

**Rossett Community Council**

**Meeting on Wednesday 20th May 2020**

**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**

The Clerk confirmed that due to Covid 19 restrictions and the inability to hold a public meeting the Annual Meeting which usually took place in May would be deferred until October 2020. All roles would remain unchanged until the Annual meeting can be held.

Following the sad news that ex Councillor Peter Cade and ex Clerk Brian Doyle had both passed away recently, Cllr Parrington paid tribute to both and the service they had provided to Rossett Community Council. Peter Cade would be remembered in particular for the work he did at the Burton War memorial and ‘Welcome to Rossett’ signs utilising his metal work skills, along with his ‘hands on’ approach making improvements around the villages. Brian Doyle had served as the Clerk for many years and was dedicated to the area. He didn’t allow ill health in his later years prevent him from being committed to his role. Rossett Community Council are grateful for the commitment of both and pass on condolences to friends and families.

**Present:**

**Councillors :** Cllr. A Parrington (Chair), Cllr. J Pretsell, Cllr H Maurice-Jones, Cllr P Morris, Cllr H Jones, Cllr J Fortune, Cllr M Gledhill, Cllr T Sexton, Cllr M Woods and Cllr L Todd.

**264. Apologies for absence:** Cllr W Cleaver,Cllr C Parker, Cllr P Roberts and Cllr A Steven.

**265. Declarations of Interest**

None.

**266. Approval of the Minutes of 18th March and 15th April 2020.**

**267. Police Report**

No information currently available.

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

The Clerk had received several issues from members of the public as follows:

Mr Jeff Peet had raised the issue of an overgrown grassed area between West Way and Eaton Close and asked if the grounds maintenance contractor could be asked to cut this area. Cllr Jones confirmed that this is work that should be carried out by WCBC however, a number of staff from the Environmental Department had been redeployed due to the current situation with Covid 19 in order to retain essential services ie refuse collection. Whilst it is unfortunate that this has resulted in certain areas now looking untidy it was felt that it could create too much of a commitment for the Community Council to address specific areas as this would potentially lead to a number of additional requests. **Action: Clerk to notify Mr Peet.**

The Clerk had been contacted by a member of public from Burton Road regarding the graffiti at the Burton/Rossett underpass. He had offered financial assistance if necessary to ensure the graffiti be removed in a timely fashion to prevent others from thinking this was acceptable. The Clerk had reported the graffiti and normally WCBC will address within 5 working days however, this is the same Department that are currently only operating essential services. Cllr Jones commented that this is similar to the grass cutting request and the Community Council need to be careful not to be held responsible for those services usually provided by WCBC. Cllr Gledhill suggested waiting to see if Covid 19 restrictions will be altered at the end of the month which would then allow WCBC to undertake this work and if not, consider the employment of an external contractor at that time. This was agreed.

Cllr Sexton commented that this underpass is a particularly unattractive part of the village and wondered if it would be feasible to consider an art project for the local schools to create a more pleasant area. A number of Councillors were in agreement and Cllr Maurice-Jones felt that the Community Agent may be able to assist with her background in art. Cllr Jones commented that the underpass falls under the responsibility of North East Wales Truck Roads Agent so would require their agreement. **Action: Clerk to make an approach to see if it would be feasible to consider a project for the underpass.**

Mr Llyw Morris had asked for consideration for the removal of the speed bump between Chapel Lane and The Green due to the noise it creates especially by large agricultural vehicles. Cllr Woods also confirmed that he had received similar comments from residents from the Trevalyn Way area. Cllr Jones reported that it is unlikely that this speed restriction could be removed due to the recent planning approval for the housing development which would lead to an increase in traffic within that area. The footpaths do not meet the required width in that location and are unable to be improved. Cllr Jones will consult with Highways to see if there could be a change to the materials used which may reduce the noise levels. Cllr Woods enquired if there could be any action regarding the weight of the vehicles using that road but Cllr Jones confirmed that if they are working within that location they are legally allowed to use that route so North Wales Police would not take action. **Action: Cllr Jones to consult with Highways regarding this speed bump.**

