

**Rossett Community Council**

**Meeting on Wednesday 19th June 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. B Cleaver (Chair), Cllr. J Pretsell, Cllr. P Morris, Cllr M Gledhill, Cllr T Sexton, Cllr. H Maurice-Jones, Cllr L Todd, Cllr J Fortune, Cllr C Parker, Cllr H Jones, Cllr M Woods and Cllr A Steven.

**Other:** PCSO Lisa Davies

**145. Apologies for absence:** Cllr A Parrington and Cllr P Roberts

**146. 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.

**147. Approval of the Minutes of 15th May 2019.**

**148. Police Report**

PCSO Davies reviewed the Crime Report for May 2019.

Anti-Social Behaviour Issues/Trends

ASB Nuisance – Waverley Crescent - Youths

ASB Nuisance – Darland Lane - Youths

Crime Issues/Trends

**Theft:**

Items taken – Llay Road – Theft of hens from property – Undetected

Other News/PCSO activities:

Hi-visibility patrols

PCSO Davies then left the meeting.

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

None.

**150. Matters Arising**

1. **Burton CCTV –** The Clerk reported that the equipment had now been upgraded at Burton and all Councillors had been sent copies of the coverage and quality of images. The upgrade had allowed for a new camera that gave almost full coverage inside the underpass. Communications were on-going with North Wales Police to enable them to access the images independently. The Company were now compiling a quotation regarding relocating the old equipment into the playground at Rossett.
2. **Street Lighting LED Conversion –** The Clerk reported that this process was almost complete with just 2/3 units outstanding as they required slightly different parts. Details of the conversion had been forwarded to Scottish Power to enable the recalculation of the monthly electricity charges. The loan agreement had been signed by Cllr Parrington and was due to be sent back to Salix to reclaim the money. The loan would be paid off after 7 years and the first instalment would be on the 1st April 2020.
3. **Chester Road/Holt Road junction –** Cllr Maurice-Jones reported that whilst planting next to this junction it had highlighted the number of daily near misses and the confusion caused by the keep clear signage for vehicles entering/exiting the Co-op store. She had made contact with WCBC’s Dave Hesketh who advised that it remained on their radar and would be considered once the works outside the Village Store to create a walk way had been completed. Cllr Morris queried the barriers outside the Village Store which looked unsightly and reduced the number of parking spaces available. Cllr Jones confirmed this is private property so the owner of the building is within his right to erect the barriers.
4. **Recreational Areas –** Cllr Cleaver had contacted the Welsh Government to enquire about the possibility of using some land behind the Golden Lion for the use of allotments. They advised that this land had recently been allocated under a new two year tenancy agreement. They would currently only look at two year agreements as they were unsure on the future use of the land. Cllr Maurice-Jones advised that a two year lease would be of little use when trying to set up allotments. Cllr Cleaver had also contacted the letting agents and they had advised that the approximate cost for such land would be £15,000 per acre. Other local areas were considered and it was agreed that Cllr Cleaver would look into those areas deemed suitable that didn’t flood, were easily accessible and could offer a water supply. **Action: Cllr Cleaver to review other possible locations.**
5. **Planning Strategy –** An inaugural meeting had taken place for the Planning Strategy group. It was agreed that a questionnaire was deemed the best starting point to enable residents to provide information regarding their ‘needs’ in respect of housing. Cllr Maurice-Jones requested an invite to the next meeting. The appeal by J10 in relation to the land along Holt Road had also been discussed and work was on-going to challenge the appeal. The planning application had also been resubmitted and would require consideration as with the previous application.

