

**CYNGOR CYMUNEDOL  
COEDPOETH  
COMMUNITY COUNCIL**

Minutes of Council Meeting  
held virtually on  
Tuesday 18<sup>th</sup> January 2022  
at  
7.00 p.m.

**Present:** Chair: Councillor M. Dixon (M D)  
Vice Chair: Councillor G. Price (G P)

**Councillors:** K. Coventry (K K), D. Donaghy (D D), Cllr S Edwards (S E), Cllr G. Kelly (G K), Cllr G.A Kelly, S. Scheurleer (S.S), P. Wilson (P W))

Invited stakeholders: Mr M Hughes & Mr Tony Wyatt – left meeting after point 4

**Council meeting was convened at 7.00 pm but due to technical reasons was unable to proceed until 7.30 p.m.**

Item No	Item	Action
1	<b><u>APOLOGIES FOR ABSENCE</u></b>  Cllr J. Appleby (J A), Cllr B, Brown, Cllr, Cllr Y McCarroll (Y M).  <b>Accepted</b>	
2	<b><u>Approve minutes of the last meeting held on 14th December</u></b>  Correction to agenda to reflect it was Cllr G A Kelly in attendance not Cllr G Kelly also that Cllr D Donaghy joined reconvened meeting late on, not initial meeting. <b>Proposed</b> – K Coventry <b>Seconded</b> – S Scheurleer <b>Approved</b>	
3	<b><u>DECLARATIONS OF INTEREST</u></b>  None	

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4	<p><b><u>Receive and consider recommendations regarding the 'Big Park Project</u></b></p> <p>Mr Wyatt, Cllr Scheurleer and Mr Hughes all spoke at length regarding the documents that have been shared, the need to move forward with the project and the over-all benefits to the community. The proposal is for the Community Council to take over ownership of the Penygelli Fields from Wrexham County Borough Council and then work in partnership with the stakeholders from the Community , the central stakeholder being Coedpoeth football club to develop and provide a first class community asset which through external grant funding sourced by the stakeholders will not place a financial burden on the Community Council's purse and will provide a much needed sustainable sports facility in the village to the benefit of the Community. Cllr G A Kelly wished to know if this will be a financial burden on the Community to which Mr Wyatt advised that he believed the only financial liability to the Council would be the transfer of the lease. Cllr Price requested a hard copy of the information and stated that the Clerk had had issues printing the document and Cllr Scheurleer offered to provide the document for Cllr Price. It was agreed that due to the complexity of the matters being discussed that a vote could not be taken without further consideration by Council. Cllr Scheurleer stressed that it would be essential that a vote be taken regarding this project at the February meeting to ensure a way forward.</p>	Clerk/Chair
5	<p><b>To authorise the payment of all invoices presented since the last meeting, including those approved at the reconvened meeting on 16 Dec 2021 and retrospectively approve payment schedules and payments in our internal auditors' reports.</b></p> <p>11 March 2020- 14 April 2020    NET PYMT £23419.23    VAT £875.65    GROSS £24294.88    see scan doc for feasibility study</p> <p>15 April 2020- 12 May 2020    NET PYMT £17429.16    VAT£805.16    GROSS £18234.32</p> <p>13 May 2020-10 June 2020    NET PYMT £16421.25    VAT £487.19    GROSS £16908.44</p> <p>10 June 2020-14 July 2020    NET PYMT £21997.80    VAT £1322.54    GROSS £23320.34    see scan doc for WCBC inspection of play areas and school crossing patrol</p> <p>15 July 2020-14 August 2020    NET PYMT £17770.41    VAT £790.57    GROSS £18560.98    see invoice British Gas</p> <p>15 Aug 2020 -September 2020    NET PYMT £16246.43    VAT £452.88    GROSS £16699.31</p> <p>09 Sept 2020- 13 October 2020    NET PYMT £15757.35    VAT £493.59    GROSS £16250.94</p>	