The Clerk had received an email from Alison Thompson, which had previously been forwarded to all Councillors, requesting financial assistance for the continuation of the project to produce PPE. It had been confirmed that the project had moved to the Gresford Trust as the original project had satisfied its orders supplying PPE to the Wrexham Maelor hospital. The project was now supplying other key workers within the area. Cllr Gledhill reported that they had recently advised on social media that the project was now holding supplies of PPE for local key workers who required it. As the Community Council had made a donation to the original project, Cllr Gledhill suggested asking Alison Thompson for additional information regarding the demand for the equipment to allow a decision regarding financial assistance to be made at a subsequent meeting. This was unanimously agreed. **Action: Clerk to request additional information.**

**269. Matters Arising**

1. **Covid 19 –** The Clerk confirmed that the volunteer scheme remained in place and whilst there wasn’t a high demand, provided an essential service. Cllr Parrington reported that the Community Agent had provided an invaluable service during the set-up of the volunteer group and also with the organisation of the VE Day commemorations and felt this work should be recognised perhaps by sending her some flowers. This was unanimously agreed and a budget of £30 was agreed and Cllr Maurice-Jones offered to prepare a suitable bouquet. **Action: Cllr Maurice-Jones to organise a bouquet of flowers for the Community Agent.**
2. **Sewing for our NHS –** The Clerk reported that she had been approached by a local group who had been established to produce equipment for the NHS. This had started with face masks, headbands and hats but now also included wash bags and scrubs. They had been producing the products using material donated and some fabric purchased from financial donations. They had recently received an order from the Welsh Ambulance Service for 3,000 wash bags and a Care home which was being opened in Wrexham for Covid 19 patients currently bed blocking the hospital who didn’t require acute care, for scrubs, wash bags and hats. The group were unable to apply for funding due to the set-up of the group. The Clerk had approached Cadwyn Clwyd to explore the possibility of funding and had been offered up to £1,000 for this group but it would need to come under the umbrella of the Community Council. This would require the Clerk to apply for funding, manage the purchasing and apply for reimbursement from Cadwyn Clwyd. The community contact is Tricia Morris. Cllr Maurice-Jones commented that she felt the Community Council should be assisting this type of project and proposed that the Community Council take on the responsibility for managing the financial aspects. This was unanimously agreed. **Action: Clerk to pursue funding and purchasing for this group.**
3. **Summer Planting –** Cllr Maurice-Jones had commenced with the Summer planting with assistance from Cllr Parrington. They had completed the central beds and roundabout barrels in time for the VE Day commemorations. Whilst there had been some difficulties with procuring the bedding plants, it was hoped the additional ones required would be delivered very soon. A number of barrels needed repair but Cllr Parrington had been able to provide some barrels to replace those that were beyond repair. This had included relocating a taller display from the toilet block area to Lavister as it would be more noticeable.

**270. Matters Discussed**

1. Zoom Meetings –As it had been agreed by the Welsh Government that meetings could now officially be held remotely Cllr Woods proposed purchasing a licence for Zoom to ensure meetings are allowed to run without being ‘timed out’. This was unanimously agreed. **Action: Clerk to make enquiries regarding purchasing Zoom licence.**

**271. Reports**

County Councillor Jones’ Report

Cllr Jones reported that the focus for WCBC remains on essential services which means that items such as grass verge cutting are currently on hold due to resources needing to be re-deployed in the Environment Department. Across the Council staff have been re-deployed to cover staff in essential services that are either off or self-isolating.

As a Cabinet there have been twice weekly meetings via Zoom and June will see meetings of the Executive Board and probably planning to be held by Zoom. They will be recorded and available for public viewing.

Cllr Jones has been able to get essential road works done on Rosemary and Harwoods Lane, however most work has a longer lead time. He has also organised for the Access and Rights of Way Officer to visit the village several times recently. The increased use of our Public Footpaths has resulted in a significant increase in the number of people raising issues. This is all good news and hopefully the footpaths will become an increasingly important part of village life.

