

Cyngor Cymuned COEDPOETH Community Council

Minutes of the Full Council Meeting held in The Old Carnegie Library
at 19.30 on Tuesday 19 January 2010

Present: Karl Woodward (Chair) (Vice – Chairman) George Price, Mike Whitby, Mandy Bostwick, Carol Williams, George Williams, Carol Edwards, Derek Unwin, Phil Wilson, Steven Lee.

Apologies: Michael Dixon (Chairman); Beatrice Williams and Madge Nelson.

Minute Taker: Patricia Jones

In attendance: Steve Hibbert

		Action
1.	Apologies for absence Michael Dixon	
2.	Staffing Report Steve Hibbert delivered an oral briefing into Allan Lloyd's and Ray Williams' salary and tenancy arrangements. Allan Lloyd's job description has now been reviewed and his salary has now been amended and is comparable to an existing grade of post at Wrexham County Borough Council. Allan is willing to enter into discussions in relation to his accommodation and potential tenancy agreement. A decision was taken by the council in March 2009 to review Allan's salary and the contribution paid in relation to utility services; no further action has been taken in relation to this issue, by the council to date. Steve Hibbert commented that the caretaker post is a similar grade as a school caretaker employed by Wrexham County Borough Council. Steve Hibbert undertook to forward a Job Specification for the posts of Caretaker and Clerk to the Administration Group by Friday 22 nd January, 2010. The Administration Group will then provide a report to the next meeting of the Full – Council. Cllr Mandy Bostwick provided a verbal summary report of the current points in relation to the staffing issue facing the Council. Minutes of previous meeting Cllr Mike Whitby requested that amendments made to two points in the minutes of the previous meeting They were under paragraph 2 and 7. Vice Chair made manually amended the minutes; which will be re – typed before publication on the council's web site.	SH

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	<p>The previous minutes were accepted as correct with the required amendments.</p> <p>Proposed: Cllr Mike Whitby Seconded: Cllr Carol Edwards</p>	
3.	Chairman's Report The Chairman's report was noted and Cllrs raised issues for discussion.	
4.	Action Points Full Council Meeting 15 December 2009 all Action Points had been undertaken and completed by the Chairman (Michael Dixon).	
5.	Finance report, including bills to be paid The Vice - Chair outlined the Schedule of invoices to be paid on behalf of the Council. Cllr Mike Whitby raised the issue in relation to the Public Works Loan Board are these payments annual? Cllr Mike Whitby also suggested taking out insurance for burst water pipes or are they already covered by insurance? Proposal to pay bills Proposed: Cllr Phil Wilson Seconded: Cllr Mandy Bostwick Cllr George Price raised the issue when was the decision made for Alan Owen to take over the Website? Cllr Mandy Bostwick raised the issue on Dee Valley Water Invoice (which leak)?	MD MD MD MD

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<p>6.</p> <p>7.</p> <p>8.</p> <p>9.</p>	<p>Recruitment of Clerk Steve Hibbert will provide a job specification by 22 January 2010 to the administration group and they will report back to the Council for the next meeting.</p> <p>Correspondence The Vice - Chairman outlined the correspondence which had been received since the last meeting. Cllrs raised questions which were answered by the Vice - Chair. The request for funding by the children's group (4 Kids) was deferred until the next meeting for further discussion. Cllr Mike Whitby raised the issue whether all Coedpoeth Business can advertise through the council's Website?</p> <p>Administration Report There was no formal admin report; however Steve Hibbert delivered his views on the staffing issues. It was decided that Steve Hibbert would provide job specifications in relation to the care taker and the clerk post by the 22 January 2010 to the administration group. Administration group will then collate all of this information and report back to Council for the meeting.</p> <p>Building Report Cllr Mike Whitby has requested that the Caretaker make a wish list of all the repairs needed for the Paris Hall. Cllr Phil Wilson suggested getting 4 estimates for a new roof on the Paris Hall. Proposed: Phil Wilson Seconded: George Price Cllr Mike Whitby Wants to make amendments to Cllr Phil Wilson to get 5 estimates. Cllr George Price wants the estimates in sealed envelopes. Proposed: Cllr Mike Whitby</p>	
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	<p>Seconded: Cllr Carol Edwards Cllr Mike Whitby will produce a Buildings Report for the next full Council Meeting.</p> <p>11. Councillors Report, held over from 5 January 2010</p> <p>Cllrs raised issues which need reporting to Wrexham Borough County Council in relation to the poor service which has been received in relation to the delivery of salt during the adverse weather conditions during January 2010.</p> <p>Cllr George Williams to produce a draft letter to be approved by the full Council before it is sent to Wrexham Borough County Council.</p> <p>Cllrs raised issues in relation to the policing performance /capability in the Coedpoeth area.</p> <p>Cllr Mike Whitby raised the issue of building alterations and the boundary fence at the Royal Oak Public House premises.</p> <p>Cllr Steven Lee raised the issue of bins been stolen and set on fire in the Heol Bathafan flats and the Wrexham County Borough Council intends to charge £28.00 to each resident for a new bin.</p> <p>Michael Dixon (Chairman) to email Cllr Mark Davies does he know anything about this / can he assist in this issue.</p> <p>Michael Dixon (Chairman) to write a letter of thanks to the Caretaker and the Cemetery Superintendent to thank them for the excellent work that they have undertaken during the adverse weather conditions during January 2010.</p> <p>12. Date and Time of the Next Meeting</p> <p>Finance & Planning: Tuesday 2 February 2010 19.30 in The Old Carnegie Library.</p> <p>13. The meeting closed at 10:25 p.m.</p>	<p>MW</p> <p>GW</p> <p>MD</p> <p>MD</p>
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