

Minutes of the Ordinary Meeting of Caia Park Community Council held on  
14<sup>th</sup> March 2019 at the Community Council Offices, Prince Charles Road, Wrexham

Cllr M. King (Chair)  
Cllr B. Cameron (Vice Chair)

Vacancy	Cllr J. Johnson
* Cllr L. C. Crawford	* Cllr S. Jones
* Cllr M. J. Downward	* Cllr C. Lloyd
Cllr B. Halley	* Cllr L. M. Platt
Cllr C. Harper	* Cllr C. Powell
Cllr A. J. Jeorrett	Cllr Paul Williams
*Absent	

Also present: Mr. R. Sheehan  
Cllr R. Prince  
1 Representative

Reporter Wrexham Leader  
County Cllr – Cartrefle Ward  
Caia Park Partnership

**158. APOLOGIES**

Apologies for absence were received from Cllrs M. Downward, S. Jones, C. Lloyd, L. Platt and C. Powell

**159. POLICE MATTERS**

As there was no representative from the Police present at the meeting and that no ward statistics had been provided, Members proceeded to the next item of business.

**RESOLVED:** *To request that if where it is known that there is going to be no attendance, the Clerk should be advised in advance and provided with Ward based information.*

Members were advised that the operation in relation to off road motorbikes following the acquisition of some detection material reported last month had still not taken place.

**160. DECLARATIONS OF MEMBERS INTERESTS**

There were no declarations of Members interests

**161. CONFIRMATION OF MINUTES**

**RESOLVED:** That the minutes of the Ordinary meeting held on 14<sup>th</sup> February 2019 be accepted as a true and accurate record.

**Matters arising:**

**162. VIRGIN MEDIA (PM144)**

A Member reported that some of the restoration / remediation work appeared to be completed to an unsatisfactory standard and that this would be raised with Wrexham CBC and the company.

**163. USE OF GLYPHOSATE WEEDKILLER (PM84, 102, 118, 134, 147)**

The Clerk read out a reply received from Welsh Government to the Council's concerns. They considered that the policy approach is consistent with the Wellbeing and Future Generations Act's stated goals and that they had no current plans to revise the guidance they issued in August 2017 to Local Authorities.

Members expressed concern and were aware that legal proceedings had been taken against the manufacturer in America and that more scientists seemed to be coming to the conclusion that there is a link between cancer related illnesses and the use of this pesticide.

Members **RESOLVED:** *To consider the matter further as and when new information became available, to await the presentation of the next report to the appropriate Scrutiny Committee of Wrexham CBC and to enquire from the Environment Department if they were trialing alternative ways of controlling the weeds.*

**164. LITTER (PM105, 119, 135, 148)**

The Clerk advised Members that the new bins agreed at the last meeting have been ordered and are scheduled for delivery on 27<sup>th</sup> March. He also circulated notes from the two working party meetings for information purposes. Cllr Harper requested that she be invited to future working party meetings and this was agreed.

It was noted that additional working party meetings would be necessary to progress the matter and that the proposal is to hold a week long event (one day for each ward) possibly at the end of June/ beginning of July.

Concern was expressed over the amount of litter currently deposited in the river particularly in the Gwenfro Valley area.

**165. BID TO ENHANCE PLAY AREA AT PENTRE GWYN (PM150)**

The Clerk reported that Wrexham CBC had advised that the next round for the submission of bids would be announced in April and that the match funding was no longer a requirement. However, local support through volunteers or financial support would certainly assist any application.

**166. COMMUNITY COUNCIL CASUAL VACANCY (PM153)**

The Clerk reported that the statutory notices had been issued on 4<sup>th</sup> March and there was now a period of 14 working days for ten electors from the ward to request an election by writing to the Returning Officer of Wrexham CBC. If this was not requested, then the Community Council would be able to follow the cooption procedures to fill the vacancy.

**167. MEMBERS REPORTS**

There were no Members reports brought to the attention of other Members.

**168. CORRESPONDENCE**

(i) **Wrexham CBC – Bilingual signage.** Requesting information from the Community of any signs that may have been installed after 30.03.2016 that do not comply with the Welsh Language Standards – **Noted**

(ii) **North Wales Community Health Council** – Details of a survey being undertaken into the use of G.P. out of hours service – **Noted**

**Supplementary:**

(iii) **Borras Albion F.C.** – Letter of thanks for donation – **Noted.**

**169. FINAL REPORT INDEPENDENT REMUNERATIONS PANEL**

The Clerk presented the report of the Independent Remunerations Panel advising that some determinations contained within the report specific to Community Councils are mandatory whilst others required a resolution of Council. Members considered the report and commented that whilst some of the determinations were mandatory, they could independently opt out of receiving payment by advising the Clerk accordingly and intended to do so.

Following consideration, Members resolved as follows:

**Determination 41:** To make available one payment of £500 available for specific responsibilities to the Chair of the Council.

**Determination 43:** To pay travel costs in accordance with the prescribed rates when travelling on authorised Council business.

**Determination 44:** To pay subsistence allowance for an overnight stay in accordance with the prescribed rates when on authorised Council business.

**Determination 45:** To pay financial loss allowances in accordance with the prescribed rates when on authorised Council business.

