

**Rossett Community Council**

**Meeting on Wednesday 17th October 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. J Pretsell, Cllr. P Morris, Cllr, P Roberts, Cllr M Woods, Cllr. M Gledhill, Cllr H Jones and Cllr J Fortune.

**Other:** PCSO Heron, PCSO Harris and Mr Stuart Dean

**56. Apologies for absence:** Cllr H Maurice-Jones, Cllr P Goode, Cllr C Parker and Cllr T Sexton.

**57. 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 any planning issues due to a conflict in interest.
3. Cllr J Fortune regarding issues relating to the Village Hall/Village Festival due to a conflict of interest.

**58. Approval of the Minutes of 19h September 2018.**

**59. Police Report**

PCSO Heron reviewed the Crime Report for September 2018.

Anti-Social Behaviour Issues/Trends

13/09/18 – ASB Nuisance – Persons selling items

Crime Issues/Trends

Burglary Other than Dwelling

22/09/18 – Lavister – Persons have kicked door of derelict property - Undetected

Theft

01/09/18 – Chester Road – Shoplifting - Undetected

Other News – Visits to Darland School. Patrols conducted in Lavister, Burton and Rossett.

Speed Monitoring Croeshowell Hill – 40mph zone

07/09/18 – 1345 hrs Average speed 31.87mph

Speed Monitoring Lines were placed on Chester Road just after the Golden Lion – 21/09/18 – 28/09/18

Over 24 hr period the average speed was 23 mph

The peak period in the AM: 02:00 hrs Average 25.3 mph

The peak period in the PM: 23:00 hrs Average 27.3 mph

PCSO Heron advised that there had recently been a number of reports of suspicious activity around Gresford/Marford and vehicles had been taken. She requested that if anybody see’s anything suspicious to phone 101. She also reported that her phone was currently not working so anybody needing to contact her should do so via email.

PCSO Heron had not received an update from Sgt Davies regarding the Community Watch Scheme so this item would be carried forward to the next meeting. **Action: Clerk to bring forward to next meeting.**

PCSO Heron asked about the possibility of CCTV being installed on Chester Road. The Clerk informed that there would need to be justification to ensure compliance with RIPA however, Cllr Jones advised that WCBC have 4 mobile units which could be requested to tackle issues in the short term and potentially provide evidence. Cllr Jones will make enquiries with WCBC to see if this could be progressed. **Action: Cllr Jones to make enquiries regarding mobile CCTV unit for Chester Road area.**

Cllr Parrington advised PCSO Heron that there seemed to be an issue with teenagers from outside the Rossett area using the park and causing some issues. This was becoming regular at the weekend, late afternoon. PCSO Heron was requested to patrol and assess this situation.

PCSO Heron enquired if there were proposals to amend the parking restrictions on Station Road as this issue had been raised with her. A number of Councillors confirmed that they had also been approached by local residents who had been informed that additional parking restrictions were being planned. Cllr Jones confirmed that there are no plans to change the current arrangements.

PCSO’s Heron and Harris then left the meeting.

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

Mr Stuart Dean advised that he was attending in respect of the Village Festival. This is currently organised by the Village Festival Committee and Burton & Rossett Horticultural Committee. Whilst the Village Festival was financially sustainable it was becoming unsustainable to organise in its current format, due to dwindling numbers of volunteers. A discussion ensued regarding a number of possible options to make the festival more appealing including multiple locations for various events over a ‘Festival weekend’. Cllr Parrington advised that he felt it was important to retain a Village Show and if it was allowed to slide there was a good possibility that it would disappear all together. He therefore suggested a meeting between the Village Festival committee, B&RHS and Rossett Community Council to discuss the way forward, this was unanimously agreed. Cllr Woods advised that he would like to be involved. **Action: Clerk to arrange meeting.**

Mr Dean then left the meeting

**61. Matters Arising**

1. **Burton CCTV –** The Clerk reported that PACT had not been in contact since the meeting to consider our funding application for changes to the CCTV at Burton. She had been unable to make contact with the officer in charge but would continue to try to obtain the result.

**62. Matters Discussed**

1. Remembrance Parades – The Clerk advised that the wreaths had arrived for the Remembrance services. She advised that Cllr Morris is a regular attendee at the Burton service so he was asked to lay the wreath there and Cllr Parrington suggested that Cllr Maurice-Jones may wish to lay the wreath at Rossett. If she wasn’t available Cllr Cleaver or Cllr Parrington would take on this role.
2. Christmas Event –Cllr Pretsell enquired about the organisation of the Christmas Event as this had previously been led by ex-Councillor Price. Cllr Parrington advised that it should be arranged by the Fete’s and Festival’s Committee therefore a meeting would be required very soon to make the necessary arrangements. The Clerk advised that the Christmas Tree had been ordered and she had contacted WCBC regarding a more appropriate solution for a power supply for the lights.  **Action: Clerk to arrange Fete’s and Festivals Meeting.**

**63. Reports**

County Councillor Jones’ Report

**Review of Electoral Arrangements for the County Borough of Wrexham.** Cllr Jones reported that the review of the electoral boundaries for the Country had recommended that changes be made to a number of wards. The recommended size for an electoral ward is 1,800 voters however, Rossett have 2,617. This had led to a suggestion that the ward should be split. Cllr Jones understood the need to stick to the guidelines and in some wards this would be straightforward to adopt however, WCBC have been unable to suggest a possible solution to meet the desirable number of electors in Rossett as there is an established cohesive community. The Commission have advised that in exceptional circumstances where local communities support the local arrangements, a proposal can be made to retain the ward unchanged. Cllr Roberts also commented that the recommended changes would increase the number of Councillors from 52 to 55 and the additional 3 would need to be funded by WCBC with ever decreasing budgets. As the information had only been circulated the previous day and the deadline for comments was 7th January 2019, it was agreed to bring this item forward to November’s meeting. **Action: Clerk to bring forward to next meeting.**

