

**Rossett Community Council**

**Meeting on Wednesday 21st May 2025**

**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, Cllr C Morgan, Cllr H Maurice-Jones, Cllr L Rowland, Cllr L Todd, Cllr M Woods, Cllr N Roberts, Cllr R Shepherd and Cllr W Cleaver. Youth Rep Leo Dowdeswell.

**Other:** None.

1. **Apologies for absence:** Cllr A Steven, Cllr H Jones, Cllr P Morris, Cllr P Roberts and Youth Rep Alex Sullivan.

Cllr M Gledhill had given notice of his resignation from the council as he would be moving from the area soon. Cllr A Parrington wanted to thank him for his many years of service and support over the years and wished him luck for the future. **Action – Clerk to contact Electoral for vacancy.**

**2. Declarations of Interest**

Declarations of interest were made by:

• Cllr C Morgan and Cllr H Maurice-Jones regarding issues with Hwb Yr Orsedd due to a conflict of interest.

**3. Approval of the Minutes of 16th April 2025** – Minutes were agreed and signed.

**4. Appointment of Officers**

The following appointments were proposed, seconded and accepted:

**(i) Chair –** Cllr A Parrington

**(ii) Vice Chair –** Cllr N Roberts

**(iii) Environmental Committee** – Cllr A Steven (Chair), Cllr’s C Morgan and P Morris

**(iv) Parks Committee –** Cllr A Steven (Chair), Cllr’s A Parrington, H Maurice-Jones, L Rowland, L Todd, M Woods, N Roberts and W Cleaver

**(v) Finance Committee –** Cllr M Woods (Chair), Cllr’s A Parrington, C Morgan, P Morris, R Shepherd and W Cleaver

**(vi) Staffing Committee –** Cllr P Roberts (Chair), Cllr’s A Parrington, C Morgan, L Todd and M Woods

**(vii) Events Committee –** Cllr L Rowland (Chair) Cllr’s A Parrington, A Steven, H Maurice-Jones, L Todd, M Woods, N Roberts and W Cleaver

**(viii) Wrexham T&C Forum -**  Cllr P Roberts

**(ix) One Voice Wales Rep –** Cllr H Maurice-Jones (1st Rep), Cllr’s A Parrington and M Woods (2nd Reps)

**(x) St Peters/Darland School Governor -**  Cllr N Roberts (St Peters), Cllr R Shepherd (Darland)

**(xi) GDPR/IT –** Cllr C Morgan and the Clerk. Cllr A Parrington thanked Cllr C Morgan and the Clerk for all their work on this over the past year.

**5. Crime Report**

**April**

Burglary Residential 3

Domestic Violence 3

ASB 1

**Total**  **7** (Report from PCSO Maddocks 94479)

Cllr A Parrington read through the Crime Report. PCSO Emma Maddocks (94479) was unable to attend. There were no matters brought up.

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

None

**. Matters Arising**

1. **Allotments –** Cllr W Cleaver had contacted Nigel but not had a response so it was agreed this would now be taken off the agenda until any future progress was made.
2. **Eisteddfod –** Cllr A Parrington informed there was a poster ready once the logo had been added. This would be publicised next week. Cllr L Rowland would update in Events report.
3. **Footpaths** – Cllr A Parrington suggested the council start on a full audit of the footpaths now and aim for 1 per week. He would be able to collate the information and pictures of what needed doing to be sent off to Footpaths Officer. Cllr H Maurice-Jones confirmed the collapsed gate had been repaired and a new swing gate in place but the farmers in that field had ploughed and sewn crop in right up to the edges, not leaving a marked footpath. She would update if after the allowed 2 weeks the footpath wasn’t reinstated. **Action – Cllr H Maurice-Jones to monitor and inform Clerk/Cllr H Jones after 2 weeks.** She reported that there was still an issue with the continuation of this footpath when it passes Groom’s cottage. The stile has been repaired rather than replaced with a gate as suggested by the footpath officer, so is still not accessible to all, especially when walking a dog as the gap alongside the stile is very small.

