

Minutes of the Ordinary Meeting of Caia Park Community Council held remotely via Zoom on
14th May 2020

Cllr M. King (Chair) (A/V)
*Cllr M. J. Downward (Vice Chair)

Cllr B. Cameron (A/V)	Cllr J. Johnson (A/V)
* Cllr L. C. Crawford	* Cllr S. Jones
* Cllr A. K. Gregory	Cllr C. Lloyd (A)
Cllr B. Halley (A)	Cllr L. M. Platt (A/V)
Cllr C. Harper (A/V)	Cllr C. Powell (A/V)
Cllr A. J. Jeorrett (A/V)	Cllr Paul Williams (A/V)

*Absent

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

1. APOLOGIES

Apologies for absence were received from Cllrs. A. K. Gregory (illness), Cllr. S. Jones (Work commitments) Cllr. L. Crawford (approved extended leave of absence)

2. CONFIRMATION OF MINUTES

RESOLVED: That the minutes of the Ordinary meeting held on 13th February 2020 be accepted as a true and accurate record.

Arising:

3.. FUTURE OF LIBRARY SERVICE (PM107i & 122 – 2019/20)

The Clerk reported that there had been no further information on this from Wrexham CBC.

4. CCTV PROVISION (PM 117 & 124 - 2019/20)

Members were advised that the visit by a small group of members to Wrexham CBC's CCTV control room had taken place.

5. QUEENS PARK LIVE MUSIC DEV. GROUP (PM 126(i) & 131 – 2019/20)

The Clerk reported that he had received correspondence advising that the proposed event had now been cancelled until 2021. He confirmed that the agreed grant had not been paid.

6. FORMATION OF WORKING GROUPS (PM 127 – 2019/20)

The Clerk reported that the nominated delegated group had met with Caia Park Partnership to discuss future provision. At present, because of the lockdown requirements, the youth outreach work was still continuing although premises based youth clubs had ceased.

7. LOCAL DEMOCRACY & BOUNDARY COMMISSION. Draft proposals for the review of electoral arrangements for the County Borough of Wrexham. (PM128 – 2019/20)

It was noted that this process was currently on hold due to the Covid 19 situation.

8. DECLARATIONS OF MEMBERS INTERESTS

There were no Member's declarations of interests

9. CORRESPONDENCE

Originally reported on March agenda (meeting cancelled)

- (i) **Police Sergeant S. Williams** – advising that Wrexham CBC had procured four deployable CCTV cameras. Community Council requested to contact him if problem areas identified.
- (ii) **Independent Remuneration Panel** – Notification of final report for 2020-21. Noted changes to requirement to make care allowances mandatory rather than discretionary.
- (iii) **Invitation to become Member of One Voice Wales**
RESOLVED: To consider at the time of budget setting for 2021-22.
- (iv) **Closure of OWL Cymru** – Noted with regret.
- (v) **Wrexham CBC - Application for grant of premises licence at the former Red Dragon** – Noted.

10. ANNUAL RETURN, ACCOUNTS & SUPPORTING STATEMENTS FOR FINANCIAL YEAR 2019/20

The Clerk reported that the internal audit had taken place and accordingly, the Annual Return had been endorsed at Section 4 by the Internal Auditor. The Annual Return was now presented for signature by the Chair and Clerk before it is sent to the External Auditor. It was noted because of the Covid 19 situation amended procedures had been put in place by Wales Audit particularly in relation to the timescale for elector's rights to examine the relevant paperwork.

In addition, the annual accounts, variation analysis, level of reserves and risk assessment were also presented for approval. It was noted that the reserves had been reduced by some £11k which was slightly less than anticipated due to in-year budget savings and less than predicted expenditure in some areas. The Clerk advised that the internal audit report would be presented at the June meeting.

- Resolved:**
- (i) *That the Annual Return for 2019/20 be signed as a true reflection of the accounts submitted.*
 - (ii) *That the prepared annual accounts, risk assessment variation analysis, reserves and supporting statements be accepted and adopted.*

11. SCHEME OF DELEGATION

The Clerk advised Members that the scheme of delegation agreed in March by email and post to all Members needed to be approved by a constituted Council meeting and recent guidance indicated that it was not appropriate for this to be agreed by individual communication. Whilst there had been no objection to the scheme as proposed, this was the first opportunity for it to

be formally considered by a Council meeting. Given that consent had been given to hold meetings remotely in the short term, it would be useful to have an adopted scheme in place as a backup.

