

**Minera Community Council Meeting held on Wednesday 15<sup>th</sup> July 2020**

**Commencing at 7.15 pm and conducted by Zoom videoconference**

**Present throughout:** Cllrs: J Edwards, W Blaze, D Kelly, J Belton, J Marsh.

**Present from item 45.2/20 onwards:** Cllrs: A Roberts, H Eustace, W Ollerhead, I Messiter.

Clerk: Mr D Hinchliffe

**Apologies:** Cllrs J Barton, J Rosier, H Field (Vice-chair).

**44/20            Declarations of interest**

**44.1/20**        There were no declarations of interest.

**45/20            Co-option of Councillors**

**45.1/20**        Since the previous meeting, four residents had notified the Clerk of a wish to be considered for the four casual vacancies which existed on Minera Community Council. All candidates had been interviewed via videoconference by a selection of existing Councillors. A short discussion was held following which Cllr J Belton proposed and Cllr W Blaze seconded that all four candidates be co-opted to serve as Councillors. The proposal was put to the vote and by evidence of raised hands the Clerk recorded that the vote was unanimously in favour of the proposal.

**45.2/20**        The four new Councillors were admitted to the meeting, and were warmly welcomed by the Chair and all present, hoping that all would find their time as Councillors rewarding and fulfilling. The Clerk noted that, as it was not possible to sign Declarations of Acceptance of Office in person within the body of the meeting in the conventional manner, the four new Councillors would be unable to propose or second motions or vote on resolutions until this had been dealt with, which the Clerk would attend to individually in the coming days.

**46/20            Clerk's annual appraisal outcome and proposed contract amendment**

**46.1/20**        The Chair advised the meeting that he and the Vice-chair had performed the annual appraisal with the Clerk, and recorded satisfactory progress and performance, together with noting the extra efforts undertaken to respond on Minera Community Council's behalf to the demands of the Covid-19 emergency.

**46.2/20**        The Chair added that, having reviewed the hours necessary to perform the role of Clerk, including supervision of the Community Agent, a proposal was requested to increase the monthly hours to 35, and – in recognition of progress to date and the inception of

formal foundation level training in the coming year – to increase the hourly rate of pay by 2 spinal column points to point 7, equivalent to £10.16 per hour.

**46.3/20** Cllr W Blaze proposed and Cllr J Belton seconded that the contract and remuneration recommendations be adopted. The proposal was unanimously endorsed by those present.

**47/20 Ratification of the minutes of previous meetings**

**47.1/20** The minutes of the meeting held on 17 June 2020 were proposed for adoption by Cllr W Blaze and Seconded by Cllr J Belton.

**48/20 Matters arising**

**48.1/20** The Clerk advised that the question of benevolent donations to individuals raised under minute 31.1/20 had been researched. The practice was not outlawed, but prevailing practice by other Community and Town Councils suggested that the norm was not to make such donations. It was therefore duly noted that Minera Community Council would not make such donations.

**48.2/20** Cllr D Kelly advised the meeting that, following a conversation with Darren Williams of WCBC, the playground bin would now be included on the collection round at no additional contractual cost.

**48.3/20** Cllr W Blaze advised the meeting that all but one street light had now been changed over to LEDs. He would do a tour of the ward after dark to ensure all were working, and would visit Penycae to assess the brightness of the enhanced solar powered unit in service there. A request to attend to a malfunctioning light on the Llanarmon Road was not for Minera Community Council's attention and would be referred back accordingly.

**48.4/20** The Clerk had had dialogue with the landowner of the Eisteddfod field. Problems relating to dog walkers appeared to have settled down, and the site had been confirmed as not suitable for the butterfly garden.

**48.5/20** The Chair had not furthered the issue of the trip hazard from old railway infrastructure on the railway line path. After a brief discussion it was decided that this was not a Minera Community Council matter and that no further action would be taken.

**48.6/20** The Clerk had not yet shared the signed Annual Return with Councillors, but would do so following the meeting.

**48.7/20** The Clerk had distributed the Community Agent's contact details among Councillors and to the noticeboards and website, and had also arranged the Projects Meeting, held on 2 July.

**49/20 Dog fouling, footpath number 6 (cinder path)**

**49.1/20** The Chair gave a brief recital of fouling problems on this footpath. Fouling was a persistent issue, but in recent days had been particularly bad along footpath 6. The Clerk confirmed that the PCSO had attended the path early in the morning, as requested, but had not witnessed any offences. Sporadic checks by the PCSO would continue.

**49.2/20** Following a brief discussion the Chair resolved to contact Streetscene for new signage, and to enquire whether CCTV could be easily installed. Cllr W Blaze would establish what had been done using wildlife cameras in Bwlchgwyn, and the Clerk would follow up on an email approach from a company which provided mobile CCTV units. The Clerk would also contact SLCC for any solutions currently being tried elsewhere, and contact WCBC to establish if a warden service was available at a cost to Minera community Council. This would be in response to the fact that the WCBC Dog Warden service was not currently active due to the Covid-19 restrictions, as well as footpath 6 not being the only problem area in the ward.

### **50/20 Community Agent's report**

**50.1/20** The Community Agent joined the meeting, and summarised the work done to date. A lot of groundwork had been done, meeting with other Community Agents in general and with the Coedpoeth Agent in particular, together with the PCSO and other stakeholders. The Facebook page had been established and most of the mandatory basic training had been completed.

