with shopping, picking up/delivering prescriptions and making welfare phone calls. For the last couple of weeks, the Community Agent was working towards the 'new normal', as requested by WCBC's Commissioning Officer. This included assisting those who had been isolating to set up grocery and prescription deliveries, so that he could return to the Community Agent's usual role. This meant him coming up with, and introducing ways to provide the Community Agent service within the current restrictions and social distancing.

The Clerk informed Councillors that the hourly rate payable to the Community Agent should have increased to the current rate payable to Agents, with effect from April 2020. Councillors approved the increase.

The Community Agent's annual PRD appraisal had been delayed due to the Covid 19 pandemic. It was decided that the Clerk would arrange for the Community Agent to have his PRD.

6. Co-option of a candidate for the office of Councillor to fill an existing vacancy.

Three applications had been received for the office of Councillor, and the application letters were considered. Following a discussion it was decided to co-opt Mrs Sian Williams from Froncysyllte to fill the vacancy of Councillor. The Clerk would inform and thank the unsuccessful applicants for the interest they had shown in the vacancy.

7. Update from the Clerk on the work log

The Clerk provided an update on the work log and this was discussed.

Parking Fron Basin/Trevor Basin - parking consultations would be issued shortly by WCBC. Cllr. Roberts informed Councillors that the issue of coaches parking in the Trevor Basin car park would be discussed at his next meeting with WCBC and CRT.

Dog fouling on the old railway line – Currently WCBC were not carrying out enforcement. The Clerk would ask WCBC why there was no enforcement.

Cars parked on the A539 Llangollen Road near to the old post office - parking consultations would be issued shortly by WCBC.

J C Edwards wall and pillars site – the feasibility study was being carried out and was due to be completed by the end of October.

New notice boards for Garth – this had been delayed due to Covid 19. Cllr. Morris offered to source suppliers and to obtain prices by the next meeting. He would also provide the Clerk with the proposed location for the board at Hafryn flats, so that the Clerk could consult with WCBC's housing department, if necessary.

Installation of a lockable gate at the George Avenue playground – the Clerk had sent an email to WCBC informing them that LRCC had engaged with the police, resulting in the proposal that the playground was locked at night. Recently there had been further problems of ASB and vandalism. Following a discussion, it was decided that the Clerk would ask WCBC if the conditions imposed in the funding agreement with the Landfill Agency could be amended, given the problems encountered at the playground. A working group would be set up comprising Cllr. Mrs S. Kempster, Cllr. A. Roberts, Cllr. E. Morris and Cllr. D. Wright to discuss solutions to the ASB at the playground.

Purchase of 2 speed signs and 2 extra lockable mounting posts – the signs had been received and would be put in place in the next few weeks. One would be placed in Trevor on the A539 near Station Road, and the other in Garth opposite Cromwell Terrace. The speed sign in Fron was operational again.

Possible use of the Froncysyllte school field - discussions were on-going.

Pot holes at Bee Bank – the pot holes had been repaired, the drains repaired and the gullies cleaned out.

Footpath between Alma Road and School Lane – Cllr. Roberts would investigate the situation.

Steps on the footpath near to the Pump field - Cllr. Morris had brought this to the attention of the Rights of Way Department at WCBC, and the path was due to be inspected.

Wildlife garden on the old railway line path – this had been installed, and more plants and shrubs would be delivered for planting in the autumn.

Kerbs in Trevor were full of weeds – this was on hold due to the Covid 19 pandemic.

Request for an Astro turf pitch in Trevor – Cllr. Roberts informed councillors that money was held at WCBC to provide a MUGA in the area, and he would be pursuing this with WCBC.

Items to be added to the work-log – damage to the wall at the War Memorial in Garth, Japanese Knotweed on the Offa's Dyke footpath, Fron Cemetery grounds maintenance, and the tidying of the garden near the Community Centre.

8. Planning applications

To consider planning applications:

P/2020/0260 – Variation of conditions 2 (approved drawings), 3 (access closure), 5 (vehicular parking) and 14 (boundaries) of planning permission P/2018/0481 – **Sugn Y Pwll Service Reservoir, Tower Hill, Garth, Wrexham.**

P/2020/0262 – Installation of motor control centre / dosing kiosk (in retrospect) – **Sugn Y Pwll Service Reservoir, Tower Hill, Garth, Wrexham.**

There were no objections to the 2 applications.

P/2020/0207 – Erection of detached dwelling – **Land at The Cottage, Garth Road, Garth, Wrexham**

There was no objection to the application regarding the house building, but Councillors had reservations regarding the safety of the proposed access to the new property.

For information (Approved by WCBC):

P/2019/0862 – Application for temporary planning permission for the installation of a totem artwork structure – **Trevor Basin Visitor Centre Car Park, Off Tower Hill, Trevor, Wrexham.**

P/2020/0116 – Construction of parking bay for two vehicles in garden area adjacent to dwelling – **Lyndhurst, Woodlands Road, Froncysyllte, Wrexham.**

9. Correspondence update from the Clerk

One Voice Wales

Future Generations Report 2020 Feedback Conference

Postponed – One Voice Wales National Awards Conference – 26th March 2020 Royal Welsh Showground

Report: Local Government and Elections (Wales) Bill

FW: Multiple Documents – “LRF – circular Ystadau Cymru” (A29878829), “LRF – WELSH –circular Ystadau Cymru “(A29903491)

Information Highlights

WLGA coronavirus email update 10.08.20

Community & Town Councils Best Practice Guide No. 1 Community Engagement

Wrexham County Borough Council

WHS Meeting 9th March – Notes and Actions

Welsh Government

Electoral Reform Newsletter – Issue 4 – June 2020

North Wales Police

Wrexham Rural Police Update 5th May 2020

Road Legislation Changes Survey

Police Update – August 2020

Ken Skates AM

E-newsletter - 02.03.20, 19.03.20, 20.04.20, 28.04.20, 08.05.20, 15.05.20, 29.05.20, 19.06.20, 26.06.20, 03.07.20, 10.07.20, 17.07.20, 31.07.20 and 17.08.20.

