

**Rossett Community Council**

**Meeting on Wednesday 20th February 2019**

**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 Morris, Cllr, P Roberts, Cllr J Pretsell, Cllr. H Maurice-Jones, Cllr L Todd, Cllr J Fortune and Cllr T Sexton.

**100. Apologies for absence:** Cllr M Gledhill, Cllr M Woods, Cllr C Parker and Cllr H Jones.

**101. 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.

**102. Approval of the Minutes of 16th January 2019.**

**103. Police Report**

PCSO Lisa Davies confirmed that PCSO Alison Heron had been moved from her post as the number of PCSO’s within the County was reducing from 32 to 20, due to WCBC withdrawing funding. There would now be 4 PCSO’s covering Gwersyllt, Llay, Wrexham Industrial Estate, Holt, Abenbury and Rossett. There would be a group email for the four working from Gresford which when established should be used for generic enquiries. For specific events, emails should be sent to PCSO Lisa Davies. The reduced resources would lead to a reduction in attendance at meetings.

PCSO Davies reviewed the Crime Report for December 2018.

Anti-Social Behaviour Issues/Trends

03/01/19 – Nuisance – Rossett – Noise complaint

07/01/19 – Nuisance – Lavister – Neighbourhood dispute

Crime Issues/Trends

Theft

18/01/19 – Trevalyn – Hay – Undetected

23/01/19 – Chester Road – Trailer – Undetected

28/01/19 – Station Road – Mobile – On-going

29/01/19 – Llyndir Lane – Sheep – On-going

Arson

15/01/19 – Lyndir Lane – Vehicle - Undetected

PCSO Davies then left the meeting.

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

Gemma Rose, the River Wellbeing Project Officer from North Wales Wildlife Trust informed the meeting of her involvement in a project looking at invasive species. The main issue locally is the Himalayan Balsam which is prevalent on the river banks. Work has commenced further up stream to remove this plant which is very easily spread and the seeds can travel down the river. Alyn Valley Himalayan Balsam Project are carrying out good work to remove this and it needs some local ‘buy-in’ to assist locally. Gemma will be surveying the area for Balsam, Japanese Knotweed and crayfish to assess the problem. She asked to be informed of ‘Activity days’ i.e. Picnic in the Park so she can come along to educate the local community. Cllr Parrington was keen to support community days when volunteers would be requested to try to tackle particular areas. Gemma was therefore asked to keep in contact and make suggestions for a couple of dates to invite the community to assist in dealing with these invasive species.

Gemma Rose then left the meeting.

**105. Matters Arising**

1. **Burton CCTV –** Two quotations had been received and the details of both distributed to all Councillors. Cllr Cleaver proposed accepting the quotation from ADS and this was unanimously agreed. **Action: Clerk to progress orders.**
2. **North East Wales Trail –** Cllr Pretsell reported that she had met with Jo Danson and the Clerk regarding the trail. Information had been provided on the types of material required to build up a profile on the trail. A subsequent meeting had taken place with Cllr Pretsell, Cllr Maurice-Jones, Cllr Todd and the Clerk. Eight ibeacon locations had been identified and a number of local people/organisations were identified to assist with the provision of information. Details of the eight sites would be distributed to all Councillors and they were asked to consider if they would like to propose any additional sites or provide information on the sites already proposed. **Action: Clerk to distribute details of eight ibeacon sites to all Councillors.**
3. **Community Defibrillator –** The Clerk had distributed details of the costs associated with purchasing a community defibrillator from the Welsh Ambulance Service. They had assessed the siting at the toilet block and felt it was a good central position for assess in the village. All Councillors were in favour of proceeding with this order. The Clerk confirmed that further communication would be necessary with the Planning Department to confirm if the equipment could be sited on the front wall of the toilet block or if they required it to go on the side wall. It was agreed to purchase a green cabinet for the equipment to be housed. **Action: Clerk to progress order and liaise with the Planning Department.**
4. **Street Lighting LED Conversion –** The Clerk confirmed that all technical information had been provided so an application for a loan to undertake this work had been submitted to Salix. Should the loan be approved the conversion project will then commence. Cllr Fortune enquired if WCBC had taken responsibility for any of the additional lights identified during the survey but the Clerk informed that they had not so the Community Councils submission for conversion had increased to a quantity of 160 lights.
5. Community Councillor Vacancy – No applications had been received by the closing date. One late request had been received however, confirmation was required regarding their ability to apply when already holding a Community Councillor role elsewhere. This will be explored and reported back to the next meeting. **Action: Clerk to explore rules regarding holding more than one Community Councillor role.**

