

OFFA COMMUNITY COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE OFFA COMMUNITY COUNCIL HELD REMOTELY BY ZOOM ON THURSDAY 3rd SEPTEMBER 2020 AT 6.30PM

MEMBERS

Councillor Alex Jones (Chairman)

“ Kevin Hughes (Vice-Chairman)*

“ Caroline Dawson*

“ Christine Griffiths

“ R Alun Jenkins

“ David Jones

“ Susan Jones

“ Barbara Lloyd

“ Elane Roberts

“ Sarah Roberts

“ Graham Rogers*

“ Jim Steele

“ Linda Subacchi

“ Steven Vale

“ John Williams

“ Keith Williams

“ Graham Wynn*

“ Phillip Wynn

* Absent

The meeting was also attended by Cllr Paul Roberts WCB Councillor for Erddig Ward.

1 ELECTION OF A CHAIRMAN

Councillor Alex Jones was re-elected as Chairman of the Community Council for the Municipal Year 2020/21.

2 ELECTION OF VICE-CHAIRMAN

Councillor Kevin Hughes was elected as Vice-Chairman of the Community Council for the Municipal Year 2020/21.

3 DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman Councillor Alex Jones agreed to sign the Declaration of Acceptance of Office of Chairman for the Community Council for the Municipal Year 2020/21.

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Kevin Hughes and Graham Wynne who is currently shielding and unable to join the meetings.

5 DECLARATION OF INTERESTS

No declarations of interest were made.

6 APPOINTMENT OF COMMITTEES AND DELEGATION OF POWERS

Committees were appointed as follows:

The Management, Finance and General Purposes Committee –to consider all matters referred by the council and make recommendations on all general purpose items, to have power to authorise all expense claims submitted by the Council’s employees and to ensure that the Council’s employees achieve the objectives of the Council by regular monitoring, guidance and supervision. In addition to make recommendations to the Council on all employment matters, the membership being all Members of the Council.

The Planning Committee - to have power to deal with all planning applications, the Members being all Members of the Council.

7 APPOINTMENT OF SIGNATORIES ON BANK ACCOUNTS

It was RESOLVED that four Members of the Council in addition to the Clerk would act as signatories on the Community Council’s Lloyds TSB Managed and Reserve Accounts and accounts at Barclays and Santander. These are as follows: Councillor Linda Subacchi, Councillor Keith Williams, Councillor John Williams and Councillor Phil Wynn.

8 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

Representatives were appointed as follows:

Luke O Connor House Management Committee – Councillors Keith Williams, John Williams, Linda Subacchi, Graham Rogers, Graham Wynn and the Clerk.

Hightown Community Centre Management Committee – Councillors Linda Subacchi, John Williams and Susan Jones.

Parciau Community Centre Management Committee – Councillor Alun Jenkins, John Williams, Alex Jones and Barbara Lloyd.

Maesgwyn Community Centre Management Committee –Councillors Phil Wynn and Sarah Roberts.

9 DATES AND TIMES OF ORDINARY MEETINGS OF THE COUNCIL FOR 2020/21

It was RESOLVED that ordinary meetings of the Council would continue to be held on the first Thursday of every month, excluding August.

10 POLICE MATTERS

The policing report for July and August was received as follows:

Anti-Social Behaviour Issues/Trends:

Reports of ASB at Aldi, suspected to be youths from Ruthin Road site – Patrols increased

Crime Issues / Trends:

01/07/2020 – Criminal Damage – Maesgwyn Road – Offender arrested and charged.
 02/07/2020 – Burglary – Mold Road – Gained entry by forcing open front door – Power tools taken – Offender arrested and charged
 16/07/2020 – Theft from shed x2 – Green Park
 23/07/2020 – Theft from shed – Fairy Road
 04/08/2020 and 06/08/2020 – Burglary – HMO Pen Y Bryn – Offender arrested
 12/08/2020 – Burglary - Bro Deg – Car keys stolen – Patrols increased in area
 20/08/2020 – Theft from Shed – Bron Y Dre – Nothing taken
 23/08/2020 – Criminal Damage – Bryn Offa - Damage caused to windows – suspects arrested
 26/08/2020 – Burglary – Salisbury Road – Unknown offenders distracted occupant to gain entry
 x1 Shoplifting – Lidl
 X2 Shoplifting – Co-OP Poplar Road
 x9 Shoplifting - Morrison's - Advice provided re crime prevention and patrols increased. Store will not purchase shop link radio.
 x10 Shoplifting – Aldi - Advice provided re crime prevention and patrols increased. Store will not hire security guard or purchase shop link radio.
 x6 Theft Catalytic converters – Toyota & Honda – Maelor – patrols increased/ crime prevention advice and awareness shared across social media – No further reports
 x5 Theft Garden furniture - BRYN OFFA - patrols increased. PCSOs and Community safety team have posted leaflets in area and advice/awareness shared across social media.
 x5 Criminal Damage – Ruthin Road - Youths throwing stones at cars – Patrols increased in area/No further reports

Other News/PCSO activities:

PCSO Emma Roden is now on independent patrol
 No incidents have been reported that are linked to the re-opening of public houses
 Positive Ward walk with Chair Alex Jones on 27/08/2020
 Community Crime prevention event was held at Squire Yorke on 29/08/2020
 30/07/2020 – Closure Notice Poyser Street – Safeguard vulnerable male
 No reported incidents linked to dog thefts in our area
 Approach both Offa & Esclusham CC with consideration to collaborate and promote Neighbourhood Watch – a discussion took place and members were supportive of the proposals for re-instating the NHW scheme. **It was RESOLVED to give a grant of up to £1,000 towards the purchase of equipment and NHW signage.**

11 CONFIRMATION OF MINUTES

The Minutes of the Council meeting held on 2nd July 2020 were confirmed and signed as a true and accurate record.