**7. Matters to be discussed**

1. Estate of the Late Susan Welch – The Clerk informed she had been contacted by Mackenzie Jones Solicitors in regards to Susan Welch’s will. Rossett Council had been named a residuary beneficiary and would be receiving a percentage from the estate. The Clerk would confirm when the full details of payment amount were received. The council wanted to note their gratitude to the late Susan for her generosity in her Will. They agreed that the money received should be used towards something to benefit the village and so would ensure it went towards a legacy that Susan would’ve approved of. **Action – Clerk to update when money received.** One suggestion was to replace to the stand around the Cherry tree in the park but it was agreed this should be replaced from RCC spends not this money in particular. **Action – Clerk/Parks committee to replace tree stand.**

**8. Reports**

County Councillors Reports

Councillor Jones and Shepherds’ Report – Cllr R Shepherd informed the WCBC AGM had taken place today. He reported that there had been comments received regarding grass cutting. WCBC usually waited until the daffodils had withered and then began cutting, so areas were being mowed presently. He noted that hedges not being cut back were also being complained about and residents were not cutting them. WCBC would be invoicing residents in they had to cut their hedges. Cllr R Shepherd informed that there was a borough wide rise in fly-tipping and littering and this had been noticed particularly with residents dumping garden waste at the Weir. Speed Checks had been carried out with speed tapes in Burton and Trevalyn. He highlighted that issues brought to WCBC regarding unadopted roads were not in their entity and so couldn’t be resolved by them. Finally, he had received some comments regarding parking at the Hwb. These had been replied to and Cllr H Maurice-Jones insisted that the Hwb do try to keep an eye on it and keep any ‘badge’ parking to a minimum.

Clerk's Report – The Clerk had circulated a report and Cllr A Parrington read through this. This included the Community Co-Ordinator report which was also read. Cllr A Parrington highlighted that VE Day celebrations had been a great success and wanted to thank all those involved in preparations and the running of the event.

Reports from Community Councillors

• Parks Committee – Cllr A Steven was unable to attend and there was no report. Cllr L Rowland informed that there had been inspectors in the park carrying out the yearly park inspections this week.

* Events Committee – Cllr L Rowland reminded there was an Events meeting on Tuesday 27th May to finalise details for Picnic in the Park (14th June). She requested any donations for the tombola or the plant stall RCC would be holding to be given to her before this next events meeting. She had 6 stalls confirmed and Cllr A Parrington informed her of another interested party. Cllr L Rowland confirmed Chester Rock Choir would be attending and performing a ‘Flashmob’ and there would also be a salsa demonstration happening. There was disappointment from the community council that Wrexham Football Academy were not able to be involved in any way after assurances had been made to support the local community when they spoke at a previous meeting. It was suggested that they should be asked for some of their branded footballs that could be used for ‘Beat the Goalie’ and Cllr R Shepherd would contact them regarding this. Cllr L Todd informed the scouts had been asked to come and help supervise. Cllr L Rowland noted that she had also not heard anything back from the cadets. Volunteers would be needed to help with one-hour stints on the tombola on the day. It was emphasised that the councillors should all try and help out and so an email request would be sent out to those councillors not specifically at the meeting. Cllr A Parrington confirmed he would provide a chef from the Golden Lion for the BBQ. Cllr L Rowland confirmed local paramedic Mike would be attending the event as an on-site medic. The PCSO would be notified of the event. **Action – Clerk to email PCSO Maddocks.** Cllr L Rowland was keen that the poster should highlight there would be limited parking as the Christ Church was not available as additional parking space this year. It was suggested to contact the BT Telephone exchange building. **Action – Cllr L Rowland to contact.** Cllr H Maurice-Jones was discussing any thoughts on the community café goers being involved with Ali (Comm Co-Cord) at the next community café session as this would likely cause more parking worries. It was also suggested to direct parking to Darland School as it would be open for the Sports Centre but was further to walk back. Cllr L Rowland reminded the council of the details for the Eisteddfod fundraising evening. A Cheese and Wine night on 3rd July, tickets costing £10 to include 1 glass of wine. Additional wine would be available to purchase.
* Staffing Committee – No update but a meeting would be arranged and appraisals for the next year would commence in July. Cllr A Parrington wished to thank Ollie (Park Warden) for not only his usual work within the role but for all the extra jobs that he was taking on to make the village better. Ollie requested some extra uniform items. **Action – Clerk to order hi-vis, new logo shirts and work boots.**
* Floods Committee – There was no update.
* GDPR/IT – Cllr C Morgan reported that the process for changing to new email addresses was under way, with most councillors already switched. As the new package enabled the council to have as many new email addresses as they would like it was suggested to create some for the youth reps and Park Warden. This was agreed. **Action – Cllr C Morgan to set up these.** Cllr C Morgan had circulated a link to the new website and highlighted that there would be access links to helpful WCBC website pages (eg. street lighting, bins etc). There was also an events page where any events and notices could be published to help promote them. It was suggested to have a section for the footpaths as a additional page. Finally, Cllr C Morgan requested any last reports and items that needed to be added to the next addition of the newsletter be sent to him by the weekend. The 3rd edition would hopefully be ready for the end of the month.
* Community Agent – The Clerk had received Grant’s report and that was read to the council.
* Youth Representative – Leo asked if any councillors had considered the invite from Hope House to their event on 26th June. Cllr’s L Rowland and A Parrington were both keen to go and it was thought that Cllr H Jones had shown interest at the last meeting.

