### OVERTON COMMUNITY COUNCIL

**MINUTES OF MEETING**

**9th JULY 2019**

**PRESENT**: Cllr Alstead, Cllr Ashton (Vice Chairman), Cllr Coles, Cllr Copeman (Chairman), Cllr Lynch, Cllr Pugh, Cllr Walker and Cllr Whittaker

County Councillor McCusker

Clerk

The Vice Chair advised members he would be Chairing the meeting until the Chair, who was attending another meeting arrived.

1. **4420. APOLOGIES FOR ABSENCE**

**Apologies received**

PCSO Edwards

Cllr England

Cllr Hellingman

1. **4421. DISCLOSURE OF PERSONAL & PECUNIARY INTERESTS IN ANY ITEMS DISCUSSED IN THE MEETING**

Cllr Coles – Agenda item 4 – Trustee – Overton Village Hall Management Committee – Prejudicial Interest

Cllr Copeman - Agenda item 4 – Overton Village Hall Management Committee – Prejudicial Interest – interest in the administrative role.

1. **4422. COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC attending the MEETING –** no representations received.
2. **4423. OVERTON VILLAGE HALL MANAGEMENT COMMITTEE – DISCUSSION AS TO WHETHER THE COMMUNITY COUNCIL COULD CONSIDER FUNDING FOR ADMINISTRATION TASKS CURRENTLY CARRIED OUT BY TWO OF THE TRUSTEES.**

Three of the Trustees from the Village Hall attended the meeting, James Glover, Sue Glover and Peter Rosselli. The Trustees gave an outline of the administration tasks currently carried out by Sue Glover, who along with James Glover intend to stand down as Chair and Secretary (but will continue to be Trustees and assist with the running of the Charity until someone is found to take over these tasks).

**Action: The Trust have an AGM next Monday; until they discuss and clarify their future, it is not possible to make any decisions.**

**Members requested that a detailed plan is produced by the Trust, outlining how they would like the community council to be involved with the Charity.  Upon receipt of full information, Overton Community Council will hold a meeting to discuss the matter.**

1. **4424. TO CONSIDER ANY POLICE MATTERS**

**Crime stats noted**

**John McCusker joined the meeting**

1. **4425. County Council matters**

Raised pavement adjacent to the bus stop on High Street – Cllr Walker asked if the raised pavements could be painted or in some way ‘highlighted’ to users as there have been some recent injuries when people have tripped in these locations due to the height of the pavement.

**Action: Cllr McCusker to enquire.**

County Councillor McCusker updated members on the following:

WCBC are considering charging for the first green bins of each household – this would generate more income.

There is a consultation/study into footfall and costs of running libraries – outcome to highlight closures/alternative locations.

Members requested additional information on the ‘serious weaknesses’ in financial procedures and a lack of awareness of the relevant regulations which have been highlighted during a recent audit on Ty Pawb

In addition, members also wanted to know why 78 new panel vans and six flatbed pickups were purchased for the Housing Repairs team, and seven pickups for the estate caretaking team, when not all the current vehicles needed to be replaced?

**Resolution: County Councillor McCusker will follow up on these two questions.**

1. **4426. TO AGREE AND SIGN MINUTES OF THE FULL COUNCIL MEETING HELD 11th JUNE 2019 RESOLVED – That the Minutes of the previous council meeting held on 11th June 2019 were received and confirmed as a correct record - all in favour.**

1. **4427. TO AGREE AND SIGN THE MINUTES OF COMMITTEE MEETINGS HELD**
* Cemetery Committee Meeting – 25th May 2019
* Planning Committee Meeting – 24th June 2019

**RESOLVED – That the Minutes of the above mentioned committee meeting were received and confirmed as a correct record - all in favour.**

1. **4428.TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**Actions completed - for information only**

* Playground equipment inspections – Cllrs Ashton and Walker will arrange to meet and go through inspection form.
* Highways response to maintenance request for potholes to be filled on the Penley Road and the sign for St Martin’s on the Ellesmere Road to be cleared of vegetation. – neither of the maintenance requests have been actioned. Members who reported the issue did not receive any update on the reported issues.
* Landowner of the Millennium Meadow advised that the community council wish to ‘extend the lease on the same terms as before’ – awaiting response from landowner.

