

Minera Community Council Meeting held on Wednesday 28th June 2023

Commencing at 7.15 pm at the Tyn y Capel, Minera

Present: Cllrs H Field (Chair), D Kelly (Vice-chair), N Jones, J Belton, T Grundy, D Gidlow, W Ollerhead, A Roberts, J Wellens, G Dillon

Clerk: Mr D Hinchliffe

Apologies: Cllr W Brown

There was in attendance one member of the public, a resident of the Minera ward.

29/23 Declarations of interest

29/23.1 Cllrs G Dillon and N Jones advised the meeting that they had personal interests in any discussion which would take place relating to recent flooding issues at Eversley Court.

Cllr N Jones also declared an interest by association with respect to a request made for financial support by the wardens of St Mary's Church.

30/23 Ratification of the minutes of the previous meeting

30.1/23 The minutes of the meeting held on 17 May 2023 were proposed as a correct record by Cllr W Ollerhead and seconded by Cllr D Gidlow.

31/23 Matters arising from the minutes not otherwise dealt with in the agenda

31.1/23 The Chair conducted a brief review of the minutes and confirmed that all matters of importance would be addressed within the agenda for the meeting.

31.2/23 Cllr J Belton raised the issue of a recent incident in Bwlchgwyn where the community defibrillator had been found to be unserviceable when required for an emergency incident and asked what safeguards Minera Community Council had in place to avoid a similar situation relating to its 3 deployed devices.

The Clerk responded to advise the meeting that the three defibrillators installed by Minera CC were all registered on The Circuit, had appointed guardians, and were checked as fit for use each month, with confirmations sent to The Circuit whenever requested. These were conditions of acceptance under the Welsh Government free defibrillator scheme. The Clerk also noted that the defibrillator at Minera School was not currently on The Circuit, and that he had advised the One Voice Wales Defibrillator Officer of its circumstances so that he could engage with the school to address this. The Clerk had also sent a message via Facebook regarding the Bwlchgwyn event, offering assistance in getting the defibrillator involved in the recent incident duly registered and made ready for future use.

32/23 Co-option – to discuss and if deemed fit, to initiate a co-option process to fill the current vacancy for one Community Councillor

32.1/23 The Clerk advised the meeting that he had received advice of interest in the open position shortly after the period of notification under the previous co-option exercise had ended.

32.2/23 Following a brief discussion Cllr J Belton proposed and Cllr G Dillon seconded that the Clerk be instructed to initiate a new co-option exercise and publish the requisite notices.

33/23 Police report – to receive an update from the local policing team

33.1/23 The Clerk advised the meeting that no report had been received from the PCSO in the current month. A meeting had been held with Sergeant Nathan Harvey, however, pertinent details of which would be included in the Borough Councillor's report.

33.2/23 Cllr D Gidlow advised the meeting of a recent incident close to his home involving a motorcycle and farm vehicle. Excess speed had not been a factor in this serious accident, but speeding at the top of the Old Road was a serious problem.

Cllr J Wellens responded to advise that he would pass these details on to GoSafe at a meeting scheduled within the week, and the Clerk added that a separate communication sent regarding several speeding hotspots in the Minera ward had also received a response from GoSafe.

33.3/23 In conjunction with efforts to engage GoSafe, Cllrs J Belton and D Gidlow resolved to undertake a sequence of community speed checks on the Old Road and would share details of outcomes with Councillors.

34/23 Footpath issues – report on activities

34.1/23 Cllr N Jones advised the meeting that several overgrown paths were currently in evidence around the community. This was a function of the good weather and density of vegetation.

34.2/23 A broken bench had been notified by a resident, following which Cllr N Jones had photographed the damage. Following a brief discussion it was established that the bench was probably a North Wales Wildlife Trust asset. Cllr N Jones would raise this with NWWT at a scheduled meeting and the Clerk would advise the resident.

35/23 Minera Community Council Chair's report – summary of activities

35.1/23 Cllr H Field had circulated a brief report prior to the meeting, which was taken as read.

35.2/23 A resident had complained about the state of the for sale sign outside the former Tomlinson's Dairy entrance on Gwernygaseg Road. The Clerk had advised the agents,

who had undertaken to review and repair the sign as necessary. The agent had not, however, either confirmed nor denied whether a sale of the site was proceeding.

35.3/23 Cllr A Roberts enquired whether anything was known about development intentions on a site close to Pen y Nant where hard standing had recently been installed. The Chair responded to advise that WCBC continued to monitor this site to ensure that planning consents were adhered to, but that the longer-term intentions of the landowner were unknown.

