



CHIRK TOWN COUNCIL CYNGOR TREF Y WAUN

MINUTES OF THE EXTRA -ORDINARY GENERAL PURPOSE COUNCIL MEETING Held 10th January 2024 held at the Parish Hall and on-line over video conferencing.

Present

Cllrs. Mr Frank Hemmings (FH) – Chairman,
Mrs Sarah Appleton (SA),
Mr Newman James (NJ),
Mrs Barbara Humphreys (BH)
Mrs Deborah Cooke (DC).

Mrs Jackie Allen (JA),
Mrs Dot Griffiths (DG),
Mr Brian Colley (BC),
Mr Terry Evans (TE),
Mrs Linda Oliver (LO),

Also in attendance:

Carrie Pillow – Locum town clerk. / Miss Rachael Cartwright (KB) – Deputy Clerk to the Council

140. To accept apologies for absence through the Clerk

Cllr Mark Roberts (MR)
Cllr Lee Bunn (LB)
Cllr Sarah Williams (SW)
Cllr Gareth Baines was not in attendance (GB)

141. To make Declarations of Interest

None declared.

142. Update surrounding the Clerk

FH – made all aware of the recruitment and applications for the Clerk
CP – Stated from her short time with the council so far, felt with RC's CV and current position, suggest a secondment for RC with a 12 weeks trial of acting Clerk, with the agreement of completing the qualification/s required for RC to fulfil the role, along with CP being the RFO and supporting RC in the 12 weeks and reviewing where we are at the end of the trial on how we wish to proceed.
Hours and salary to be discussed at the next staffing committee meeting.

Proposer – Jackie
Seconded – Brian
Remaining council all agreed

143. Upgrading Cemetery Records to scribe

CP – explained how the Cemetery moving to scribe would aid the Parish Hall with streamlining the records, along with a much shorter process, easy to audit and produces invoices all on one system, especially when we are required to keep all document for the Cemetery for 99 years.

Proposer – Jackie
Seconded – Brian
Remaining council all agreed

Signed

Chairman

Date

144. Broadband contract

FH – Gave an overview of a quote for a new contract with the Parish Hall now being outside of contract, this is £35.35 per month, a month lower costing than BT.

Action RC – Delegated power given to RC to look into more quotes and establish the full package that FH presented is everything included, per last contract with BT.

Proposer – Jackie

Seconded – Brian

Remaining council all agreed

145. Cemetery Extension

Deferred to discuss at next meeting.

146. Consider Payments

Council presented with the following table to be agreed for payments.

Date	Supplier	Total	Invoice Date	Invoice	Description
05.01.2024	Royce Landscapes	£2,964.00	03-Jan	56	oct nov dec
05.01.2024	Royce Landscapes	£295.00	03-Jan	57	Hedge Cut
03.01.2024	Quad Fules Ltd	£1,879.50	02-Jan	114142	Heating Oil
08.01.2024	Microsoft	75.6	08-Jan	800qixz9	Office 365
02.01.2024	Ace Lifts Ltd	£357.00	01-Jan	10585	Annual Lift Service
31.01.2024	AJ Electrical Solutions	£78.00	45282	704	Electrical Repairs
30.01.2024	Starboard Systems Ltd T/A Scribe Accounts	£673.92	27.12.2023	4927	Scribe Accounts Subscription
28.12.2023	Andrew Dexter Plumbing & Heating Ltd	£90.00	45288	1243	Water Tap
30.01.2024	Fareshare	£487.25	28.12.2023	14193	Membership
30.01.2024	Starboard Systems Ltd T/A Scribe Accounts	417.6	05/01/204	4985	Scribe cemetery Subscription

Proposer – Jackie

Seconded – Brian

Remaining council all agreed

147. SLCC – ILCA

Discussion held surrounding the secondment of the deputy clerk to clerk and completing the ILCA qualification to gain the relevant knowledge required during the 12-week trial. Permission asked for this to be gained.

Proposer – Jackie

Seconded – Brian

Remaining council all agreed

Meeting closed 19.45PM

Signed

Chairman

Date