

**Rossett Community Council**

**Meeting on Wednesday 19th July 2017**

**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. K Matthias, Cllr. H Maurice-Jones, Cllr. B Cleaver, Cllr. J Pretsell, Cllr. P Roberts, Cllr.M Woods, Cllr. T Sexton, Cllr. P Morris, Cllr. C Parker, Cllr S Price.

**Apologies for absence :**  Cllr. J Fortune, Cllr. H Jones and Cllr. P Goode.

**23. Apologies for absence.**

**24. Declarations of Interest**

Declarations of interest were made at this stage of the proceedings by:

1. Cllr B Cleaver regarding any issues pertaining to the Park Warden and planning application P/2017/0605 due to personal association.
2. Cllr S Price regarding any issues pertaining to the Park Warden and planning application P/2017/0605 due to personal association.
3. Cllr P Roberts regarding planning applications due to a conflict of interest.

**25. Approval of the Minutes of 21st June 2017.**

**26. Cllr Parrington read the Council Priorities Report, as follows:**

1. **Crime Details for June 2017:**

|  |  |  |
| --- | --- | --- |
| **Crime Type** | **No.** | **Comments** |
| Assaults | 1 | 06/06/17 – Chester Road - Ongoing |
| Criminal Damage | 2 | 14/06/17 - Burton - Damage to vehicle. Undetected.  29/06/17 - Chester Road- Cat flap damage - Undetected. |
| ASB | 3 | ASB Nuisance 19/06/17 - Trevalyn - Youths  19/06/17 - Chester Road - Social Media  24/06/17 - Chester Road - Neighbour dispute |

**(b) Priorities:**

B.O.T.D. – Continue to patrol. No reports for June.

Speeding – Continue to monitor. Reports regarding Chester Road speeding of the evening.

Parking on pavements – No reports for this month.

**(c) Emerging Issues:**

Ensure all outbuildings and sheds are secure. Don't leave your windows open when leaving your property when the weather is warm.

**(d) Good News Stories:**

Attended St Peters School Summer Fair.

Cllr Parrington confirmed that PCSO Heron now covers Rossett, Burton, Holt, Marford and Llay therefore, her visibility will be reduced locally due to the enlarged patch.

Speeding on Chester Road is still perceived as an issue, Cllr Cleaver thought the 20 mph speed limit notices were limited. **Action: Clerk to refer issue to Cllr H Jones to see if additional signage could be arranged.**

**27. Representation's from General Public - None**

**28. Matters Arising**

1. **Community Agent Scheme -** Cllr Pretsell confirmed that she had met with the Clerk and an advert for the employment of a Community Agent had been drafted. It was hoped this would be out by the end of the week and initially it would be advertised locally using Essentials, Facebook, website and noticeboards. The closing date was 1st September to allow for holidays. The funding for the post has been received from WCBC. There will also be a need to secure appropriate technology for the postholder i.e. notebook and phone. The next phase will be to confirm an induction/training programme for the successful applicant with consideration being given to shadowing an established Community Agent elsewhere. **Action: Cllr Pretsell to contact Nigel Davies (AVOW) upon his return from holiday regarding a training programme**.

(ii) **School Crossing -** An email had been received from Darland High confirming their ability to match fund the employment of a School Crossing Patrol.The Clerk confirmed that she had made contact with WCBC who would employ the School Crossing Patrol. They would only employ somebody on the same conditions as other School Crossing Patrols i.e. morning and afternoon, all based at Darland and they challenged the likely effectiveness of a Patrol following their previous observations. The Clerk had approached Cllr Jones to see if there could be more flexibility with the employment contract **Action: Clerk to chase Cllr Jones upon his return from annual leave and invite WCBC to the next meeting in an attempt to resolve this matter.**

(iii) **Public Meeting - Traffic movement around the Green** - The Clerk had provided accommodation availability to Cllr Jones however he was awaiting confirmation of Dave Hesketh's (Highways, WCBC) availability. **Action: Clerk to chase Cllr Jones for a date.**

**(iv) Planter sponsorship -** Cllr Maurice-Jones confirmed she had been in contact with the Chair of the Horticultural Society and suggested the planters on the roundabout however, the Horticultural Society had expressed an interest in sponsoring the planters at the end of the park as they are also involved in the provision of the Christmas Tree which is in the same location. The costs for the planters would be the same at £200 (twice a year). These would next be planted in Autumn so this issue will be progressed then. It was mentioned that they would possibly want to put a plaque on the planters to show they were sponsoring them which was agreed.

