

**CYNGOR CYMUNEDOL
COEDPOETH
COMMUNITY COUNCIL**

Minutes of Council Meeting
held virtually on
Tuesday 14th December 2021
at
7.30 p.m.

Present: Chair: Councillor M. Dixon (M D)
Vice Chair: Councillor G. Price (G P)

Councillors: B. Brown (B B), K. Coventry (K K), D. Donaghy (D D) , S. Scheurleer (S.S)
P. Wilson (P W) (8)

Council meeting commenced 7.30 p.m.

Item No	Item	Action
1	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>Cllr J. Appleby (J A), Cllr S. Edwards Cllr (S E), Cllr G. Kelly (G K), Cllr G.A. Kelly (G A), Y McCarroll (Y A).</p> <p>Accepted</p>	
2	<p><u>Approve minutes of the last meeting held on 29th November</u></p> <p>Correction to point 7 of agenda to reflect Cllr G Price voted against the motion.</p> <p>Proposed – Cllr P Wilson (P W) Seconded – Cllr B Brown (B B) Approved</p>	
3	<p><u>DECLARATIONS OF INTEREST</u></p> <p>None</p>	
4	<p><u>To authorise the payment of all invoices 16th November 2021 to 14th December 2021</u></p> <p>Gross total - £26756.77 Vat total - £878.63 Net total £25878.14</p> <p>Agenda item moved to end of meeting to see if IT issues could be resolved whilst other agenda items are dealt with, with agreement if</p>	

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	not resolved meeting would be adjourned at end of today's business and reconvened to review and approve the payment of invoices as listed, on Thursday 16 th December 2021 at 7.30 p.m. once all had had adequate time to review.	
5	"Big Park Project" report – deferred until January	
6	Cenotaph lighting project – Cllr S Scheurleer (S S) explained that whilst the Community is raising the funding for the lighting project the matter of the refurbishment of the Cenotaph posts and chains needs to be resolved. The original quotes for the work were presented in April, however if the groundwork to be done for both projects at the same time, it would be more cost effective. Cllr Scheurleer will obtain amended quotations and report back. Due to the specialist nature of this work a query was raised as to whether there would be a requirement for 3 quotes, as it was recalled that Council may have previously resolved to vote once the specialist quote was obtained and reviewed.	
7	Staffing Committee – to be convened in New Year to take forward items a – e as listed on the published agenda. Meeting to be arranged. Chair requested Chair to take this forward	Clerk
8	Health & Safety a) Pat testing – usually use local contractor, Caretaker will know – Agreed unanimously b) Urgent repairs to assets – outstanding matters to be carried forward and reviewed in January	Clerk
9	Purchase of Zoom pro – cost £11.99 per month Agreed – All present except Against – Cllr G Price (GP)	Clerk
10	Update on repairs to Street Lighting- the consortium of Community Councils is meeting with the Contractor Mega in January and further updates will be given by Cllr Donaghy (DD) in due course. DD stated that clarification is required as to call out costs i.e., whether it is £60.00 per lamp or road.	DD Clerk
11	Agreement sought for staff to attend first aid courses at cost of no more than £60 per person. Cllr Donaghy (DD) requested that a local provider be supported as Active Health had been supportive previously. Proviso that maximum to be spent is £60.00 per person or less.	DD Clerk

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	Agreed -Unanimously	
12	Updates on urgent requirement for photocopier/scanner for office (Hire or purchase) - Clerk had secured temporary 3 month hire of a copy/ scanner from Clarity copiers aided by Accountant, as it was needed to our fulfil payroll obligations. The cost was £50 plus Vat and was actioned under section 3.4 of the Council’s Financial Regulations. Proposed – Cllr K Coventry Seconded – Cllr G Price Accepted	
13	Grant request from Hope House Charity Council considered the request as this is a worthy Charity, but it was felt it is the desire of the Council to support local charities based within the village. Clerk instructed to wish Hope House well with their excellent efforts.	Clerk
14	To receive updates on progress of review of Internal audit recommendation – Clerk and accountant to meet with Cllr G Kelly in January	
15	Formation of events planning team to prepare for all future major events – the suggestion was made that the Christmas committee would take this forward Agreed	Cllr K Coventry, Cllr S Edwards
16	To receive items for the next agenda for meeting on Tuesday 18 Jan 2022 at 7.30 pm. Below are items to date 1) Update on internal audit overview following informal session between clerk, accountant and Cllr G Kelly 2) The Annual Report to Audit Wales 3) Approve Budget and setting of Precept with adequate provision for reserves as recommended 4) Vote to be taken in relation to Big Park project and invites to be sent to Mr M Hughes and Mr Anthony Wyatt 5) Review of sub- committees and members thereof.	
17	See point 4 – Meeting adjourned and to be reconvened to deal with point 4. Meeting to reconvene on Thursday 16 December 2021 and Chair to send Zoom link and can be contacted direct if access to zoom required by public	
18	Meeting reconvened, Thursday 16 December 2021 – Meeting commenced at 7.30 pm	

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Present- Cllr M Dixon (Chair), Cllr G Price (Vice- Chair), Cllr B Brown, Cllr K Coventry, Cllr D Donaghy (20.50), Cllr G A Kelly, Cllr S Scheurleer, Cllr P Wilson, Mrs D Edwards -Clerk (7.35 pm).

Chair commenced meeting at 7.30 pm prompt and resolved that in absence of Madame Clerk that the meeting proceed, and it was proposed that Cllr K Coventry take minute in absence of Mdme Clerk. Cllr Coventry agreed, and Cllr B Brown seconded the action.

It was resolved that the Schedule of payments as outlined in point 4 of the original meeting be approved –

To authorise the payment of all invoices 16th November 2021 to 14th December 2021

Gross total - £26756.77

Vat total - £878.63

Net total £25878.14

Council unanimously authorised all payments scheduled for approval.

Proposed - Cllr B Brown

Seconded- Cllr G A Kelly

NB: Scanned copies of invoices were still not available due to IT issues, however all invoices over £500 had been documented by email. Payments to be authorised by Cllr B Brown and Cllr D Donaghy.

Mdme Clerk joined at 7.35 pm and apologised that she was unable to join sooner due to IT issues. It was confirmed to Mdme Clerk by Chair what action had been taken in her absence and the decision of the Council, re-confirmed in her presence.

Chair wished all present Seasons Greetings and meeting was closed at 7.40 pm.

Next meeting 18 January 2022 via Zoom at 7.30 pm

Agenda items required by 11 January 2022

Deborah Edwards - Clerk to the Council

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