

Minutes of the Ordinary Meeting of Caia Park Community Council held remotely via Zoom on
8th September 2022

Cllr M. King (Chair) (A/V)
Cllr Pat Williams (Vice Chair) (A/V)

Cllr B. Cameron (A/V)	Cllr P. Owen (A/V)
* Cllr S. Edwards	Cllr L. Platt (A/V)
* Cllr A. K. Gregory	Cllr B. Pritchard (A/V)
Cllr L. Haggarty (A/V)	*Cllr D. Richardson
Cllr B. Halley (A/V)	Cllr Paul Williams (A/V)
* Cllr C. Harper	Cllr A. Wright (A/V)
Cllr C. Lloyd (A/V)	

*Absent

Key (A/V) = Audio and visual presence
(A) = Audio presence

48. CHAIR'S REMARKS

The Chair opened the meeting and referred to the very recent notification of the death of Her Majesty Queen Elizabeth II. Members observed a two-minute silence as a mark of respect. The Chair also welcomed Ms. Andrea Evans, the newly appointed Clerk, to the meeting.

49. APOLOGIES

Apologies for absence were received from Cllr. S. Edwards, C. Harper and D. Richardson

50. RESOLVED: That the minutes of the Ordinary Meeting held on 14th July 2022 be accepted as a true and accurate record.

Updates & matters arising:

51. GRASS CUTTING (PM 8, 23, 35)

A Member referred to some additional grass cutting which had taken place over the Summer the interests of safety due to the extremely dry conditions. Another member observed that the walk along the banks of the River Gwenfro was much more pleasant now the banks had been cut.

52. ENVIRONMENTAL CLEAN UP DAYS (PM 39)

It was reported that the clean up days across all wards had been very successful. **RESOLVED:** To write to the Housing Office expressing the Council's appreciation for organising the events.

53. HILLCREST SURGERY (PM 39 vi)

It was reported that the meeting with the Practice Manager at Hillcrest Surgery had not been arranged to date but the Clerk had circulated a position statement to the Members nominated to meet with representatives from the Practice.

54. DECLARATION OF MEMBER'S INTERESTS

There were no interests declared.

55. POLICE MATTERS

There were no Police representatives present at the meeting.

The Chair referred to a recent email received from the Inspector advising that his staff would not be providing crime stats calculated locally and would be asked to attend at least one meeting in three and that he would try and attend by invitation.

Members expressed concern that they have been told repeatedly that the National crime statistics are not reflective of the current situation within the community due to the way they are recorded and so it is helpful to have a Police present at meetings to contextualise things. Members also felt that given the size, complexity and nature of the community, allocated half an hour per month to attend a meeting was not too onerous.

RESOLVED: *To inform the Inspector of the Council's views. Extend an open invitation for him to attend meetings of the Council and to request that he reinstates the periodic meetings with County Councillors.*

56. MEMBERS REPORTS

(i) Cllr L. Platt: Reported that the wooded areas on The Dunks are well used and enjoyed by many. Whilst the protective fencing in areas adjacent to Caia Park Partnership had been removed now the trees have matured, it is still in place adjacent to The Venture but is in a state of disrepair.

RESOLVED: *To contact Wrexham CBC and request the fencing be removed.*

(ii) Cllr B. Cameron: Expressed concerns over the inconsistent approach over the adoption by Wrexham CBC of land at Abenbury Fields, some of which still remains in the ownership of the original developer

(iii) Cllr B. Halley: Enquired why seats had recently been removed from Charles Street as these were often used by shoppers. It was acknowledged that there had been some difficulty with anti – social behaviour taking place on the seats.

RESOLVED: *To enquire with Wrexham CBC if the removal is permanent why the Community Council had not been advised as the area falls within the community of Caia Park.*

57. CORRESPONDENCE

(i) **Wrexham County Borough Council** – notification of an application for a premises licence at Toast, 20 Charles Sreet, Wrexham – **Noted**

(ii) **Consultation document – Wales Government – A Fairer Council Tax - Noted**

58. CLERK'S REPORT

The Clerk reported that certain matters would need to be addressed in advance of the next meeting so that the newly appointed Clerk had Council's authority.

