

**Rossett Community Council**

**Meeting on Wednesday 16th October 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. J Fortune, Cllr J Pretsell, Cllr P Morris, Cllr. P Roberts, Cllr H Maurice-Jones, Cllr T Sexton, Cllr A Steven, Cllr M Gledhill, Cllr L Todd and Cllr M Woods.

**189. Apologies for absence:** Cllr H Jones and Cllr C Parker.

**190. 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 of interest.

**191. Approval of the Minutes of 18th September 2019.**

**192. Police Report**

Cllr Parrington reviewed the Crime Report for September 2019:

**Anti-Social Behaviour Issues/Trends:**

2 x ASB Nuisance – Noise complaint Darland View

ASB Nuisance – Person sleeping in a vehicle off Darland Lane

ASB Nuisance – Dog barking complaint on Pippin Lane

ASB Nuisance – Concerns for a male outside Darland School

ASB Personal – Dispute between parents outside Darland School

**Crime Issues/Trends**

**Criminal Damage**

Plant pots knocked over in communal area of Darland View – Undetected.

**Theft**

Theft of bikes from communal area of Darland View – Undetected

Theft of calf milk powder on Llay Road, Burton – Undetected

**Shoplifting**

Theft of items from Co-op, Chester Road – On-going

**Theft from Vehicle**

Van door forced open & items taken on Waverley Crescent – On-going

Items taken from an insecure vehicle on Burton Green – On-going

**Other News/PCSO activities:**

Patrols of the bus stops on Chester Road, Rossett

Cold caller patrols on Harwoods Lane

Letters issued for inconsiderate parking

Cllr Pretsell reported that there is regularly someone sleeping in the lych gate of Christ Church and bedding is frequently left in the area. **Action: Clerk to notify the PCSO.**

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

None.

**194. Matters Arising**

1. **Storm Drains –** Cllr Cleaver confirmed that the drains on Harwoods Lane had been cleaned.
2. **Chester Road/Holt Road junction –** The works were on-going but were causing significant traffic disruption. Promises of manual operation of the temporary traffic lights had not been forthcoming. Highways had confirmed that the lights would be in operation for an additional week due to ‘restrictions’. Cllr Pretsell advised that she had been contacted regarding the closure of the bus stop near the playground which now meant bus users having to walk to the Church or near Darland School which was too far for a number of our elderly residents. This was a very unfortunate affect of the works. Cllr Morris enquired regarding the timescale between the works being completed and the Community Council’s request for the traffic flow around the Green to be revisited. It was agreed that as soon as the Chester Road works are completed, WCBC should be contacted to request a review of the scheme around The Green. Cllr Cleaver also commented that he thought it would be beneficial if the Highways Department attended the next meeting to enable a discussion about the situation, this was agreed. **Action:** **Clerk to email all Councilors’ once Chester Road works completed to confirm communication with Highways regarding traffic flow around the Green. Highways Department to be invited to attend the November meeting.**
3. **Holt Road parking –** The Clerk reported that Highways had responded regarding the issue of parked cars on Holt Road which were obscuring drivers view of on coming vehicles. They suggested the only option would be to reduce the size of the parking bays and extend the double yellow lines. It was agreed that this should be considered when Highways review the flow around The Green. Cllr Maurice-Jones advised that she had previously made contact with the Catholic Church to see if the car park could be used for general parking. They had agreed that it could be used for specific events however, it would be beneficial if this could be extended to weekday parking. It was agreed that the Clerk should write to formally submit this request. **Action: Clerk to write to the Catholic Church**.

**195. Matters Discussed**

1. Hwb Yr Orsedd Budget –The Clerk reported that meetings were progressing for the Community Hub project and a draft business plan had been produced. Contact had been made with Social Business Wales and they had provided funding to enable legal advice on the covenants of the land. This was now on-going. The Social Enterprise was in the process of being registered and the next stage would be to consider what was required of the building to ascertain if it could be developed appropriately to meet the needs. Some individuals within the village were being approached to see if they could offer any professional advice regarding this.

Cllr Maurice-Jones reported that The Clerk was currently the main contact point for this project and some of her Community Council hours were being used on the project. She asked for agreement that this should continue for the next six months when the situation could be reviewed. The Clerk considered this amounted to be approximately 5 hours per month. It was unanimously agreed that this situation should continue for the next six months. Cllr Fortune advised that she had been asked if the Community Hub would lead to an increase in the precept. The Clerk confirmed that if the project went ahead it would be run by the Board as a Social Enterprise so would be separate from the Community Council therefore, this would not affect the precept. The only way it could possibly affect the precept was if sufficient funds could not be raised to make the appropriate developments however, it was hoped that it would be funded via grants. Cllr Morris enquired regarding the frequency of updates about this project and the Clerk confirmed that it would be left as a standing item on the agenda for the time being.

