

Minera Community Council Meeting held on Wednesday 22nd June 2022

Commencing at 7.15 pm at the Tyn y Capel, Minera

Present: Cllrs H Field (Chair), D Kelly (Vice-chair), N Jones, J Belton, A Roberts, T Grundy, G Dillon

Clerk: Mr D Hinchliffe

Apologies: None, full Council in attendance

16/22 Declarations of interest

16/22.1 There were no declarations of interest.

17/22 Ratification of the minutes of the previous meeting

17.1/22 The minutes of the meeting held on 22 May 2022 were proposed as a correct record by Cllr J Belton and seconded by Cllr A Roberts.

18/22 Matters arising

18.1/22 Cllr J Belton advised the meeting that speed checks on the Old Road would begin soon with the help of residents.

18.2/22 The Clerk confirmed that streetlight stencils had been acquired from Mega and were now being applied throughout the ward. There would be no need to use a cherry picker.

18.3/22 The Clerk would continue to seek to arrange a visit to a future meeting by the new District Policing Sergeant. As yet efforts to arrange this had not borne fruit.

18.4/22 The Clerk had submitted the new bank mandate and expected confirmation of its enactment in the near future.

18.5/22 The Clerk had circulated details of available training as and when providers had notified courses. He would continue to try and find a face to face option for new Councillor induction and Code of Conduct training. Once identified, a session for all Councillors would be arranged.

19/22 Co-option of up to 5 new Councillors

19.1/22 The Clerk advised the meeting that 4 expressions of interest had been received ahead of the published deadline, and listed the names of the interested individuals, all of whom had been confirmed as eligible to be considered, and all of whom had been briefly interviewed either prior to the beginning of the meeting or on an earlier occasion.

19.2/22 Following a brief discussion, Cllr J Belton proposed and Cllr G Dillon seconded that all 4 candidates be invited to take office as Community Councillors for the Minera Ward.

19.3/22 The Clerk advised the meeting that he would now seek to meet each individual in the near future to obtain a signed Declaration of Acceptance of Office, whereafter he would update the website and noticeboards with the appropriate contact details.

19.3/22 Noting that there remained one unfilled seat on the Council, it was decided, following a brief discussion, that the matter of a further co-option exercise to fill this vacancy would be considered at the August Council meeting.

20/22 Police report

20.1/22 The Clerk advised Councillors that he had not met the PCSOs ahead of the meeting this month. He would endeavour to ensure that a meeting was held before the next Council meeting. A brief summary of local incidents in the previous month received from PCSO Lydia Edwards had been circulated to all Councillors.

21/22 Footpath issues

21.1/22 Cllrs T Grundy, A Roberts and N Jones briefly updated the meeting with observations arising from footpath monitoring walks undertaken. Low level damage to paths and waymarkers continued to be a problem and some paths were becoming overgrown, as was customary at this time of year. The situation would continue to be monitored, and representations made if no improvements were evident. The Clerk noted that he had notified WCBC of a resident's concern at the overgrown state of parts of Footpath 6.

22/22 Gwynfryn play area renovation

22.1/22 The Chair thanked Cllr T Grundy for preparing the brief summary of the two tenders under consideration (Tenders A and B for the purpose of minuting the discussion), which brought the principal points of comparison into a single document.

22.2/22 Following a brief discussion, Cllr A Roberts proposed and Cllr T Grundy seconded that Tender A be accepted. Councillors were unanimously in favour of this proposal.

22.3/22 The Chair asked the Clerk to send a letter of acceptance to the successful bidder, confirming the terms and costs as bid, and also to advise the unsuccessful bidder of the outcome. A provisional start date for the works of early September (after the school holidays) would be included in the letter of acceptance.

23/22 Minera Community Council Chair's report

23.1/22 The Chair advised the meeting that she had no written report to present as she had only a couple of matters to raise under this item of business, which would be communicated verbally.

23.2/22 Recent problems relating to telecommunications in the Ward had been discussed with BT. The cause was acknowledged as being beyond the control of BT, but the disruption illustrated how much landline services were still needed in a rural community such as Minera.

23.3/22 The Chair advised the meeting that she intended to make the application of the £963 precepted as Civic Budget each year more visible within the community, and asked all Councillors to consider ideas for how this fund might be used.

24/22 School Governor's report

24.1/22 Mr W Ollerhead had advised the Clerk that no Governors' meeting had been held since the previous Council meeting. No report was therefore available.

24.2/22 At the Chair's request, the Clerk would contact Mr Ollerhead to enquire whether the money donated for a storyteller event had been applied as yet, noting that the Summer break was imminent.