- (i) That the bank mandate (currently any two from four signatories) would need to be amended with the impending retirement of the current Clerk and one signatory no longer being a Councillor.

RESOLVED:

(i) That the new Clerk Ms. Andrea Evans be added to the list of authorised signatories.

(ii) That Cllr. P.M. Williams be nominated and added as an authorised signatory.

(iii) That Mr. M. Morris and M. Downward be removed as signatories.

(iv) That Cllrs B. Camron and C. Harper (as existing signatories) remain.

(Any two from the four nominated signatories to sign.) and the bank mandate being amended to reflect the foregoing.

- (ii) Proper officer of the Council

RESOLVED:

That Ms Andrea Evans be nominated as proper officer of the Council as Clerk and Responsible Financial Officer for signing agreements, pension notifications and procurement agreements.

That the Clerk have permission to procure a work mobile phone if required.

59. PROGRESS REPORT ON INSTALLTION OF DEFIBRILLATORS

The Clerk advised that it had recently been discovered that the defibrillator located at the Housing Estate Office, Churchill Drive had been removed from its cabinet and cannot be located. There had also been some progress with McColl's regarding locating a defibrillator on their Holt Road shop and that they had sent through a tenancy agreement for signature before they can give final approval.

Members were disappointed that the defibrillator from Churchill Drive had disappeared particularly given the importance of such equipment being based in the community. Following discussion, it was **RESOLVED:**

- (i) *To replace the defibrillator outside of the Housing Estate Office, Churchill Drive.*

- (ii) *To sign the tenancy agreement with McColl's and if final consent is given, procure a defibrillator and cabinet for that location*

(Both to be funded from the capital receipt reserve).

60. CCTV CAMERA

The Clerk advised that the Community Council owned CCTV camera was currently installed on a property in Y Wern and is surplus to requirements at that location given the enhancements provided under the Safer Streets initiative.

RESOLVED: *That Members consider an alternative location at a future meeting having regard to Wrexham CBC's directive of not allowing cameras to be fixed to lampposts.*

61. REPLACEMENT GOALPOSTS (PM 41)

The Clerk advised that quotations had been received for a set of replacement junior goalposts to be located at St. David's/St Giles Way

RESOLVED: *To order a set of goal posts to be delivered and erected via Wrexham CBC at a cost of £950 (To be funded from capital receipt reserve)*

62. COST OF LIVING CRISIS

Members were reminded of the difficulties likely to be encountered by residents as costs are increasing and energy bills are likely to soar. It was recognised that the Advice Service carry out an important function to assist residents but perhaps the service could be better publicised to improve awareness within the community.

Other ideas were welcomed, and Members were asked to consider this before the next meeting in October.

It was suggested that this could include working with other agencies within the community to utilise their facilities and services in a more targeted way.

The Chair advised that he had met with the Advice Service staff to discuss service delivery and a further meeting was scheduled for 22nd September. He also advised that he was in discussion with Caia Park Partnership over a number of suggestions.

The Clerk reminded Members that the Council cannot directly grant aid to individuals, but grants can be made available to support community groups or organisations who's aims include supporting people.

Members discussed the difficulties with distributing leaflets to promote the Advice Service and ensuring that the information given is up to date (it changes regularly) and whether it should be targeted topic based information such as Attendance Allowance.

RESOLVED:

That the Chair meets with the Advice Staff and Clerk to progress matters in relation to the Advice Service.

That the Chair has initial discussions with Caia Park Partnership regarding matters as discussed.

That the Council consider this further at their October meeting.

63. REQUESTS FOR FINANCIAL ASSISTANCE

The following applications were considered.

RESOLVED: *That the Council, in accordance with its powers under S137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:*

(i)	Wrexham Sounds (formerly Vic Studios)	£100
(ii)	Wings and Things	£995

That the application for Amour Morris Dance be considered at the October meeting pending further information.

