



# CHIRK TOWN COUNCIL CYNGOR TREF Y WAUN

## MINUTES OF THE ANNUAL GENERAL MEETING HELD 25<sup>th</sup> MAY 2016

### **Present**

Cllrs Mr Dewi Evans (DE), Mr Barry Evans (BE), Mrs Jackie Allen (JA), Mrs Barbara Humphreys (BH), Mr Newman James (NJ), Mr Brian Colley (BC), Mr Frank Hemmings (FH), Mr Deryn Poppitt (DP), Mrs Suzanne Newell (SN), Mr Mark Holmes (MH), Mr Mark Roberts (MR), Mr John Vant (JV) & Mr Michael Maxfield.  
Mr S Jones (SJ), Clerk to the Council.

Cllr. Dewi Evans asked all present to stand as a mark of respect over the news that Cllr. Hilary Spragg passed away on Saturday 14<sup>th</sup> May 2016. She gave her all as a Councillor for over 30 years and will be sorely missed. After a minutes silence and reflection the meeting commenced.

### **Apologies**

Apologies for absence: Cllr. Mrs Claire Gough.

### **Declarations of Interest**

Declarations of Interest: No declarations of interest made at this point. Later in the meeting when an Appeal for Financial Assistance was tabled an interest was noted by JA and BH – see relevant minute below.

### **1. ELECTION OF CHAIRMAN OF THE COUNCIL**

Before the Chair Cllr. Dewi Evans called for proposals for Chair of the Council for 2016/17 he thanked all members of the Council and the Clerk for their support during his second consecutive year as Chairman of the Council. It has been a privilege to serve and felt honoured to have been Chairman of the Council on three occasions.

Cllr. Suzanne Newell proposed Cllr. Jackie Allen for the post of Chair. This was seconded by Cllr. Mark Roberts. No other nominations were made and Cllr. Jackie Allen was duly elected as Chairman – motion carried.

### **2. RECEIVE CHAIRMAN'S SIGNED DECLARATION OF OFFICE**

Immediately after signing the Declaration of Office and being presented with the Chain of Office by Cllr Dewi Evans, Cllr. Jackie Allen took the opportunity to address the meeting and thanked Cllr. Dewi Evans for all his hard work over the last 2 years. She also said it is a privilege to have been elected as your Chair and will perform the role to the best of her ability.

### **3. ELECTION OF VICE-CHAIRMAN OF THE COUNCIL.**

JA called for proposals for the post of Vice-Chair of Chirk Town Council.

Cllr. Barry Evans proposed Cllr. Frank Hemmings for the post of Vice-Chair. This was seconded by Cllr. Suzanne Newell. No other nominations were made and Cllr. Frank Hemmings was duly elected as Vice-Chairman – motion carried.

### **4. RECEIVE VICE-CHAIRMAN'S SIGNED DECLARATION OF OFFICE.**

Cllr. Frank Hemmings signed the declaration of office.

### **5. ELECTION OF COMMITTEES**

The following committees agreed and members elected thereto: -

**General Purposes Committee.** The Full Council.

#### **Plans Committee.**

Chairman, Vice-Chairman, Mr Dewi Evans, Mr Barry Evans, Mrs Suzanne Newell, Mr Michael Maxfield, Mr John Vant, Mrs Barbara Humphreys and Mr Brian Colley.

#### **Finance Committee.**

Chairman, Vice-Chairman, Mr Dewi Evans, Mr Barry Evans, Mrs B Humphreys, Mr Brian Colley, Mr J Vant, Mr M Holmes.

**Standing Orders Committee.** Chairman, Vice-Chairman, Mrs Suzanne Newell, Mr Barry Evans & Mr Dewi Evans..

**Special Committee.**

Chairman, Vice-Chairman, Mrs Suzanne Newell.

**Consultations Committee.** Chairman, Vice-Chairman, Mrs Suzanne Newell.

**Parish Hall Sub-Committee.** Chairman, Vice-Chairman, Mr Barry Evans, Mr Mark Holmes, Mrs Suzanne Newell, Mrs Barbara Humphreys, Mr Michael Maxfield and Mr Newman James.

**Longfield Sub-Committee.** The Full Council

**Staffing Committee.** Chairman, Vice Chairman, Mr Barry Evans, Mr Mark Roberts & Mr John Vant.

6. **APPOINTMENT OF REPRESENTATIVES.**

**School Governors:**

**Ysgol Y Waun Chirk School** Mr Barry Evans – Proposed DE/Seconded NJ – Motion Carried.

**Federated Pentre Controlled** Mrs B Humphreys.

**Chirk Charities** Mr N James, Mr M Holmes and Mr F Hemmings. At next meeting an additional Councillor to be chosen to take up the vacant Trustee position after the recent death of Mrs HJ Spragg.