1. Remembrance Parade – The Clerk confirmed that the wreaths had been received and North Wales Police had been in contact to advise that they were no longer able to arrange the stopping of the traffic for the two minutes silence. If appropriately trained individuals were available this could be organised on a local level however, a risk assessment would be required. It was agreed that this should be progressed as per previous formats. There had been a suggestion for a local veteran to lay the wreath at Rossett which was being pursued and there was a suggestion that Irene Hughes the partner of ex Councillor Peter Cade should be asked if she would like to lay the wreath at Burton in recognition of the work they had undertaken at the memorial. **Action: Clerk to organise arrangements for the stopping of the traffic at Rossett, production of risk assessment and individuals to lay wreaths.**
2. Christmas Tree Light Switch On –Cllr Parrington reported that he had liaised with his suppler of Christmas Tree’s and they had agreed to donate a 14’ tree, which they would erect, for the Village.The Clerk reported that the Village Festival committee had agreed to donate £75 towards the refreshments. Burton and Rossett Horticultural Society were unable to support the refreshments as there donations needed to be linked to horticulture. Cllr Maurice-Jones had therefore suggested they contribute towards the cost of planting the back flower beds near the notice boards. This was costed at £100 and BRHS advised that they would consider this as a donation request. Cllr Maurice-Jones also advised that it was planned to use the same decorations which would receive some attention prior to the arrival of the tree. **Action: Clerk to submit donation request to BRHS.**
3. Street Lighting Maintenance Contract – Cllr Woods reported that since the conversion to LED the Community Council did not have a maintenance contract for the street lights. Led by Penycae Community Council a consortium had been formed twelve months ago and they had tendered for a new maintenance contract. The lead was Cllr Geoff Edwards who has extensive expertise in this area and a comprehensive contract had been produced which had been reviewed by Cllr Woods and Cllr Morris. This contract was renewable on a twelve monthly basis and Cllr Woods proposed that Rossett should now join the consortium. This was unanimously agreed. **Action: Clerk to make arrangements to join the Street Lighting Maintenance Contract consortium.**
4. Updated Financial Regulations– Cllr Woods advised that new Model Financial Regulations had been received from One Voice Wales. These had been reviewed by the Finance Committee and appropriate amendments made to tie in with our current Regulations and practices. These had been previously circulated to all Councillors for consideration. Cllr Woods proposed that these should be adopted and that was unanimously agreed. **Action: Clerk to adopt new Financial Regulations.**

**196. Reports**

County Councillor Jones’ Report

No report as not present.

Clerk's Report

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

Cllr Woods reviewed the minutes of the Finance Meeting held on 9th October 2019 and these were accepted. He highlighted the need for all committees to consider spending for the next financial year in preparation for the budget planning/precept meeting, the next of which was scheduled for 13th November.

Cllr Pretsell reported that the Digital Trail Launch would take place on 7th December at the Golden Lion Christmas Market event. Leaflets would be required to help promote the app, these would be placed in local hotels and other retail premises. A budget of £200 was approved in order to meet printing costs.

**197. Planning Applications**

P/2019/0702 – Huskissons House, Chester Road, Lavister – Application for Works to Trees Subject to Woodland Tree Preservation Order WCBC No. 179 – This application had been re-submitted due to some initial errors on the planning letter by WCBC. Whilst the number of trees requested to be felled had reduced to five, there remained concern with the request to fell Ash trees at a time when a large number of Ash were affected by Ash die-back and these trees had not been reported as diseased. Objection to be submitted.

P/2019/0742 – Trevalyn Wood, Manor Lane, Rossett – Listed Building Consent for Single Storey Extension to Dwelling, Internal and External Alterations to Existing Listed Buildings, Erection of Single-Storey Building to House Renewable Energy Store and Landscaping Works – No objections.

P/2019/0743 – Trevalyn Wood, Manor Lane, Rossett – Single Storey Extension to Dwelling, Internal and External Alterations to Existing Listed Buildings, Erection of Single-Storey Building to House Renewable Energy Store and Landscaping Works – No objections.

P/2019/0763 – Broad Oak Farm, Llyndir Lane, Rossett – Two-Storey Extension and Erection of Garage/Car-Port – No objections.

P/2019/0770 – Croeshowell Hall, Croeshowell Lane, Burton – Conversion of Garage to Annex Accommodation for a dependent relative (in retrospect) – No objections.

P/2019/0246 – Section 78 Appeal at Gamford House, Gamford Lane, Rossett – Previous objections to be submitted.

**198. Finance**

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

Invoices were approved, as follows:

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| **Payee**  Gresford British Legion  Hewlett Packard | **Purpose**  4 x Poppy Wreaths + 30 Lamp post Poppies  Instant Ink | **Sum £**  190.00  3.49 | **Chq. No.**  3034  Debit Card |
| The Head Gardener  Trailwalk  H Maurice-Jones  Tasmin Champion | Grass Cutting  Hedge Cutting  Bulbs  Community Agent Activities – exercise class | 817.80  264.00  274.74  30.00 | On-line  On-line  On-line  On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 530.76 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 372.81 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary  Community Agent's salary and disbursements  Employers Tax | 1,229.91  684.65  236.61 | On-line  On-line  On-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £21.15 Petrol £51.30

Total **£21.15** Total **£51.30**

Clerk’s Disbursements Community Agent Disbursement’s

Laptop for CCTV £389.00 Petrol £20.70

Total £389.00 Golden Carers Subs £39.93

Total **£60.63**

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

1. Cllr Pretsell had been contacted regarding issues in the underpass at Burton. The Clerk agreed to report these to the PCSO and remind them of the availability of CCTV in this area if required. **Action: Clerk to contact PCSO.**
2. Cllr Cleaver reported an issue with a WCBC street light on Station Road which had been reported as damaged and had since broken. The Clerk advised that she had also been notified of several lights on Chester Road which were non operational. These had been reported but not repaired. WCBC had confirmed there were a large number of faults with street lights and they were working through the list.
3. Cllr Fortune reported that there had been comments regarding the car par at the Village Hall and how dark it was. It was felt that some of this was due to the overgrown hedge which partially obscured one of the street lights. Cllr Parrington said he would make enquiries to see if there was anybody available to trim the overgrowth. Cllr Morris enquired if it was worth getting the street lighting contractors to look at the area to see if they would suggest additional lighting and if so, ascertain the cost. **Action: Clerk to contact MEGA lighting.**
4. Cllr Gledhill advised that following the November meeting he would be absent for the next five meetings.

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

**Signed as a true record:**

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**Chairman Date**