**151. Matters Discussed**

1. Disputed Co-option –The Clerkreported that the complaint regarding the last co-option had been forwarded to the Public Services Ombudsman for Wales. Cllr Parrington had established a panel of three Councillors to review all information and provide a report on their findings. At the conclusion of the review both the complainant and the Ombudsman had been informed of the result. The Ombudsman had reported that they were closing the case as Rossett Community Council had following the actions suggested by them.
2. Committee Terms of Reference –The Clerk reported that as part of the External Audit terms of reference were required for all committees. A draft had been produced and distributed to all Councillors. Cllr Maurice-Jones proposed that these terms of reference be adopted and it was unanimously agreed.
3. CPR Training - The Clerk reminded all Councillors that the CPR training offered by the Welsh Ambulance Service would take place on Tuesday 25th June at the Village Hall between 2 – 4pm or 6 – 8pm..
4. Community Agent Scheme - The Clerk reported that WCBC were hoping to extend the Community Agent Scheme throughout the County. Robert Louden, the lead for WCBC, was due to meet with Llay and Gresford and had enquired if Rossett would be willing to consider a joint agreement. Cllr Maurice-Jones was concerned that this may impact on the effectiveness of the work currently carried out by Ali Pickard. It was agreed that the Clerk should report back that a joint agreement could be considered once details of the impact/agreement were known. **Action: Clerk to contact Robert Louden.**
5. Village Store Closure – Cllr Morris wished to put on report the sadness at the loss of the Village Stores and thanks for the services provided within the community by the owners over the last 40 years. This was unanimously agreed.
6. Dangerous traffic junctions – Cllr Steven reported that he had been contacted following a Facebook entry regarding the lack of visibility when exiting the junctions at the end of Croeshowell Lane onto Llay Road and Station Road onto Chester Road. Cllr Maurice-Jones reported that she had been and trimmed the hedge on Llay Road which had improved visibility but there was a little more required. The situation at Station Road was difficult as it occurs during Summer time when the tree is in full bloom. Cllr Jones confirmed that WCBC have no powers as it meets minimum Highways standards. Also the weeping willow is an attraction but the impact is it can reduce visibility. Cllr Cleaver asked it an extension to the 20mph should be considered for this area but Cllr Jones advised that this would need to go through a consultation process. It was agreed that the Clerk should write to The Alyn to request that they look at the greenery/foliage on the junction to ensure it is cut back as afar as possible to improve visibility. **Action: Clerk to write to The Alyn.**

**152. Reports**

County Councillor Jones’ Report

Cllr Jones reported that he had been very involved in the flooding issues encountered last week and this was the second time in 5 years (2014 being the previous time) that Darland Lane had been flooded. It had taken 97 tanker loads to clear the excess water. Cllr Jones had asked the Legal Department at WCBC to see if new legislation relating to flooding would now allow compulsory drainage into the lake. The River Alyn had during this period seen it’s highest ever levels and the flood barriers erected had served their purpose and in general the excess water had gone to the expected locations. The River had burst it’s banks along Manor Lane which had seen the potential for domestic flooding.

Cllr Jones also reported that the Head of Environment at WCBC had been questioned regarding the annual clearing of drains and gully’s and this issue was on-going.

The Clerk queried the footpath at the end of Gun Street which was now very silted up. Cllr Jones confirmed that contact should be made with Streetscene to see if this area could be cleared. **Action: Clerk to contact Streetscene.**

Cllr Jones confirmed that the development on Gamford Lane would be considered on Monday 24th June.

Clerk's Report

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

Cllr Pretsell reported that Picnic in the Park had gone well with approximately 150 attending. The current format seemed to work pretty well but a debrief after the event had produced some suggestions for future events. In future years a banner will be displayed around the park to advertise the event as there still seemed to be members of the community who were unaware of it.

Cllr Pretsell confirmed that the number of followers on the Community Council Facebook page had increased as a result of the flooding and now stood at 983.

Cllr Pretsell advised that the building of the site for the digital trail app was progressing well and the next stage would be the upload of some audio footage which should be gathered within the next couple of weeks. It was hoped that the app could be displayed at a community event and it was felt that the Village Festival was a possible target.

Cllr Pretsell had met with Sadie Tomlinson who was involved in sowing some areas with wild flower seed. There was some support for looking for areas within the village which could be sown to wild flower seed. Cllr Maurice-Jones confirmed that this wasn’t always as easy as it would appear and it is crucial to select the most appropriate sites.

**153. Planning Applications**

P/2019/0339 – Grove House, Llyndir Lane, Burton – Application for the variation of conditions 2 and 3 of planning permission P/2017/0501 to allow the roofing material to be changed from Western Cedar vertical timber roof cladding to Spanish natural blue slate roof tiles to match existing building in the area. – No objections.