25/22 Correspondence – summary of items received

25.1/22 The Clerk had circulated summaries of correspondence to Councillors throughout the month. One item was subject to further discussion:

25.2/22 An official portrait photograph of HM the Queen had been acquired for future formal occasions requiring its use. This had been agreed with the Chair and approval would be sought for the expense later in the meeting.

26/22 Grants and donations

26.1/22 The Clerk advised the meeting that a request had been received from Coedpoeth United FC for £158. This sum represented the balance of the cost of hiring a graffiti artist to run an event involving young people in decorating the exterior of the fieldside container that was under renovation. The remaining £500 of the cost had been met via a grant from Crimebeat North Wales.

Cllr G Dillon duly proposed, and Cllr A Roberts seconded that a donation of £158 be made in favour of Coedpoeth Utd FC.

27/22 Financial matters, including review of the Internal Auditor's report, following which, if deemed fit, the Chair and Clerk will sign the 2021/22 Annual Return and 2) Summary report and observations by the designated internal reviewer.

27.1/22 Following a brief discussion of the content of the Internal Audit report and Annual Return, The Chair endorsed the expressions of appreciation for the Clerk's work in preparing for the audit as articulated by Cllr G Dillon. Cllr A Roberts then proposed and Cllr J Belton seconded that the Chair duly sign the Annual report which the Clerk had certified by his own signature.

27.2/22 The Clerk briefly explained the financial activities for the period, and the details of payments proposed to be made. The financial statement for the period was proposed for acceptance by Cllr N Jones and seconded by Cllr G Dillon. The schedule of payments, shown below, was proposed for approval by Cllr J Belton and seconded by Cllr N Jones.

SSE, April account		370.39	
Clerk Salary, June		401.06	
Clerk Home Working Allowance		20.00	
Agent salary, May		729.06	
Clerk expenses, May/June		137.23	
Clerk overtime, April/May		183.52	
HSBC bank charges for May		5.00	
WCBC, first half yearly instalment of play area maintenance contract		685.20	
SSE, electricity bill for May		336.07	
JDH, internal audit fee, 2021/22		297.00	
Total to approve			3,164.53

27.3/22 The Clerk advised the meeting that sums expended to replace the Minera seesaw and to install the power supply to the Gwynfryn defibrillator were, in effect over and above precepted funds and requested that Councillors consider charging these items of expenditure to reserves. It was additionally noted that a donation of £3,000 from Gower homes had been earmarked for playground improvements.

Following a brief discussion it was unanimously agreed to treat the two items of expenditure as use of reserve funds, and the Chair asked the Clerk to advise Gower Homes of the use to which their donation had now been applied.

27.4/22 Cllr T Grundy briefly commented that he had begun to review the Clerk's book-keeping and accounting systems and processes, and was content that due diligence was in place to safeguard the Council's assets. He would continue to monitor the records and periodically report to Councillors on his observations.

27.5/22 Cllr G Dillon asked the meeting whether it was customary to re-appoint the Internal Auditor following completion of their work for the year. The Clerk confirmed that re-appointment had been tacit for a number of years, but prompted by the enquiry, would seek the views of fellow Clerks in the locality with a view to considering placing the contract to tender before the next year end.

Susanne Allcroft now joined the meeting

28/22 Community Agent's report

28.1/22 A first meeting had been held with the new Borough Councillor for Minera, which had been very positive and encouraging.

28.2/22 Following a lengthy intervention, a resident had now received a complete new heating system and boiler, and a tank of oil. This was a life-transforming improvement for the individual concerned.

28.3/22 Groundwork North Wales were providing some help with fuel costs, but had limited intervention funding. Support for users of heating oil was particularly difficult to find thus far.

28.4/22 Dementia support work in the month included sampling the Dementia Bus – a terrifying experience – and giving dementia awareness training to 9 local PCSOs.

28.5/22 The Llandudno trip had been a great success and had returned a small surplus to the funds used to support community inclusion work. Interest in future trips remained very high.

28.6/22 Target hardening materials had been very popular and were running low. Work would be done with the PCSOs to try and get further grant support. The Clerk noted that, as a trustee of North Wales Police and Community Trust, he would send an expression of support in favour of funding from this source.

Susanne now left the meeting.

29/22 **Planning matters – to consider items received from Chief Planning Officer**

29.1/22 Papers had been received in support of planning application P/2019/0428, seeking renewal of permission already granted relating to land east of Bryn Cliff, Old Road, Minera. No objections or observations were noted in respect of this application.

Meeting adjourned 2030 hrs.