

Cyngor Cymunedol Coedpoeth Community Council

MINUTES OF COUNCIL MEETING

ON

11th JUNE 2013

PRESENT

Cllr M Dixon – Chair

Cllr S Davies, Cllr J Hinchliffe, Cllr K Childs, Cllr P Wilson, Cllr K Woodward, Cllr B Williams, Cllr L Wright, Cllr G Jones, Cllr T Shaw & Cllr G R Price (11)

COUNCIL MEETING COMMENCED – 7.30pm

AGENDA ITEM		ACTION
1	<p><u>INTRODUCTION BY CHAIR</u></p> <p>The Chair welcomed everyone to the meeting and particularly referred to the following:</p> <ol style="list-style-type: none"> 1. A warm welcome to Cllr. B Williams – newly co-opted Community Councillor. 2. The excellent Internal Audit Report for 2012/13 Financial Year. 3. The appointment of Jones Electrical to carry out the Street Lighting Maintenance for the Council and reminded Members that the Clerk had circulated a report outlining the rationale behind the appointment and that Council had delegated authority to the Clerk and Cllr G Price to appoint the new provider under a collaborative contract with 6 other community councils’. 4. Members were reminded, in response to an urgent note from the Clerk entitled Staffing Issues, that they must not discuss any matters relating to employees of the Council outside of the Council, as this was a breach of confidentiality and could be further interpreted as a breach of the Members’ Code of Practice. 5. The arrival of the gold posting box in Coedpoeth, to mark Tom James MBE’s Olympic successes, which was long overdue. 	
2	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Cllr C Williams, Cllr G Williams & Cllr T Wyatt (3).</p> <p>Mr Garth ap Thomas - Leader</p>	
3.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>There were no declarations of interest.</p>	

**Cyngor Cymunedol
Coedpoeth
Community Council**

4	<p><u>MINUTES</u></p> <p><u>7th May 2013 – Council Meeting</u> That the Minutes be approved as a true and correct record. Proposed: Cllr S Davies, Seconded: Cllr G Price – Unanimous.</p> <p><u>7th May 2013 – Annual Meeting.</u> That the Minutes be approved as a true and correct record. Proposed: Cllr J Hinchliffe, Seconded: Cllr G Price – Unanimous.</p>	
5	<p><u>CLERK'S REPORT</u></p> <p><u>The Council noted the following which were for information:</u></p> <ul style="list-style-type: none">A. Members' Attendance records for the last six months.B. The Clerk's action points and progress made.C. The Planning applications received.D. The major items of correspondence received.E. The Budget Statement as at 31st May 2013 which suggests a deficit of £700 for the 2013/14 financial year.F. The urgent repairs carried out.G. Analysis of Lettings Income for the two months ending 31st May 2013.H. Confirmation that the Notice re Inspection of 2012/13 Accounts had been placed on the Council notice-board in the Parish Hall and on the High Street.I. That the grant applications had been made to Wrexham CBC re Village Halls Fund (£2,500) and Welsh Church Acts Fund (£250) in respect of the new roof on the Old Carnegie Library.J. That all contracts of employment had been signed and copy of job duties and other relevant payroll information which had been circulated to Members.K. That the LED conversion of the Parish Hall would be completed by 31st August 2013.L. That that the Council had 40 new burial spaces available. The Clerk informed the Council that he was looking at carrying out a review of all Council activities which would also include the Cemetery.M. The Council had applied to join the Sun's promotion of sporting activities in respect of the Snooker facilities. The Clerk reported that vouchers would be in the paper in the week commencing 22nd June 2013 and were valid until 31st August 2013.N. The improved lighting on the Snooker tables.	

**Cyngor Cymunedol
Coedpoeth
Community Council**

6.	<p><u>CLERK'S REPORT</u></p> <p><u>The Council deferred the following:</u></p> <p>A. The measures needed to ensure that the Council monitors the overall state of footpaths in the Village were deferred until further advice could be obtained from Mr G Emery (Ramblers' Association).</p>	DVB
7.	<p><u>CLERK'S REPORT</u></p> <p><u>The Council discussed the following:</u></p> <p>A. Collaborative Street Lighting Contract.</p> <p>B. The Staffing Issues (part 2 Item) – There were no matters raised and or discussed.</p>	
8.	<p><u>CLERK'S REPORT</u></p> <p><u>The Council approved the following:</u></p> <p>A. That the schedule of Payments (8th May to 11th June 2013 totalling £27,463.90 (excluding VAT) be paid. Proposed: Cllr J Hinchliffe, Seconded: Cllr P Wilson – Unanimous</p> <p>B. That the Council approves the 2012/13 Annual Report (including Accounts) and the Internal Auditor's report for 2012/13. Proposed: Cllr J Hinchliffe, Seconded: Cllr S Davies – Cllr G Price abstained.</p> <p>C. That the Council replaces the column at 5 Heol y Gelli at a cost not exceeding £649 (excluding VAT) which was damaged by unknown third parties. Proposed: Cllr T Shaw, Seconded: Cllr P Wilson – Unanimous.</p> <p>D. That the Council purchases the 2013 upgrade to QuickBooks (the Council's Financial Software) at a discounted price of £215.20 (excluding VAT). Proposed: Cllr G Price, Seconded: Cllr K Childs – Unanimous.</p> <p>E. That the Council sets up a small working party to look into the car parking issues throughout the Village in light of concerns raised by concerned parties. Cllr T Shaw, Cllr S Davies and Cllr G Jones agreed to report back to Council on their findings and stated that they would utilise the good offices of the Clerk. It was agreed that the remit would include all approved car parks including those in private hands. Proposed: Cllr J Hinchliffe, Seconded: Cllr T Shaw – Cllr G Price</p>	DVB DVB DVB

