



'Your very Local Council'

Locum Clerk to the Council/RFO: Shaun Jones
Chairman: Cllr Mrs. Sharon Lloyd

Minutes of the Special Council Meeting held at 6:30 pm on **Friday 2nd February 2024** in Piercy Hall, Marchwiel.

Present: Cllrs Lloyd S (SL), (Chair); Cawsey (CC); Lloyd N (NL); Lydford (KL); Price (WP) & Woodhouse (VW);

In attendance: Shaun Jones (SJ), Prospective Locum Clerk.

1.23/24 **TO RECEIVE APOLOGIES** – Cllr Davies, Edwards & Williams.

2.23/24 **APPOINTMENT OF LOCUM CLERK** – SJ has prepared a brief resume of recent appointments, most recently with Buckley Town Council. He holds the Certificate in Local Council Administration (CILCA) which is a recognised qualification in the The Local Government and Elections (Wales) Act 2021. The Locum Clerk will be employed by Marchwiel Community Council, hourly rate agreed at £30 with no pension contribution. Actual time expended will be recorded via a time recording app and paid monthly in arrears, accordingly. It was proposed that the current staffing budget (incl. pension – employer contributions) be used as a benchmark. Roughly speaking the 20 weekly hours budgeted equate to 14 hours/week mapped to Locum Clerk's hourly rate. How matters work out in practice will be kept under review and if the workload deems additional hours are required a recommendation to members will be presented for their approval.

Cllr. Cawsey joined the meeting at 18:40hours.

3.23/24 **POLICE MATTERS** – Nothing to report.

4.23/24 **CONFIRMATION OF MINUTES** – None presented for approval.

5.23/24 **ACCOUNTS – INCOME AND EXPENDITURE** – SL reported of new invoices recently received by the Grounds Maintenance Contractor which be listed for approval at the next meeting. It was stated that the Room Hire charge proposed by The Rainbow Centre, to use the meeting room at Piercy Hall, was agreeable which will be invoiced shortly. Mention was made of an approved payment for The Rainbow Centre needs to be made soonest.

6.23/24 **S137 – DONATIONS** – No requests were tabled.

Signed:..... Date:.....

- 7.23/24 **BUDGET REVIEW AND PRECEPT APPROVAL FOR 2024/25** – Via JDH
Business Services Ltd a copy of the 2021/22 Budget spreadsheet has been used as a base template for the proposed 2024/25 Budget. A review of the headings and current understanding of base financial commitments were covered. SJ suggests that some more refinement based on whatever financial records that can be accessed be undertaken. A meeting can be called for Thursday 8th February to make the decision on the Precept amount to request, SJ will publish a Summons/Agenda and KL will pop in the Official Noticeboard tomorrow. It will also be put onto the website.
- 8.23/24 **ELECTION/CO-OPTION OF ADDITIONAL COUNCILLORS – 2 SEATS VACANT** – the Locum Clerk will make contact with the Elections Dept. at Wrexham County Borough Council (WCBC) to embark on the process to make the official notification as a first step.
- 9.23/24 **PLANNING APPLICATIONS** – None to report.
- 10.23/24 **TO RECEIVE DECISION NOTICES OF PLANNING APPLICATIONS** – None received.
- 11.23/24 **COUNTY COUNCILLOR’S REPORT** – None received but word about replacement village signage reported.
- 12.23/24 **BURIAL GROUND** – SL states that she has been assisting with grave re-open scheduled for 6th February 2024.
- 13.23/24 **STREET LIGHTING** – Report any faults to WCBC.
- 14.23/24 **MARCHWIEL NATURE RESERVE** – Nothing to report.
- 15.23/24 **WELCOME GARDEN/DEFIBRILATOR** – SJ asked to arrange for an inspection and service of the defibrillator.
- 16.23/24 **PLAY AREAS – UPDATE** – Nothing to report – WCBC are responsible under an SLA (Service Level Agreement).
- 17./23/24 **MARCHWIEL COMMUNITY COUNCIL’S LOGO & WEBSITE** – Members were informed that a School Project to input some designs for a new logo is underway. 2 or 3 suggested landmarks have been supplied as a brief.
- 18.23/24 **DATE OF NEXT MEETING** – Wednesday 13th March 2024 – agreed that the regular meeting takes place on the second Wednesday in the month.

The meeting closed at 8:45pm.

Signed:..... Date:.....