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**Rossett Community Council**

**Meeting on Wednesday 21st December 2016**

**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 :** A Parrington (Chair), C Guest (Vice Chair), G Smith, C Parker,

K Dolan, J Pretsell, P Morris, J Fortune, County Councillor H Jones

**Apologies for absence:**  Cllr. J Montgomery, Cllr. R Shepherd, Cllr. P Cade

**32.** Minutes of the meeting of 16th November 2016 were approved.

## 33. North Wales Police

Cllr. Parrington presented the Police report for November, as follows:

1. **Crime Details for November 2016:**

|  |  |  |
| --- | --- | --- |
| **Crime Type** | **No.** | **Comments** |
| Burglary | 4 | 01/11/16 : Parkside – Window smashed, no entry gained. Undetected05/11/16 : Llyndir Lane – Entry gained through porch, keys taken and works van taken. Vehicle recovered.24/11/16 : Trevalyn – Entry gained, but nothing taken. Entry to shed and coat taken. Undetected.29/11/16 : Chester Road – Grandfather clock taken. Civil matter. |
| Criminal damage | 1 | 30/11/16 : Rossett – Small window smashed. Undetected. |
| ASB | 1 | 27/11/16 : Lavister – Personal. |

1. **Priorities:**

 B.O.T.D. – None.

 Speeding – Chester Road. Cllr. Jones advised that speeding is still an issue on Burton Road/Croeshowell Hill.

Parking on pavements – No reports to 101. Continue to patrol and monitor. Currently monitoring work vans at the Old Butcher’s Arms.

**(c) Emerging Issues:**

Ensure property is secure. Don’t make it easy. Ensure you have left a light on when leaving the property. Your mobile phone or tablet that you’ve worked so hard for – register it now, or it could end up with someone else. Homes that look unoccupied and unsecure are more likely to be targeted.

**(d) Good News Stories:**

 School patrols. Positive feedback in Essentially Yours Magazine for North Wales Police. Liaising with Natural Resources Wales and Cheshire Police regarding the flooding at Trevalyn/Almere Ferry Farm. Flood packs have been delivered and plans being put in place if the flooding arrives again.

Clerk advised that “Cuppa with a Copper” event has been arranged for Friday 30th December 2016 between 4pm and 6pm in the back room at the Village Hall, Station Road.

**34. Matters Arising:**

(1) CCTV : Cllr. Smith advised that this was now all set-up and ready to be installed. BT will install a dedicated secure line on the 10th January 2017 to the control room in Wrexham County Borough Council (“WCBC”). It was reported that the bid for grant funding had been unsuccessful so the Community Council will be meeting the full costs of the scheme, both one-off and on-going. Cllr. Jones asked who owned the BT line. Cllr. Smith advised it will be owned by Mr Jeremy Bassett on behalf of Rossett Community Council and only the control room will have access to transmitted images. Cllr. Guest requested that he be advised of the costs and payment dates once these are available to include in budget projections. **Action : Clerk to obtain the control room costs for monitoring the CCTV (which Cllr. Smith advised are in the region of £1000 per annum). Clerk to instruct Closed Circuit Systems Ltd and Hannac Electrical Ltd to go ahead with all installation requirements.**

(2) Toilet Block : Cllr. Guest advised that the application to Cadwyn Clwyd to fund an options appraisal for the future use of the premises has been approved through the first round of assessment. It is going to the Wrexham Local Area Committee on the 12th January 2017 when a decision will be made.

(3) Recreation Grounds : Cllr. Dolan advised that a review of the Health and Safety Policy and Risk Assessment will be carried out at the next Parks sub-committee meeting in January 2017. He will report on the same at the next full Council meeting.

(4) Christmas Tree Event : This was a very successful evening with £100 being raised towards the Polio Appeal and the NSPCC. It was noted that Mr Richard Wallace had put in a lot of time on this event, which was extremely appreciated. Thanks also to BRHS and the Festival Committee for their contribution to the event.

(5) Finance Committee Membership : Cllr. Guest advised that Cllr. Pretsell and Cllr.Morris are now the new Finance Committee members. The next meeting will take place in January 2017.

(6) One Voice Wales Representative : Cllr. Guest has now taken on this role.