**Cllr Copeman joined the meeting and took over the Chairing of the meeting**

1. **4429. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETING ATTENDED SINCE THE LAST FULL COUNCIL MEETING**
* Internal Audit arrangements at Town and Community Councils in Wales – webinar – Clerk advised members that the internal auditor should be changed every 10 years, a minute/response should always be recorded once the internal audit report has been received. Councillors should regularly check the processes and procedures in place and ensure they are being followed. Such checks assist the Clerk with complaints and shows good financial propriety and risk management.
* Our future Wales – Health and Wellbeing Plans – Cllr Ashton found the event interesting and informative as to how the Welsh Assembly are trying to engage with people and encourage individual and collective changes. 7 well-being goals have been put in place to improve the social, economic, environmental, and cultural well-being of Wales.
* Feedback from meeting with Graham Lloyd, WCBC, on feasibility of having a zebra/pelican crossing located somewhere on the High Street.

**Action:** an article will be submitted to the Oracle to advise and update residents of the options considered in relation to installing a pelican crossing and that the outcome, at present, was that there was not a suitable site which would not create additional problems for pedestrian/road users.

* Wrexham Rural Police Forum – report noted.
1. **4430. REPORTS / ISSUES / DRAFT DOCUMENTS**
2. Operation London Bridge – members to note national planning requirements.

**Resolution:** Members approvedimplementation of required actions.

1. Feedback from the village fete – Members noted that the fete and parade had proved to be another brilliant event. The feedback received from those who had attended had been very positive.
2. Condition of BT telephone box on the High Street – suggested “crowd funding” to repaint.

The Clerk advised the meeting that BT have been asked to repaint the telephone box – response awaited.

1. Request to place a bench close to the bus stop on Penyllan Street

**Action: The Clerk to ascertain who owns the land by the bus stop.**

1. RoSPA report – set up a meeting to go through the report and plan for work to be carried out where recommended

**Action: The Clerk to request clarification from RoSPA inspector on the work/areas identified for maintenance work as some descriptions given are vague.**

1. Members to consider having an initial Legionella risk assessment carried out at the Public Toilets - £145 inclusive of VAT – Safe Aqua Limited

**Action: Cllr Lynch volunteered to carry out a risk assessment as per HSA advice note and report to members in September.**

1. Members to consider:

Do members wish to use any Community Chest money this year towards the accessible toilets.

**Resolution:** Members approved to Precept for any additional money (£10k) required for the accessible toilets in the 2020/21 Precept set in December 2019. This would accommodate a project expenditure of £20k.

Amending Community Chest application to include a maximum amount which can be applied for.

**Resolution: Members approved amending the Community Chest to ‘Normally the Community Chest will be capped at £500, however applications above this amount will be considered on an individual basis.**

12. **4431. CORRESPONDENCE RECEIVED** – none received.

13. **4432. TO CONSIDER ANY HIGHWAYS**

It was agreed that members would individually contact Wrexham Council to report the following issues.

* Highways signs covered by vegetation – Cllr Pugh to advise on the locations of these signs.

14. **4433. PLANNING APPLICATIONS**

P/2019/0284 – 4 and 4a High Street - Demolition of Existing Rear Two-Storey Extension, Conversion, Alterations and Extension to Form 6 No. Apartments - **Update – Has been withdrawn in its current form.**

15. **4434**. **Council financial statements**

Balance on 31/06/2019

Current account    £ 1,000.00

Savings account     £ 64,583.19

Sub Total**£ 65,583.19**

Minus Community Agents Grant £ 35,755.00

 **£ 29,828.19**

**Reserve (40% of precept - £48,918) (£19,567.00)**

**Unallocated Community Chest (£ 2,146.00)
Available Balance**  **£ 8,115.19**

**15. 4435.** **TO RECEIVE DETAILS OF INCOME OF ACCOUNTS March payments and receipts**

* **Members approved and authorised the expenditure listed and noted the income listed – see attached lists.**
* **Members noted the budget report.**

**Proposed Cllr Coles and Seconded Cllr Ashton – all in favour**

**16**. **4436. AGREE ANY MEETING DATES**

**17. 4437. TO RECEIVE ANY AGENDA ITEMS FOR THE NEXT FULL COUNCIL MEETING – 10TH SEPTEMBER 2019**

**Cllrs Coles and Copeman left the meeting**

**The Vice Chair resumed the Chair.**

**Members wished to review the agenda item below.**

**4423. OVERTON VILLAGE HALL MANAGEMENT COMMITTEE – DISCUSSION AS TO WHETHER THE COMMUNITY COUNCIL COULD CONSIDER FUNDING FOR ADMINISTRATION TASKS CURRENTLY CARRIED OUT BY TWO OF THE TRUSTEES.**

It was agreed by members that once all the required information had been received from the Trustees a meeting would be held to discuss the options.

* Information required: What involvement is the Trust looking for from the Community Council; Full job description, with hours, hourly rates, qualifications essential or desirable. Options to sell assets by the Trust to increase income/balance; Review accounts

**The Chairman closed the meeting at 22.00hrs.**