

**CYNGOR  CYMUNEDOL**  
**COEDPOETH**  
**COMMUNITY COUNCIL**

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**MINUTES OF COUNCIL MEETING**

**19<sup>th</sup> July 2011**

**PRESENT**

Cllr K Woodward – Chair

Cllr C Edwards, Cllr M Whitby, Cllr M Davies, Cllr K Woodward, Cllr C Williams, Cllr M Nelson,  
Cllr G Williams, Cllr P Wilson & Cllr G R Price (10)

**MEETING COMMENCED – 7.30pm**

AGENDA ITEM		ACTION
1.	<p><b><u>INTRODUCTION BY CHAIR</u></b></p> <p>The Chair in his introduction referred to the following:</p> <ol style="list-style-type: none"><li>1. The need to discuss agenda item 6 (Complaint against the Clerk by Cllr M Whitby) at the end of the meeting:<ol style="list-style-type: none"><li>a. In accordance with section 38 of the Council's Standing Orders it was recommended that the Council exclude press and public for agenda item 6. <b>Proposed: Cllr M Davies, Seconded: Cllr M Bostwick – Unanimous.</b></li></ol></li></ol>	
2.	<p><b><u>APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr M Dixon &amp; Cllr S Lee (2)</p>	
3.	<p><b><u>DECLARATIONS OF INTEREST</u></b></p> <p>There were no declarations of interest.</p>	



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**COEDPOETH**  
**COMMUNITY COUNCIL**

<p>F. That the emergency light above the exit door in the Parish Hall had been replaced by Ian Ashcroft under urgent repairs.</p> <p>G. The analysis of lettings income for April to June 2011 which showed that income was up on last year for the same period. It was agreed that the Clerk would discuss with the Caretaker why there was no income for certain activities this year to date compared with last year and report back to Council.</p> <p>H. The AA would be putting up signs directing motorists to the Parish Hall car park during the Eisteddfod as an overflow car park.</p> <p>I. The Cemetery records were now up to date as at 31<sup>st</sup> March 2011.</p> <p>J. The Clerk circulated information from the Clerk Magazine (July 2011) and the Society of Clerks – Welsh Conference.</p> <p>K. The Clerk reminded Members that he would be off on holiday throughout August 2011 which was unpaid.</p> <p>L. The Clerk's requested that Members support the High Street Tidy up on 24<sup>th</sup> July 2011. Cllr M Whitby stated that he would not assist as he believes that it is a Wrexham CBC function and that they should clean it to a high standard without volunteers having to do it. Cllr G Williams stated that Members should be present as it sends a message to the community that they have pride in their Village. The Clerk referred to the great success of the Mold town clean up which was spread over 3 days with over 600 volunteers taking part this year. Cllr M Davies stated that he would talk to the Mayor of Chirk to identify what initiatives they had taken in maintaining the cleanliness of their High Street.</p> <p>M. The Budget Statement as at 30<sup>th</sup> June 2011 which was showing an under-spend of £15,000 for the year. The Clerk agreed to forgo his annual increment which would save the Council approximately £300 this year including employer oncosts. The Clerk reported that salary savings this year alone were estimated at £4,000.</p> <p>N. The Community Sponsored Walk for Charity would take place on Friday 19<sup>th</sup> August 2011 and it would include a scavenger hunt.</p> <p>O. The Cemetery Superintendent questioned paying rent until major refurbishments had been effected. It was agreed that this item be discussed further at the next Council meeting in September 2011 looking at all the options available to the Council. Cllr G Price confirmed that the Cemetery Superintendent lived in the Lodge.</p> <p>P. The Chair and the Clerk would be meeting with trustees of the Salem Chapel for a preliminary meeting on the 25<sup>th</sup> July 2011. Cllr M Whitby agreed that the Council should explore all options in order to preserve the heritage of the Village. Cllr M Davies expressed concern that the Council had significant financial commitments already. Cllr M Whitby requested that all Members be given an opportunity to visit the Chapel. The Clerk agreed to arrange this.</p> <p>Q. The new opening hours and revised Saturday working had been implemented successfully.</p> <p>R. That six companies had been invited to tender for Phase 2 – Building Repairs which was agreed at the June 2011 Council.</p>	DVB
<p>P. The Chair and the Clerk would be meeting with trustees of the Salem Chapel for a preliminary meeting on the 25<sup>th</sup> July 2011. Cllr M Whitby agreed that the Council should explore all options in order to preserve the heritage of the Village. Cllr M Davies expressed concern that the Council had significant financial commitments already. Cllr M Whitby requested that all Members be given an opportunity to visit the Chapel. The Clerk agreed to arrange this.</p>	DVB
<p>R. That six companies had been invited to tender for Phase 2 – Building Repairs which was agreed at the June 2011 Council.</p>	DVB