**Chirk Environmental Liaison Group** Chairman, Vice-Chairman, Mrs B Humphreys, Mr B Colley, Mr J Vant, Mrs S Newell and Mr M Roberts.

**Chirk Swimming Pool Trust.** Mr B Evans.

**Black Park Community Centre.** Mr F Hemmings and Mr D Poppitt.

**OneVoice Wales, Wrexham/Flint Area Regional Committee.** Mrs J Allen.

**Shrewsbury/Chester Rail Users Association.** Mrs J Allen.

**Citizen's Advice Bureau.** Mr F Hemmings

**Chirk Air Training Corps.** Mrs J Allen.

**North East Wales Play and Playing Fields Association.** The Clerk.

**Penybont Liaison Group.** Mr F Hemmings. Mrs B Humphreys and Mrs Jackie Allen.

**Chirk Youth Football Club.** Mr M Maxfield, Mr N James, Mr M Holmes and Mrs C Gough.

**Footpath Liaison.** Mr F Hemmings, Mr J Vant and Mr D Poppitt.

**Chirk/Ceiriog Valley Partnership.** Mrs J Allen.

**Chirk Celebrations and Lights Committee.** Mr F Hemmings, Mr N James, Mr M Roberts.

**Chirk Recreation Ground Trust.** All members of the Council.

**Chirk Court Residential Home Management Committee.** Mr D Evans, (Deputy Mrs J Allen).

**Chirk Community Forum.** Mrs Jackie Allen.

**Wrexham CBC Community Council Forum.** Chairman, Vice-Chairman and the Clerk.

**Glyn Valley Tramway Trust** – In abeyance – co-opt ?

**Aqueduct Community Association** – Mrs B Humphreys.

7. **MINUTES OF COUNCIL MEETING HELD THE 27<sup>TH</sup> APRIL 2016**

Accepted as a correct record – proposed MM, seconded SN and motion carried.

8. **MATTERS ARISING**

SJ brought Councillors up to date on open matters arising from recent meetings. 4 matters have been completed.

9. **REPORT OF GENERAL PURPOSES COMMITTEE MEETING HELD 11<sup>TH</sup> MAY 2016**

Proposed DE and seconded FH as a correct record – motion carried.

Reference to item 5 on report. FH, NJ and JA have now met four members of the Nash family concerning Grave V44. Oral report given. At the next General Purposes Committee it is proposed by DE, seconded BE for determination of the complaint – motion carried.

10. **REPORT OF FINANCE COMMITTEE MEETING HELD 11<sup>TH</sup> MAY 2016**

Proposed FH and seconded DE as a correct record – motion carried.

11. **REGISTER OF MEMBER'S INTERESTS**

The Clerk distributed a form for all Councillors to complete which must be completed and returned within 28 days, The details reported will form the register of member's interests at the start of the final year in the 5 year term of office.

12. **NEIGHBOURHOOD POLICING**

PCSO Dean Sawyer presented the latest crime figures for Chirk that were distributed to Councillors beforehand. 7 counts of Anti-Social Behaviour, 4 Thefts/Thefts from Motor Vehicles, 2 Assaults & 2

Burglary were the uppermost.

To counter some instances of ASB some local youths are being visited by Youth Justice Service and 3 ABC contracts issued with the support of Parents. A reduction in ASB is also noted.

FH - Noted an instance of youths climbing onto the roof of Ysgol Y Waun, There is a cut through via the Leisure Centre - any chance that any youths using this access are challenged ?

SN – Suggested contact with the Secondary Schools nearby to ascertain who maybe behind the incident at Ysgol Y Waun. Please don't prevent local kids using the facility because of this incident.

DP – Noted the wide pavements in Rhos y Waun are being parked on causing obstruction – will be added to patrols.

BE – Asked what is the law regarding parking on the footpath. If a double buggy can pass then no obstruction ?

SN – People with impaired vision must be considered,

JA – Raised the matter of broken glass on Recreation Ground. Drinking on the Rec ? Also Chapel Lane site, Consider Signage.

### **13. DATES OF MEETINGS OF THE COUNCIL**

The suggested dates for Ordinary Meetings in 2016/17 were passed.

### **14. ATTENDANCE AT MEETINGS OF THE COUNCIL**

Details of Councillors attendance for 2015/16 presented for information.

