

## MINUTES OF THE MEETING OF GRESFORD COMMUNITY COUNCIL HELD AT GRESFORD METHODIST CHURCH HALL ON 8<sup>th</sup> March 2018

### Members Present

Councillors A. Bailey, M. Harriman, B. Blackmore, J. Holmes, S. Atherton, M. J. Edwards, M. Wilde, J. Hobbley, J. Dutton, R. Gilmartin

**Chair:** Councillor J. Holmes

**Clerk:** Serena Baxter

**Apologies given and accepted:** Councillors M. Lightwood, A. Atkinson

**Absent:** Councillor. J.Blackmore

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### 170. APOLOGIES FOR ABSENCE

Apologies were given and accepted. The Council were pleased to hear that Councillor Lightwood is much improved and hoping to return to her duties as Councillor in the near future.

### 171. DECLARATIONS OF INTEREST

Members were reminded that they should declare the existence and nature of any personal and or prejudicial interest on the form provided for this purpose for any item under discussion.

### 172. PUBLIC PARTICIPATION

There were no members of the public present.

**173. CONFIRMATION OF MINUTES:** The minutes of the meeting held on the 1<sup>st</sup> February 2018 were agreed as a true record.

**174. POLICE REPORT:** PCSO Suzie Lawrence was welcomed to the meeting, and presented tables indicating crime figures for Gresford and Marford. The issue was raised again concerning the new format of the crime reports. The Clerk reported she had written to the Police and Crime Commissioner as requested concerning the format. PCSO Lawrence advised that she would report this matter back to her Sergeant. Clarification was given by Councillor Edwards that Maes Y Pant falls under Gresford. A discussion took place about the rise in crime in the Gresford report concerning anti-social behaviour and that much of this would be attributable to anti-social behaviour having taken place in Maes y Pant area. Councillor Atherton raised the issue of apparent rising rates of crime of certain categories. PCSO Lawrence advised that increased mobile patrols were taking place, as well as a drive to be visible and to get to know people locally. It was raised that information concerning crime that has taken place over the previous month and the detail of that crime is most relevant. PCSO Lawrence stated she would find out background details and try to bring that level of detail to future meetings. Councillor Atherton advised of a programme called the Hour due to take place the following week highlighting Wrexham.

**175. PROPOSAL FOR MEMORIAL:** Mr Bob Edwards from the Gresford British Legion committee attended the meeting. A discussion took place about the issues highlighted previously concerning poppies being placed on lampposts. It was decided that nearer the time of the poppies being put up, in October, it will be better planned where they are to be placed and possibly some voluntary help to put them up, perhaps with the assistance of the British Legion. A discussion took place about the idea proposed of a memorial in the village. It was acknowledged that there are possibly grants available concerning the First World War commemorations. Possible sites for a memorial were discussed including the Green, near the school and near the legion. Councillor Edwards suggested a smaller committee be set up to look at it further. Mr Edwards was thanked for attending.