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**COEDPOETH**  
**COMMUNITY COUNCIL**

<p>S. Informed Members that he had not yet received advice on Sunday opening re insurance, legal and taxation issues from the Society of Local Council Clerks.</p>	DVB
<p>T. The carpet had been purchased for the Library. The Clerk agreed to provide a sample of the underlay, which had a 25 year guarantee, to Cllr P Wilson.</p>	DVB
<p>U. Informed Members that the Clerk would be preparing an on-line brochure (including pictures) of the facilities offered by the Council.</p>	DVB
<p>V. The refurbishment of the tennis courts would be put on hold until the Clerk had the opportunity to identify suitable grant funding opportunities and the understanding that the space available should be more multi-functional.</p>	DVB
<p>W. That Dee Valley Water had not yet called to take a sample of water in the basement.</p>	DVB
<p>X. Informed Members of the dates of all Council meeting up to and including December 2012.</p>	
<p>Y. The improvements to be made to the Council's web site which included dates of meetings and more photographs.</p>	
<p>Z. In accordance with Council's ongoing approval that a snooker table be re-clothed on an annual basis.</p>	
<p><u>The Council <b>approved</b> the following:</u></p>	
<p>A. The Schedule of Payments – 22<sup>nd</sup> June to 19<sup>th</sup> July 2011.  <b>Proposed: Cllr M Whitby, Seconded: Cllr C Williams – Unanimous.</b></p>	DVB MD
<p>B. The Council taking over ownership of the hanging baskets which included maintenance and stocking. Cllr M Davies agreed to discuss with Wrexham CBC the insurance arrangements and reported that he had requested a watering device from Wrexham CBC to maintain the reservoir levels in the hanging baskets.  <b>Proposed: Cllr M Davies, Seconded: Cllr C Edwards – Unanimous.</b></p>	DVB
<p>C. That the urinal in the men's toilet (Parish Hall) be replaced on health and safety grounds and that both toilets be painted which would obviate the need for an industrial clean. The issue of hand dryers would be looked at later in the year.  <b>Proposed: Cllr C Edwards, Seconded: Cllr P Wilson – Unanimous</b></p>	DVB
<p>D. The purchase of prints of Coedpoeth over the last 130 years and a frame for the current map to be displayed in the Library.  <b>Proposed: Cllr M Whitby, Seconded: Cllr M Bostwick – Unanimous</b></p>	
<p>E. That The Chair and Vice Chair be given delegated authority to manage the Council activities during August 2011  <b>Proposed: Cllr M Davies, Seconded: Cllr P Wilson – Unanimous</b></p>	
<p>The Chair thanked the Clerk for his comprehensive report.</p>	

**CYNGOR  CYMUNEDOL**  
**COEDPOETH**  
**COMMUNITY COUNCIL**

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**6. COUNCIL MATTERS**

The Chair asked the Clerk to leave the meeting in light of the complaint made against him by Cllr M Whitby.

