

**Rossett Community Council**

**Meeting on Wednesday 20th March 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 (late arrival), Cllr J Pretsell, Cllr. H Maurice-Jones, Cllr L Todd, Cllr J Fortune, Cllr C Parker, Cllr H Jones and Cllr T Sexton.

**Others:** PS Katie Davies and Mr David Green

**111. Apologies for absence:** Cllr M Gledhill and Cllr M Woods.

**112. 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.

**113. Approval of the Minutes of 20th February 2019.**

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

Mr Green raised the issue of weight restriction signs displayed to highlight that vehicles over 7.5 tonnes should not be using ‘Cooks’ bridge. He felt that 5 additional signs were required in various locations to ensure all possible routes are covered. Cllr Jones had previously referred this matter to the Highways Department but agreed to ask them to check the signage again and notify Mr Green of the response.

Cllr Maurice-Jones commented that there perhaps needed to be some leniency in respect of the local farmers who would find it very difficult to conduct their daily business without using this route. PS Davies also commented that it is very difficult for this to be policed and if vehicles were reported words of advice would be offered as it would not be in the public interest to prosecute for this type of offence. **Action: Cllr Jones to liaise with the Highways Department and report back.**

Mr Green reported that he thought the double yellow lines around The Green were not legal. Cllr Jones commented that the lines around the Green were due to be changed by the end of the month.

Mr Green commented that another For Sale sign has been erected on the bridge opposite The Alyn. **Action: Clerk to request removal of the For Sale sign.**

Mr Green also reported that a number of vehicles were parking on the pavements around Alyn Drive and Trevalyn Way. Cllr Jones advised that he has made reference to this on a number of occasions in his Essentials entry and it is very restrictive for people in wheelchairs or pushing prams. PS Davies advised that she would refer this issue to the PCSO’s for them to monitor the situation in these specific locations.

Mr Green advised that there were two street lights not working on Harwoods Lane. The Clerk commented that these are WCBC street lights and they can be reported on-line or by telephoning. On this occasion the Clerk will submit the report. **Action: Clerk to report street lights 5 and 6 not working.**

Mr Green reported that a storm drain on Harwoods Lane near the old pump didn’t appear to have been cleared for a few years. Cllr Jones advised that he will request that it’s checked and cleared if necessary. **Action: Cllr Jones to request a check of the storm drain.**

Mr Green then left the meeting.

**115. Police Report**

PS Davies reviewed the Crime Report for February 2019.

Anti-Social Behaviour Issues/Trends

Nuisance – Rossett – Group of youth

Crime Issues/Trends

Theft

5 Benches stolen from Llyndir Lane - Ongoing

Shoplifting – Small value item stolen – Rossett - Undetected

Fraud

Rossett – On-going

Other News/PCSO activities:

Speed monitoring and Hi-visibility patrols

Cllr Parrington reported that he had been informed of speeding vehicles from Chester Road to Holt Road early in the morning. PS Davies advised that she would ask the PCSO’s to do some checks at the appropriate time.

PS Davies then left the meeting.

**116. Matters Arising**

1. **Burton CCTV –** Orders had been placed for the work so we await WCBC to install the base for the cabinet.
2. **One Voice Wales Awards –** The Clerk reported that she had met withCllr Pretsell, Cllr Maurice-Jones and Cllr Fortune to produce a presentation for the One Voice Wales Awards. Cllr Pretsell was thanked for co-ordinating the presentation.

Cllr Roberts arrived at the meeting.

1. **Community Defibrillator –** The Clerk advised that the Planning Department had agreed to the equipment being located on the front of the toilet block, preferably within a green cabinet, as recommended by the Ambulance Service. This should have been fitted on 20th March however, due to the contractor being ill it had been postponed and would be rearranged during the forthcoming weeks.
2. **Street Lighting LED Conversion –** The Clerk confirmed that the loan for the conversion programme had been agreed and the work would take place during April. Cllr Jones asked if consideration had been given to the brightness of the lights and the possible need for diffusers. The Clerk confirmed that this had been considered. A number of the lights selected had already been fitted by WCBC and the group that had been involved in the selection process were satisfied that they were suitable.

Cllr Fortune queried with Cllr Jones if there was a programme to change the street lights under the responsibility of WCBC. Cllr Jones confirmed that there is a replacement programme.

