CAIA PARK COMMUNITY COUNCIL

A Voice for the Community

Community Council Offices
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28th July 2026

Locum Clerk to the Council/RFO: Shaun Jones
Chairman: Cllr Mr. Malcolm King OBE

Minutes of the Full Council Meeting held at 6:30 pm on **Thursday 23rd July 2026** via Zoom Conferencing.

Present: Cllrs King (MK), (Chair); Cameron (BC); Edwards (SE); Fellows (LF); Hardman (FH); Jolley (JJ); Lloyd (CL); Mort (LM); Peters (MP); Platt (LP); Ridgeway (CR); Williams G (GW) & Williams P (PW).

In attendance: Shaun Jones (SJ), Locum Clerk/Responsible Financial Officer ; Andrea Evans (AE).

1. **ELECTION OF CHAIRMAN –** The retiring Chairman (if present) shall preside over this item, which shall be the first business of the Council. The Chairman will call for nominations and nominees shall indicate their willingness to stand. **Proposed BC, seconded MP – that Cllr. Malcolm King is nominated as Chairman for the municipal year 2026/27 – there were no other nominations. Motion Carried – with one abstention.** SJ will arrange for the Declaration of Acceptance of Office to be signed soonest.

2. **ELECTION OF VICE CHAIRMAN –** The Chairman will call for nominations and nominees shall indicate their willingness to stand. **Proposed CL, seconded GW – that Cllr. Brian Cameron is nominated as Vice Chairman for the municipal year 2026/27 – there were no other nominations. Motion Carried - unanimous.** SJ will arrange for the Declaration of Acceptance of Office to be signed soonest.

3. **APOLOGIES FOR ABSENCE –** Cllr Darren Williams.

4. **DECLARATIONS OF INTEREST** – Cllrs King, Lloyd & Williams P declare a prejudicial interest concerning Caia Park Partnership, when agenda item 6 is reached, they will move to the Waiting Room while members discuss and decide on the requests for financial assistance i & iv.

5. **MINUTES –** To approve for accuracy and sign the minutes of the Extra Ordinary meeting held on Wednesday 6th May 2026 **– Proposed SE, seconded MP to accept - approved by all members present.**

6. **REQUEST(S) FOR FINANCIAL ASSISTANCE –** Ahead of looking at the specific requests MK outlined that one of the applications pivoted on CPCC having received Pride in Place grant funds and this is an assumption that would need to be countered as CPCC have already stipulated elements they hope to receive approval for a grant under Pride in Place. There may be an opportunity to put forward other ideas for funding if an under spend of the Pride in Place grant is realised. One other aspect mentioned was overall budget for Community Grants made by the council could be uplifted as there is underspend on staff costs projected. It was agreed to look at i & iv first as **MK, CL and PW have declared an interest being linked to the Caia Park Partnership – they were moved into the Zoom waiting room.**

   i. Caia Park Partnership – Community Fridge This request referenced the Pride in Place Impact Fund grant pot, where a allocation has been assigned to CPCC. **The resolution, proposed by LM, seconded MP is CPCC to make contact with the administration team of the Pride in Place Impact fund/grant soonest, to ascertain if the Community Fridge project is eligible for funding. If so, with the understanding of possible underspend, could CPCC add this to their funding request ? Motion carried.**
   ii. Incredible Edible Wrecsam MK, CL & PW rejoined but then returned to the Zoom waiting room as Caia Park Partnership are the landlord. It was noted that this application was first submitted in April so CPCC appreciate the patience of the applicant. **Resolved that £500 be granted (Proposed GW/Seconded JJ) – Motion Carried.** An enquiry with Gary Brown – Caia Park Partnership over standard practice relating to room rental will be made – to clarify.
   iii. Wrexham Sounds MK, CL & PW rejoined. SE declared and exemption (as appointed to be a CPCC Governor rep on Hafod y Wern CP School), therefore remaining in the room, Discussion on the general merit of the support – general support and noted CPCC have provided financial support on 3 previous occasions. **Resolved that £500 be granted (Proposed MP/Seconded BC) – Motion Carried.**
   iv. Caia Park Partnership – School Holiday Lunch Provision. This is a request that has been made as the expected funder has just pulled out. It was noted that CPCC already support the Holiday Hunger Club which provides sustenance to children attending The Venture and Gwenfro Adventure Playgrounds. Members appreciated if support given then full coverage across the Caia Park area is achieved. **Resolved with Standing Orders suspended (Proposed CR/Seconded JJ) that £1,066.58 be granted (Proposed GW/Seconded LF) – Motion Carried.**