Cllr Whitby addressed the meeting and outlined reasons why this agenda item had been requested. Cllr Whitby gave his overview as follows:

- The Clerk had added an item to previous agenda which Cllr Whitby felt was not within standard procedures and as such he did not have chance to read it regarding an official complaint against him;
- No notification was given to Cllr Whitby regarding this, therefore Cllr Whitby was not given the right of reply;
- Minutes of meetings do not represent a true record – this issue was put to the group for further discussion;

Alterations to report 21<sup>st</sup> June were not circulated before the following meeting; Cllr Whitby raised the question as to why these are not circulated by email?

Cllr Whitby wished to make it clear that the Clerk is doing a great job since he has replaced the former Clerk.

Cllr Whitby also brought members attention to the volume of information within the Clerk's report, which is dominating the meetings. Cllr Whitby wished members to consider whether or not the level of detail outlined by the Clerk, during the meeting (contained in the Clerks Report) needed to be reduced. This would save time, and potentially allow councillors more time for discussion.

Cllr Whitby explained that minutes are not expected to be verbatim but the points raised by councillors do need to be recorded and feels that this is not always the case but that the main facts should always be recorded. Cllr Whitby informed members that it was a matter of concern to him that some of the points he is making are not being noted or reported.

Cllr G Williams informed the meeting that the issues referred to have come up at previous meetings and have taken up valuable council discussion time.

Cllr Whitby informed the meeting that he felt that had asked perfectly valid questions and Council Officers from Wrexham CBC were unable to give answers and appeared vague to perfectly valid questions.

Cllr Whitby stated that the Clerk's account of discussions were often incorrect.

**CYNGOR  CYMUNEDOL**  
**COEDPOETH**  
**COMMUNITY COUNCIL**

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Cllr Mark Davies proposed that the offices of the Vice – Chairman were used to facilitate arbitration between the Clerk and Cllr Whitby and also suggested to members that questions wishing to be raised with invited Council Officers/Guests be drafted before meetings when possible so that direct answers may be inserted for accuracy.

Cllr G Price noted that the May 2011 Council Meeting was a procedural impossibility, as it was amendment after amendment in respect of Cllr M Whitby's amendment to include his note of the meeting with Wrexham CBC Housing staff as an addendum to the February 2011 Minutes. **Explanation:** Owing to this procedural error the issue of Cllr M Whitby including his note of the meeting with Wrexham CBC Housing staff as an addendum to the February 2011 Minutes, which was approved at the May 2011 Council Meeting, had to be re-voted on at the June 2011 Council meeting. Cllr M Whitby's amendment was not seconded at the June 2011 Council Meeting and therefore his note was not included as an addendum to the February 2011 Minutes.

Cllr Price asked whether there was anyone outside the meeting that could arbitrate.

Cllr Mark Davies advised that Cllr Woodward take the matter forward. Cllr Mark Davies proposed that arbitration be attempted to resolve any issues amicably.

Cllr G Williams informed members that the Clerk is the same as a CEO in a Unitary authority.

Cllr C Edwards informed that the Chair should run the meeting.

Cllr Woodward confirmed the Chair facilitates the meetings. Further discussion by members present focussed around this point, views were expressed.

Cllr G Price informed that there should be a more balanced approach within the meeting, all members agreed.

Cllr Mark Davies and Cllr Woodward recommended that the rules of conducting meetings be circulated to all members and a more balanced approach be given consideration to take into account points raised above.

A discussion then took place the outcome of which resulted in the following 3 proposals.