The Clerk reported that notice had been given on the maintenance contract as the conversion programme was due to commence. It was possible that this would mean that reports of faulty lights made in the next couple of weeks will not be addressed until the lamp is exchanged.

1. **Community Councillor Vacancy** – Two applications had been received and both were eligible to apply. The reports from the two candidates were made available to all Community Councillors. A vote was conducted and Andrew Stephens was successful by 9 votes to 2. **Action: Clerk to notify the applicants of the outcome.**

**117. Matters Discussed**

1. WCBC Playground SLA **–** The Clerk had confirmed with WCBC that the charge for emptying bins at Mountain View and Greenfields also involved a check for sharps around the playground. This information had been distributed to all Community Councillors requesting a response on whether we should continue to pay for this service but a consensus decision had not been received. Cllr Parrington reported that we currently ask the Park Warden to conduct these checks at the Chester Road playground so it should be no different at the other playgrounds, this was agreed by all other Councillors. Cllr Jones queried if a risk assessment had been produced for the Park and Street Warden roles. The Clerk reported that there is only a generic risk assessment in place. It was agreed that specific risk assessments should be produced, and information given to the Wardens to ensure they are aware of safe disposal procedures. This will then enable the Community Council to remove the need for bin emptying at the remaining two playgrounds.  **Action: Clerk to produce risk assessments, notify WCBC and seek awareness training regarding safe sharps disposal.**
2. Planning Strategy **–** Cllr Jones reported that a group of local residents had formed in order to .challenge the planning application on Holt Road. As a result of this process the issue of a local planning strategy had been raised and the potential benefits highlighted. This would enable the community to produce a strategy identifying the type of housing required locally i.e. affordable housing, bungalows etc. It was suggested that a Sub Committee be formed that could work alongside members of the Community to devise a strategy. Cllr Parrington asked for a volunteer to Chair this group and Cllr Cleaver put himself forward and this was agreed. **Action: Cllr Cleaver to liaise with Cllr Jones to co-ordinate meeting.**
3. New Cooks Bridge – Cllr Cleaver reported that he had been contacted by local farmers who were concerned about the structure of the ‘New Cooks Bridge’ They felt its structure was deteriorating. Cllr Jones agreed to liaise with WCBC to undertake an inspection of the bridge. **Action: Cllr Jones to liaise with WCBC regarding inspection of bridge structure.**
4. Sub Committees –Cllr Parrington commented that he thought there needed to be more clarity between the main meeting and sub committees so those not involved on the sub committees were still aware of progress. It was agreed that a spreadsheet should be compiled to show the sub committees, list the date they last met and a link to the latest minutes. This spreadsheet should be circulated to all members with the agenda documentation. **Action: Clerk to compile spreadsheet.**
5. Traffic Flow around The Green –Cllr Jones reported that some of the works agreed with the Sustrans funding had now been completed. Cllr Cleaver commented that he had received a number of positive comments regarding the pedestrian crossing installed near St Peters School. However, Cllr Jones had spoken with the Highways Department regarding the outstanding problem around the Co-op entrance and Holt Road/Chester Road. A number of Councillors referred to problems experienced around that area. Cllr Parrington proposed that the Community Council should write to the Highways Department to highlight concerns and request a review of possible options to alleviate the problem. This was unanimously agreed. **Action: Clerk to write to the Highways Department.**

**118. Reports**

County Councillor Jones’ Report

Cllr Jones had received a number of queries regarding the new car washing business but advised that as it was ancillary to the garage it didn’t need planning permission. There were environmental issues regarding water recycling and these would be considered by WCBC.

Cllr Jones reported that WCBC had started to install a new drainage system on Rosemary Lane to address the continuous flooding issue. The level of the road still needs to be raised but this should be addressed in due course. Cllr Maurice-Jones asked if the farmers that had been served notice had been chased to clear the ditches but Cllr Jones confirmed that the works taking place meant there wasn’t a need to chase for this work to be carried out.

Cllr Cleaver commented that he had received complaints from residents who lived near Darland View and were having problems parking due to a number of WCBC vehicles being parked in the location. They were working on one of the flats but had been there since last year. Cllr Jones advised that he would check the current situation. **Action: Cllr Jones to check the situation with work being carried out at Darland View and report back.**

Clerk's Report

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

**119. Planning Applications**

P/2019/0136 – 2 Pippin Lane, Rossett – Rear Kitchen and Dining Room Extension and Wider Window to Side Elevation within Kitchen– No objections.

