



**Minutes** of FULL COUNCIL meeting held in The Old Carnegie Library, Park Road, Coedpoeth on 9<sup>th</sup> January 2024 at 7.00pm – 9.06pm.

Actions to be highlighted **RED**

**PRESENT**

Cllrs: A Wedlake (County) - Chair, V Jones – Vice, G Cutler, G Williams, GI Kelly (via Zoom), P Wilson, G Price, K Wynne, K Davies, M Roberts, L van Ryswyk, Y McCarroll

**IN ATTENDANCE**

Mrs V Bolton – Clerk

**APOLOGIES**

Cllr S Bradley

**191. DECLARATIONS OF INTEREST**

None

**192. PUBLIC PARTICIPATION**

1 present 1 via Zoom

**193. MINUTES**

Cllr M Roberts requested that PM 190 i) be removed from minutes as he believed that information was incorrect relating to complaints made against him as Ombudsman had not investigated 2 complaints.

Cllr Wedlake replied that although Ombudsman had not decided to investigate, Council believed that over 120 emails to Clerk had been inappropriate in an employment setting and that as Cllr Roberts had continued to repeat the same requests and questions to Cllr Wedlake, since being prevented from direct contact with Clerk, there was no evidence to suggest that Cllr Roberts should be allowed direct contact now and that point would not be revoked.

Cllr McCarroll stated that she was tired of attending meetings each month when Cllr Roberts attempted to address the same comments repeatedly.

**RESOLVED:** That minutes of Full Council held on 5<sup>th</sup> December 2023 be accepted with no matters arising.

Proposer: Cllr G Williams                      Seconder: Cllr V Jones                      Vote: AOIF

Abstained: Cllrs M Roberts, Y McCarroll (Not present), L van Ryswyk (Not present)

Signed by Chair.....

#### **194. CHAIRMAN'S COMMUNICATIONS**

Cllr Wedlake reported that:

- Congratulations to Clerk for successful grant bid for £125k for Parish Hall refurbishment
- Successful Given to Shine event on Christmas Eve sharing excess food – well attended and majority of food shared
- Cemetery Lodge now empty – occupant left 6<sup>th</sup> January 2024 – some issues to be rectified in buildings
- Congratulations to other councillors attending events in December

#### **195. COUNCILLORS COMMUNICATIONS**

Cllrs Y McCarroll, L van Ryswyk, supported Church pathway improvement meeting arranging housing contractor to help, also with Cllrs V Jones and G Cutler all attended Christmas events – Christmas Get Together, Staff and Councillors Night Out.

Cllr Cutler reported 1 yr anniversary on council and remarked upon huge improvements during year led by Clerk

Cllr G Williams reported on supporting football activities and progress in Coedpoeth FC

Cllr M Roberts reported congratulations to Cllr Wedlake for supporting WCBC adopting Local Development Plan. Made apology to Clerk relating to perceived behaviour. Attended Ysgol Bryn Tabor governors meeting

Cllr G Kelly reported confirmation of clothes rail to be arranged with Curate E Dale to be placed in Library and asked Clerk for support publicising

Cllrs G Price, P Wilson, K Wynne, K Davies – nothing to report for December

#### **196. POLICE REPORT – DECEMBER**

Provided by PCSO Lowri Jones:

Several reports of ASB by youths – action taken where possible

Several thefts / burglaries – support given to elderly victim – other investigations ongoing

Some road disruptions on local roads.

#### **197. WREXHAM COUNTY BOROUGH COUNCILLORS - COEDPOETH**

Cllr A Wedlake reported that:

- LDP agreed by WCBC - £100k spent in court case because of opposition from Councillors
- Environment Department – not responding to enquiries and requests – AW to request formal meeting to address issues
- Resurfacing of A525 between start of Coedpoeth (Rhos Berse Road) and New Road – Cllr Childs had confirmed bus routes

Cllr K Childs not present.

Signed by Chair.....

**198. CLERK'S REPORT**

Clerk reported that:

- i) Minute Actions report shows all completed and outstanding actions for year
- ii) December Activities including
  - a. Hall grant - £125k
  - b. Community Agent handing in notice – advertised but no response however interest from lady who had arranged placement with us
  - c. Caretaker role – informal chat with applicant
  - d. Much work time consuming still changing or renewing accounts, changing contact details, accessing accounts, etc
  - e. Architect S.Jones visited today to progress plans for Parish Hall

**199. FINANCIAL REPORTS – January 2024**

i)	Invoices for payment-	£6,309.51
ii)	Direct Debits – Dec 23	£6,571.40
iii)	Payroll December 23 -	£7,366.25
iv)	Bank Balances as at 31/12/23	£123,433.74
v)	Income as at 31/12/23	£258,984.00
vi)	Expenditure as at 31/12/23	£86,690.00

Cllr Roberts requested that monthly bank balances should be presented with full reconciliation shown as he believes that the reporting is not robust and that he believes there to be a shortfall of £6k in the reports for December. Chair replied that if he could show workings to identify shortfall that it would be possible to reconsider request at a later time.