**106. Matters Discussed**

1. Internal Audit – The Clerk had distributed details from JDH Business Services regarding the proposal for the Internal Audit 2018/19. Cllr Cleaver proposed that JDH Business services be appointed for the Internal Audit and this was unanimously agreed.
2. WCBC Playground SLA **–** The Clerk had distributed details of the SLA for WCBC regarding inspection of the playgrounds. Cllr Fortune and Morris queried the costs associated with the litter collections at Mountain View and Greenfields. It was requested to see if the litter could be removed by the Park/Street Warden to save on this charge.  **Action: Clerk to contact WCBC to see if it is possible to remove the litter collection at Mountain View and Greenfields.**
3. Community Awards **–** Cllr Pretsell felt it was timely to establish the criteria for this years award scheme. She suggested opening up an opportunity for nominations to be made and then providing details on a short list of nominations and allowing the Community to vote on those. This would ensure a distribution of nominations throughout the categories. She also felt that the school awards need consideration to ensure the reasoning for nominations was clear.
4. Planning Strategy – This had been suggested by Cllr Jones who was absent from the meeting. The Clerk had sourced some information regarding Place Plans and this would require involvement with the whole community. The Clerk was requested to distribute information on Place Plans and bring forward this item to next months meeting. **Action: Clerk to distribute information and bring forward to next months meeting.**
5. RCC Policies –As part of the GDPR report of the Community Council it had identified a number of new policies that were required. The Clerk had also done an audit and identified a number of other policies that weren’t in place. NALC had previously distributed new Model Standing Orders which should be considered for adoption. As this would be a significant amount of work Cllr Cleaver suggested an extraordinary meeting to consider these policies once Councillors had the opportunity to view the documentation. **Action: Clerk to distribute policies and establish date for extraordinary meeting.**

Cllr Pretsell then left the meeting.

1. Ground Maintenance Contract –The recreational committee had proposed the placement of the ground maintenance contract to The Head Gardener following the receipt of three quotations for the works. A two year contract with an option to extend for an additional 12 months was agreed.

**107. Reports**

County Councillor Jones’ Report

Cllr Jones had forwarded details of his report and these were reported by Cllr Parrington. Cllr Jones was still awaiting a date for the LDP2 public examination. There was no further news regarding an appeal of the refusal for planning on Holt Road. Work was due to start on the new speed limits and parking restrictions around the Green/Chester Road before the end of March. Potholes along the road to Almere Ferry were due to be completed.

Cllr Maurice-Jones reported that she had been asked for an update regarding the clearing of ditches along Rosemary Lane to alleviate the flooding issue. Cllr Jones had put an entry in Essentials advising that this work would be progressing so an update would be requested for the next meeting.

Cllr Maurice-Jones had also been contacted regarding a number of speeding vehicles along Burton Hall Road. The Clerk advised that this issue should again be raised with the PCSO. **Action: Clerk to notify the area PCSO’s of this problem.**

Cllr Parrington advised that he had been contacted by Mr Phil Wingett who lives close to the Field and Falcon Gun Shop. He (along with his neighbours) are unhappy with the noise levels coming from the rifle/clay pigeon range along with the fallout of lead shot polluting the area from the clay pigeon shoot. These issues will be considered later in the meeting as the Field and Falcon Gun Shop have submitted a retrospect planning application regarding change of use.