Denbighshire County Council

Invitation – Meeting of the AONB Champions & Local Members & Community Councils – 12th March 2020

Play Wales

E-bulletin – March 2020, April 2020, June 2020, July 2020 and August 2020

Publications – Fun in the dungeon

Playday 2020

Publications – A reading list for teachers

Publications – Focus on play: Reopening schools – prioritising play

Playday 2020 – Best ideas and games

Planning Aid Wales

Update March 2020

Keep Britain Tidy

Covid 19 – Stay Safe during Your GB Spring Clean

Calor

Calor Rural Community Fund

Foodbank Wrexham

Information sheet

Froncysyllte After School Club, Froncysyllte PTFA, Froncysyllte Nursery Plus

Emails thanking LRCC for their grants

Not included in the list - Emails received during the height of the Covid 19 pandemic/lockdown due to the large number received (over 250), and due to the fact that information was changing on a daily basis.

All emails have been forwarded to Councillors.

10. Adoption of Policies

41/19

After consideration, the Council decided to re-adopt the following policies: Terms of Reference; Code of Conduct Policy; Risk Assessment Policy; Investment Strategy; Data Protection Policy; Freedom of Information Policy; Social Media Policy; Complaints Policy; and Mileage and Subsistence Policy.

Following recommendations made in the internal audit report, the Financial Regulations were amended and adopted. Following an amendment to Section 19 of the Standing Orders, they were also adopted.

11. Responsibility for the website and the newsletter

Councillors discussed allocating responsibility for the website and the newsletter. It was decided that the Clerk would take on responsibility for the website. Regarding the newsletter, the Clerk would take on responsibility for its production, and Cllr. Roberts would continue to manage the advertising. It was decided that the Clerk should keep a record of any additional time worked, due to the increased responsibility. It was hoped that publication of the newsletter could restart before Christmas, but this was dependent on the Coronavirus situation.

The Chairman thanked Cllr. K. Sinclair for his work on the 'LRCC Coronavirus Support Group' Facebook page.

12. Maintenance of the Boer War Memorial in Froncysyllte

There was no update available regarding this item. Due to the Covid 19 pandemic it had not been possible to meet with Steve Greuter from the Wrexham Museum. It was decided to defer consideration of this item until the next council meeting.

13. Operation London Bridge

Operation London Bridge is the code name given to the passing of HM Queen Elizabeth the Second. Throughout the country in the event of the sad passing of HM The Queen the whole community would be affected. With the date of this event unknown, all organisations need to be prepared as there will be national protocols and procedures to be followed. Councillors acknowledged that a plan should be put in place, for the Community Council to be able to respond in the appropriate manner.

It was decided that this would be discussed in more detail at the next meeting. The Clerk would source a suitable portrait of the Queen for use on the Council website, and loose leaf books of condolences for use in the community.

14. Annual Inspection Reports for the Playgrounds

The annual reports had been received, and until a site meeting was held to consider the reports and identify any work that was needed, it was decided that the Clerk would arrange for the moss and algae to be cleared at each site. Also the Clerk would ask P Green to deal with the compacted matting around some of the equipment at the playgrounds.

A complaint about the gate to the playground in Garth had been received by a Councillor. It was decided that the details would be forwarded to the Clerk and a letter of reply would be sent.

15. Froncysyllte Cemetery Maintenance

A number of complaints had been received about the poor state of the Cemetery at Froncysyllte Church. The grounds maintenance at the Cemetery was the responsibility of the Church, but the person who had previously kept the area tidy had retired. The Church was trying to encourage voluntary groups to help in keeping the Cemetery tidy, and a day had been identified for volunteers to work on the cemetery grounds.

The Community Council made an annual contribution of £250.00 to grounds maintenance at the Cemetery, and it was decided that the Clerk would establish the current legal position of providing support to Churches. This item would be reconsidered at the next meeting.

16. Annual Risk Assessments for the Community seats, planters and Noddfa Cemetery

The annual risk assessments had been delayed due to the Covid19 pandemic. It was decided that these would now be undertaken. The Clerk would complete the risk assessment for street furniture, and Councillors would carry out the risk assessments for seats. The Clerk and two Councillors would carry out the risk assessment for Noddfa Cemetery, whilst abiding by social distancing.

17. Finance**42/19**

The details of payments made in April, May, June and July had been sent to Councillors. The Clerk requested that these were authorised retrospectively.

Financial statements had been circulated as at the end July 2020:

Receipts for 2019/20; bank reconciliation; and budget monitoring against precept and receipts.

Authorised payments:

P Ankers	102322	£350.00
P Green	102323	£548.00
JDH Business Services Ltd	102324	£180.00
S M Davies	102325	£120.00
Baldwins	102326	£422.40
J Evans	102327	£37.72
J Evans	102328	NJC
D Jarvis	102329	NJC
NEST	DD	£30.47
Total		£3,117.84

18. Internal Audit Report 2019/20

The internal audit had been completed and the report had been shared with Councillors. It was decided that the report recommendations would be accepted and implemented.

19. Annual Return 2019/20

The internal auditor had certified the Annual Return, and the Clerk presented it for approval by Council. Following due consideration the Annual Return was approved and signed by the Chairman.

20. Items for the next agenda.

Discuss bringing unoccupied properties back into use.

Date, Time and Venue of the Next Meeting – 8th September 2020, AGM at 6.30pm followed by the Council meeting at 7.00pm via Teleconferencing