**35. Matters Discussed**

(1) Street Warden’s work program : Discussion ensued with regard to the areas within the Street Warden’s remit. **Action : Cllr. Parrington will provide the Clerk with a map indicating 4 “work zones” for publication on the Council website and Essentially Yours Magazine.**

 Cllr. Smith said he felt a hire company agreement would be useful to enable the Street Warden to hire equipment when necessary, which would save the necessity of purchasing expensive equipment. **Action : Clerk to look into this.**

 Cllr. Pretsell and the Clerk will liaise for a post to be placed on Facebook highlighting the Street Warden’s role and also providing a telephone number to report fly-tipping. It was reported that fly-tipping has taken place in Llyndir Lane. **Action : Clerk to report fly tipping via the WCBC website.**

 Cllr. Smith advised that the trailer security is now in place and thanked the Clerk and Street Warden for ensuring that this was dealt with swiftly.

 Discussion ensued with regard to the double gates which provide access to the main park. The “No Parking in Front of These Gates” sign does not seem to have been effective. Cllr. Guest advised that there is a drop kerb in front of these gates.Cllr. Parrington proposed that a white “T” bar line should be put in front of these gates which would mean parking restrictions were enforceable. Seconded by Cllr. Fortune. **Action : Clerk to contact the Highways Department with regard to this.**

(2) Banking System : The Clerk advised that it is becoming increasingly difficult to make payments by cheque and had investigated the use of a debit card and internet banking. **Action : Clerk to produce a report on this at the next Finance sub-Committee meeting. Clerk to look at Standing Orders.**

(3) Mountain View replacement fencing : Discussion ensued with regard to the 3 quotes obtained for this work. A decision was taken to proceed **Action : Clerk to instruct this work to be carried out.**

(4) Street lighting in Station Road : Cllr. Jones reported he had received an email from a Station Road resident regarding the lack of lighting in Station Road. Discussion ensued. It was decided that additional lighting would be difficult to install in view of the width of the pavement. Cllr. Jones advised that the lamp outside The Copse is not working. **Action : Clerk to report.** No further action is to be taken with regard to street lighting in Station Road.

 Cllr. Dolan asked if the floor light at St Peter’s had been fixed?  **Action : Clerk to chase this.**

 Cllr. Fortune advised that the lights on the mini-roundabout are often out of service. Cllr. Jones advised that there have been underground supply problems and Scottish Power are trying to resolve them.

(5) Review of lighting contractor : Discussion ensued. The Clerk advised that she felt the lighting contractors were now “on top of things” and were responding well to any reports of faulty lights. The performance of the contractor would continue to be monitored

(6) Social media and website : Cllr. Pretsell advised that website views were up. She said she would increase posts to Facebook which is also receiving more likes. Cllr. Pretsell will also set up Twitter.

**36. Reports**

 Cllr. Jones reported on the Virgin broadband being installed along Chester Road. If residents sign-up they will be able to benefit from this, but they must sign up for it. There have been traffic issues and the Highways Department and Virgin have now agreed the protocol for the work due to start on the 4th January 2017. Advance warning to residents will be given in the form of letter drops. There will be liaison with both St Peter’s School and Darland School. Traffic lights will be operational from 0730 to 1800. There will also be a limit on the length of road they are allowed to work on at any one time. Restrictions will be eased during half-term. The proposed work at The Green will be a two-way light system and one entrance will be closed at any one time.

 Cllr. Jones advised that no-one from the village had applied to take on the Post Office. He has now contacted the Co-op requesting them to liaise with the Post Office to consider providing this vital service to the village.

 Cllr. Jones has met with the Highways Department to discuss the additional traffic once the Co-op opens. There will be a traffic management scheme to take into account the additional traffic and Cllr. Jones will be meeting on the site of the Co-op at the end of January to discuss this matter. Cllr. Jones will be proposing that the speed-bumps outside the Village Stores be removed.

 Cllr. Jones advised that the Gamford Lane planning application has been put back to February 2017. The planners have submitted a new flood mitigation plan and a response is awaited.

 Cllr. Jones advised that Arriva pulled out of the meeting set up with himself and the headmaster of Darland School to discuss the bus issues at school times.

 Cllr. Jones advised that the flooding issues in garages in Waverley Crescent have now been rectified.

