



'Your very Local Council'

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

Minutes of the Annual Council Meeting held at 6:30 pm on **Wednesday 8th May 2024** in Marchwiell Scout Hut, Station Road, Marchwiell.

Present: Cllrs Lloyd S (SL), (Chair); Davies (CD); Francis (CF); Grives (KG); Lloyd N (NL); Lydford (KL); Williams (WW) & Woodhouse (VW);

Not Present: Cllrs. Edwards & Cawsey.

In attendance: Shaun Jones (SJ), Locum Clerk/Responsible Financial Officer & WCBC Cllr. John Pritchard (JP) – Marchwiell Ward.

1.24/25 **ELECTION OF CHAIRMAN** – Cllr Sharon Lloyd as retiring Chairman opened the meeting and invited nominations for election of Chairman. **It was RESOLVED unanimously that Cllr Sharon Lloyd be elected as the Chairman of the Community Council.** Cllr Lloyd signed the Declaration of Acceptance of Office of Chairman

2.24/25 **ELECTION OF VICE CHAIRMAN** – nominations were invited for election of Vice Chairman. **It was RESOLVED unanimously that Cllr Clare Davies be elected as the Vice Chairman of the Community Council.** Cllr Davies signed the Declaration of Acceptance of Office of Vice Chairman

18:35hrs – Cllr. Woodhouse arrives.

3.24/25 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE** – Cllrs. William Price & Andy Edwards..

4.24/25 **DECLARATIONS OF INTEREST** – At item 13.24/25 Cllrs. Sharon and Nigel Lloyd declared non-pecuniary interest.

5.24/25 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – No members of the public present – excepting WCBC Cllr John Pritchard.

6.24/25 **MINUTES** – The draft minutes for the Council Meeting held Wednesday 10th April 2024 are now put to the Council as an accurate record of proceedings. **Approved by all members present.**

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

- 7.24/25 **REVIEW AND APPROVAL OF MEETING DATES TO THE NEXT ANNUAL COUNCIL MEETING – Approved.**
- 8.24/25 **REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS – Approved** to re-adopt both the current Marchwiell Community Council Standing Orders and Financial Regulations. It was noted that new models (NALC/SLCC) are available and these will be presented to Council for adoption when time allows – in the coming months.
- 9.24/25 **APPOINTMENT OF MEMBERS TO EXISTING COMMITTEES – Agreed** to suspend the earlier committee structures for the time being and simply meet as Full Council. This can be reviewed in the future.

Agenda Item 13.24/25 taken at this point.

- 10.24/25 **REVIEW OF THE COUNCIL’S MEMBERSHIP AND REPRESENTATION ON EXTERNAL BODIES – Approved** the following :-
- Society of Local Council Clerks – Clerk to the Council
 - School Governor – Ysgol Deiniol – Cllr. Kate Lydford
 - One Voice Wales – All Members
 - Wrexham Council – Town and Community Council Forum – Chair and Clerk..
- 11.24/25 **REVIEW OF THE COUNCIL’S AND/OR STAFF SUBSCRIPTIONS TO OTHER BODIES – Specifically membership of One Voice Wales, Institute of Cemetery and Crematorium Management and Society of Local Council Clerks to continue – Confirmed and Approved.**
- 12.24/25 **REVIEW AND ADOPTION OF COMPLAINTS PROCEDURES – Approved.**
- 13.24/25 **WREXHAM COUNTY BOROUGH COUNCILLOR’S REPORT – WCBC Cllr. John Pritchard** reported on a few matters :-
- Entrance to reservoir on Bryn Y Grog Hill, a water surface pipe has fractured. On the list to be repaired.
 - 20 mph – submit suggestions for review.
 - Communal drainage problem – Piercy Ave. Welsh Water dealing with this.
 - Maelor View bungalows – trimming of hedge and clearing of moss completed.
 - Entrance signs for Village – covered later on this Agenda
 - Circus – Bryn y Grog – Mud on Road – WCBC responded quickly. Event well received by people attending. Cllrs. Sharon and Nigel Lloyd declared non-pecuniary interest.
 - Piercy Hall Trustees – JP involved, regarding improvements to the Hall re disabled toilets, new offices upstairs. These were not completed when previous improvements were undertaken. Improvements to the outside area, a memory garden that has a link to the MCC Burial Ground, with permission that was previously given by the Community Council – this is appreciated. Funded via the Shared Prosperity Fund - £120,000.
 - Community Agents meeting with AVOW who are the new managing team.

In addition, a question over the Bus Services for Marchwiell raised – failure to arrive. Report to WCBC who provide over £200k in subsidy across the county.

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

14.24/25

STREET LIGHTING – SJ referred members to most recent monthly bill/account from Scottish Power. This evidences the new EAC (Estimated Annual Consumption) effective 10th April 2024. Also it should be noted the £5,000.00 credit on account has reduced the Balance Outstanding to £14,273.71. SJ estimates a further c£2,000.00 is owed if the new EAC is backdated to the installation certificate date of 25th September 2020. We have hit a stumbling block as Scottish Power are not willing to backdate. This could turn into a full complaint. SJ referenced the Structural Testing 2023 report issued by WCBC Street Lighting. Six columns in all are recommended for replacement. An indicative quote has been requested of WCBC and of course we can request other quotes in accordance with our Financial Regulations. There is some wriggle room in the budget if the bill recalculation exercise referenced above is approved. The order of replacement will be based on worst condition taking priority. SJ will keep members informed.