P/2019/0460 – Land North and South of Lane Farm, Rossett Road, Trevalyn – Outline planning application for residential development of two parcels of land (northern parcel for up to 61 no dwellings, southern parcel for up to 71 no dwellings). Resubmission of Planning application reference number P/2018/0560. – As there was little change from the previous application, it was agreed that the same objections should be submitted against this application.

**154. Finance**

Cllr Woods summarised the bank reconciliation for May and this was accepted.

Cllr Woods reported that the Finance Committee had recently met and the following issues reviewed:

Internal audit – the internal auditors report had been reviewed and recommendations made to address the issues.

External audit – the annual return had been reviewed and annual governance issues distributed to all Councillors to consider for completion. These were agreed and the return was signed by the Chair.

The Salix agreement had been reviewed and signed by Cllr Parrington.

The financial risk assessment had been reviewed and amended and distributed to all Councillors to consider adoption.

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The spreadsheets used by the Clerk had been reviewed and some minor changes made by the Finance Committee to separate out employee costs.

A draft risk assessment in relation to the Park Warden had been produced due to the change to some of his duties. This would be reviewed by Cllr Woods prior to distribution to Councillors to consider adoption.

All issues proposed for adoption were accepted.

Invoices were approved, as follows:

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| --- | --- | --- | --- |
| **Payee**  Hewlett Packard  Information Commissioners  Scottish Power  Hafren Dyfrdwy | **Purpose**  Instant Ink  Annual Data Protection Renewal  Street Lighting electricity  Water charges for toilet block | **Sum £**  4.49  35.00  404.52  86.10 | **Chq. No.**  Debit Card  Direct Debit  On-line  On-line |
| The Head Gardener  Trailwalk  Vision ICT  JDH Business Services  One Voice Wales  AVOW  ADS Fire & Security  WCBC  H Maurice-Jones  J Pretsell | Grass Cutting  Provision of top soil  Hosted email accounts for Councillors  2018/19 Internal Audit  Council as an Employer Training  Quarterly Payroll Charges  Upgrade Burton CCTV  Half Yearly Instalment – Playground Inspection  Supply of Summer Plants  Bunting for Picnic in the Park | 949.05  36.00  259.20  473.28  40.00  91.00  3,780.00  482.94  636.73  14.99 | On-line  On-line  On-line  On-line  On-line  On-line  On-line  On-line  On-line  On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 465.33 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 312.30 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary  Community Agent's salary and disbursements  Employers Tax | 884.08  709.97  202.81 | On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £19.80 Petrol £53.55

Inner Tube £ 8.50Total **£53.55**

Total **£28.30**

Clerk’s Disbursements Community Agent Disbursement’s

Weedkiller £23.99 Petrol £34.65

Weedkiller £19.18 Car Park £ 1.50

Total **£43.17**  Total **£36.15**

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

1. Cllr Todd reported that there were regularly vehicles parked for lengthy periods very close to the junction of Waverley Crescent and Chester Road and these frequently meant vehicles had to take evasive action when turning into Waverley Crescent. It was suggested that Cllr Todd should take photographs of the offending vehicles and these should be forwarded to the PCSO if they were causing an obstruction. A discussion took place regarding the enforcement officers employed by WCBC and Cllr Jones advised that he is informed of the areas and frequency that they visit specific areas. It was agreed that he would distribute this information to all Councillors. **Action: Cllr Jones to circulate information regarding Enforcement Officers.**
2. Cllr Jones confirmed that correspondence had been received to notify the Community Council of the Chester Marathon on 6th October. He would be meeting with the organisers to discuss some issues raised after last years event so should any other issues arise, Cllr Jones requested that he be informed.
3. Cllr Todd reported that St Peter’s Summer Fair would be held on Saturday 6th July and Mrs Pritchard had asked if the Community Council would like a table. It was agreed that this was a good opportunity to engage with members of the community and Cllr Pretsell and Todd volunteered to assist at the event.
4. Cllr Morris asked if the Street Warden continued to work to the area rota originally produced. The Clerk advised that in general he did however, when there were specific areas requiring attention he deviated from the rota.
5. Cllr Jones reported that a new Headteacher had been appointed for Darland High School. Ms Joanne Lee the current Deputy Headteacher at the Maelor School, Penley would be taking up the role with effect rom 2nd September 2019.

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

**Signed as a true record:**

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**Chairman Date**