7. **MEMBER REQUEST(S) TO SUPPORT LOCAL GROUPS WITH A SMALL GRANT –**
   i. Cllr. Pat Williams – Grounds maintenance – An arrangement where Mike Clapham, Manager of the Community Services Team that cover Caia Park do grass cutting of the green area in front of the CPCC Offices. It was mentioned that fuel costs have risen and there was an enquiry if CPCC would consider making a donation towards the fuel. MK stated that our Audit Team would have issue, proper procedure should be followed – e.g. Community Grants. CL noted the team do a great job. **Resolved to research whether a legal route could be used to assist – Motion carried.** Consult with One Voice Wales and SLCC Clwyd Branch to kick off.
   ii. Cllr. Brian Cameron – Local litter picking group. BC initiated and perhaps sign post there maybe some financial support as well as thank them – a great service

to the community, LM name checked JJ who works with the Litter Team. JJ echoed the thanks to the whole team and their efforts. **Resolved for the Clerk to make contact with her namesake Andrea Evans to make this voluntary group aware if any support from CPCC would assist.**

8. **PRIDE IN PLACE IMPACT FUND –** Application update. MK and the Assistant Clerk have been collaborating on the discussions with the WCBC Grant Administration Team. The element of the application covering the Outdoor Gym equipment is progressing well, supported by Carla Hinde of WCBC. 3 quotations needed as this is over the £10,000 threshold – now received. Asset holder permission granted and if approval of the following agenda item is given, this element of our application has ticked all the boxes. The tree works at The Venture are also near to sign off, the quote, from an approved contractor, are allowed and asset holder permission is imminent. Ongoing upkeep will need The Venture to formally accept. Barriers on Juniors Pitch at The Dunks are also OK once upkeep is accepted by the club and Asset Holder permission is granted. The Knee High Barriers – 20 metres requested, quote from Housing Dept. Believed to be Environment Dept land for permission. All agreed. **An offer letter will be the next action from the Pride in Place Impact Fund.**

9. **SERVICE LEVEL AGREEMENT FOR PONT WEN** – Agree to extend, to take account of new Adult outdoor play equipment, supplied under the Pride in Place funding. **Proposed SE/Seconded BC to extend the SLA to over ongoing inspection and maintenance of the additional equipment supplied via the Pride in Place grant – Motion carried.**

20:31hrs FH joined the meeting.

10. **PAYMENTS – The following payments were approved :-**

Payment Number	Method of Payment	To	For	Net	VAT	Gross
	Cheque	HMRC	Tax and NI Apr - June 2026	TBC	0.00	TBC
	Cheque	Cllr Pat Williams	Repayment of Staff Pay	871.20	0.00	871.20
	Cheque	Shaun Jones	Locum Clerk Services - May 2026	350.00	0.00	350.00
	Cheque	Zurich Municipal	Annual Insurance Premium	2552.62	0.00	2552.62
	Cheque	Wrexham CBC	Cleaning Contract & Play Area SLA	9165.01	1833.00	10998.01
			March - May 2026 & H1			
	Cheque	Bates Office Supplies	Stationery	3.01	0.60	3.61
	Cheque	Graphic Office Systems	Photocopier Charges	30.09	6.02	36.11
	Cheque	Vision ICT	Annual Website Hosting/SSL	291.50	58.30	349.80

The following agenda items were skipped by the Chairman – as being not required.

11. **EXCLUSION OF THE PRESS AND PUBLIC –** To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters;

12. **CONFIDENTIAL MATTERS –** Staffing Update.

Meeting closed 8:40pm