15.24/25

PROPOSAL OVER BROWN MARCHWIEL VILLAGE SIGNAGE - The quotation for the renewal and fitting of 3 signs is £648.60. VAT is not chargeable. Some members were asking if a replacement of one of the three signs via an insurance claim is being checked into. Does our own policy provide replacement cover? It was **AGREED** that SJ would continue to find the most competitive quotation and find some clarity over insurance. Although there is nothing specified in the current budget, we will proceed if it is prudent to do so. Once SJ has done the research this will be brought back for a decision.

16.24/25

PLANNING APPLICATIONS

– To consider the following applications;

1. Reference: P/2024/0219: **Erddig Hall. Erddig:** Listed building consent for internal alterations. : To view online : [Click here.](#)
– **Decision – No further Observations or Comments to be submitted.**
2. To consider any planning applications validated since the publication of the agenda

17.24/25

PLANNING DECISIONS

– To note the following Planning Decisions;

1. P/2024/0054 **Grove Cottage Wrexham Road Marchwiel:** Erection of two storey garage/workshop : **GRANTED** : To view online : [Click here.](#)
– **Noted**
2. To note any planning decisions made since the publication of the agenda

18.24/25

LOCUM CLERK REPORT – INCLUDES CORRESPONDENCE

- Community Agent programme. A new provider, replacing The Rainbow Foundation has been appointed by WCBC – AVOW took over recently and currently are undertaking a recruitment exercise to fill the CA vacant positions, including the Marchwiel area.
- A request for financial support has been received from Wrexham Sounds. As we have no budget set this year – this request is “left on the table”.
- WCBC – Consultation on Housing Allocation policy.
- One Voice Wales - a number of items received – free training places, Welsh Medium Education for All, Annual Awards Conference 2024 and their News Bulletin.

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

19:38hrs – Cllr. Davies left the meeting.

- Marchwiell Burial Ground – Approval from Ministry of Justice allowing for the removal cremated remains received. SJ progressing. Mix-up over a new cremated remains plot that should have been in the Churchyard rather than MCC Burial Ground has been resolved and the family are quite happy for their loved one to use the grave prepared in our burial ground. An out of area grave re-open has been applied for by Co-op Funerals. SJ concerned over the admin status overall and will keep members informed.
- Members Allowances – SJ informed members of the steps to take if a member wished to opt-out. Up to £208 payable. This will be brought forward on an upcoming agenda.
- Review mandate with our current bankers or if their internet banking is falling short we could look at Unity Trust Bank.
- Police report – May 2024 just received & noted. The police.uk crime statistics for March also referenced.
- Audit Wales have been in touch over two outstanding Annual Returns – 2020/21 & 2021/22.

19.24/25 **SCRIBE ACCOUNTING** – An offer of £29/month (£348 annually) fixed for 2 years to licence. A one-off setup fee of £99. All amounts subject to VAT **Approved**. Mention also made of an add-on module for Cemetery Administration that might be considered at a later date.

20.24/25 **PAYMENTS – The following payments were approved:-**

Payment Number	Method of Payment	To	For	Net	VAT	Gross
002994	Cheque	AVOW	Salaries Account	810.25	0.00	810.25
002995	Cheque	Leon Hughes	Burial Grounds Maintenance	650.00	0.00	650.00
002996	Cheque	Scottish Power	On account - Street Lights	5000.00	0.00	5000.00
002997	Cheque	Leon Hughes	Burial Grounds Maintenance	650.00	0.00	650.00
002998	Cheque	AVOW	Salaries Account	3917.75	0.00	3917.75
002999	Cheque	CLR Law	Legal Services	735.00	147.00	882.00
003000	Cheque	Allington Hughes	Legal Services	350.00	70.00	420.00
003001	Cheque	AVOW	Salaries Account	2247.22	0.00	2247.22
003002	Cheque	Institute of Cemetery and Cremation Management	Annual Membership	100.00	0.00	100.00
003003	Cheque	SG Jones	Expenses - Cable & Zoom	33.82	6.76	40.58

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

21.24/25 **TO PRESENT ITEMS FOR INCLUSION ON A FUTURE MEETING AGENDA (FULL COUNCIL OR RESPECTIVE COMMITTEE)** – Nothing tabled but feel free to submit to SJ before the date noted at the foot of this agenda.

22.24/25 **EXCLUSION OF THE PRESS AND PUBLIC**
– **Members resolved** to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters;

23.24/25 **STAFFING MATTERS** – SJ provided an update on communications with the legal advice team who are representing the Council. The agreement has been signed off. Back pay and payment in lieu of holidays have been made via payroll. Still awaiting the return of all Council property – including the Burial Records. An expenses claim is being compiled to cover charges made to a personal bank account/credit card – since March 2023, covers mobile phone, printer subscription and Office 365 annual licence. Once all property has been returned the contracted amount stated can be settled.

The meeting closed at 8:10pm.

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