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	<p>14 October 2020- 11 Nov 2020 NET PYMT £16391.03 VAT £581.04 GROSS £16972.07</p> <p>12 November2020- 08 Dec 2020 NET PYMT £19491.07 VAT £485.03 GROSS £19976.10</p> <p>09 December 2020-21 Jan 2021 NET PYMT £22041.87 VAT £1360.57 GROSS £23402.44</p> <p>16 November 2021 – 14 Dec 2021 NET PYMT £25878.14 VAT £878.63 Gross-26756.77</p> <p>15 December 2021-14 January 2021 NET PYMT £19502.74 VAT £20536.45</p> <p><b>Proposed – Cllr G A Kelly</b> <b>Seconded – Cllr D Donaghy</b> <b>Approved</b> <b>Payment to be authorised by Cllrs G A Kelly and Cllr D Donaghy</b></p>	
6	<p>Approve the 2022-23 Budget and setting of Precept with adequate provision for reserves as recommended. The Clerk presented the draft budget for review, discussion and agreement. Given the challenges of Covid 19, the impact on the ability to generate extra income for the Community the Clerk stressed that she believes that a prudent approach had to been taken to projected income for 2022-2023 and she was empathetic to the hard decisions the Council members were faced with. The collective feeling of the Council was to endeavour to keep any increase in precept request to a minimum. Given the volatility of prices the clerk reminded the Council that our internal auditors have reminded us to make adequate provision for reserves, but it was for the Council to decide whether 4 months reserves or 3 would be adequate, however it was collectively felt that council would aim to keep 3 months reserves so as not to add to hardship, in the community and still be able to operate effectively. The draft budget had been shared with Council. The council then undertook to examine each cost centre on the draft budget and the following decisions were agreed.</p> <ol style="list-style-type: none"> <li>1) Reduction of suggested reserve from 4 to 3 months</li> <li>2) Emergency repairs reduced by 4k</li> <li>3) Playscheme reinstated and suggested reserve reduced by sum equal to cost of scheme</li> <li>4) A separate account to be opened to separate the reserve, as currently all monies held across 3 accounts, to be taken forward February meeting.</li> </ol> <p>A decision was also taken to further review the terms/ requirements concerning the Bowling green during the 2022-23 year to reduce or potentially remove the cost of upkeep of this resource to the general Community. Discussion with the Bowling Club and members would be required.</p>	

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	<p>Following the revisions as noted, the Council was asked to vote on the budget and precept. The precept request was set at £207382. The budget set at £254171 taking into a conservative estimate of expected income based on the current climate.</p> <p><a href="#">DRAFT budget 2022-23 rev SG1 DPE Final.xlsx</a> - Approved</p> <p>Acceptance of budget and precept for 2022-2023</p> <p>Proposed – Cllr G Kelly Seconded – Cllr S Edwards Approved by all present with exception of the one abstention. Abstention- Cllr D Donaghy</p>	
<b>7</b>	<p>Update on internal audit review- Cllr G Kelly advised that good progress was being made and the retrospective approval of payments underway. In February meeting we would seek to correct the anomalies between the current Standing orders and financial regulations in relation to the tender process, as standing orders state 25k whereas the financial regulations state 5k. Additionally, limits and controls regarding the pre-paid credit card need to be adopted as well as the remainder of the internal auditor’s recommendations such as opening a reserves account</p>	<b>Clerk</b>
<b>8</b>	<p><b>Review of sub- committees and members thereof</b> <b>Deferred</b></p>	
<b>9</b>	<p>Annual report to Audit Wales – the new clerk has made contact with Audit Wales and it had been established that this matter was outstanding as no clerk had been in post. The Clerk is also in contact with our Internal auditors and the matters are being progressed. However, the budget and precept have had to take priority due to the impending deadline of 21<sup>st</sup> January.</p>	
<b>10</b>	<p>Resolution to add new Clerk to the 3 Unity Trust Bank Accounts with Viewing and Set- up rights</p>	
<b>11</b>	<p><b>Urgent health and safety email received from WCBC regarding lighting column 149 – emergency resolution</b> Council had received an email earlier in the day from Clerk requesting that this item be discussed. One of the concrete column lights has been damaged and urgent removal/ replacement was required as advised by external agencies but as the cost for removal and renewal would be approx. £1730 plus VAT it was above the limit of £750, she could authorise under 3.4 of our financial regulations. The Council agreed unanimously that the post must be removed, however it was further agreed that rather than replace the post since there seemed to be adequate lighting by Plas Pentwyn where the lamp was situated the</p>	

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	lamp was to be removed and the area made safe for present, and the lamp not replaced at this stage. Lighting would be placed on the agenda for February to address various concerns	
<b>12</b>	<b>To receive items for the next agenda for the meeting on Tuesday 8<sup>th</sup> February 2022 at 7.00 pm</b> <b>1) Vote to be taken on the Big Park project – the first step being Coedpoeth Community Council agreeing to take over ownership of the asset from Wrexham County Council if WCBC agreeable and all potential costs of transfer are clarified and agreed in advance of any transfer.</b> <b>2) Street lighting and all associated issues</b> <b>3) New account to be opened for reserves</b>	
<b>13</b>	Next meeting to be held on Tuesday 8 February 2022 at 7.00 pm	
<b>14</b>	Meeting closed by Chair and everyone thanked for their efforts in regard to tonight's meeting.	

*Deborah Edwards* - Clerk to the Council

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