**Half Marathon**. Cllr Jones advised that he had received two complaints regarding disruption caused by the Chester Half Marathon and had been requested to oppose holding this event in the future. Cllr Gledhill advised that the date and route is well publicised and it’s only half a day once a year so did not feel the Village should oppose this popular event. Cllr Jones reported that the issues seemed to relate to some of the wardens working on the event and the committee agreed that these should be reported directly to the organisers

Clerk's Report

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

Cllr Cleaver referred to the communication received from Cllr Walsh the Chair of Governors at Darland School regarding the Governor vacancies. There was currently a Community Governor position which could be filled by any interested party. It was therefore agreed to put an entry of the Community Council Facebook page to inform local residents of the vacancy opportunity. **Action: Cllr Pretsell to put entry on Facebook.**

**64. Planning Applications**

P/2018/0852– Brookfield, Burton Green – Two-Storey Rear Extension – No objection.

**65. Finance**

Cllr Woods summarised the issues from the Finance Meeting on 17th October 2018 and these were accepted. He summarised the issues highlighted in the external audit;

Adhering to the timescale for the Notice of Appointment of Date for the Exercise of Electors’ Rights – as the timescale can be tight between the return of the Internal Audit and the need to display the notice, agreement of the Audit hadn’t been received prior to display of the notice. Therefore in future, depending on the timescales, it may be necessary to hold an extraordinary meeting to adhere to the timescales.

Fixed Assets – There was an item on the fixed asset register that referred to play equipment gifted by WCBC in lieu of receipt of Section 106 monies. The Audit had confirmed that this equipment should be entered on the Asset Register at a nominal cost of £ rather than the full cost, therefore the necessary changes had been made.

Changes noted in minutes – It had been highlighted that a recommended change had not been noted in previous minutes even thought the new process had been adopted. As these changes are detailed in the minutes of the Finance Committee it was agreed that in future minutes of the full meeting they will confirm if the minutes of the Finance Committee have been accepted.

Cllr Roberts thanks Cllr Woods for the work that had been undertaken with the Audit which had resulted in only minor recommendations.

Cllr Woods reported that the Finance Committee would benefit from an additional member. Cllr Sexton played an important role however, with work commitments he was not always able to attend meetings therefore, an additional member would provide additional resilience. Cllr Parrington volunteered and this was unanimously agreed.

Cllr Woods advised that a benchmarking exercise had taken place with other Community Councils regarding budgets for donations. There was a wide variance of budgets, Rossett being in the higher quartile. He felt it was important to highlight the rationale for giving donations and the benefit to the Community as a whole to assist with keeping these local groups viable. He highlighted that in smaller Communities such as Rossett, many of the groups can not attract the same number of attendees as the population is smaller therefore, it is increasingly difficult for them to be totally self-sufficient. The current donation window is due to close on 9th November and the Finance Committee will meet prior to the next meeting to compile the donation requests and make some recommendations.

Cllr Jones queried the payment to The Head Gardener and the areas around the Village where the Community Council were paying for regular grass cutting. Some of these areas are the responsibility of WCBC. A discussion ensued and it was agreed that it would be timely to re-tender for the grounds maintenance contract in the New Year before the new season began and this would also be an opportunity to review the grass cutting schedules.

Invoices were approved, as follows:

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| **Payee**  Cllr P Goode  Royal British Legion  WCBC  Scottish Power | **Purpose**  Reimbursement of Awards ceremony costs  4 x Remembrance Wreaths  Lottery License  Street Lighting electricity | **Sum £**  37.99  100.00  40.00  441.30 | **Chq. No.**  3028  3029  Debit Card  On-line |
| Jones Lighting  The Head Gardener  Groundswise  WCBC | Street Light maintenance  Grass Cutting around the Village  Tree works in Rossett playground  Repair of Play equipment | 474.62  960.00  500.00  42.14 | On-line  On-line  On-line  On-line |
| Cadwyn Clwyd | Match Funding for Digital Trails Project | 750.00 | On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 462.21 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 356.22 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary and disbursements  Community Agent's salary  Employers Tax | 1088.98  734.41  151.63 | On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £24.30 Petrol £47.25

Total **£24.30** Fuel for strimmer £ 6.60

Total **£53.85**

Clerk’s Disbursements Community Agent Disbursement’s

Wood/Bolts for benches £92.74 Petrol £44.10

Tiles for toilet block £ 9.02 Expenses for OP day £48.30

SLCC membership £147.00 Storage box £6.25

Stationery £3.99 Golden carers subscription £29.09

Total  **£252.75** Total **£127.74**

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

1. Cllr Gledhill advised that he would be working abroad from December for 4.5 months and felt it appropriate to offer to stand down from his position. Cllr Roberts advised that as Standing Orders allowed for him to be absent for up to six months if he was happy to remain he should do so. Cllr Gledhill confirmed that he would like to retain his position so would do so and would continue to offer his services remotely.
2. The Clerk confirmed that the notice advising of a Councillor vacancy had been displayed and confirmation was expected any day from Electoral Services regarding the ability to Co-opt into the position.
3. Cllr Gledhill advised that a number of people had complained about a vehicle which was regularly parked at the garage on the junction of The Green/Chester Road which reduced visibility for turning traffic. The Clerk agreed to email PCSO Heron regarding the problem. **Action: The Clerk to notify PCSO Heron.**

**Date of the next meeting Wednesday 21st November 2018.**

**Signed as a true record:**

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**Chairman Date**