

**Rossett Community Council**

**Meeting on Wednesday 16th May 2018**

**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. B Cleaver,Cllr. P Roberts, Cllr. J Pretsell, Cllr. P Morris, Cllr, C Parker, Cllr. H Jones, Cllr J Fortune, Cllr. P Goode, Cllr H Maurice-Jones, Cllr. T Sexton.

**Other:** Mr D Hylands

**1. Apologies for absence:** Cllr M Woods and Cllr K Matthias.

**2. Declarations of Interest**

Declarations of interest were made by:

1. Cllr B Cleaver regarding any issues pertaining to the Park Warden due to personal association.
2. Cllr P Roberts regarding planning issues due to a conflict of interest.

**3. Approval of the Minutes of 18th April 2018.**

**4. Police Report**

Cllr Parrington reviewed the Crime Report for April 2018.

Anti-Social Behaviour Issues/Trends

ASB Personal – Chapel Lane

ASB Nuisance – Grosvenor Crescent – Garden Ornament moved.

Crime Issues/Trends

Burglary dwelling – 12/04/18 – Waverly Crescent – Item Taken - Undetected.

26/04/18 – Grosvenor Crescent – Cash – Undetected.

Public Order – 15/04/18 – Chester Road – Advice given.

Other News – Visits to Darland School, patrols conducted in Lavister, Burton and Rossett, reassurance visits in Burton and Rossett.

**5. Appointment of Officers**

The following appointments were made:

Chair A Parrington

Vice Chair B Cleaver

Floods Partnership C Parker, J Fortune, J Pretsell

Recreation Ground Committee J Pretsell, H Maurice-Jones, P Morris, M Woods

Finance Committee P Morris, M Woods, T Sexton

Staffing Committee M Woods, A Parrington, P Roberts

Planning Committee P Morris, H Maurice-Jones, B Cleaver, K Matthias

Fetes & Festivals Committee J Fortune, J. Pretsell, H Maurice-Jones, P Goode

Wxm Town & Comm. Forum P Roberts

One Voice Wales Rep. J Fortune, H Maurice-Jones

St. Peter’s School Governor P Goode

Darland High School Governor K Matthias

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

None.

**7. Matters Arising**

1. **CCTV –** The Clerk confirmed that there had been meetings with WCBC and CCS. It had been established that the equipment currently located in residential premises could be relocated to an independent location. Costings for this work were currently being sought. Cllr Jones suggested that an application for funding should be considered by PACT as North Wales Police benefitted from the availability of this equipment. This was unanimously agreed. **Action: Clerk to chase up costings and make enquiries regarding PACT funding.**
2. **Cadwyn Clwyd –** The draft report had been received from BIC and would be distributed to all Councillors. The Steering Group would meet toreview the report before discussing with BIC.
3. **River contamination –** Cllr Jones had received a response from Lindsey Rawlinson, Head of NRW and this would be distributed to all Councillors. **Action: Cllr Jones to distribute communication**
4. **Outreach Post Office –** Cllr Maurice-Jones confirmed that the equipment was due to be delivered shortly and tested on 23rd May. It has therefore been advertised that the service will be trialled on Friday 25th May with a full ‘go-live’ date of 1st June. Refreshments will be provided during the provision of this service. The Clerk confirmed that she will regularly attend the sessions and will advertise her availability for contact and the Community Agent will endeavor to attend weekly sessions.
5. **GDPR –** The Clerk gave an overview of the current advice and situation. A number of new policies need to be drafted to ensure compliance. It is also suggested that Councillors don’t use private email addresses for Community Council correspondence and a number of options had been looked at to address this. Cllr Parrington proposed placing a contract with Microshade who would work with the Community Council to address all GDPR issues. This was unanimously agreed. **Action: Clerk to place contract with Microshade.**
6. **CPR Training –** Cllr Cleaver confirmed that he was awaiting training dates for the CPR training. As soon as these were provided he would forward on the details. **Action: Cllr Cleaver to chase up trainer to secure dates for training sessions.**
7. **Community Awards –** Cllr Fortune advised that the Village Festival Committee had allocated a slot during the Festival for the Community Awards. The Fetes and Festivals Committee would be meeting shortly to discuss the details regarding the criteria for applications and proposing awards. Proposals would be submitted at the next meeting.

