

**Rossett Community Council**

**Meeting on Wednesday 15th July 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**

**Present:**

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

**286. Apologies for absence:** Cllr J Fortune, Cllr T Sexton, Cllr C Parker and Cllr P Roberts.

**287. Declarations of Interest**

Declarations of interest were made by:

1. Cllr H Maurice-Jones, Cllr P Morris and Cllr A Parrington regarding issues with Hwb Yr Orsedd due to a conflict of interest.

**288. Approval of the Minutes of 17th June.**

**289. Police Report**

No information currently available.

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

To be addressed under County Councillors report.

**291. Matters Arising**

1. **Hwb Yr Orsedd –** The Clerk reported that remote meetings had recommenced after a three month suspension of the project. The Board would shortly be meeting with planners, a lease agreement was being drawn up and the financial detail within the business plan was being developed.

**292. Matters Discussed**

**(i)** Councillor Vacancy –The Clerk reported that two applications had been received and these had been forwarded to all Councilor’s prior to the meeting. Each Councillor then submitted a private vote and Lucy Rowland received the highest number of votes so was duly co-opted to fill the vacancy in Allington. Cllr Parrington confirmed that it was good to see two excellent candidates apply for the vacancy and it was hoped the other applicant would apply again should another vacancy arise. **Action: Clerk to contact both applicants**.

1. Litter Signs – The Clerk had distributed some anti-litter posters which had been used in York Council and had been suggested on Facebook that they may help with littering locally. A debate ensued with some Councillors feeling the wording offered the shock value required to get people’s attention and others feeling some members of the community may be offended by the working. Cllr Parrington suggested establishing a small working group to try to design our own poster and possibly working with older pupils at Darland School. Cllr Steven, Cllr Maurice-Jones and Cllr Parrington agreed to be involved and take this forward with the involvement of the Community Agent. **Action: Working group to consider producing litter poster.**

**(iii)** Butterfly Garden – The Clerk confirmed materials for the butterfly garden had now started to arrive. Keep Wales Tidy had sent a picture of the finished product and this had sparked a discussion with Cllr Pretsell and Cllr Maurice-Jones as the original location was not deemed suitable. It was agreed that this would now be created at the back of the toilet block and was due to be installed on Monday 20th July. Cllr Steven had kindly offered to assist.

1. Park Warden Vacancy – The Clerk had distributed the Staffing Committee minutes prior to the meeting and confirmed that the suggestion was to slightly amend the hours of the Park Warden and Street Warden to streamline the service. These recommendations were agreed and it was confirmed that the post would now be advertised. Whilst the post was vacant, the Street Warden had agreed to cover the hours. **Action: Clerk to advertise vacancy.**

**293. Reports**

County Councillor Jones’ Report

Cllr Jones reported that he has been dealing with a number of reports regarding unemptied bins which had been as a result of WCBC attempting to balance services with reduced employee numbers due to Covid 19. Whilst it had been relatively straight forward to cease services at the start of lock down, it was proving more difficult to re-open as each process required examination of risk and control measures required. Some verges had been cut recently and notices sent to land owners regarding hedges. The tree was currently being removed from the weir and the graffiti in the underpass removed in the next couple of days.

Cllr Jones had a meeting arranged with the relevant staff regarding a bin being installed at Darland Woods and also to look at the work completed by Virgin to ensure the sites had been appropriately repaired.

There had been complaints regarding the parking of the food van along the park, however as long as they complied with the waiting times WCBC had little powers. As it was a public footpath, there was some uncertainly as to who was responsible in maintaining social distancing. There had also been complaints about increased long stay parking around the Green and Cllr Jones had highlighted this to the parking enforcement officers, requesting visits when there are suitable numbers of them back in work.

Cllr Jones reported that he was currently involved in trying to get the Community Agent as an established role in order to strengthen community resilience.

Clerk's Report

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

Cllr Pretsell reported that a thank you card had been created and would now be sent to print. It was suggested that the creator be asked to produce a second generic design which would not be Covid 19 specific and could be used in the future as and when the Community Council wanted to send thanks for community work/involvement. It was also agreed that some Amazon vouchers would be purchased to thank Toby for his work producing the design. Cllr Pretsell also confirmed that it had been decided to run the ‘bee friendly’ garden competition in a photograph/on-line format.

