

**Rossett Community Council**

**Meeting on Wednesday 16th September 2020**

**MINUTES**

**Declarations of Interest**

**Members were reminded that they should declare the existence and nature of any personal and or prejudicial interest in the business of this meeting**

**Present:**

**Councillors :** Cllr. A Parrington (Chair), Cllr H Maurice-Jones, Cllr H Jones, Cllr M Gledhill, Cllr J Pretsell, Cllr T Sexton, Cllr P Morris, Cllr C Parker, Cllr M Woods, Cllr L Rowland and Cllr L Todd.

**308. Apologies for absence:** Cllr J Fortune, Cllr P Roberts and Cllr A Steven.

**309. Declarations of Interest**

Declarations of interest were made by:

1. Cllr H Maurice-Jones, Cllr P Morris and Cllr A Parrington regarding issues with Hwb Yr Orsedd due to a conflict of interest.

**310. Approval of the Minutes of 19th August.**

**311. Police Report**

No information currently available.

**312. Representation's from General Public**

None.

**313. Matters Arising**

1. **Hwb Yr Orsedd –** The Clerk reported that remote meetings were continuing and a draft lease had now been produced. This would be reviewed by Hwb Yr Orsedd’s legal advice. An article detailing the progress of the project had been produced and would go into the October edition of Essentials.
2. **Trevalyn Way Possessory Title –** The Clerk reported that Rossett Focus Group were asking the Community Council to consider adding an additional strip of land onto the application for possessory title. This was for an area opposite a number of properties along Trevalyn Way which had been maintained by the home owners for many years. They were suggesting an agreement with the home owners that they would continue to maintain the grass and contribute to the cost of hedge cutting. A number of Councilor’s raised concern with this as they were unhappy to claim possessory title when the Community Council hadn’t actually maintained the land. It was therefore agreed that Cllr Jones will make contact with the group to discuss this issue. **Action: Cllr Jones to liaise with Rossett Focus Group regarding additional land claim.**

**314. Matters Discussed**

1. NJC Pay Award – The Clerk confirmed that the NJC National Salary Award had been received. This is usually in place for 1st April however, due to current circumstances there had been a delay. The increase was 2.75% and the proposal was that the new pay scales be accepted in respect of the Clerks pay. Cllr Parrington proposed that this be accepted and back dated to 1st April 2020 and this was unanimously accepted.

**(ii)** Risk Assessment/Policy Review – Cllr Woods reported that he had worked with the Clerk to produce risk assessments for the Park Warden/Street Warden and Community Agent/Clerk. These had been distributed to the Staffing Committee for comment and to all Councillors prior to the meeting. The proposal was that these be accepted. Cllr Morris commented that he felt the risk assessments required more detail to be an effective document and provide adequate cover. Following a discussion Cllr Parrington proposed referring the documents to a third party contact who has experience within this field to gain their recommendations. This was agreed. **Action: Clerk to forward documents to Cllr Parrington for referral to Health and Safety expert.**

Cllr Woods also reported that a number of policies had been reviewed. There were no recommendations for changes to the Health and Safety Policy and Sickness Absence Policy and an amalgamation of the grievance policy with disciplinary procedures to make a combined document. These had been distributed to all Councillors prior to the meeting. It was unanimously agreed that the proposals be adopted.

**315. Reports**

County Councillor Jones’ Report

Cllr Jones reported he had been dealing with a number of complaints regarding youths congregating at the currently disused medical centre and underpass. When necessary this had been reported to North Wales Police and one arrest had been made for drug offences.

There continued to be a number of complaints regarding the work being carried out by Virgin however, WCBC had little power as this is a statutory undertaking. Cllr Jones reported that he had received confirmation that they would manually operate the temporary traffic lights in an attempt to relieve the traffic problems. The traffic issues had been worsened as those attempting to drop off students at Darland High School were not been allowed to turn into school premises due to the revision of the bus drop offs. An approach had been made to the Head Teacher and Business Manager to review this decision.