P/2019/0153 – 14 Park View, Chester Road, Rossett – Demolition of Existing Garage and Erection of New Single-Storey Extension and Gated Access to Rear – No objections.

P/2019/0159 – 1 Gun Street, Rossett – Erection of Three-Storey Side Extension to Dwelling with Provision of Increased Car Parking – No objections.

P/2019/0174 – Coxwood Farm Cottage, Cox Lane, Rossett – Demolition of Outbuilding and Erection of Two-Storey Side and Rear Extension – No objections.

P/2019/0204 – Kinross, Rosemary Lane, Burton – Single-Storey Side Extension and Front Porch – No objections.

P/2019/0213 – Woodland to the rear of Stonewalls, Burton – Fell 1 x Horse Chestnut tree which is subject to TPO – No objections.

**120. Finance**

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

Invoices were approved, as follows:

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| --- | --- | --- | --- |
| **Payee**  Rossett Presbyterian Church  Hewlett Packard  Hewlett Packard  Timber Direct  Sports Direct  Scottish Power | **Purpose**  Hire of Room for Community Cafe  Instant Ink (February)  Instant Ink (March)  Chestnut Paling Fencing  Boots for Street Warden  Street Lighting electricity | **Sum £**  130.00  3.49  4.49  147.14  32.98  357.97 | **Chq. No.**  3032  Debit Card  Debit Card  Debit Card  Debit Card  On-line |
| Jones Lighting  Treehogs  Wales Audit  Vision ICT  One Voice Wales | Street Light maintenance  Stump-grinding/tree removal  2017/18 Audit  Domain Renewal  National Awards Conference x 2 attendees | 381.02  1,176.00  247.25  108.00  110.00 | On-line  On-line  On-line  On-line  On-line |
| AVOW  Microshade  Zoll  Pawle & Co  SAD UK  Mr C Hughes | Quarterly Payroll Charges  Small Council Package (Community Agent)  Community AED  AED Locking Cabinet  AED Donation  Street warden’s salary and disbursements | 112.00  589.68  960.00  460.80  50.00  394.52 | On-line  On-line  On-line  On-line  On-line  On-line |
| Mr T Price | Park warden’s salary and disbursements | 262.53 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary and disbursements  Community Agent's salary  Employers Tax | 827.65  668.00  120.833 | On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £19.80 Petrol £21.15

Total **£19.80** Total **£21.15**

Community Agent Disbursement’s

Petrol £33.30

Stationery £ 2.75

Party accessories £ 8.50

Stationery £ 3.79

Party accessories £ 7.00

Pancake day access £ 5.99

Total **£61.33**

Cllr Fortune queried the payment to the Presbyterian Church and it was confirmed that this related to the rental of the meeting room for the Community café however, no invoice had been received for the rental of the room for RCC meetings. Cllr Maurice-Jones reported that this was probably due to the treasurer being poorly. It was agreed that a payment of £100 should be made to the Presbyterian Church in respect of use of the room for RCC meetings. **Action: Clerk to add payment on the invoices payable for April.**

The Clerk was asked to leave the meeting.

It was agreed that the Clerks salary, which is subject to review in April, should progress to the next incremental point on the salary scale (point 29).

The Clerk then returned to the meeting.

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

1. Cllr Pretsell reported that the Community Council would be working with the Co-op and Keep Wales Tidy to organise a ‘Spring Clean’. This would take place on Sunday 14th April starting at the Village Hall at 10.30am. Cllr Fortune and Cllr Cleaver were both available to assist with running the event.
2. Cllr Parrington advised that the WI had recently held a successful ‘Bake Off’ event at the Golden Lion. They had offered a donation from the funds raised and Cllr Parrington asked that any monies received be put towards the outing to be organised by the Community Agent. This was unanimously agreed.
3. Cllr Parrington commented that all Community Council roles would be up for review at the meeting in May so Community Councillors should consider beforehand the roles they would be willing to take on.

**Date of the next meeting Wednesday 17th April 2019.**

**Signed as a true record:**

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**Chairman Date**