



CHIRK TOWN COUNCIL CYNGOR TREF Y WAUN

MINUTES OF THE ORDINARY COUNCIL MEETING HELD 31st JANUARY 2024 held at the Parish Hall and on-line over video conferencing @ 7pm.

Present

Cllrs. Mr Frank Hemmings (FH) – Chairman,
Mrs Jackie Allen (JA),
Mrs Sarah Appleton
Mrs Dot Griffiths (DG)
Mr Newman James (NJ)
Mr Brian Colley (BC)
Mrs Barbara Humphreys (BH)
Mr Terry Evans (TE)
Mrs Deborah Cooke (DC)
Mr Terri Evans (TE)
Miss Linda Oliver (LO)

Also in attendance:

Carrie Pillow – SLCC Locum RFO
Rachael Cartwright (The Clerk)
- Clerk to the Council
Martin Griffiths - PCSO 2532
Gareth Jones – PCSO 3680

127. To accept apologies for absence through the Clerk

Apologies, Cllr Sarah Williams (SW), Lee Bunn (LB), Mark Holmes (MH), Mark Roberts (MR)
Cllr Baines was not in attendance.

128. To make Declarations of Interest

None disclosed.

129. Agenda item 4 PCSO Monthly report

PCSO Martin and Gareth were present, all councillors had a copy of this month's report, PCSO's asked if any of the councillors had any questions to ask following the report.

BC – Expressed he is concerned of the speed of traffic from Castle and Station Road, PCSO Martin asked for the speed data information to be sent over, to be reviewed, and will get back to us.

DG – Made the PCSOS's aware of an incident surrounding youth gang in the town, Martin expressed, to encourage all incidents to be reported.

FH – Asked the PCSO's if there is anything we can do for them. They felt we work well together, and they try to pop in on a Wednesday when the food share and warm Wednesdays are taking place. Also making us aware of their presence where they can be in future full council meetings.

Action: Speed data to be shared with PCSO's in reference to BC comment above

Signed

Chairman

Date

130. To confirm and sign the minutes as a true record of the Ordinary Council Meeting held on 12th December 2023

The minutes were reviewed, for accuracy. Page 2 agenda item 131 incorrect seconded LO when it was JA, this to be rectified.

The rest of the minutes checked for accuracy; JA proposed the rest of the minutes are a true account. LO seconded. Minutes approved by Council.

Action: initials to be corrected on page 2 agenda item 131 to JA

131. To confirm and sign the minutes of the Extra Ordinary Council meeting held on the 10th January 2024

The minutes were reviewed, for accuracy.

JA proposed the minutes were a true account. BC seconded. Minutes approved by Council.

132. To consider matters arising from the minutes received above not reported elsewhere.

None

133. To agree note any planning applications dealt with through the planning Committee.

The Clerk made the councillors aware none have come through this month.

134. To receive oral reports from Chirk Council Representative.

DC – gave a full update on the quarterly figures for Walk - in Wednesday and Food share, along with how many attendees and how much had been raised for each, as separate identities. From the 04/10/23 – 20/12/23 we've had 425 individuals attend the walk - in Wednesdays and 361 individuals attend the food share. During this period total raised for walk in Wednesday is £157.16 and for FoodShare £274.25

BH – Requested to obtain a Freedom of Information (FOI) for the repairs for the B5605 at Penybont and Newbridge due to the landslide in January 2021

Action: Clerk and RFO to write a freedom of information request on behalf of the council.

135. To agree note any planning applications dealt with through the planning Committee.

Clerk made the councillors aware none have come through this month.

136. To receive oral reports from Wrexham County Borough Council members

None.

Signed

Chairman

Date

137. To receive an oral report from the Town Clerk and RFO.

The Clerk gave a brief overview of what she had been doing, making all aware that this is a learning curve, and appreciates the support from Carrie.

The Clerk – Asked the council if a decision can be made in regard to who should be present from CTC when any of the rooms/hall are being hired out.

Resolved :- Caretakers to open prior to a booking, ensure the hirers have had the terms and conditions, Caretaker to show fire exits, then leave the building if not on a rostered shift and come back to lock the premises at the end of the room/hall being hired.

The Clerk - Asked for a decision to be made surrounding taking on a caretaker on a zero-hour contract, as we have 1 caretaker on a potential long term sick and a caretaker leaving this Friday leaving only one caretaker.