**8. Matters Discussed**

1. Poo Bags. Cllr Prestsell reported that Cllr Andrew Atkinson had advertised that Gresford would be affixing holders for dog fouling bags to some lamp posts in the Village to hopefully encourage dog walkers to pick up and dispose of waste. Following a discussion it was decided to make contact with Gresford in a couple of months to see if the initiative had made any impact on the problem. **Action: Cllr Pretsell to contact Cllr Atkinson in a couple of months to assess impact.**
2. Parking on Station Road. Cllr Cleaver reported that residents at Burton Rise were concerned that the increase in appointments at the doctors surgery would impact on their ability to park outside their properties and they had requested parking permits to allow them to park longer than the parking restrictions. Cllr Jones will look into the issue. **Action: Cllr Jones to review the suggestion of parking permits**.
3. Silent Soldier. The Clerk had contacted the Royal British Legion who confirmed the lead time for delivery of Silent Soldiers to be approximately 2 weeks. It was agreed that 2 would be purchased for Burton and Rossett and attempts would be made to raise funds locally to fund the purchase. The Fete’s and Festivals Committee will consider a raffle at the Village Festival to raise funds. **Action: Fetes and Festival Committee to consider raffle and Clerk to place order.**
4. Community Councillor Vacancy – The Clerk reported that since the resignation of Cllr Price an advertisement advising of the impending vacancy had been displayed. After 15 working days should there be less than 10 requests to hold an election Electoral Services will write to give approval to advertise for co-option.
5. Staff Salary Review – The Clerk left the room for this discussion. Cllr Parrington confirmed that the annual salary increase for the Clerk following the appraisal process had been agreed and the new salary point would be 28 with effect from the anniversary of the Clerk’s start date.

**9. Reports**

County Councillor Jones’ Report

No report.

Cllr Jones queried the use of pesticides by the Street Warden to kill weeds and the use of PPE. Cllr Morris queried if a gas burner would be more appropriate equipment for this function. **Action: Clerk to raise the issue of PPE with the Street Warden and make enquiries regarding gas burners.**

Clerk's Report

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

Community Agent

Cllr Prestell had the monthly report from the Community Agent which she would distribute to all Councillors for information.

**9. Planning Applications**

P/2018/0235 – Burton Green Cottage, Burton Green – Amended plans - Change of Use of Agricultural land to Residential Curtilage and Erection of Timber Frame Residential Garage – No objections.

P/2018/0342 – Lower Honkley Farm, Stringers Lane, Burton – Residential Development of 5 no dwellings, access, car parking, landscaping, drainage and associated engineering works. Previous permission had been granted for 3 residential dwellings which was deemed an appropriate number for this development. It was considered that 5 was too intensive therefore, an objection would be submitted.

P/2018/0344 – Poplar Cottage, Chester Road, Rossett – Application for Works to Tree Protected by TPO – No objections.

P/2018/0353 – New Farm, Cobblers Lane, Burton – Steel Framed Portal Side Extension for Agricultural Purposes – The size of this development was deemed too large and intensive for the site therefore, an objection would be submitted.

Local Development Plan – A discussion took place regarding the proposed Local Development Plan submitted by WCBC. A number of concerns were discussed in relation to the two sites proposed on Holt Road. The number of proposed solar panel sites was also considered. Cllr Morris will draft a response and distribute to all Councillors for comment prior to submission. **Action: Cllr Morris to prepare objections.**

**132. Finance**

Invoices were approved, as follows:

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| --- | --- | --- | --- |
| **Payee**  Scottish Power  Scottish Power | **Purpose**  Street Lighting electricity  Toilet Block electricity | **Sum £**  441.30  179.17 | **Chq. No.**  On-line  On-line |
| Jones Lighting  The Head Gardener  Groundwise | Street Light maintenance  Grass Cutting around the Village  Tree Works Rossett Playground | 381.76  920.00  1900.00 | On-line  On-line  On-line |
| Came & Company | Annual Insurance Renewal | 2278.04 | On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 555.43 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 339.54 | On-line |
| Miss W Pace  Ali Pickard  HMRC  HMRC | Clerk's salary and disbursements  Community Agent's salary and disbursements  Employers Tax  Employers Tax | 971.46  648.97  151.58  12.21 | On-line  On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £19.35 Petrol £46.80

Total **£19.35** Total **£46.80**

Clerk’s Disbursements Community Agent Disbursements

RCC Banner £40.04 Petrol £42.30

RCC power tools £86.40 Total **£42.30**

Padlocks £20.99

Roofing Felt £22.25

Miscalculation last month - .50

Total **£169.18**

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

1. Cllr Parker reported that he had been approached regarding possible sponsorship of the planters on the roundabout. It was requested that he feedback the requirement for an email to be submitted to the Clerk by the third party detailing the proposal so the details can be considered.
2. The Clerk reported the need for a number of new policies to be drafted and for these to be considered by a sub committee before making recommendations to the full meeting. It was proposed and agreed that the Staffing Committee would be renamed the Staffing & Policy Committee and they will consider new policies and amendments to current policies.

**Date of the next meeting Wednesday 20th June 2018.**

**Signed as a true record:**

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**Chairman Date**