64. PLANNING APPLICATIONS

RESOLVED: *There were no objections to the following application subject to replacement trees being planted where practicable.*

- (i) **P/2022/0701 Tesco Extra, Crescent Road, Wrexham**
Works to trees covered by Tree Preservation Order WCBC 284

Application received after agenda published:

RESOLVED: *There were no objections to the following application*

- (ii) **P/2022/0722 6 Willow Court, Wrexham**
Single storey side extension

65. FINANCIAL MONITORING

The Financial Statements for periods ending 31st July and 31st August 2022 were submitted.

RESOLVED: *That the financial statement for the periods be received and adopted.*

66. ACCOUNTS FOR PAYMENT

RESOLVED: *That the accounts paid in August 2022 be noted:*

D.D.	Pace Telecom	Advice Service	* 460.08	
		General Admin	* <u>296.28</u>	756.36
D.D.	O2	Advice Service	* 46.04	
		Comm Agent	* 23.02	69.06
D.D.	SSE (Elect)	Prince Charles Rd.	*	136.27
D.D.	SSE (Gas)	Prince Charles Rd	*	232.40
D.D.	Wrexham CBC (Rates)	Prince Charles Rd		527.00
D.D.	NATWEST CARD	General Admin		
	Indeed Recruitment £106.32	Zoom £28.78	*	135.10
7774	One Voice Wales	General Admin		55.00 (Member training)
7775	BESTHOST	Geneal Admin		10.50
7776	Advice Pro	Advice Service	*	2106.00
7777	WCBC	Children's services	*	315.41
7778	Hallam Heating	Prince Charles Road	*	153.60
D.D.	SSE (Gas)	Prince Charles Road	*	180.15
D.D.	Hafren Dyfrdwy	Prince Charles Road		36.31
	H.M. Revenue & Customs	Tax NI (Aug)		
	Clwyd Pension Services	Pension contributions (Aug)		

*That the accounts for payment in **September 2022** be paid:*

D.D.	Pace Telecom	Advice Service	* 410.38	
		General Admin	* <u>268.99</u>	679.37
D.D.	O2	Advice Service	* 34.08	
		Comm Agent	* 17.04	
D.D.	SSE (Elect)	Prince Charles Rd.	*	117.50
D.D.	SSE (Gas)	Prince Charles Rd	*	180.15
D.D.	Siemens Finance	General Admin	*	84.00
7779	K. Davies (expenses)	Community Agent		35.67

 Accounts above the line have already been paid either by direct debit or in the case of cheques, because they were deemed to be urgent or have been previously agreed)

D.D.	02	Advice Service	* 8.80	
		Community Agent	* <u>4.40</u>	13.20
D.D.	Wrexham CBC (Rates)	Prince Charles Rd		527.00
7782	The Venture	Children's services (1st payment)		8312.00
7783	Graphic office Systems	General Admin	* 30.30	
		Advice Service	* <u>30.30</u>	60.60
7784	MFS Systems	Prince Charles Road	*	228.00
7787	Petty cash (Postage)	General Admin	40.00	
		Advice Service	<u>40.00</u>	80.00
7785	Wrexham Sounds	s137 Donation		100.00
7786	Wings & Things	s137 Donation		995.00
7792	M. Morris Clerk's exp	General Admin		51.28
D.D.	PHS	Prince Charles Road	*	340.49 (Two invoices)
D.D.	Natwest Card (Zoom) Indeed	General Admin (recruitment)		£40.63
D.D.	Hafren Dyfrdwy	Prince Charles Road		36.31
7792	M. Morris	Final salary adjustment		
7790	A. Evans	Sal September (part month)		
7791	K. Lucas	Sal September (part month)		
7788	H.M. Revenue & Customs	Tax NI (Sept)		
7789	Clwyd Pension Services	Pension contributions (Sept)		

*Figs include VAT which is reclaimable

67. RETIREMENT OF CLERK

The Chair referred to the fact that this was the last meeting of the current Clerk as he is retiring on 30th September after 16 years of service. The Clerk was thanks for his service and contribution to the Council.

68. CONFIDENTIAL ITEMS

The Clerk presented a report which was not for publication as it contained exempt information relating to staffing matters.

RESOLVED: *That the actions taken during August be endorsed and that the recommendation made in relation to a member of staff be approved.*

An item relating to a contract with an outside organisation was brought to members attention.
RESOLVED: *That the action suggested be approved.*