Resolved – To send a job description for councillors to view.

The Clerk presented the terms and conditions of the hall, to ensure all were happy for this to go out.

Actions: The Clerk to ensure Terms and condition are located around the Parish Hall and on CTC website.

The Clerk– Requested The Parish Hall have a deep clean?

Resolved: It was agreed that this could take place once all the painting had been carried out.

JA proposed, BC seconded, and all agreed.

The Clerk made The RFO aware that the donation for the playschool was 250, not the 150 as originally thought had been agreed.

138. To consider ongoing Parish Hall upgrades and any actions requires

An update on where we are at and requested permission to buy 2 small white bins for ladies and gentleman's toilets and a stoma bag collecting bin, along with having 2 sanitary bins.

A councillor requested permission for us to ask the painter and decorator that is coming in to do the fire doors with fire retardant paint, as any extra job.

Resolved: To ask for the appropriate paint and items to be purchased.

SA– proposed, LO seconded all agreed.

The RFO – made the councillors aware in an email last week of the cost of oil being spent for our heating systems, and proposed as a matter of urgency to look at having a more economical system in place, and asked if 3 quotes could be obtained.

Action – agreed quotes could be obtained.

Signed

Chairman

Date

139. To consider Cemetery Extension

The RFO gave update and made all aware she has nearly completed the cemetery input into scribe, and will need a walk round the cemetery physically to complete in its entirety.

140. To consider any repairs required in the Millenium Gardens

The Clerk – read out an email received from regard to some repairs work to slabs required and a general tidying up and rubbish being removed from the Millenium Garden. FH – Stated this could be taken out of the lenthmans budget.

Action: Clerk given delegated powers to have the work carried out.

141. To receive and discuss any correspondence

Point 138 already discussed.

142. To receive the Active Speed Sign Data

FH – Stated this item is being deferred until next full council meeting.

143. To decide upon appeals for financial assistance received

A councillor expressed via his verbal report on the 3rd April 2024 there will be certified training taking place surrounding suicide awareness, BC proposed that we support this as a council and pay 50% of the £645.00. The training is for 15-20 people to attend.

JA proposed, SA seconded, all agreed.

144. To seek approval of payments by the RFO

Payments to Note

£25,550.40

| Date | Description | Supplier | Invoice Number | Total |
|------------|--|--------------------------------------|----------------|-----------|
| 29.01.2024 | water boiler | Andrew Dexter Plumbing & Heating Ltd | | £720.00 |
| 23.01.2024 | Locum | LCC Consultancy | 703 | £2,064.00 |
| 19.01.2024 | Website hosting & annual license | 2Commune | chi003 | £122.40 |
| 19.01.2024 | Parish Hall Water | Hafren Dyfrdwy | 662149183 | £46.91 |
| 19.01.2024 | Parish Hall Water | Hafren Dyfrdwy | 471086226 | £276.86 |
| 19.01.2024 | IT support to fix wifi problems in Parish Hall | Able IT Consultants Ltd | 961 | £185.00 |
| 19.01.2024 | Fire Extinguisher Service | Churches Fire Security Ltd | S123-141646 | £432.67 |
| 18.01.2024 | Chairs & Tables | Viking | 8049W | £5,433.60 |
| 17.01.2024 | Tables Town Hall | equip4work.co.uk | | £1,416.00 |
| 17.01.2024 | Chairs - colour to check | Office Furniture Direct | | £2,659.20 |
| 30.01.2024 | Toilets | Electrics Uk Partners | 587 | £5,760.00 |
| 31.01.2024 | Fire Doors | Top Notch Joinery | | £440.00 |

Contractual Payments to Note

31/03/2024 Staff Salaries

Net
TAX & NIC
Pension

£4,714.23
1104.69
174.84

JA proposer, BC seconded, all agreed.

Signed

Chairman

Date

145. Agenda items for next full council

Request for carnival to go on the next agenda, this prompted a discussion surrounding where the monies that have apparently been ringfenced are.

The RFO expressed she does not agree as the RFO that community money is held by a private company, as this is unlawful, under the local government Act and does not conform with the council's own committees terms of reference, for monies raised for events.

There appeared to be confusion, and questions surrounding whose money this is and what it is supposed to be for.

Request for a finance meeting.

Meeting closed 21:20

DRAFT

Signed

Chairman

Date