### **15. CLERK'S REPORT**

- Community Agent Funding Agreement presented by Wrexham County Borough Council. This will provide an annual amount to more than cover the payroll cost and initial equipment purchase. Agreed to table at Finance Committee meeting in near future.
- Complaint Policy – Put policy in place ahead of finalising the current matter of complaint concerning Grave V44. Will be considered in detail at forthcoming General Purposes Committee meeting.
- Public Meeting – scheduled for 9<sup>th</sup> June 2016 and publicity in place. After the request for Cllr. Poppitt to step out of the Annual Town Meeting on April 27<sup>th</sup> 2016 – which in hindsight should have been rebuffed, DP asks if he may attend the upcoming Public Meeting. Council confirmed full approval for this request.
- Citizen of the Year 2015 Reception – Council and Press asked to keep the name of this year's COY embargoed until the planned event on 17<sup>th</sup> June 2016. Trevor Morris was selected ahead of 4 other nominations. Councillors were delighted and believe Trevor to be very worthy of the honour.
- Glass on Recreation Ground – Skate Park – echoing the comments made earlier by JA – see minute 12.
- Independent Remuneration Panel – SJ is required to complete a return on Members Allowances & Expenses for 2015/16 and submit by 30<sup>th</sup> September 2016.
- Black Park Play Area – email from resident who is keen to see some focus on this play area and money found to improve the equipment. SJ agreed to meet once our Play Equipment Consultant has given some ideas of what might be possible.
- Variable Speed Road Signs – SJ has met with Lee Waterhouse who is a director of TWM Traffic Control Systems and gained a much better understanding on the siting and implementation of 2 signs on the B5070 on entering Chirk from North and South. Roughly speaking £5,000 is the cost. It was proposed by BE and seconded by MM to move forward, approve the spend and progress the planned installation. Motion carried.

### **16. APPEALS**

BH and JA declared an interest as they serve on the committee of the organisation making the request for financial assistance.

Chirk Hospital Circle of Friends are requesting support for their Queen's 90<sup>th</sup> Birthday Celebration – An Indoor Tea Party to be held at the Parish Hall on June 11<sup>th</sup> – this is for the children of Chirk. After discussion a proposal from BE and seconded by MH that the fee for hire of the hall (£30) and £200

towards the purchase of refreshments be donated – motion carried.

## 17. CORRESPONDENCE

- **Sustainable Wales** – Press Release, Shine a Light – A film that promotes local energy. **Noted**
- **Marie Russell – WCBC** – Town & Community Council Forum, next meeting 16<sup>th</sup> June 2016. Please submit agenda items. **Noted**
- **Steve Davies – Chirk Youth Football U13/U14** – Letter of thanks for sponsoring their new kit. **Noted**
- **Friends of Chirk Station** – Letter of thanks for £200 donation. **Noted**
- **Sophie Howe – Future Generations Commissioner for Wales** – Invitation to discussion session at Glyndwr University 14<sup>th</sup> June 2016 at 2:00pm. **Noted**
- **Vera Hanmer** – Disturbance caused by ball games being played in the road. **Request PCSO to make a site visit and meet Ms Hanmer.**
- **Chirk & Ceiriog Valley Partnership** – Report on meeting held on May 3<sup>rd</sup> 2016. **Noted**
- **Civic Support Officer – WCBC** – Invitation to attend the Civic Service at St Giles Parish Church, Wrexham on Sunday 19<sup>th</sup> June 2016 at 11:00am. **Noted**
- **Tim Phillips – Fields in Trust** – 100<sup>th</sup> Anniversary of the Battle of the Somme, nominate a recreational space in honour of those who lost their lives in conflict. **Proposed SN, seconded BE for Chirk TC to propose Longfield Recreation Ground as a Centenary Field. Motion carried. It will serve as a great muster point for the Remembrance Sunday parade/march. Also could the matter of the single goal post on Longfield be put on the agenda of a future General Purposes Committee meeting ?**
- **Lyn Cadwallader – One Voice Wales** – Letter of thanks for renewing membership and request for details of Councillor nominated to attend Area Committee meetings. **Noted**
- **Alison – WCBC Electoral Services Team** – advice on procedure relating to filling a vacancy on the Town Council. **Noted**
- **Alan Jones – North Wales Miners Assn. Trust** – request for letter of support for Heritage Lottery grant application. **Proposed DE, seconded DP to send a letter of support. Motion carried.**
- **Yvonne Owen – Dee Valley Water** – Advice on new website and visual identity. **Noted**
- **John Savage – Nightingale House Hospice** – Invitation to Summer Events June 7<sup>th</sup> & 9<sup>th</sup> **Noted**

## 18. PLANNING MATTERS

The following applications for planning consent received from the Chief Planning Officer, Wrexham County Borough Planning Authority under the consultation procedures for consideration and comment were dealt with at the Planning Sub-Committee held this evening ahead of the AGM..