**50.2/20** The Tyn y Capel had been approached as a possible venue for 'Meet up Mondays,' a national initiative which would potentially provide a social drop-in opportunity within the ward. Aberoer institute was also suggested as an alternative venue for this.

**50.3/20** The first two referrals to the Agent had now been received. This was encouraging so soon after the start of the service, and it was hoped momentum would build as further publicity was spread around the Minera Communities and facilities in Coedpoeth.

### **51/20 Coronavirus**

**51.1/20** The Clerk had continued to brief Councillors throughout the month with materials received from the established national and local government sources as official guidance developed and lockdown restrictions eased. The next significant easing would be the availability of play areas from 24 July, subject to the necessary safeguarding and risk assessments being carried out. The chair asked the Clerk to ascertain from WCBC what this was likely to mean for Minera Community Council, and also to check with SLCC for instances of best practice.

### **52/20 Police report**

**52.1/20** The Clerk advised the meeting that the police.co.uk crime recording facility was still suspended as resources were devoted to other duties. Bulletins received relating to local policing activities would continue to be shared with Councillors on receipt.

## **53/20 Minera Community Council Chair's report**

The Chair had circulated his report, and gave a brief recital of matters to which he wished to draw attention:

**53.1/20** A water leak was apparent on Berwig Hill, and had been notified to Hafren Dyfrdwy staff working outside a nearby property. The Chair asked the Clerk to notify the issue formally by letter.

**53.2/20** A resident from The Spinney, Old Road, had had no response from WCBC relating to a request for speed monitoring. The Clerk advised the meeting that he had contacted GoSafe regarding this issue, and that GoSafe planned to do a speed survey on this stretch of road as soon as resources were back to normal after the Covid-19 restrictions.

**53.3/20** A resident had raised concerns about the safety of a large wooden structure at the Lead Mines. The complainant had also contacted WCBC and other bodies, as a result of which a structural engineer had become involved in assessing the situation. The matter had therefore been dealt with beyond the remit of Minera Community Council.

## **54/20 County Borough Councillor's report**

Cllr D Kelly briefly commented:

**54.1/20** Work was continuing in liaison with the Borough Councillor for Llandegla in relation to a settlement of travellers just beyond the Minera ward boundary. There were boundary issues and concerns as to the proximity of the reservoir, and the situation would continue to be closely monitored.

**54.2/20** WCBC had restarted a number of committee meetings using Zoom as the enabling platform. Planning documentation should therefore begin to be seen again soon.

**54.3/20** The future viability of public transport and the complications of providing school transport from September were major concerns for WCBC. The X51 route had not been running recently as the lack of students using it had made it unviable.

**54.4/20** WCBC was finding the workload relating to risk assessments ahead of re-opening facilities extremely burdensome. It would be wholly unrealistic to delegate any of this to Community Councils.

## **55/20 School Governor's report**

**55.1/20** Cllr D Kelly advised the meeting that the Governors continued to meet on a weekly basis via remote means. Around half of the pupils had not yet returned to school, but all would be returning in September, and enforcing appropriate social distancing would be the key challenge.

## **56/20 Correspondence**

**56.1/20** The Clerk had circulated summaries of correspondence received throughout the month, and had answered individual Councillors' queries as they had arisen. The only issue he had to raise for the meeting to consider was the siting of the butterfly garden supplied under the Local Places for Nature scheme, which it had originally been hoped to place with the school. Materials for its construction were now arriving, so a site needed to be found reasonably soon. After a short discussion the Chair asked the Clerk to establish whether the church grounds provided a suitable location, noting that the areas in front of the Minera and Gwynfryn bus shelters might also be suitable locations.

**57/20 Grants and donations**

**57.1/20** The Clerk had shared with Councillors all requests for donations received during the period since the last Council meeting. It was decided to hold a request from Welsh Hearts open for the time being, and review at a later date.

**57.2.20** Cllr W Blaze proposed and Cllr J Belton seconded that a donation of £300 should be made from the exceptional donations reserve in favour of Marie Curie Cancer Care, North Wales branch.

**58/20 Financial matters**

**58.1/20** The Clerk advised the meeting that the internal audit had been completed, and that the external audit (by Grant Thornton in Cardiff) was now awaited. The statutory notice of Electors' Rights had been published on the Minera Noticeboard and the website as required by law, and would remain open until 14 August.

**58.2/20** The financial report was proposed for approval by Cllr J Marsh and seconded by Cllr W Blaze. The schedule of payments, listed below, was proposed for approval by Cllr J Belton and seconded by Cllr W Blaze.

		£	£
<b>Pre-approved</b>	<b>Chq no</b>		
Clerk expenses, May	101896	14.39	
Clerk overtime, May	101897	126.62	
<b>Total pre-approved items</b>			<b>141.01</b>
<b>For approval to pay</b>			
Clerk salary, July	STO	314.98	
Clerk Home Working Allowance/phone	STO	28.50	
SSE June account	STO	210.79	
SLCC membership	101898	92.00	
Clerk expenses, June		43.73	
Clerk overtime, June		97.40	

JDH - audit fee	101899	168.00
WCBC - crossing patrol Q1 20/21	101900	1,192.75
WCBC - 6 monthly playground inspection	101901	661.20
Agent salary for June	101895	279.00
Cllr J Edwards - civic budget	101902	321.60
Play and Leisure	101903	3,010.47

**Total to approve** **6,420.42**

**59/20 Planning matters – to consider items received from Chief Planning Officer**

**59.1/20** No planning-related correspondence had been received since the previous Council meeting.

Meeting adjourned 2120 hrs.