**294. Planning Applications**

P/2020/0221 – Jasmine Cottage, Chapel Lane, Rossett –Side and Rear Extensions – No objections.

P/2020/0224 – West Darland Hall, Darland Lane, Rossett –Listed Building Consent for Removal of Loadbearing Wall to Open up the Entrance Hall – No objections.

P/2020/0230 – The Cottage, Gun Street, Rossett – Notification of Proposed Works to Tree (T1) within a Conservation Area – No objections.

P/2020/0250 – The Coach House, Trevalyn Hall, Chester Road, Rossett – Erection of Garden Office – No objections.

P/2020/0258 – Allington Farm, Broad Lane, Trevalyn, Rossett – First Floor Extension (Previous Planning Permission P/2018/0883) – No objections.

**295. Finance**

Cllr Woods summarised the finance documents for June and these were accepted. He reported that an amendment to Financial Regulations had been circulated to all Councillors to address the issue raised by Internal Audit. Cllr Gledhill proposed that the amended Financial Regulations be adopted and this was unanimously agreed. Cllr Woods reported that work had been on-going with the risk assessments and some policies and these were due to be distributed to the Staffing Committee very soon.

Invoices were approved, as follows:

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| --- | --- | --- | --- |
| **Payee**  Hewlett Packard  Zoom  The Post Office  Charlies Direct  Scottish Power | **Purpose**  Instant Ink  Monthly charge  Postal charges  Service of hedge cutter  Street Lighting Electricity | **Sum £**  3.49  14.39  7.15  30.05  178.50 | **Chq. No.**  Debit Card  Debit Card  Debit Card  Debit Card  On-line |
| The Head Gardener  WCBC  A Parrington | Ground maintenance  Half Yearly Instalment Inspection of Play Areas  Compost for Summer planting | 817.80  491.40  72.96 | On-line  On-line  On-line |
| Mr C Hughes | Street warden’s salary and disbursements | 596.49 | On-line |
| Mr T Price | Park warden’s salary and disbursements | 157.08 | On-line |
| Miss W Pace  Ali Pickard  HMRC | Clerk's salary and disbursements  Community Agent's salary and disbursements  Employers Tax | 1155.98  764.27  113.06 | On-line  On-line  On-line |

Community Agent Disbursements Street Warden’s Disbursements

Petrol £42.75 Petrol £68.85

Total **£42.75** Petrol £ 5.83

Total **£6.27**

Clerk’s Disbursements

Petrol £69.30

Go Fund Me Facevisors £15.00

VE Day prizes £23.94

Hedge Cutter Deposit £41.99

Sewing for our NHS £114.48

Total **£264.71**

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

1. Cllr Gledhill reported that some of the interactive speed signs are not working again. Cllr Jones confirmed that he had requested a formal investigation into the purchasing of this equipment as some hadn’t worked since installation. He awaited a satisfactory response but would pursue the matter.
2. Cllr Gledhill enquired as to when the park would re-open. The Clerk confirmed that whilst the Welsh Government had said they could re-open from Monday 20th July, Local Authorities have been given the discretion on when exactly they can open. It was necessary to apply sufficient safety measures first to manage any risk. Information would be disseminated by Facebook when available.
3. Cllr Todd reported an issue with noisy vehicles during the evening on the car park at Darland School. She had requested that the gates be closed but thus far this hadn’t happened. Cllr Jones confirmed that the sports centre would be re-opening with effect from 3rd August so it wouldn’t be possible for the gates to be locked from then anyway.
4. Cllr Jones confirmed that some WCBC meetings would be recommencing in September and suggested that if the main hall of the Village Hall was used, maybe Community Council meetings could resume in public. Cllr Parrington agreed that we should aim for resuming public meetings from September.

**Date of the next meeting Wednesday 19th August 2020.**

**Signed as a true record:**

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**Chairman Date**