- **P/2016/0406 Two Storey Side Extension**  
64 Church View, Chirk, Wrexham.  
**Comments: The Council has no objection to the proposal.**
- **P/2016/0445 Display of 2 No Free Standing Stone Signs with Slate Plaques Positioned on Either Side Of The Entrance**  
Llys Y Waun, Maes Y Waun, Chirk, Wrexham.  
**Comments: The Council has no objection to the proposal.**
- **P/2016/0442 MDF Wash Water Pre-Heater**  
Kronospan Ltd, Holyhead Road, Chirk, Wrexham.  
**Comments: The Council has no objection to the proposal.**
- **P/2016/0453 Listed Building Consent For Conversion Of Ground Floor Of Chirk Mill To A Tea Room, Removal of Internal Wall to create a Counter Area for the Tea Room, Conversion of Outbuilding to Commercial Kitchen, Installation of Extractor Fan in the External Wall of the New Kitchen, Re-installation of Internal Doorway in existing Bricked-Up Doorway Cavity, Re-installation of Windows in Existing Bricked Up Window Cavities in External Walls**  
Chirk Mill, Chirk, Wrexham  
**Comments: The Council has no objection to the proposal.**
- **P/2016/00474 Remove Ivy Off 4 Pine Trees**  
Tree No 1 – Remove Branch Hanging Over Neighbouring Garden  
Tree No 2 – Remove Branch Over Neighbouring Garden Remove 2M Off Branch Towards Building  
Tree No 3 – Remove Branch Over Neighbouring Garden Remove 2M Off Branch Towards

## **Building**

### **Tree No 4 – Remove Branch Over Neighbouring Garden**

**(Protected By Chirk Conservation Area)**

**Glyn Wylfa Castle Road Chirk Wrexham.**

**Comments: *The Council has no objection to the proposal.***

In addition the report of the Planning Sub Committee meeting held on May 11<sup>th</sup> 2016 was accepted as a correct record – proposed FH, seconded MM and motion carried.

## **19. ACCOUNTS/PAYMENTS**

### **• Payments**

A list of invoices and payments (to 25.05.16) amounting to £7,805.90 & £25.00 (using pre-paid creditcard) was given to the Council and were passed for payment (see addendums).

### **• Annual Return**

The Internal Auditor has reported and initially made 2 recommendations. One concerned the treatment of Fixed Assets – in the financial period the register should be updated for assets purchased, a Defibrillator and CCTV transactions were identified. The Second recommendation concerned the reporting of Staff Costs. SJ has worked further on these and amendments made will be represented to Council and then formal adoption of the complete Internal Audit report can be made. The Annual Return will also have some figures updated ahead of sign off by the Council. JA proposes a vote of thanks to the Clerk for the work undertaken for both Internal and External Audit.

## **20. ANY OTHER BUSINESS**

- MM – Reports that 4 Street Lights are not working.
- NJ – Concern over unleashed dogs using the Recreation Grounds, particularly in the light of recent news of some 9 children attacked in a park by a dog. Notice boards need to state that dogs to be kept on a leash at all times. Suggest that a look at Byelaws that may support. Motion carried.
- FH – Made reference to 20mph speed limit for all or part of Chirk, this has been raised before but in the light of news that Pontfadog now has a newly approved 20mph zone – should this be re-visited. SJ is aware that it has taken over a year for the scheme in Pontfadog and that Wrexham Council now only request legal traffic orders once a year.
- FH – Concern over the workload being placed on the Clerk – seems more than his predecessor a year ago. Suggest a Staff Committee meeting is called to review.
- BC – Reminder that the Charity Dog Walk starting at Glyn Wylfa is on May 29<sup>th</sup> 2016.
- BC – Small sink hole in Maes y Waun which has simply been coned off. Clerk to write to Wrexham Council – the service level agreement should see a repair within 14 days. It may relate to Welsh Water as the sewer is involved – collapsed ?
- SN – No representative from Wrexham Council present. Disappointing. Hedge belonging to Kronospan on Holyhead Rd near to Chapel Lane should be pared back. Terry Evans may be aware. Also it is suggested that Kandida is informed.
- SN – Walls/Railings – New Rhos y Waun are in a state of disrepair. Co-op/Coronation Drive vicinity.
- SN – 5 Maes y Waun has a hedge encroaching on the footpath.
- SN – Last Sunday evening debris came off a lorry and hit windscreen. Also rubble debris seen on roadside by Bus Stop – Chapel Lane. Lorries are not covered. Make Kronospan aware.
- MH – Condition of football pitch at the school leaves a lot to be desired. Who is responsible for cutting ? Freedom Leisure/School – contractor engaged ?
- BE – Confirmed that listed Milestones in Chirk are being renovated.
- JA – Come to the end of the meeting and grateful thanks for voting me in as Chair.

**Meeting closed 9.15pm.**

**Signed**

**Chairman**

**29<sup>th</sup> June 2016**