RESOLVED:

- (i) *That the scheme of delegation as presented by approved
That Membership of the delegated group to be consulted be Chair & Vice Chair,
Cllrs C. Harper, A, Jeorrett and J. Johnson.
That the delegated group would be the reference point for all routine business but
any new commitments incurring costs over £2000 would be held in abeyance until a
council meeting could be convened.
That payment of day to day bills would be delegated to the Clerk, initially reported
to the delegated group and eventually to all members.
That should any planning applications be received for consultation, these be
referred to the Community Councils for the relevant Ward together with Chair and
Vice Chair.
(Usual declarations of interest would need to be made)*

- (ii) *That the following list of matters dealt with in April to date be approved and
authorised.*

item	Nature of	Decision required	Method	Date of decision Enacted
Publication of Future Generations and Well- being Report		Agree to publication	Circulated to all members. E mail request to publish. 7 Days given for obs.	No objections received 23.03.2020
Renewal of Community Agent Scheme for 2020-21		Agree to renew	Circulated to all members. E mail request to publish. 7 Days given for obs.	No objections received 23.03.2020
Planning Applications P/2020/0122 P/2020/0130		Observations reqd	Circulated to all members. E mail request to publish. 7 Days given for obs. No obs received No obs received	Planning Authority informed 23.03.2020
Applications for grant (i) Powys Eisteddfod (ii) Llangollen Eisteddfod (iii) Friends of Wrexham Museum		Observations reqd on recommendations or sum requested	Circulated to all members. E mail request to publish. 7 Days given for obs.	£50 awarded £100 awarded One objection therefore deferred
Given to Shine request for funding		Request for £300	To delegated group	Grant of £300 made 30.03.20 (all agreed)

The venture – application for grant to supply meals	Request for £500	To delegated group Interests declared MK, JJ, MD	Grant of £500 made as a one off
Accounts for payment (April)	Circulated for info 20.04.20	To delegated group	Accounts paid

12. FINANCIAL MONITORING

The Financial Statements for period ending 31st March and 30th April 2020 was submitted.

RESOLVED: *That the financial statements for the period be received and adopted.*

13. ACCOUNTS FOR PAYMENT

(i) **RESOLVED:** *That the following schedule of accounts paid during April, be noted.*

D.D.	Pace Telecom	CAS	* 358.66	
		General Admin	* <u>241.92</u>	600.58 (I.T., phones etc)
D.D.	SSE (Elect)	Prince Chares Road	*	49.51 Electricity (Mar)
7495	Given to Shine	s 137 Donation		300.00
7496	The Venture	s 137 Donation		500.00

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)

D.D.	CPAG	Community Advice Service (CAS)		83.00
D.D.	WCBC	Prince Charles Road		522.75 (Rates)
7499	Besthost	General Admin		26.00 (Web licence)
7500	Graphic Office Supplies	CAS	* 15.59	
		General Admin	* <u>15.59</u>	31.18 (Copier charges)
7501	Disability Rights UK	CAS		108.00 (Handbooks)
D.D.	SSE (Elect)	Prince Charles Road	*	155.30 (Electricity)
D.D.	Dee Valley Water	Prince Charles Road		39.22 (Water rates)

H.M. Revenue & Customs Tax NI (Apr)
Clwyd Pension Fund Pensions (Apr)

(ii) **RESOLVED:** *That the accounts for May as presented be authorised with the addition of Wrexham CBC £3424.50, Siemens £84, NATWEST £35, SSE Electric £58.27 (received after the agenda had been printed)*

D.D.	Pace Telecom	CAS	* 391.14	
		General Admin	* <u>260.76</u>	651.90 (I.T., phones etc)
7502	K. Davies Community Agent			103.25 (Exp. Mob.top up
D.D.	NATWEST CARD (card fee)			35.00
D.D.	Siemens Financial Services		*	84.00

D.D.	WCBC	Prince Charles Road		522.75 (Rates)
7503	JBH Business Services	General Admin	*	504.00 (Internal audit)
7504	Galleon Supplies	Prince Charles Road	*	185.40 (Toilet rolls, paper towels etc)
7505	Zurich Insurance	General Admin		1986.01 (Insurance all)

7506	Besthost	General Admin	10.50 (Website host)
7507	Wrexham CBC	SLA Qt 4 School Crossing	3424.50
7508	Caia Park Partnership	Advice Service (CAS)	44.68 (Phone use Oct – Mar)7508
	CaiaPark Partnership	SLA Qtr 1	2000.00
D.D.	Dee Valley Water	Prince Charles Road	39.22 (Water rates)
D.D.	SSE (Gas)	Prince Charles Road *	750.90 (Gas – quarter payment)
D.D.	SSE (Elect)	Prince Charles Road *	58.27
	H.M. Revenue & Customs	Tax NI (May)	
	Clwyd Pension Fund	Pensions (May)	

14. DATE & TIME OF NEXT MEETING

It was agreed that the next meeting would be held remotely on **Thursday 11th June at 6pm** which would commence with the Annual General Meeting.