## 176. MATTERS FROM PREVIOUS MINUTES

- i. **Parking signs and road markings on Wynnstay Lane-** Councillor Gilmartin advised that complaints had been received about parking which now seemed to have moved to the Sandrock road area. Councillor Edwards advised that yellow lines that are down are being ignored particularly around lunchtime. Monitoring is required. **Action: Clerk will advise PCSO and ask for monitoring of the situation.**
  - ii. **Parking near the junction of Claypit Lane and Chester Road.** - The Clerk advised that Suzie Bentley had sent a copy of the letter that she is sending out to all groups using the hall. Councillor Edwards advised that parking issues also arise when there are funerals taking place and it is dangerous. Councillor Hobbley suggested it be policed. Councillor Edwards advised this has already been tried and there are no yellow lines there at present with which to enforce. **Action: Clerk will try to set up a meeting with Darren Green WCBC for his advice, as previously.** Councillor Harriman enquired about the possibility of using Kingdom for enforcing but it was stated this is not their remit.
  - iii. **7 Chester Road:** There was no further update on this matter. **Action: Clerk to write to WCBC Planning to ask for an update on the current situation.**
  - iv. **Clappers Lane:** Councillor Dutton advised how the road and flooding had been during the recent poor weather. A discussion took place about further action that could be pursued to try to move the Borough Council to undertake necessary work. The Clerk advised of responses received to the letters sent on the matter from the MP Ian Lucas, who said that he appreciated the difficulties and would pursue the matter with WCBC on behalf of the Community Council, and Lesley Griffiths AM who also said that she would pursue it. A discussion took place about action the Trust might try including the Ombudsman.
  - v. **High Street, Gresford:** There was no further update on this matter.
177. **CEMETERY COMMITTEE:** - Councillor Bailey (Chair) presented the minutes of the meeting held on the 5<sup>th</sup> March which were noted. Councillor Bailey advised on the meeting that had taken place with Martin Haworth of WCBC in November and the tasks that were needed to be carried out in preparation for the extension of the Cemetery. The Clerk advised on the clarification received from WCBC confirming ownership of the Cemetery, which is that it is owned by WCBC and the land is on lease to Gresford Community Council under a 99-year lease. However, it had materialised that a lease had been prepared when transfer of responsibilities for the burial ground took place in 2003-04, but it had never been signed. Councillor Harriman raised the possibility of the lease being 14 years into a 99-year lease and whether it should be reviewed as it has not been signed. A discussion took place and it was **agreed that the Clerk should pursue with WCBC the lease with a view to it being signed.** Councillor Bailey also explained about the memorandum of understanding that had been signed among all principal Councils in Wales to Welsh Government concerning exemption of burial fees for children aged under 18. This then applies to all burial grounds and so the fee schedule shall be amended to reflect this. Councillor Harriman raised the matter of money being available from the principal Council to claim back. **Action: Clerk to write to WCBC on this matter to see what the process is.** A discussion took place about the development of a Grass cutting contract for the Cemetery and Allington Park areas, and the Council's decision taken in December to see if a joint contract with Gresford Trust was feasible. Councillor Atherton advised of quotations obtained by Ian Gibson of the Trust and that he had had discussions with contractors and it might be possible for the Council to take advantage of the deals that Ian has struck. However, the issue now is that the Trust need to get something in place for the start of the season which is mid-March. The Clerk advised that she had drafted a contract that could be used either with a chosen contractor or as the basis of a tender document, and that it contained clauses she had been advised to include by Martin Haworth of WCBC, and also specific requirements for Gresford Cemetery. She had had a conversation with Ian Gibson who had advised that he had personally taken contractors to the sites required by Gresford Council. The draft contract prepared had not yet been seen by any relevant committee for approval. Councillor Holmes advised that she and Councillor Blackmore had also met with Ian Gibson to discuss this. A discussion took place about the process required. Councillor Harriman advised of the current grass cutting arrangements which had been in place

satisfactorily for some time. The Clerk advised of Financial regulations and the need for a contract to reflect the amount of money being paid out to grass cutting each year. The requirement for invoicing and specified hours had come from firstly Audit and by Finance Committee. A discussion took place about the Junior football pitch and its maintenance and condition. In response to a question as to how the matter could be taken forward Councillor Bailey suggested the three Committee Chairs meet and possibly to include Ian Gibson for his advice. Councillor Harriman raised the possibility of a lengthsman and whether this could be undertaken by such a person. Councillor Atherton was asked to respond to Ian Gibson stating that he should go ahead with his appointment of a contractor for the Trust only at this stage, as the Council is unable to fit in with the timescales required by the Trust.