WCBC continue to work on a recovery plan with a view to a gradual re-opening of services as and when the legislation changes. The major concern is around funding with a significant decrease in terms of income from a wide range of sources, not least car parking, Ty Pawb, which combined with increased expenditure in areas such a social and welfare services. So far the funding from Welsh Government has not matched the size of the financial hole.

Once again owners of hedges have failed to maintain them to a satisfactory standard and footpaths on Burton Road to name but one road are becoming obstructed. Every year it is the same culprits who fail to cut back at the appropriate time. The Council has limited resources to chase up these people.

Clerk's Report

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

**272. Planning Applications**

None.

**273. Finance**

Cllr Woods summarised the finance documents for April and these were accepted. The Clerk had distributed details of quotations for the insurance policy from three providers, prior to the meeting. Cllr Woods proposed accepting the policy from Pen Underwriting Ltd which offered the most competitive quotation along with the most extensive cover, this was unanimously agreed. Cllr Woods also recommended tying in to a three year deal as this would fix the premium cost, again this was unanimously agreed. The Clerk had also distributed details of a cyber security policy which had been suggested by the insurance brokers. Cllr Woods suggested that a number of the issues covered by this policy were not applicable due to the contract the Community Council has with Microshade regarding the access and retention of its electronic information. With this in mind he therefore proposed that this policy was not progressed at the current time and this was unanimously agreed. **Action: Clerk to proceed with three year contract with Pen.**

Invoices were approved, as follows:

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| **Payee**Hewlett PackardCwtch CeramicsAVOWScottish Power | **Purpose**Instant InkVE Day refreshmentsWxm Hwb PPE production donationStreet Lighting Electricity | **Sum £**7.99225.00200.00178.50 | **Chq. No.**Debit CardDebit CardOn-lineOn-line |
| Scottish PowerThe Head GardenerCame & CompanyH Maurice-JonesH Maurice-JonesA Parrington | Toilet Block ElectricityGround maintenanceAnnual Insurance RenewalDomain RenewalMembership RenewalQuarterly Payroll Charges | 208.24817.801801.99222.0055.3261.86 | On-lineOn-lineOn-lineOn-lineOn-lineOn-line |
| Mr C Hughes | Street warden’s salary and disbursements | 480.97 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 298.53 | On-line |
| Miss W PaceAli PickardHMRC | Clerk's salary and disbursementsCommunity Agent's salary and disbursementsEmployers Tax | 1181.23674.89102.46 | On-lineOn-lineOn-line |

Park Warden’s Disbursements Street Warden’s Disbursements

Petrol £7.65 Petrol £8.10

Total **£7.65** Total **£8.10**

Clerk’s Disbursements Community Agent Disbursements

Paint £58.72 Petrol £28.35

Ladders/Paint Access £113.93 Total £28.35

Weedkiller £39.71

Amazon Voucher £20.00

Total **£259.36**

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

1. Cllr Parrington gave details of a project he had undertaken to document a number of local walks utilising the public footpaths. Each route would have a narrative and pictures to make the correct route clear and will encompass all of the local footpaths. Cllr Parrington displayed the first route and it was very well received. Cllr Jones highlighted the need to ensure the photographs clearly display the official footpaths rather than routes that the public may prefer to use around fields etc. Cllr Morris confirmed that regularly people preferred to walk around fields rather than walk across crops however, if the official footpath is across a field that’s the one that should be documented.
2. Cllr Maurice-Jones confirmed that she continues to receive comments regarding the footpaths across the field at the rear of her property as maize has been sown very close to the perimeter of the field making it difficult to walk around the field. She has emailed Cllr Jones to seek advice regarding this on-going concern and Cllr Jones will continue to progress the matter.

**Date of the next meeting Wednesday 17th June 2020.**

**Signed as a true record:**

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**Chairman Date**