36/23 Borough Councillor's report – summary of activities

36.1/23 Cllr J Wellens advised the meeting that he had participated in a recent 'skip day' at which WCBC had facilitated removal of excess household waste for tenants in Minera who might otherwise struggle to get refuse to the waste facility.

36.2/23 He had also engaged with the Mind the Gap organisation, whose remit was to identify education and training gaps caused by the pandemic together with practical solutions to close them. Community Councils were seen as a good vehicle for spreading the message about this initiative. He therefore proposed to invite Mind the Gap to address a future meeting to explore possibilities in this regard.

36.3/23 The Clywedog Valley Trail bid to the Heritage Lottery Fund would be submitted shortly. This was stage one of a longer application process. Councillors would be kept apprised of developments, and a letter of support from Minera CC would be requested shortly.

36.4/23 The Chair advised the meeting that she had attended a meeting of AONB Champions and had tendered an invitation to attend a future Projects Meeting at which their involvement in plans for the National Park could be outlined. This would align to the objectives of the Clywedog Valley Partnership bid, and be of potential interest also to NWWT, Minera Quarry Trust and other bodies. She had therefore asked the Clerk to explore setting up such a meeting in either September or October.

36.5/23 A meeting had been held at Minera Hall, attended by the legal representative of the landlord. Undertakings to secure the site with palisade fencing had been made, and subsequently confirmed in writing to the Clerk, although with no specific time commitment. A meeting with Sergeant Harvey of North Wales Police had reviewed this situation further, following which the Clerk had shared correspondence received so that the use of a police Community Protection Notice might ultimately be considered in the event of future disturbances at the site. Any other incidences of antisocial behaviour in the community would be likewise forwarded to NWP to consider similar remediation.

36.6/23 Plans to set up a Minera-based community newspaper had lain fallow for several months. Cllr Wellens advised the meeting that he would now resume the process with the assistance of those Councillors who had previously helped him. It was reiterated that the finished product would have the support of Minera Community Council but would not bear any editorial stamp in its name.

36.7/23 Cllr Wellens advised the meeting that he had not received copy correspondence relating to the flooding issues discussed at the previous meeting. He would nevertheless follow up the issues discussed once details were passed on.

36.8/23 The resident in attendance had come to the meeting to give an update on developments regarding her personal experience after the flooding event, and the Chair now invited her to speak. Several meetings had been held with representatives of the builder, the Management Company and WCBC. The situation remained deeply unsatisfactory for affected residents, albeit some root cause problems had been potentially identified and some remedial action may be imminent. It was understood that several residents were now withholding dues from the Management Company in protest.

36.8/23 The Chair thanked the resident for her update, and Cllr Wellens requested that a summary of the points made and a timeline of meetings held be passed to himself and the Clerk so that future support could be facilitated.

37/23 School Governor's report – summary of activities

37.1/23 Cllr W Ollerhead advised the meeting that the Governors had been heavily involved in helping the school respond to the recent Estyn determination. Governors were now meeting weekly and focusing on the improvement plan rather than drafting an appeal against the Estyn decision. A first visit by Estyn to review progress would be made on 6 July.

37.2/23 The Governors were currently seen in a very good light and as a 'critical friend' to staff at a trying time. The demand on individual Governors' time was significant but rewarding. The process of instilling all the necessary improvements was expected to last for twelve months.

Susanne Allcroft now joined the meeting.

38/23 Community Agent's report – summary of activities

38.1/23 Demand for the Agent's services continued to increase. This was expected to continue in coming weeks as a new Social Prescriber was now in place who had inherited a backlog of work.

38.2/23 Singing for the Brain sessions were going well as a support service for those affected by dementia, and the coach trip to Llandudno had enjoyed good weather and turnout. A grant of £850 to support future activities had also been secured from Tesco.

38.3/23 Following the resignation of the Coedpoeth Agent it was understood that Coedpoeth CC was urgently seeking a replacement. In the meantime, one particularly difficult referral had been resolved by the Agent that would otherwise have been handled by the Coedpoeth Agent.

38.4/23 The Chair advised the meeting that a positive meeting had been held with representatives of WCBC concerning administrative arrangements in support of the Agent service. Additional written reports and submissions were being added to monthly returns,

however, which were causing concern in terms of workload. The Clerk would therefore re-engage with WCBC to clarify the need for and quantity of the returns which were being requested.

The Chair thanked Susanne once again for her work in the community, and she then left the meeting.

39/23 Correspondence – summary of items received: the Clerk will highlight any issues requiring attention and provide any clarifications.

39.1/23 The Clerk had circulated a summary of the month's correspondence ahead of the meeting. No matters were evident from the summary which would not be dealt with in the agenda of the meeting.