**RESOLVED:** To authorise all financial reports and payments

Proposer: Cllr V Jones      Second: Cllr G Cutler      Vote: AIF

**200. PRECEPT**

Clerk explained that difference in figures from December 23 meeting is that Tax base figure has now been confirmed and figures recalculated to accommodate

**RESOLVED:** That Council approve Precept figures and that Clerk should submit claim to WCBC.

Proposer: Cllr V Jones      Second: Cllr P Wilson      Vote: AIF

**201. AUDIT RETURNS**

Cllr Wedlake explained situation resulting in 4 years of accounts being finalised and that auditors response for years 2019-20, 2020-21 and 2021-22 is representative of most recent Full Audit response in that all comments are included in all years. Also that 'Qualified' Audit Opinion reflects poor results – looking for 'Unqualified'

Clerk worked through Audit Response for year 2022-23 – Summary:

- i) Financial processes and controls not meeting requirements of proper practice or Council's governance will be addressed and methods altered
- ii) Arrangements have already been put in place to address many issues from both Internal and External Audit reports – 8 mths since audit date
- iii) Some issues are impossible to address as records are not available

Clerk reports that:

- i) Accounts will be prepared on a full Accruals basis from 1<sup>st</sup> April 2024

Signed by Chair.....

- ii) Further processes and controls will be put in place to ensure transparency and accountability
- iii) Some points Clerk refutes and will contact Auditor to question basis

## **202. PROPOSED MOTION** -from Cllr M Roberts

**RESOLVED:** that:

- i) Coedpoeth Community Council approve the preparation of the Annual Financial Statements to **31 March 2024 on a full "accruals basis"**.
- ii) If necessary, Coedpoeth Community Council reserves the right to restate the Financial Statements for the year ended 31 March 2023
- iii) Coedpoeth Community Council approves the preparation of **monthly Financial Reports on a full accruals basis for all periods from 1 April 2024**

Proposer: Cllr M Roberts

Seconder: Cllr G Price

Vote: AIF

## **203. FIXED ASSETS REGISTER**

Chair thanked Cllr V Jones for the many hours he has spent preparing the Fixed Assets Register with the help of Caretaker D Williams.

Cllr Roberts questioned the use of current costs to value items on the register.

Chair pointed out that this is a starting point for the Finance Committee to look to complete.

## **204. CEMETERY FEES/LEASES**

**RESOLVED:** That Council **approve fees and lease times** with the option to readdress lease periods in the future

Proposer: Cllr V Jones

Seconder: Cllr L van Ryswyk

Vote: AIF

## **205. PARISH HALL PLAN**

- i) See Committees below
- ii) **Meeting date** – 10am Monday 15<sup>th</sup> January 2024 -Old Carnegie Library.

## **206. BIODIVERSITY REPORT**

**Deferred to next meeting** with input from Community Planning committee.

## **207. COMMITTEES**

	Finance	Staffing	Community Planning	Parish Hall and Library	Cemetery
Ex Offico	A Wedlake	A Wedlake	A Wedlake	A Wedlake	A Wedlake
Council members	G Kelly	G Cutler	G Williams	Y McCarroll	G Williams
	M Roberts	G Kelly	L van Ryswyk	L van Ryswyk	K Wynne
	G Price	P Wilson	K Wynne	G Cutler	P Wilson
		V Jones	S Bradley	V Jones	
			K Davies	G Price	
			M Roberts		

Signed by Chair.....

Non-Council members				

**Red** = Spaces remaining    **Black** = No further places

- i) Finance – Cllrs G Kelly, M Roberts, G Price + **1 space remaining**
- ii) Staffing – Cllrs G Cutler, G Kelly, P Wilson, V Jones
- iii) Community Planning – Cllrs G Williams, L van Ryswyk, K Wynne, K Davies, S Bradley, M Roberts
- iv) Parish Hall and Library – Cllrs Y McCarroll, L van Ryswyk, G Cutler, V Jones, G Price
- v) Cemetery - Cllrs G Williams, K Wynne, P Wilson + **1 space remaining**

**208. URGENT MATTERS**

**RESOLVED:** Notice of items that should be considered at the meeting as a matter of urgency pursuant to Section 100B (4B) of LGA 1972:

- i) None

**209. EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:** That in accordance with Public Bodies (Admissions to Meetings) Act 1960) and Local Government Act 1972 Schedule 12 A public and press be excluded during the following items:

- i) None

**NEXT MEETING**

Full Council to be held at 7.00pm on **Tuesday 13<sup>th</sup> February 2024** at the Old Carnegie Library, Park Road Coedpoeth LL11 3TD

**Meeting Ended 9.06pm**

Signed by Chair.....