



# CHIRK TOWN COUNCIL CYNGOR TREF Y WAUN

## MINUTES OF ORDINARY MEETING HELD 28<sup>th</sup> JUNE 2017

### Present

Cllrs Mr Frank Hemmings (FH), Mrs Jackie Allen (JA), Mrs Barbara Humphreys (BH), Ms Kirsty Cottam (KC), Mr Terry Evans (TE), Mrs Sarah Williams (SW), Mr Michael Maxfield (MM), Mr Newman James (NJ), Mr Mark Holmes (MH), Miss Lynne Painter (LP), Mrs Dot Griffiths (DG), Mr Gareth Baines (GB) & Ms Eleanor Burnham (EB).  
Mr Shaun Jones (SJ), Clerk to the Council.

### Apologies

Apologies for absence: Cllrs. Mr Brian Colley & Mr Mark Roberts.

### Declarations of Interest

Declarations of Interest: No declarations of interest made at this point

### **32. TO CONFIRM AND SIGN THE MINUTES AS A TRUE RECORD OF THE MEETING HELD ON 31<sup>ST</sup> MAY 2017.**

The draft minutes for the Council Meeting held 31<sup>st</sup> May 2017 are now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded KC was passed unanimously.**

### **33. TO CONFIRM AND SIGN THE MINUTES AS A TRUE RECORD OF THE MEETING HELD ON 19<sup>TH</sup> JUNE 2017.**

The draft minutes for the Council Meeting held 19<sup>th</sup> June 2017 are now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded TE was passed unanimously.**

### **34. TO CONSIDER ANY MATTERS ARISING FROM THE MINUTES RECEIVED ABOVE NOT REPORTED ELSEWHERE.**

Minute 15 – 31.5.2017 – Mention made of the recent news article published in the Oswestry & Border Counties Advertiser highlighting Councillors concerns over Neighbourhood Policing in Chirk and included the issue of illegal parking on the zig-zag lines outside the Spar on Church Street. An initiative jointly with the Police Inspector and Chirk Town Council is underway to see if the street barrier could be extended to discourage inappropriate parking in this area.

Minute 21 – 31.5.2017 – Collaboration with the Chirk & Ceiriog Valley Partnership (CCVP) is anticipated. SJ is to receive meeting minutes from CCVP to assist with keeping members regularly informed.

Minute 22 – 31.5.2017 – A warm welcome was given by the Chair to the 4 newly co-opted members following the Special Meeting held on June 19<sup>th</sup> 2017. The Chair invited every member to give a short introduction to give the new Councillors an idea of who is who.

Minute 24 – 31.5.2017 – Footpath 45 remains a live issue. A Rights of Way presentation would assist members in a clearer understanding of how to retain legal status of paths and bridleways in Chirk North and South Wards. SJ agreed to look into this.

### **35. TO CONSIDER NEIGHBOURHOOD POLICING MATTERS**

No PCSO present this evening. The usual statistics report has been presented to members. Note made of the 3 Assaults recorded with no specific detail. JA suggested that if a prosecution is pending it is not always possible to provide.

**36. TO RECEIVE REPORT FROM GENERAL PURPOSES COMMITTEE MEETING HELD 19<sup>TH</sup> JUNE 2017.**

The draft report for the General Purposes Committee meeting held 19<sup>th</sup> June 2017 are now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded BH was passed unanimously.**

EB recently visited the Cemetery and reports the grass has been recently cut. She also had a suggestion made by a resident there that when a grave is re-opened the spoil be containerised rather than put on a sheet adjacent – thus temporarily blocking the grave space. SJ will discuss with the regular contractor.

**37. TO RECEIVE REPORT AND RECOMMENDATIONS FROM STAFF SUB-COMMITTEE MEETING HELD 20<sup>TH</sup> JUNE 2017.**

The draft report of the Staff Sub-Committee meeting held 20<sup>th</sup> June 2017 is now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded FH was passed unanimously.**

Recommendations made are now put to Council, **motion proposed JA and seconded MH – passed unanimously.**

**38. TO RECEIVE REPORT AND RECOMMENDATIONS FROM FINANCE COMMITTEE MEETINGS HELD 31<sup>ST</sup> MAY 2017 & 20<sup>TH</sup> JUNE 2017.**

The draft report of the Finance Committee meeting held 31<sup>st</sup> May 2017 is now put to the Council as an accurate record of proceedings. **The motion proposed KC and seconded JA was passed unanimously.**

The draft report of the Finance Committee meeting held 20<sup>th</sup> June 2017 is now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded BH was passed unanimously.**

**39. TO RECEIVE ORAL REPORTS FROM COUNCIL REPRESENTATIVES.**

JA attended a National Executive Meeting of One Voice Wales in Builth Wells her report will be taken under Agenda item 15.