Cllr Roberts reiterated how nice the planters looked on the roundabout however, he felt the number of banners/notices attached to the fence around the roundabout detracted from the effectiveness of the planters. It was agreed that the number of banners and the type of some had become an issue. Whilst those which advertised 'one off' events overall were accepted, as long as they were removed promptly after the event, it was not felt that general advertising was appropriate. **Action: Clerk to confirm with Cllr Jones the regulations regarding this type of advertising and action as necessary.**

**29. Matters Discussed**

1. Cadwyn Clwyd. Cllr Parrington reported that he had met with Cadwyn Clwyd and the Clerk regarding the on-going project. A feasibility report had been drafted which would be used to appoint a consultant to carry out our requirements. In order to ensure all areas had been covered it was suggested that a Steering Group be formed. Interested parties in joining this Steering Group to contact the Clerk within the next 10 days.
2. Risk Assessment - The Clerk had distributed the Risk Assessment for review as it had last been accepted in April 2016. No amendments/additions were forthcoming from Councillors so the current Risk Assessment was accepted .

**30. Reports**

County Councillor Hugh Jones’ Report

No emerging issues since his last report.

Finance Sub-Committee Report

A meeting had been held on 11th July and Cllr Woods had been appointed as the Chair. Due to the number of recent changes within the Community Council one urgent issue was the banking, The Clerk confirmed that she had finally received confirmation that the necessary removals/additions had been made to the account. This would now enable other changes to be made to the account i.e. statement dates, debit card. There was a need to produce a reserve statement to confirm if any of the money held by the Community Council was earmarked for specific projects. Whilst the Sub-Committee was new it was identified that monthly meetings would be held in order to progress some of the emerging issues.

Reports from Community Councillors

Cllr Roberts reported that he had recently attended the Wrexham Town and Community Council Forum. The following issues had been discussed:

Community Resilience - A structured plan for the event of a disaster had been discussed - this had been forwarded to all Community Councillors.

Dog Fouling - The clerk at Gresford had raised continued problems with dog fouling which seems to be a common problem. There is a need to ensure bins are provided in an attempt to alleviate these problems but if additional bins are sourced it needs to be ensured that the Council are willing to empty them. It was identified that contractors can be paid to do this but this would be at additional cost to the Community Council. WCBC have employed the services of Enforcement Officers (Kingdom) to issue fines for any breaches. **Action: Cllr Pretsell to make posting on Facebook regarding this issue advising that 'hot spots' can be reported and we will endeavour to get Enforcement Officers to patrol.**

Virgin Media - Problems in Northern parts will mean that some work will have to be re-done. Rossett area was not mentioned.

PCSO's - there was a report regarding neighbourhood policing and it appeared that a new Statistical Process Control graph would be used to identify hot spots for targeted activity. Generally it was not felt that the new way of showing incidents would be as informative as the current police report.

**Cllr Maurice-Jones identified issues with the poor condition of Stringers Lane. Action: Clerk to report issue to Cllr Jones.**

**31. Planning Applications**

P/2017/0501 – Land opposite former Golden Groves - Erection of stable block, tack room, feed store, hay store and construction of menage - No objections.

P/2017/0518 - Briarley, Burton Road, Burton - Two-Storey Extension - No objections.

P/2017/0522 - 1 Harwoods Lane, Rossett - First floor and Single-storey extension and pitched roof over front porch - No objections.

P/2017/0530 - New Farm, Cobblers Lane, Burton - Construction of above ground Steel Slurry Tank - No objections however, condition that old tank should be removed.

P/2017/0554 - Burton Hall, Burton Hall Road, Burton - Steel Framed Agricultural Building Extension - No objections.

P/2017/0558 - Burton Green Cottage, Burton - Change of Use of Agricultural Land to residential curtilage and erection of timber frame domestic garage (partly in retrospect) - No objections.

P/2017/0567 - 5 Grosvenor Crescent, Rossett - Garage Extension - No objections.

P2017/0577 - Newhaven Garage, Chester Road - Residential Development, Access and Parking - Conservation area, height of properties, no drawings showing elevations as outline application so difficult to access the visual impact.

P/2017/0593 - 1 Moss Green, Rossett - Conversion of Garage into Additional Accommodation - No objections.