 Cllr. Guest asked Cllr. Jones for information on the alternative development sites, namely opposite Park View, the field by the mill and the inclusion of the front of Trevalyn Hall View and Harwoods Lane/Rosset Road. Cllr. Jones advised that these were additional or changed proposals to the original candidate sites, the draft Local Development Plan will go out for consultation for views on all the proposals.

**37. Planning** : The following Planning Application had been received on the day of the meeting:

P/2016/1157 : Installation of new ATM, bollard, plant yard and plant equipment. No objection.

**38. Finance**

Cllr. Guest provided the Finance Report for November. Cllr. Guest advised that as RCC now have 3 employees on the payroll, HR matters such as remuneration, overtime, expenses, training and appraisals need to be considered. Discussion ensued. It was agreed that the Finance sub-Committee should deal with these matters.

 Cllr. Guest proposed that overtime of employees could only be authorised by the Clerk in advance. Any overtime worked by the clerk would need to be agreed with the chair or vice-chair. Any overtime not agreed in advance will not be paid. Seconded by Cllr. Fortune. **Action : Clerk to advise employees and be aware herself.**

 Cheques were approved and signed, as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Purpose** | **Sum £** | **Chq. No.** |
| Darts Chester Ltd | Uniforms for Park Warden and Street Warden | 463.65 | 2882 \* |
| Mr C Hughes | Reimbursement to Towing Direct for tow bar | 226.20 | 2883 \* |
| Mr A Parrington | Reimbursement of ChristmasTree event disbursements | 153.92 | 2895 \* |
| Mr P Wynne | Hedge cutting | 360.00 | 2896 |
| One Voice Wales | Training Courses | 70.00 | 2898 |
| Vision ICT  | Website hosting and support | 240.00 | 2899 |
| Mr C Guest | Reimbursement of trailer cost | 626.95 | 2901 \* |
| Scottish Power | Street light electricity | 439.26 | 2902 |
| Mrs S Tushingham | Clerk’s disbursements (see below) | 92.00 | 2903 |
| Jones Lighting | Street lamp maintenance & repairs | 429.07 | 2904 |
| Mr T Price | Park Warden’s disbursements (see below) | 40.36 | 2905 |
| Mr T Price | Park Warden’s salary and holiday pay | 627.58 | 2906 |
| Mr C Hughes | Street Warden’s disbursements(see below) | 231.98 | 2907 |
| Mr C Hughes | Street Warden’s salary | 270.65 | 2909 |
| Mrs S Tushingham | Clerk’s salary | 400.44 | 2910 |
| Post Office | Employer’s Tax x 3 employees | 324.80 | 2911 |

**\* These cheques have been paid prior to the meeting in December.**

Clerk’s Disbursements Street Warden’s disbursements

Stamps £13.20 Hoe £6.73

Petrol £9.00 Bracket (trailer security) £12.00

Heavy Duty litter grabber £22.98 Chain & locks (trailer security) £142.15

Printer cartridge £13.99 Petrol £71.10

“No parking” sign £32.83 **£231.98**

 **£92.00** Park Warden’s disbursements

Washers, nuts, screws £6.61

Petrol £33.75

 **£40.36**

**39. Any Other Business**

(1) Cllr. Pretsell confirmed she would attend the Wrexham Youth & Play Partnership meeting on the 16th January 2017 and report back at the next Council meeting.

(2) Cllr. Jones advised he had been approached with regard to moving the red telephone box from Llay to Rossett to set up as an ATM or defibrillator station. Discussion ensued. It was decided RCC would not be proceeding with this due to it not being viable with positioning in the village.

(3) Cllr. Jones advised he would be meeting with the Welsh Government early in the New Year to discuss the extra £300,000 of funding allocated across North Wales to support the bus services.

(4) The installation of a pelican crossing was discussed on Chester Road to assist with the early morning influx of school children. Discussion ensued. Cllr. Jones advised that no accidents on this stretch of road have been reported in the last 5 years. Cllr. Fortune therefore proposed the investigation into the appointment of a “lollipop” person. Seconded by Cllr. Morris. **Action : Cllr. Jones will look into this**.

**Date of the next meeting Wednesday 18th January 2017.**

**Signed as a true record:**

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**Chairman Date**