Cllr Jones reported that along with Cllr Maurice-Jones he had met with the Rights of Way Officer and as a result a formal notice was being sent to a land owner regarding an impassable footpath.

Cllr Jones confirmed that he had written to Network Rail on two occasions regarding the uneven surface at the level crossing at the end of Station Road however, he had received no contact. He had therefore referred the issue to the rail regulators.

Clerk's Report

The Clerk had previously distributed her report for Councillor's information.

Cllr Parker reported that he was currently trying to obtain a contact from Natural Resources Wales to liaise with a home owner at Almere Ferry where water had been very close to entering their property during the last flooding incident.

Cllr Parrington queried the current position with the issue of cats defecating at the playground at Greenfields. The Clerk confirmed that the Street Warden was conducting more rigorous checks of the barked area during his weekly checks and a number of animal deterrent devices had been purchased and would be trialled.

**316. Finance**

Cllr Woods reported that a Finance Meeting had been held and the minutes distributed. He summarised the finance documents for August and these were accepted.

Invoices were approved, as follows:

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| **Payee**  Hewlett Packard  Zoom  Scottish Power  The Head Gardener  Rossett Village Hall | **Purpose**  Instant Ink  Monthly charge  Street Lighting Electricity  Ground Maintenance  Hire of Room | **Sum £**  3.49  14.39  184.33  817.80  17.00 | **Chq. No.**  Debit Card  Debit Card  Debit Card  Debit Card  On-line |
| AVOW  GBS Design | Quarterly Payroll charges  3rd Stage Payment | 80.00  300.00 | On-line  On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 780.25 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary and disbursements  Community Agent's salary and disbursements  Employers Tax | 1064.97  741.45  144.66 | On-line  On-line  On-line |

Community Agent Disbursements Clerk’s Disbursements

Petrol £45.00 Volunteer Gifts £69.32

Activities£9.95CCTV Laptop Battery £38.99

**Total £54.95** NoticeBoard Magnets £9.22

Animal Repeller £62.97

Street Warden’s Disbursements Total **£180.50**

Petrol £58.95

Total **£58.95**

**317. Planning Applications**

P/2020/0448 – Orchard House, Trevalyn Manor, Manor Lane, Rossett – Listed Building Consent for Sun Room (amendments to Listed Building Consent P/2012/0511) – No objections.

P/2020/0450 – Briarley, Burton Road, Burton, Rossett – Alterations to Vehicular Access – No objections.

P/2020/0496 – Alynfield Cottage, Harwoods Lane, Rossett – Conversion of Single-Storey Poolhouse into Two Storey Extension – No objections.

P/2020/0520 – The Stone House, Llay Road, Burton, Rossett – Proposed Outdoor Swimming Pool – This had been viewed on-line however, there was very little detail provided. Contact to be made to request additional information.

P/2020/0538 – Highclere, Burton Road, Burton, Rossett – Two-Storey Side and Rear Extension and New Dormer Windows to Front – No objections.

**318. Other Items brought to the Council’s Attention**

1. Cllr Parrington confirmed that it had been decided to continue with a remote meeting due to the current increase in reported cases of Coronavirus. This situation would be reviewed on a month to month basis. The Clerk reported that the annual meeting had been deferred from May until October when it had been hoped that a public meeting would be possible. It was agreed that this would now be deferred until December.
2. The Clerk confirmed that Ron Jenkins had been appointed as Park Warden and commenced on 14th September.
3. Cllr Todd raised the issue of dropping off at Darland High School which had been covered by Cllr Jones in his report. She also asked about the CCTV within the playground and the Clerk confirmed that it was operational and could be viewed following a request from the PCSO or North Wales Police.

**Date of the next meeting Wednesday 21st October 2020.**

**Signed as a true record:**

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**Chairman Date**