The Open Day at Chirk Court on 16<sup>th</sup> June 2017 was attended by the FH, BH, MR and SJ. An outcome is a request for financial assistance under Agenda item 12.

**40. TO RECEIVE ORAL REPORTS FROM LOCAL MEMBERS – WREXHAM CBC.**

Jointly given by FH and TE. It is understood another £13m has to be taken out of the budget of Wrexham County Borough Council over the next 2 years. Another look at the bin service (maybe reduce the annual number of collections and grass cutting around the borough are expected in an effort to save on costs. Mention of Footpath 45 which efforts to resolve are very long standing. Some re-route has been agreed over WCBC and Hospital Trust land, however the matter is not completely resolved. The area around Coronation Drive – could be considered for a one-way scheme that would allow for more street parking. In collaboration with Freedom Leisure a pilot scheme to provide Dementia Friendly Swimming sessions is due to start soon. Up at Chirk Hospital the Dementia Support nurse is to take maternity leave so FH is aware of an appeal for volunteers to play music or sing. Mention of the Black Park singing group and GB mentioned Consortina – Music for the Elderly that should be contacted. Halton Roundabout consultation, 21.6.17 Chirk Parish Hall – FH and SJ attended. Looking at making improvements but with an eye that perhaps in the long term the A5/A483 is dualled from Ruabon to Nescliffe. Measures to improve safety. NJ believes marked Police cars slow people down. After the recent single vehicle accident on the Ceiriog Viaduct adding concrete barriers (as a temporary measure) were delayed because of teams working in London and elsewhere. Kronospan have a Public Consultation event planned for Thursday 6<sup>th</sup> July 2017 in the Council Chamber of Chirk Parish Hall 1pm to 8pm.

**41. TO DECIDE UPON APPEALS FOR FINANCIAL ASSISTANCE RECEIVED.**

An appeal from RAF Air Cadets 856 Chirk Squadron towards new computer equipment for training. Mention of a Civilian Fund Raising Committee made and that it has never been seen in Chirk. MH proposed and SW seconded a donation of £100 be made. An amendment was proposed by LP and seconded by TE that a donation of £200 be made. The amendment was voted on first with 6 in favour and 6 against. The Chair used his casting vote in favour of the amendment – motion carried.

An appeal from Chirk Court residents for funds towards the purchase of an iPad for Reminiscence TV and other online resources. JA proposed and BH seconded a donation of £500 be approved. All agreed – motion carried.

**42. TO RECEIVE INTERNAL AUDITORS REPORT AND ANNUAL RETURN FOR YEAR ENDED 31ST MARCH 2017.**

The Internal Auditors report was thoroughly reviewed and explanations by SJ provided when required. JA proposed and KC seconded that the Audit report be noted – all agreed. Thanks to the Clerk for the work undertaken.

Then the completed Annual Return for 2016/17 was tabled. It was moved by JA and seconded by LP that it is approved. Inspection by electors is closing on 6<sup>th</sup> July 2017 and then all will be submitted to Grant Thornton – the External Auditors.

**43. TO RECEIVE AND ADOPT A DOCUMENT RETENTION POLICY.**

A model Document Retention Policy supplied by our Internal Auditors has been tailored for Chirk Town Council and reviewed by the Finance Committee on 24<sup>th</sup> March 2017. It was intended for this to be brought to Full Council earlier but accidentally got left off the agenda. **It was moved by JA and seconded by MH to adopt** the Document Retention Policy and for it to be regularly reviewed along with other policies in place for Chirk Town Council. **All agreed – motion carried.**

**44. TO RECEIVE AN ORAL REPORT FROM CLLR. ALLEN CONCERNING COMMUNITY COUNCIL CLUSTERING.**

JA attended a recent National Executive Meeting of One Voice Wales at the Showground in Builth Wells. Amongst matters discussed a clear direction of travel that the Minister – Mark Drakeford AM gave over Community Council Clustering was emphasised. In fact some £1.5m could be available to assist with establishment of schemes across Wales. JA gave an example of perhaps Community/Town Councils engaging Enforcement Officers to combat the nuisance of dog fouling and traffic obstruction/parking issues. A cluster of 3 or more Councils could collaborate. Any fines levied could assist with long term financing of the scheme. JA as the current Chair of the Wrexham & Flintshire Area Committee of OVW will sound out opinion over the potential for collaboration along the lines stated.

KC left the meeting at 8:15pm

**45. TO RECEIVE THE ORAL REPORT OF THE CLERK – INCLUDES CORRESPONDENCE.**

SJ tabled the updated Ongoing Matters report which lists actions from previous meetings.