**9. Finance**

1. Cllr M Woods read through the bank reconciliation for May. He highlighted the payments for Cloud Next for the new email package, the Insurance renewal quote and the new planters as one-off payments for this month. Cllr A Parrington mentioned that the planter had been part funded from the raffle money raised at Christmas towards Village landscaping. These were all agreed and the bank reconciliation signed.
2. Invoices were approved, as follows:

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| **Payee**  Hewlett Packard  EE  Nest  Scottish Power  Hwb-Yr-Orsedd  Lee Woodworth Gardener  Mr W Cleaver  ICO  Cloud Next Ltd  Amazon  Gallagher  Mrs L Rowland  Kellectrics  Amberol  Vision ICT  Hwb-Yr-Orsedd  Mrs H Maurice-Jones  Staff Costs  HMRC | **Purpose**  Instant Ink  NEW SIM cards for Clerk and Community Agent  Pension contributions  Electricity (01.04.25-01.05.25)  Room Hire (April)  Grounds Maintenance  Structural work to Tommy Soldier Sign  GDPR/ Data Protection Act 2018 Renewal  New Email and Domain name  Stationary for Clerk/Signs for Gate/Weed Killer  Insurance Renewal  VE Day Banner/Paint  Replacement of faulty plug socket by the park  New Planters at Lavister and Trevalyn  Hosted emails May 2025-April 2026  Community Café Hire and expenses  Compost for Summer bedding/Plants for Burton barrel  Salaries and disbursements  Employers Tax | **Sum £**  11.99  9.16  52.69  723.82  20.00  900.00  31.08  52.00  137.97  122.88  2241.81  36.99  102.00  1599.00  312.00  183.49  471.78  2653.93  432.81 | **Chq. No.**  Direct Charge  Direct Debit  Direct Charge  On-line  On-line  On-line  On-line  Direct Debit  On-line  Card Purchases  On-line  On-line  On-line  On-line  On-line  On-line  On-line  On-line  On-line |

Street Warden’s Disbursements Community Co-Ordinator’s Disbursements

Petrol **£52.65** Petrol £24.75

Easter Eggs £16.00

Park Warden’s Disbursements Cards for Comm Café £23.50

Petrol for machinery **£19.51** **£64.25**

Cllr H Maurice-Jones requested that she be permitted to purchase some more flowers/plants for the new planters and estimated approximately £200. This was agreed with Cllr M Woods adding the money needed to be spent to maintain the beautiful displays in the village. Cllr A Parrington informed that the new planters should be arriving within the first 2 weeks of June and as they both had plaques on them it was decided to purchase a plaque for the current planter in Burton. **Action – Clerk to organise ‘Burton’ plaque.**

1. Internal Audit 2024-25 – The Clerk had informed on the Clerk’s report that the Internal Audit work was complete and was being handed into the Internal Auditors the next day (22nd May).

**10. Planning Applications**

**P/2025/0373 – Carisbrooke, Croeshowell Lane, Burton –** Installation Of Air Source Heat Pump – **No Objections**

**P/2025/0374 – Raven Oak, The Green, Rossett –** Single Storey Extension – **No Objections**

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

Cllr A Parrington had attended the latest One Voice Wales meeting and gave an update on the speakers. He informed that Mel ab Owain (Development Officer) was retiring from OVW and Katherine Brown was taking over the role. He requested the Clerk check regarding a consultation to Welsh Government that Clerks needed to respond to had been done. **Action – Clerk to check.** OVW had informed the attendees of the new website and the Clerk confirmed she had the log in details. Cllr A Parrington relayed that there should be a section providing templates for policies and model governance documents on there. He requested the Clerk circulate a list of these to the council for useful information. **Action – Clerk to circulate template list.** Cllr A Parrington informed the next face to face meeting was 24th June and any matters the Clerk wished to forward should be received by 6th June.

**Date of the next meeting Wednesday 18th June 2025 at the The Community Hwb.**

**Signed as a true record:**

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**Chairman Date**