- 178. INVESTIGATION INTO VEGETATION CONTROL AT THE FLASH.** The Clerk advised that she had been in email contact with Chris Jones of the sailing club and he has advised they have an Environmental Management Plan compiled and had enquired if the Councillors would like him to attend a future meeting to present it. The Councillors affirmed they would like to hear about this plan. **Action: Clerk to liaise with Chris Jones to attend a future meeting and to include as a future agenda item to hear an update concerning any feedback from WCBC.** The matter was otherwise deferred in the absence of Councillor Atkinson.
- 179. PROVISION OF BIN AT SCHOOL HILL AND CLAPPERS LANE AT COST OF £250.77 EACH PLUS FITTING.** This item was deferred in the absence of Councillor Atkinson.
- 180. MEMBERSHIP OF ONE VOICE WALES:** The Clerk advised of the notification of re-joining fee received from One Voice Wales for the financial year 2018-19. Councillor Harriman highlighted the work being done to support Community Councils across Wales and the current review underway. **APPROVED: Gresford Community Council to continue with membership of One Voice Wales at stated fee of £793.**
- 181. LIGHTING MATTERS:** Feedback was given following the meeting of the Lighting Group that was held on 21.2.18 with representatives of Salix Finance. Councillors Edwards and Harriman gave an overview of how the Finance can be applied for and recouped from savings realised from less energy being used, which is then used to pay towards the interest free loan. Councillor Edwards proposed that the funding be applied for and the replacement of lighting with LED lighting go ahead. **This was Agreed.** The deadline for the current round of funding application of 16<sup>th</sup> March was discussed. The Clerk stated that she had been in touch with various organisations for advice because the application demanded some quite technical information. The Clerk circulated a sheet giving information about work done so far. Councillor Holmes stated she thought there was no real need to pursue the upcoming deadline, if the information required is more complex and puts pressure on the Clerk. as there would be other occasions. The Clerk stated she could try to collate the application at this stage, but there might be a risk of a shortfall if the information submitted was incomplete. **Action: Clerk to pursue funding application with advice from Salix Finance and the Carbon Trust and with the ongoing involvement, through meetings, of the Lighting Group.** A further discussion took place concerning the renewal of the SLA for Lighting Maintenance with WCBC. It was explained by various members of the Lighting Group how it appeared that inspection information was not forthcoming from WCBC and it was apparent that certain areas of the current contract were not being fulfilled. Councillor Hobbley expressed his disappointment, and Councillor Harriman stated that he was minded to continue with WCBC in the absence of another option, but to ask for a refund. Councillor Holmes suggested that the Clerk be asked to write to WCBC stating concerns over the health and safety aspects of the Contract with regard to the inspection of columns not having taken place and no information forthcoming. Councillor Harriman stated that it raised issues of value for money and contracts not being fulfilled which might be an issue for the district auditor. **AGREED: The contract with WCBC be renewed for a three-month period subject to a satisfactory response being received from WCBC in regard to the issues of concern. Action: Clerk to liaise with WCBC over these matters.**
- 182. PLAY AREAS:** The Clerk advised of the receipt of £500 in the form of a grant (Play Sufficiency Grant) which she had applied for, from WCBC, towards the installation of inclusive play equipment in the play areas. The Clerk was congratulated by Members of the Council.

Councillor Atherton advised that she had applied for a Grant for £2000 from Greggs, also towards the Play equipment, and the outcome was awaited. The Clerk advised of the need for approval for the renewal of the Service Level Agreement with WCBC for the Inspection of Play Areas. The cost for 2018-19 would be £4900 plus VAT. Renewal of the SLA for Play Area Inspections was proposed by Councillor Harriman and seconded by Councillor Atherton. **Action: Clerk to arrange renewal of the SLA.** The Clerk advised the Council concerning the comments of Sovereign when they came to give a quote for inclusive play equipment that the entrances to the Play areas were not compliant with the DDA. However, the Clerk has since spoken with WCBC who stated that they think that the entrances do comply. **Action: Clerk to liaise further with WCBC to obtain confirmation that the widths are sufficient or that work needs to be done.** The Clerk advised the Council that work is needed to repair the sling shot overhead rotator at Marford Play area at a cost of £390 plus VAT. This was **Approved.** **Action: Clerk to arrange for repair.**

### **183.PRE-APPLICATION CONSULTATION DOCUMENT CONCERNING COLLIERS PARK FOR**

**RESPONSE:** In consideration of the pre-planning application that had been received from Just Solutions regarding proposed expansion at Colliers Park, the Council highlighted the following concerns and comments:

- i. The start date mentioned in the documentation is wrong- the site has been there for 21 years 1995.
- ii. There were originally no spectators beyond parents of children training to be present and on this basis the development was allowed.
- iii. The extension of the site, in attracting potentially teams and players of high profile, could attract a lot of spectators and lead to traffic issues.
- iv. To call it single storey is misleading - it is a two storey in height.
- v. The rights of way of the footpath at the far end needs to be mentioned and acknowledged as this footpath access should continue without interference from the proposal.
- vi. There are difficulties in that area with a lack of pavement- would the proposal lend itself to consider the application of S108 monies to address the infrastructure in that area concerning the pavements, flooding and the traffic management up to the crossroads and splitter island at the top of Clapper's lane?
- vii. The Council are concerned about the issues of increased traffic that would be generated from the site's extension of facilities, and the lack of parking nearby. This may give rise to increased traffic through the village, parking problems, and pedestrians on foot who on the way out of the village would not have a safe pavement to walk. There is therefore a need to project and plan for increased parking on site and traffic associated to be directed away from the village and to access off the bypass.
- viii. The issue of lighting to the facility is a concern. If additional lighting is put up, and especially if it is at height, it should not be so close to the road that it spills on to the road or causes a distraction to drivers.
- ix. It is a large building that is proposed and it sits within the green barrier. This is a concern.
- x. There is concern that there is Construction traffic to start with, plus later traffic that could include coaches which could cause traffic congestion at peak times and there is already congestion on the Gresford roundabout at peak times. This needs to be addressed.
- xi. There are already traffic incidents and accidents at this location as it stands.
- xii. It was originally granted with planning permission because it was not going to be a competitive facility and so this needs to be checked. If this occurs at any time in future then the management organisation will need to pay for resultant extra policing to manage traffic. Problems have been experienced with tournaments in the past in the village.
- xiii. There needs to be a limit on the capacity of the land for persons and traffic.
- xiv. Generally, the Council feel that what is being proposed is problematic because the area of land is not big enough to cope and it is green belt. There is no scope for a buffer area with the road and this is likely to lead to extensive traffic management and people management problems.

#### 184. TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)

i. P/2018/0118: Amended site layout and substitution of house types on plot nos. 15-21 and 35-44 (previously approved under code no. P/2005/0613- Bryn Y Groes, Chester Road, Gresford, Wrexham.

No objection but the observation that the issue of the traffic management on to the main road entrance could become problematic.

ii. P/2018/0122: Front Extension – 24 Meadows View, Marford Wrexham- There is a need to allow sufficient space for turning of vehicles within the curtilage of the dwelling. This is because of the property's proximity to a bend in the road and if vehicles are reversing it has potential for an accident.

iii. P/2018/0145: Single Storey Rear Dining Room extension- 9 Chestnut Close, Gresford, Wrexham- No observations or objections made.

**185. CASUAL VACANCY:** The Clerk advised that she had received two expressions of interest. Councillor Blackmore advised that there may be a third. It was decided to defer this item until the next Council meeting to give the Clerk the chance to explore whether there was a third expression of interest that had been sent via the website. It was agreed that in the meantime the Clerk could write to those expressing an interest to give them the opportunity to add anything if they so wished to their expression of interest. **ACTION: Clerk to ensure the item is included for discussion on the next agenda, and to follow up on the expressions of interest received.**

#### 186. FINANCE:

i) The following items of expenditure were presented and **Approved**.