39.2/23 The Clerk advised the meeting that he had received, subsequent to distribution of the summary, details from Blue Sky Landscaping of options for completing works at New Brighton and for ongoing maintenance of the site. Following a brief discussion, it was agreed that the Clerk and Chair should review the list and commission any appropriate works which were within the scope of their delegated financial powers.

40/23 Grants and donations – to consider requests for financial support received.

40.1/23 The Clerk advised the meeting that three requests had been received for financial support. Following a brief discussion, the following items were approved:

£150 to SSAFA (armed forces charity) proposed by Cllr G Dillon, seconded by Cllr N Jones

£300 to St Mary's Church for upkeep of the churchyard, proposed by Cllr J Belton, seconded by Cllr D Kelly

£100 from the Civic Budget to St Mary's Church towards the cost of refreshments to be served at the 100th anniversary commemoration of the peal of bells, proposed by Cllr W Ollerhead, seconded by Cllr J Wellens

41/23 Financial matters – to approve the month's financial statement and schedule of proposed payments

41.1/23 The Clerk briefly explained the financial activities for the period, and the details of payments proposed to be made, following which the financial statement for the period was proposed for acceptance by Cllr D Gidlow and seconded by Cllr J Wellens and the schedule of payments, shown below, was proposed for approval by Cllr J Belton and seconded by Cllr G Dillon.

D Hinchliffe - Clerk salary, June	438.78
D Hinchliffe - Clerk HWA, June	20.00
HSBC, charges for May	5.00
SSE - electricity charges for May	347.29
S Allcroft, Agent salary for May	768.49
EE - mobile phone bill	13.19
OVW - training for Cllrs Brown and Grundy	76.00
S Allcroft, expenses relating to Coronation event (precepted project expenditure)	309.64
S Allcroft, expenses relating to Coffee Companions	27.50
Coedpoeth United - donation approved at May meeting	300.00
Zurich - insurances 2023/24	2,085.18
SLCC - membership 23/24	112.00
Groundwork - room hire for Coffee Companions	125.00
JDH - internal audit 2022/23	342.00
Total for approval	4,970.07

41.2/23 The Clerk advised the meeting that the Internal Auditor had completed her work and provided her report. Two minor findings had been recorded relating to a lack of approval of payments in Council meetings, although the audit trail had shown that prior approval of all expenditures had been properly minuted according to the financial policies in force. The Clerk had therefore acknowledged the Internal Auditor's opinion by signing off the Annual Return as a fair presentation of the financial activities of Minera Community Council for the year ended 31 March 2023, signifying that the document was ready to receive the signature of the Chair.

Cllr G Dillon proposed and Cllr W Ollerhead seconded that the Chair sign the Annual Return. All Councillors were in agreement, and the Chair's signature was duly applied to the document.

42/23 Review of sub-committees

42.1/23 The Chair commented that the Health and Safety Committee and Streetlighting committee had both not met for some time, and for the sake of good order ought to be formally reconstituted to review issues relating to their remit as and when required, acknowledging the work currently undertaken by Cllr J Belton to maintain an active presence by Minera Community Council on the Streetlight Consortium.

42.2/23 Following a brief discussion, the composition of the Streetlight Committee was confirmed as being Cllrs J Belton and J Wellens, and the Clerk undertook to provide this committee with all relevant correspondence from Mega so that meetings could be organised as required.

42.3/23 After a further brief discussion, the composition of the Health and Safety Committee was confirmed as being Cllrs J Belton and D Kelly. The Clerk would likewise

share relevant correspondence with the committee and facilitate relevant business, including the scrutiny of play area maintenance reports and the annual risk assessment.

43/23 Planning matters – to consider items received from the Chief Planning Officer

43.1/23 No papers had been received in the month in respect of any new planning applications.

43.2/23 The Chair advised the meeting of developments since the previous meeting relating to planning application P/2023/0144, erection of detached garage, land adjacent to Lynwood, Maesyffynnon Road, Minera.

43.3/23 A site meeting had been held following concerns expressed relating to the size and position of new building works specified in the plan. Subsequent to the meeting WCBC had provided paperwork to be completed to summarise these concerns, which would need to include measured dimensions, and which would benefit from witness statements relating to the utility of and access to footpaths adjacent to the property to back them up. The Chair had been in dialogue with the property owner to advise that forms would be submitted in the near future on these terms.

43.4/23 Following a brief discussion, the Clerk and Chair undertook to complete and submit the forms, and Councillors would either provide witness statements of their own or contact other interested parties to invite them so to contribute to the submission of documents to WCBC.

Meeting adjourned 2120 hrs.