**Determination 47:** Not to pay a Civic Head up to a maximum of £1500

**Determination 48:** Not to pay a Deputy Civic Head up to a maximum of £500

(Determinations 40 & 46 are mandatory and do not require a resolution of Council)

(Determination 42 does not apply to Caia Park Community Council)

**170. REQUESTS FOR FINANCIAL ASSISTANCE.**

Members considered applications received during the year from larger charitable organisations which were deferred at the February meeting. A discussion took place on the proposed policy and guidance notes which was to be considered at the next agenda item. It was **RESOLVED:**

*That the Council, in accordance with its powers under S137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:*

(i)	Marie Curie Nurses	£50
(ii)	Tenovus Cancer Care	£50
(iii)	Conwy National Eisteddfod	£50
(iv)	Crossroads Carers Trust N. Wales	£100
	(In recognition of their involvement in Wrexham)	
(v)	Dynamic Centre Salisbury Rd., Wrexham	£200
	(In recognition of their presence and work in Wrexham and the direct benefit to residents of Caia Park)	
(vi)	Nightingale House Hospice	£1000

*(In recognition of their presence and work in Wrexham and the direct benefit to residents of Caia Park and because of the large amount of voluntary funding required to run and maintain the Hospice)*

#### **171. REVIEW OF GRANTS ALLOCATION POLICY FOR 2019/20**

The Clerk presented a report (deferred from previous meeting) outlining the current practice with suggested ways of going forward in view of members recent comments and previous policy decisions. The report also outlined the difference between grant applications and service level agreements which the Council use to procure services from third parties. In addition, it was suggested that minor amendments be made to the grant application form.

Following discussion, some Members were concerned that whilst the Council may receive a letter of acknowledgement for the grant from the organisation, there was often little proof that it had been spent as detailed on the application form and so receipts should be requested.

It was **RESOLVED:**

- (i) That existing Policy be reaffirmed*
- (ii) To accept the minor wording changes to the grant application form*
- (ii) That the notes for guidance to applicants (which mirror the policy of the Council) should include a statement about how applications from National Charities are processed and to request that receipts will, where practicable, be required. Guidance notes to read as follows:*

#### **GUIDANCE NOTES AND CONDITONS FOR GRANT APPLICATIONS.**

The Community Council has a limited annual grants budget and has a responsibility to ensure that grants are spent appropriately and that the use the grant is put to has some direct benefit to the community of Caia Park.

Grants cannot be paid to an individual and do not cover personal sponsorship. They are primarily awarded to support community organisations or initiatives. Grants in excess of £2500 will not be considered. Most will not normally exceed £500.

Occasionally, the Community Council receives applications from National charities. These are considered towards the end of the financial year and any award will be dependent on funds being available at that time. Each application will be considered on its merits and in the case of National charities and those based outside of the County Borough awards will be limited to £50. Locally based charities benefiting residents of Caia Park would generally be limited to £100 unless exceptional circumstances apply.

Grant applications are usually considered on a quarterly basis (April/July/Oct/Jan)

The Community Council will require copies of receipts where practicable for purchases made from the grant for audit purposes. In some instances, the Community Council may purchase specified goods rather than provide a cash donation.

If the grant is for a one-off event, a report outlining the numbers from the community attending the event is required together with an income and expenditure sheet immediately following the event. The Community Council reserve the right to recover any surpluses unless otherwise agreed.

Any award of a grant should be acknowledged immediately following receipt either by letter or email ( [clerk@caiapark.gov.uk](mailto:clerk@caiapark.gov.uk) )

The Community Council may attach conditions to any grant as it sees fit to ensure monitoring and accountability. These will be detailed in the letter accompanying the grant if successful.

The award of a grant does not imply that subsequent applications in future years will be considered favourably.

## 172. FINANCIAL MONITORING

The financial statement for period ending 28<sup>th</sup> February 2019 was submitted.

**RESOLVED:** *That the financial statement for the period be received and adopted.*

## 173. ACCOUNTS FOR PAYMENT

**RESOLVED:** *That the following schedule of accounts for March be paid:*

D.D.	Pace telecom	CAS	* 359.81	
		General Admin	* <u>237.31</u>	597.12
D.D.	Premier Leasing	CAS	* 158.40	
		General Admin	* <u>105.60</u>	264.00

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7345	Wales Audit Office	General Admin		182.75
7346	Bates Office Services	CAS	* 52.95	
		General Admin	* <u>51.74</u>	104.69
7347	BESTHOST	General Admin		75.00
7348	Wrexham CBC	Childrens Service (play)		
		(Nett of refund)		4964.50
	Petty cash stamps	CAS	60.00	
		General Admin	<u>20.00</u>	80.00
D.D.	SSE (Elect)	Prince Charles Rd	*	168.09
D.D.	Dee Valley Water	Prince Charles Road		46.58
7349	Dynamic	Donation		200.00
7350	Nightingale House Hospice	Donation		1000.00
7351	Marie Curie Nurses	Donation		50.00
7352	Tenovus Cancer Care	Donation		50.00
7353	Carers Trust (N. Wales)	Donation		100.00
7354	Conwy National Eisteddfod	Donation		50.00
	M. Morris (sal adj chq)	General Admin		
	L. Mills (sal adj chq)	General Admin		

D. Sheridan (sal adj chq)	CAS
J. Carter (sal adj chq)	CAS
K. Walker (sal adj Mar)	CAS
P. Jones (sal adj chq)	Prince Charles Rd
H.M. Revenue & Customs	Tax NI (Mar )
Clwyd Pension Fund	Pensions (Mar)

\*Figs include VAT which is reclaimable