**PROPOSED:**

**Proposed: Cllr Mark Davies, Seconded: Cllr G Price.**

**CYNGOR  CYMUNEDOL**  
**COEDPOETH**  
**COMMUNITY COUNCIL**

	<ol style="list-style-type: none"> <li>1. That the Vice Chair Karl Woodward would effect an informal meeting between the Clerk and Councillor Mike Whitby to see if the situation that has arisen could be resolved without any formal action.</li> <li>2. The role and responsibilities of the Chair and the Clerk, included in the current standing orders, be updated so that Members clearly understand the respective roles.</li> <li>3. When speakers are invited to future meetings a system be put in place so that, wherever possible, questions can be tabled in advance via the Clerk but that this does not preclude ad-hoc questions.</li> </ol> <p><u>AMENDMENT TO THE PROPOSAL WAS RAISED:</u> Community Councillor Mike Whitby requested:</p> <ol style="list-style-type: none"> <li>4. Given discussions that had taken place under Agenda Item 6; that interested parties who had raised matters also be allowed to attend the arbitration meeting.</li> </ol> <p><b>Proposed: Cllr Mr Mike Whitby: Seconded Cllr Mrs Carol Edwards - Cllr Mr George Price – Abstained. All other members present – in favour.</b></p>	
5	<p><b><u>POLICING MATTERS</u></b></p> <p>Cllr M Davies stated that the Village had a new sergeant – Sgt. Mike Edge – whose e-mail address was <a href="mailto:mike.edge@nthwales.pnn.police.uk">mike.edge@nthwales.pnn.police.uk</a>. It was agreed that the Clerk would make contact with Sgt Edge.</p>	DVB
6	<p><b><u>WREXHAM COUNTY BOROUGH MATTERS</u></b></p> <p>Cllr M Davies reported that the proposal to implement car parking charges in Wrexham had been withdrawn by the ruling group. Members expressed concern that there are roads in Wrexham where motorists park on both sides causing traffic congestion. Cllr G Price expressed concern as to the exorbitant car parking charges on Island Green. Cllr M Davies pointed out that Island Green was not a Council run car park.</p>	
7	<p><b><u>PRESS/PUBLICITY</u></b></p> <p>The Clerk informed the Council that Keep Wales Tidy would be issuing a press release for the High Street tidy up on 24<sup>th</sup> July 2011.</p>	
8	<p><b><u>ANY OTHER BUSINESS</u></b></p> <p>The items raised included:</p> <ol style="list-style-type: none"> <li>1. <u>Cllr C Williams</u> – thanked those Members/Officers that had attended Cllr G Williams birthday party and had helped organise the event.</li> </ol>	

**CYNGOR  CYMUNEDOL**  
**COEDPOETH**  
**COMMUNITY COUNCIL**

	<p>2. <u>Cllr M Bostwick</u> – Complained about the ongoing temporary traffic lights in Talwrn Road – Cllr M Davies agreed to look into this.</p> <p>3. <u>Cllr C Edwards</u> – Expressed concern as to:</p> <ul style="list-style-type: none"> <li>a. the lack of pavement facilities where the bus stops at Popular Close – Cllr M Davies agreed to investigate.</li> <li>b. and that she had been bitten by a dog not on its leash in the village and that it could have been a child.</li> </ul> <p>4. <u>Cllr M Whitby</u> – Expressed concern as to the hold ups on the High Street, throughout the day, when goods are being delivered to shops – It was agreed that the Clerk would write to Wrexham CBC</p> <p>5. <u>Cllr P Wilson</u> – Expressed concern as to:</p> <ul style="list-style-type: none"> <li>a. the extent of fly-tipping down his road which Street scene had resolved</li> <li>b. and the theft of catalytic converters from Pentrefron Road because of no street lighting – Cllr M Bostwick stated that the costs would be prohibitive because there was no suitable electricity supply - The Clerk agreed to investigate.</li> </ul> <p>6. <u>Cllr M Nelson</u> – Complained that dog owners were continuing to let their dogs off the leash in the Cemetery – The Clerk agreed to investigate.</p>	<p>MD</p> <p>MD</p> <p>DVB</p> <p>DVB</p> <p>DVB</p>
<p>7.</p>	<p><b><u>FUTURE MEETINGS -</u></b></p> <p>20<sup>th</sup> September 2011 – Full Council Meeting</p>	

**MEETING FINISHED – 10.04pm**

*Dave Bamber* CPFA

**Clerk to the Council**