12 MATTERS ARISING

1. The Clerk reported back to members on a recent meeting she had attended with the Offa Community Agent and Netty Hewitson the Community Agent manager at WCBC. A work plan had been discussed for the Community Agent role to be progressed as lockdowns are released. Cllr John Williams offered a box of face masks for the Offa Community Agent to use on home visits.
2. The Clerk was requested to arrange for quotations for a tree survey at Little Vawnog of those trees on the boundary of properties.

13 COMMITTEE REPORTS

13.1 The Planning Committees – 28th July 2020

The report of the Planning Committee was received and accepted by the Council.

14 COMMUNITY PAYBACK SCHEME

Discussion took place on a proposal by the Probation Service under the Community Payback Scheme to undertake the maintenance at Little Vawnog in return for the purchase of equipment. A quote had been received from them for £2,173.11 plus vat for the purchase of 1 x hedgetrimmer, 1 blower, 2 strimmers, 1 lawnmower, shears and protective visors.

It was agreed to proceed under a service level agreement for the maintenance at Little Vawnog and other areas as required in the community. The equipment will be insured by the Community Council and stored at the Probation Service depot on Whitegate Industrial Estate which is secure and covered by CCTV.

15 INCOME AND EXPENDITURE ACCOUNT

The income and expenditure statement for the first quarter of 2020/21 was received and accepted by the Community Council.

16 TRAFFIC REGULATION ORDERS

Traffic Regulation Orders previously circulated by email to members were discussed and supported.

17 COMMUNITY CENTRES RE-OPENING

A report was received on the measures being taken to safely re-open the Parciau and Maesgwyn Community Centres. Government guidelines are being strictly followed as follows:

1. Both centres have received thorough deep cleans prior to re-opening
2. Risk assessments have been carried out and all user groups have been informed they must supply copies of their own covid risk assessments to the Community Centre/Admin Officer along with track and trace information of those attending for each group meeting.
3. Covid signage has been put up in both centres advising of social distancing and hand sanitising requirements.
4. Floor mounted hand sanitizer stations are now in place in each foyer and fogging machines for use by groups at the end of bookings. Kitchens are out of use for the time being.
5. Conditions of hire forms have been re-worded to take account of covid requirements and sent to each group.

It was noted that Public Health Wales may require use of the centres for mass vaccinations of the flu jab or the potential vaccine for Covid and this will obviously take priority over other bookings if required.

The Clerk reported that some groups consisting of mostly elderly members were understandable reluctant to recommence their group meetings.

18 WHAT'S ON IN OFFA EVENT

It was AGREED that under the present restrictions the event could not take place as it was planned to take place indoors with an expected attendance in the hundreds. The Clerk was asked to inform the administrators of the Community Cohesion Grant that the final report would have to be delayed until the event had taken place due to Covid restrictions.

19 ACCOUNTS FOR PAYMENT

Accounts were then authorised for payment as follows:

		Chq No
Argos (microwave for LOCH)	£68.94	3779
WCBC (6mth SLA play areas)	£8,154.90	3780
WCBC (qtr 1 SLA school crossings)	£2385.50	3780
Caia Park Partnership (Youth SLA qtr 2)	£6761.75	3781
Healthcare Matters (3 x fogging machines)	£755.82	3782
Caia Park Com Council (advice SLA qtr 1)	£1607.25	3783
Ray Parry Playgrounds (play eqpt Bellevue)	£8358.00	3784
LOCH Management Committee (annual grant)	£2000.00	3785
Derwen Computers (printer inks LOCH)	£38.00	3786
St Giles Parish Church (annual floodlighting grant)	£1000.00	3787

St Marys Cathedral (annual floodlighting grant)	£350.00	3788
WCBC (Com centres qtr 1)	£976.20	3789
Konica Minolta (copycharge)	£3.88	3790
Healthcare Matters (5 x fogging solution LOCH)	£69.30	3791
K Benfield (expenses July/august)	£64.84	3792
AJ Domestic (deep clean in 2 centres)	£420.00	3793
Arrow County Supplies (com centre supplies)	£567.19	3794
Corona Energy (gas Maesgwyn July/aug)	£123.21	DD
Brit Tel (business 1 plan account july)	£345.10	DD
EDF Energy (electric Maesgwyn July/Aug)	£182.88	DD
Hafren Dyfrdwy (water bill Maesgwyn)	£343.69	DD
Brit Tel (business 1 plan august)	£341.59	DD
Total:	£34,918.04	

Salary reports were accepted as follows:

July salaries totalling £4,708.72 and for August totalling £4,677.03 to include monthly pension contributions for all 4 staff members to the Clwyd Pension Fund.

20 Correspondence

- WCBC - application for grant of a premises licence for Heron Foods, Island Green (dealt with during recess – no comment)
- Proposed removal of payphone at Victoria Rd due to relatively low level of calls (average 28 per month) – **it was AGREED to support the removal.**
- Pentre Bach resident – problems with Trinity Estates re upkeep of hedges and maintenance - noted that Cllr Phil Wynn is currently dealing with this matter
- St Marys Cathedral – thanks for floodlighting grant - noted

There being no further business the meeting closed at 7.55pm.