P/2017/0605 - 105 Harwoods Lane - Single storey study/bathroom and garage extension - No objections.

P2016/0712 Section 78 Appeal - Bungalow, Darland Lodge - Notification of Appeal on 2 August at 10am Memorial Hall, Wrexham. All interested parties encourage to attend.

**32. Finance**

1. Invoices were approved, as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Payee** | **Purpose** | **Sum £** | **Chq. No.** |
| Scottish Power | Street light electricity | 440.78 | 2986 |
| AVOW  Wrexham CBC  The Head Gardener  Christ Church Rossett | Quarterly payroll charges  Playground repairs  Grounds maintenance works  Donation | 85.00  70.66  920.00  1,000.00 | 2987  2988  2989  2990 |
| Mr C Hughes | Street warden’s salary and disbursements | 430.40 | 2991 |
| Mr T Price | Park warden’s salary and disbursements | 267.81 | 2992 |
| Miss W Pace | Clerk's salary and disbursements | 506.82 | 2993 |
| Post Office  SLCC  One Voice Wales | Employers Tax and NI  Joint Wales Conference  Understanding the Law Training | 176.40  165.60  40.00 | 2994  2995  2996 |

Street Warden’s Disbursements Park Warden’s Disbursements

Petrol £113.85 Petrol £23.40

Clerk's Disbursements

Petrol £13.50

Postage £ 2.40

Total **£15.90**

Cllr Morris had heard that Rossett Scouts had not received the donation cheque from last year. The Clerk confirmed that there were no unpresented cheques**. Action: Clerk to confirm issue with Scout Leader**.

The Clerk had received a request for financial support from Rossett Senior Citizens with regard to a new bingo machine which had been purchased for £152. In principle the donation was agreed however, additional information regarding the group would be required. **Action: Clerk to contact group for additional information.**

**33. Any Other Business**

(1) Notice Boards. The Clerk had emailed all Councillors as the current Noticeboards are no longer deemed fit for purpose. It would be necessary to ensure the noticeboards are in the correct location and then obtain quotations for replacements. **Action: Clerk to progress with the Recreation and Parks sub committee**.

(2) Benches The Clerk reported that there were two benches (Greenfield playground and Burton underpass) in need of replacement. Consideration be given to purchase two new anti-vandal ones for Chester Road and two be relocated to replace others. Cllr Roberts also reported that the bench at the bus stop on Rosemary Lane was in need of replacement. **Action: Recreation and Parks sub-committee to consider.**

(3) Cllr Pretsell reported concerns regarding usage of 'pebble beach' along Harwoods Lane where a number of unsupervised children play and go into the river. It was identified that access was gained over private land. It was deemed a potential risk especially with the warmer weather approaching so a letter would be sent to the land owner to recognise the risk/danger. **Action: Cllr Parrington to inform Clerk of details of land owner.**

(4) Cllr Price confirmed that a table had been booked to enable the Community Council to have a presence at the Village Festive.

(5) Cllr Cleaver had been approached to see if residents of the bungalows along Station Road would be able to have permits to park in the layby outside their properties which now had a 60 min restriction on parking. **Action: Clerk to raise with Cllr Jones.**

(6) Cllr Roberts raised the issue of the amount being paid to the Street Warden in respect of fuel expenses, payable due to the number of trips he has to make to the tip, along with the time commitment the number of journeys takes from his working hours. A number of issues were considered but for now the issue will be monitored. Cllr Maurice-Jones offered the use of her van when the Street Warden is working in the Burton area. Cllr Roberts also queried the system in place for authorising overtime and requested that all Councillors are notified when overtime is authorised. **Action: Clerk/Chair to notify other Community Councillors when overtime is authorised.**

(7) Cllr Roberts questioned if an amount was paid to the Clerk in respect of her using her own utility services (electricity/broadband) whilst working from home. It was confirmed that no payment is made. The Clerk raised the issue of a Staffing Committee which had been recommended during some recent training. As the Community Council will be employing four members of staff this was deemed beneficial in view of the queries raised at this meeting and to deal with employee issues i.e. appraisal. **Action: Chair asked Cllr Roberts to forward information regarding use of home expenses for review. Clerk to put on next month's agenda to create Staffing Committee.**

**Date of the next meeting Wednesday 15th August 2017.**

**Signed as a true record:**

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**Chairman Date**