An offer to purchase a Notice Board at a discount of 40% has presented itself. SJ advises an enclosed lockable example which support 9 x A4 posters is offered for £478.20 plus VAT. Members approved the purchase. It is to be decided where it should be located – likely Pentre as a replacement or possibly Black Park where no Council Notice Board currently exists.

A New Councillor Induction training course put on by One Voice Wales is slated for 13.7.17 in Gresford. It should be noted that SJ is putting plans in place for one or two bespoke OVW training sessions here in Chirk and both old and new Councillors are encouraged to participate.

It was agreed that TE should be the deputy CTC representative on the Chirk & Ceiriog Valley Partnership committee – JA remains the primary.

Correspondence:-

- **North Wales Fire & Rescue** – Invitation to participate in consultation. **Agreed to participate.**
- **Denise Tegerdine – Woodland Trust** – Protect trees in urban environment. **Noted.**
- **Chirk Community Newsletter** – Letter of thanks for donation of £500. **Noted.**
- **Heritage Lottery Fund** – Great Place Scheme – Place Heritage at the Heart of Communities. **Noted.**
- **Karen Holthofer – AONB Communications Officer** – Become a Champion for the Clwydian Range & Dee Valley AONB. **Cllr. Burnham is happy to be the CTC Champion.**
- **Sean Hanratty – Rights of Way** – Chirk footpath 45. **See minute 34 above.**
- **Welsh Government – Stakeholder Workshops** – July 17 Colwyn Bay, Higher Activity Radioactive Waste Management and Disposal. **Noted.**
- **Nicholas Roe – Wrexham Area Civic Society** – Annual Awards 2017 – submit nominations. **An email reply to suggest possible submission of the recent Chirk Court redevelopment.**
- **Eilwen Jones – Regional Emergency Planning Officer** – Invitation to be a pilot area for developing a Community Emergency Plan. **Noted and SJ will be meeting EJ tomorrow at WCBC Town & Community Council Forum where she is presenting. NJ very much in favour of Chirk having such a plan.**
- **Christine Ashford – Friends of Chirk Station** – John Woods Wales in Bloom making a short visit to Chirk on 10.7.17 – invitation to Clerk and Chair to join the welcoming party. **Noted.**

- **Christine Ashford – Chair Ysgol Dinas Bran Governors** – Outlining senior management team for 2017/18 academic year. **Noted.**

**46. TO RECEIVE REPORT AND RECOMMENDATIONS FROM PLANNING SUB-COMMITTEE MEETING HELD 19<sup>TH</sup> JUNE 2017.**

The draft report of the Planning Sub-Committee meeting held 19<sup>th</sup> June 2017 is now put to the Council as an accurate record of proceedings. **The motion proposed JA and seconded MM was passed unanimously.**

**47. TO CONSIDER AMENDED PLANS P/2016/1165 – LAND ON NORTH SIDE OF STATION AVENUE, CHIRK.**

SJ provided background to the history of this application and the copied in response from a neighbour to the proposed development. TE provided information on the response he has given and offered to copy SJ. Members were wishing to echo the sentiments over their strong wish to protect the Conservation Area. SJ will submit additional comments back to WCBC Planners.

**48. TO CONSIDER PLANS P/2017/0504 – THE LODGE BLACK PARK, CHIRK.**

Members were happy to leave to the Conservation Officer to determine whether the applicant's proposals are in keeping. Agrees to approve on this basis.

**49. TO CONSIDER LODGING A COMPLAINT OVER P/2015/0225 – LAND WEST OF AND ADJACENT TO THE BUNGALOW, OLD BLACK PARK ROAD, HALTON, CHIRK.**

It was agreed to see if the Planning Consultant CTC engaged would assist/advise on how to lodge a complaint but remain anonymous. SJ to progress.

**50. TO APPROVE PAYMENTS TO BE MADE AS ON LIST ATTACHED.**

**Payments**

A list of invoices and payments (to 28.06.17) amounting to £18,113.23 & £9.51 (using pre-paid creditcard) was given to the Council and were passed for payment (see addendum). Proposed JA and seconded LP for approval – motion carried.

**51. TO PRESENT ITEMS FOR INCLUSION ON THE NEXT AGENDA.**

- **Emergency Plan Pilot.**
- **Children/Young People of Chirk – Invite TNR Coaching Activities and Training.**
- **Longfield Recreation Ground – propose improvements.**
- **Butchers Corner – poor drainage.**

**Meeting closed 9:03pm.**

**Signed**

**Chairman**

**26<sup>th</sup> July 2017**