**Cyngor Cymunedol
Coedpoeth
Community Council**

	<p>abstained.</p> <p>F. That the Clerk carries out a risk assessment of all staff in respect of working alone, as required by the Insurer, and report his findings to the Council and amends the Risk Assessment Register as necessary. Proposed: Cllr L Wright, Seconded: Cllr J Hinchliffe – Unanimous.</p> <p>G. That the Council reimburses the Accountant with her training costs in respect of the final examinations of the Association of Accounting Technicians Proposed: Cllr G Price, Seconded: Cllr L Wright – Unanimous.</p> <p>H. That the Council registers with the Information Commissioner under the current Data Protection legislation. Proposed: Cllr K Childs, Seconded: Cllr B Williams – Unanimous.</p>	DVB DVB DVB
9.	<p><u>COUNCIL MATTERS</u></p> <p>The Vice Chair’s Report on the Council’s Website was well received and all of the recommendations were supported unanimously by the Council. The Vice Chair agreed to provide a plan of action for the July 2013 meeting and a brief to go out to tender for the September 2013 meeting. Proposed: Cllr L Wright, Seconded: Cllr S Davies – Unanimous.</p>	
10.	<p><u>POLICING MATTERS</u></p> <p>PCSO S Roberts provided the Council with the reported crime statistics for April and May 2013. The statistics were discussed and noted.</p>	
11	<p><u>WREXHAM COUNTY BOROUGH MATTERS</u></p> <p>The following matters were raised by Cllr K Childs (Wrexham CBC Councillor):</p> <ol style="list-style-type: none"> a. The on-going parking issues at Bryn Tabor School. Mention was made that the schoolchildren had looked into the issue of car parking and had made a presentation to senior officers at Wrexham CBC outlining the way forward, including posters. b. The demolition of the Meithrin and the Tele Cottage had been further delayed owing to the need to carry out an ecological survey. c. Wrexham CBC would assist the Council in better signage for the Parish Hall. d. Anti-social-behaviour issues in respect of a cut through at Talwrn Court (Adwy) which were being addressed. 	
12	<p><u>PRESS/PUBLICITY</u></p> <p>The Clerk was asked to submit a press release to the Council in respect of this Council Meeting.</p>	DVB

**Cyngor Cymunedol
Coedpoeth
Community Council**

13	<p><u>ANY OTHER BUSINESS</u></p> <p>a. <u>Cllr T Shaw</u> - Concern over street parking issues in and around Cemetery Road, Bryn y Wern and Smelt Road during the working day.</p> <p>b. <u>Cllr K Woodward</u> - The existence of large pot holes at the Junction of Willow bank Road and Talwrn Road.</p> <p>c. <u>Cllr P Wilson</u> - The poor state of the bridge on Pentre Fron Road.</p> <p>d. <u>Cllr S Davies</u> - Concern over motorists parking on the main road/pavements in Coedpoeth causing an obstruction to pedestrians and mothers with push chairs.</p> <p>e. <u>Cllr L Wright</u> - Fallen trees still left at the bottom of Nant Road before V junction to Sandy Lane.</p> <p style="padding-left: 20px;">a. The Clerk agreed to report items a. to e. to Wrexham CBC</p> <p>f. <u>Cllr J Hinchliffe</u> – stated that:</p> <p style="padding-left: 20px;">a. The fledgling Chamber of Trade would be applying for a Council grant.</p> <p style="padding-left: 20px;">b. The Friends of the Parish Hall would be seeking Council approval to modernise the Balcony Room</p> <p style="padding-left: 20px;">c. And that her review of trees throughout the Village would include green spaces as well.</p> <p>g. <u>Cllr K Childs</u> – Stated that she met with Mr G Smith (StreetScene) on a regular basis and that if members had any issues they could email her.</p>	<p>DVB</p> <p>DVB</p> <p>DVB</p> <p>DVB</p> <p>DVB</p>
14	<p><u>FUTURE MEETINGS -</u></p> <p>Tuesday 9th July 2013 (Second Tuesday in the Month) – Full Council Meeting.</p>	

MEETING FINISHED – 8.55pm

Dave Bamber CPFA Clerk to the Council