Cllr Morris raised the issue of the one-way system around the Green which was now not being progressed by WCBC. Cllr Jones, the Clerk and Cllr Maurice-Jones had all written to the relevant Department to raise concern that this project was no longer moving forward and there were no other proposals to alleviate the traffic problems around the Co-op entrance/exit. Cllr Parrington confirmed that the Community Council will readdress the traffic issues around this area once WCBC have completed the works associated with the new speed limit and the parking restrictions. **Action: Clerk to bring forward to the April meeting.**

Clerk's Report

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

The Clerk highlighted the good work currently being undertaken by the Community Agent and the success of the recent Community Tea Dance with over 70 attendees. These events were time consuming to arrange however Cllr Fortune commented that the Village Hall were considering holding similar events on a more regular basis. They hoped to liaise with the Community Agent to progress this. Along with the Community café the Community Agent was also arranging regular events with St Peter’s school. Her efforts were very much appreciated by the clients she was working with.

**108. Planning Applications**

P/2019/0033 – Woodlands, Chester Road, Rossett – New Garden Building including a Summerhouse, Shed and Sheltered Canopy– No objections.

P/2019/0046 – Lodge Farm, Commonwood, Holt – Change of Use of Land from Agricultural to Use for Clay Pigeon Range in Association with Field and Falcon Gun Shop and Gunsmiths (In Retrospect) – Objections due to noise, pollution of farm land and proximity to public right of way.

P/2019/0109 – Haytor 4 Park Lane Court, Rossett – Two Storey Side Extension, Car Port with Roof Terrace Over, Erection of Replacement Garage/Outbuilding and New Walls/Gates to Entrance – No objections.

**109. Finance**

The Clerk summarised the bank reconciliation for January and this was accepted.

The Clerk reported that an additional five requests had been received from regional/national charities who work within the local area, requesting a donation payment. Cllr Roberts queried if these should be considered at this time as previously it had been agreed to consider donation requests on an annual basis, unless it was a local organisation with an immediate need. It was agreed that the Clerk should inform those that had written in of the application timescale to allow them to apply later in the year. **Action: Clerk to write to charitable organisations.**

The Clerk had distributed the renewal letter from One Voice Wales and Cllr Fortune and the Clerk confirmed that they felt this was a useful and worthwhile membership. It was therefore agreed that this membership should be renewed.

Invoices were approved, as follows:

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| **Payee**  Hewlett Packard  Scottish Power  Scottish Power | **Purpose**  Instant Ink  Street Lighting electricity  Quarterly Toilet Block electricity | **Sum £**  4.49  396.30  193.95 | **Chq. No.**  Debit Card  On-line  On-line |
| Jones Lighting  JDH Business Services  Vision ICT  One Voice Wales | Street Light maintenance  2017/18 Internal Audit (Copy Invoice June 18)  Website charges for Operation London Bridge  Annual Membership 2019/20 | 381.02  475.20  42.00  579.00 | On-line  On-line  On-line  On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 478.76 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 296.17 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary and disbursements  Community Agent's salary  Employers Tax | 827.65  615.67  136.23 | On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £22.50 Petrol £74.25

Total **£22.50** Total **£74.25**

Community Agent Disbursement’s

Petrol £ 9.00

Total **£ 9.00**

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

1. Cllr Fortune reported that the area around the end of Station Road where it meets Chester Road alongside the footpath was particularly untidy with a number of weeds etc. **Action: Clerk to contact WCBC to highlight the need for work on this area.**
2. Cllr Todd reported that the bridge near The Alyn pub was in need of rubbing down and repainting. **Action: Clerk to confirm if this falls under WCBC responsibility and request attention if so.**
3. Cllr Todd reported that the bin located outside the Co-op is frequently overflowing with a large amount of litter left around it. Clarification is required to ascertain if this is the responsibility of WCBC or the Co-op. **Action: Clerk to confirm who is responsible for emptying the bin and then request the need for more frequent emptying.**
4. Cllr Morris queried the Community Council’s involvement with the Village Festival Committee for this years show. Cllr Fortune confirmed that there was a public meeting/AGM on Tuesday 26th February at the Village Hall and Councillors were encouraged to attend to see how the Community Council can assist with this year’s event.

**Date of the next meeting Wednesday 20th March 2019.**

**Signed as a true record:**

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**Chairman Date**