Date	Payment To	Cheque Number	Reason	Amount
1.3.18	One Voice Wales	202501	Training Charge	40.00
1.3.18	Gresford Trust	202502	Hire of rooms	20.00
1.3.18	WCBC	202503	Street Lighting Repair Charge	223.78
1.3.18	WCBC	202504	Street Lighting Maintenance Charge	2192.16
1.3.18	One Voice Wales	202505	Membership fees	793.00
1.3.18	STC Ltd	202506	Tree works various	636.00
1.3.18	B. Blackmore	202507	Reimbursement of thank you gift to volunteer company	20.00
1.3.18	Clyde and Company	202508	VAT part payment of insurance fees for legal assistance.	119.60
1.3.18	A Atkinson	202509	Reimbursement for payment for Community Speed gun	88.00
1.3.18	Gresford Village Bowling Club	202510	Grant Payment as per Minute reference 1.2.18 /161/b	500.00
1.3.18	IMAGE	202511	Grant Payment as per Minute reference 1.2.18 /161/b	492.95
1.3.18	Marford Playgroup	202512	Grant Payment as per Minute reference 1.2.18 /161/b	500.00
1.3.18	Llangollen Eisteddford Committee	202513	Grant Payment as per Minute reference 1.2.18 /161/b	100.00
1.3.18	Urdd Gobaith Cymru	202514	Grant Payment as per Minute reference 1.2.18 /161/b	50.00
1.3.18	Gresford Trust	202515	Grant Payment as per Minute reference 1.2.18 /161/b	3650.00
1.3.18	Gresford Methodist Church	202516	Grant Payment as per Minute reference 1.2.18 /161/b	500.00
1.3.18	Gresford Retirement Club	202517	Grant Payment as per Minute reference 1.2.18 /161/b	400.00

1.3.18	MYPAG	202518	Grant Payment as per Minute reference 1.2.18 /161/b	400.00
1.3.18	Gresford D&C library	202519	Grant Payment as per Minute reference 1.2.18 /161/b	4400.00
1.3.18	Serena Baxter	202520	NJC Salary Payment	
1.3.18	Michelle Jones	202524	NJC Salary Payment	
1.3.18	HMRC	202522	Monthly payment due re: PAYE	
1.3.18	Malcolm Lane & Son Ltd	202523	Invoice Payment for water retentive sachets noticeboard	13.80
1.3.18	Scottish Power	202525	Lighting Supply invoice	861.71
8.3.18	WCBC	202526	Payment for School Crossing Patrol	988.00
8.3.18	Steve Pugh	202527	Gravedigging service	600.00

- ii) **RISK MANAGEMENT DOCUMENT 2018-19 FOR APPROVAL:** The Clerk presented the Council with a revised and updated Financial Risk Management document. The document was discussed and some slight amendments noted. The document was **APPROVED.**
- iii) **INTERNAL FINANCIAL CONTROLS DOCUMENT FOR 2018-19 FOR APPROVAL:** The Clerk presented the Council with a revised and updated Financial Controls document. The document was **APPROVED.**

**187. LENGTHSMAN'S SCHEME:** Councillor Harriman outlined schemes in other parts of the country with success. He felt this was becoming a need due to the County Councils divesting their duties towards Community Councils or else certain tasks were not being done in the current climate. The Clerk circulated a document from the latest edition of 'The Clerk' Magazine. Her enquiries had revealed that no councils in North Wales operate a lengthman scheme in the same way but that a number do employ a handyman. She had asked a question of WCBC concerning their view on this and had not received a response. Councillor Holmes stated she was concerned over any implication to the precept. Councillor Bailey suggested it might be something to raise at the next Town and Community Council forum. A discussion took place about potholes and Councillor Dutton expressed the view that they need to be repaired properly and not bodged. Councillor Edwards stated there would be a need to explore the future costs of this and including other Councils. In answer to a question about who would be the employer, Councillor Harriman stated he thought that they are either contractors or employees of the Community Council. Councillor Harriman stated he would raise it at the meeting of One Voice Wales Area Committee on the 27<sup>th</sup>. A discussion took place about Council Tax implications, and safety and insurance implications of working on the Highway and machinery. Councillor Bailey moved to set aside Standing Orders as the duration of the meeting was going beyond two and a half hours. Standing Orders were set aside. **Action: Councillor Bailey will raise it at the next Town and Community Council Forum.**

**188. MEMBER'S URGENT ANNOUNCEMENTS:** There were no urgent matters raised.

**189. ITEMS OF CORRESPONDENCE**

Items of Correspondence were tabled in a report from the Clerk, as received by the Council for the month of February and these were **noted.**

**190. DATE, VENUE AND TIME OF NEXT MEETING. AGREED:** The next meeting of the Council will be the 5<sup>th</sup> April 2018 at 7.15p.m. at the Gresford Methodist Church Hall.

**COUNCILLOR J. Holmes**

**CHAIR** ..... **Date**.....