



MINUTES OF THE FULL COUNCIL MEETING HELD 15th FEBRUARY 2024

Present:

Councillors:

Christine Griffiths
Alun Jenkins
Alex Jones
Angela Jones
David Jones
John Ramm
Andrew Ranger
Sarah Roberts
Graham Rogers
Jim Steele
Linda Subacchi (Chair)
Steven Vale
Keith Williams
Graham Wynn
Phillip Wynn

Also in attendance:

Lee Jakeman – Locum Clerk

Absent:

Councillor:

267. **Apologies**

Apologies were noted from Councillors: Barbara Lloyd and John Williams.

268. **Declarations of interest.**

NIL

269. **Minutes**

- a. **RESOLVED: to approve the minutes of the meeting held on 1st February 2024 (which were duly signed by the Chair).**

270. Schedule of Payments.

Members **RESOLVED**: to approve a schedule of payments totalling £16,677.24.

Payee	Description	Net	VAT	Gross
LGRC	Locum Lee Jakeman 102:05 hrs Jan 2024 + travel	£ 5,659.01	£ 1,131.80	£ 6,790.81
LGRC	Locum RFO Katie Jeffreys 27:25 hrs Jan 2024	£ 1,318.90	£ 263.78	£ 1,582.68
Rhos Community Council	Santa Float Xmas 2023	£ 200.00		£ 200.00
Viking	5 reams of photo copy paper	£ 26.91	£ 5.38	£ 32.29
Woodwork CIC	SLA Every Quarter	£ 1,122.00		£ 1,122.00
Wrexham CBC	Parciau Running Costs April to Dec 2023 - recharge	£ 3,992.28		£ 3,992.28
Offa Wages Staffing	Salaries for February 2024	£ 2,175.57		£ 2,175.57
HMRC/LGPS	PAYE / LGPS contributions Feb 2024	£ 781.61		£ 781.61
	Sub Total	£ 15,276.28	£ 1,400.96	£ 16,677.24

271. Bank Reconciliations.

Members noted that a bank reconciliation has been undertaken as of 31st October 2024 by Councilor Sarah Roberts (to verify the bank reconciliation against the bank statements). Members noted that Councillor Sarah Roberts had also undertaken a bank reconciliation against the bank statements for the end of each month for November 2023, December 2023 and January 2024.

272. Internal Auditor.

RESOLVED:

To reappoint the current internal auditor (JDH Business Services) for the Fiscal Year 23/24 based on a quote of £495+VAT.

273. Hall Booking Fees.

Members received a report and considered several recommendations. and **RESOLVED:**

- a. To approve revised standard fees in line with Tables E and F of Enclosure 2 (of the report issued with the agenda) with effect from 1 April 2024:

TABLE E Standard Fees (commercial activity)

VENUE	PARCIAU HALL	PARCIAU HALL & KITCHEN	PARCIAU MEETING ROOM	PARCIAU MEETING ROOM/KITCHEN	PARCIAU CHILDREN'S PARTIES	MAESGWYN HALL
PER HOUR	15.00	17.50	10.00	15.00		15.00
4 HOURS	54.00	65.00	30.00	55.00	60.00	50.00

VENUE	MAESGWYN HALL & KITCHEN	MAESGWYN MEETING ROOM	MAESGWYN MEETING ROOM/KITCHEN	MAESGWYN CHILDRENS PARTIES	LOCH HALL	LOCH HALL & KITCHEN
PER HOUR	17.50	10.00	12.50		10.00	15.00
4 HOURS	65.00	30.00	40.00	60.00	30.00	50.00

TABLE F Standard Fees (Not for Profit/ Community groups)

VENUE	PARCIAU HALL	PARCIAU HALL & KITCHEN	PARCIAU MEETING ROOM	PARCIAU MEETING ROOM/KITCHEN	PARCIAU CHILDREN'S PARTIES	MAESGWYN HALL
PER HOUR	15.00	17.50	10.00	15.00		15.00
4 HOURS	54.00	65.00	30.00	55.00	60.00	50.00

VENUE	MAESGWYN HALL & KITCHEN	MAESGWYN MEETING ROOM	MAESGWYN MEETING ROOM/KITCHEN	MAESGWYN CHILDREN'S PARTIES	LOCH HALL	LOCH HALL & KITCHEN
PER HOUR	17.50	10.00	12.50		10.00	15.00
4 HOURS	65.00	30.00	40.00	60.00	30.00	50.00

AND

- b. To retain the current levels of non-standard fees and review those separately, with a planned implementation date of 1 September 2024.

274. Events Committee.

RESOLVED:

- a. To confirm membership of the Events Committee as Councillors: Christine Griffiths, Alun Jenkins, Alex Jones, Barbara Lloyd, Sarah Roberts and Linda Subacchi.**
- b. That the delivery of the Council's main events (e.g. Carnival and Christmas Lights) could be undertaken through a contractor, and, that the Events Committee be granted delegated responsibility for the awarding of any such contract(s).**
- c. That the Clerk produce a revised set of Terms of Reference for the Events Committee.**

275. Grant Applications (to the Council).

RESOLVED:

To adopt a formal application (the draft attached to the agenda) to consider requests for grant funding.

276. Council Meetings.

RESOLVED that:

- a. Regularly scheduled meetings of the Management, Finance and General-Purpose Committee be temporarily suspended (until a permanent Clerk is in post).**
- b. That the Planning Committee meets once a month (3rd Thursday of each month), until a permanent Clerk is in post).**
- c. That the Planning Committee membership be amended from being the entire Council to a membership of between 5 to 8 councillors.**
AND
- d. That the membership of the planning committee comprises Councillors: Alun Jenkins, David Jones, Linda Subacchi, Steven Vale, Keith Williams, and Phil Wynn.**
AND
- e. That the Clerk produces Terms of Reference for the Planning Committee**

277. Public Bodies – Exclusion of the Press and Public

RESOLVED that: pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.

278. Contracts

a. Telephone Contract. Members received a report and **RESOLVED** that:

The Council delegates to the Clerk the authority to award a contract on behalf of the Council modifying its existing contract for telephone and internet services with BT, in line with the quote provided.

b. Fire Regulations. Members received a report and resolved that:

i. The Clerk be given delegated authority to appoint an appropriate contractor to upgrade the fire alarm systems at Luke O'Connor House, Maesgwyn Community Centre and Parciau Community Centre.

AND

ii. To finance the works with the use of up to £15k of Earmarked Reserves (Community Centre).

c. CCTV within Bryn Y Cabanau Park. Members considered a report regarding the potential provision of CCTV within Bryn Y Cabanau Park and **RESOLVED** that:

Having received indicative costs for the provision of CCTV within Bryn Y Cabanau Park the Council is not currently in a position to commit funds for additional CCTV.

279. Staffing

Members received a confidential report regarding the recruitment process for the permanent clerk and **RESOLVED**:

To approve recommendations B and C in the confidential report.

280. CCTV

Members were apprised of correspondence from the Information Commissioner's Office providing advice and guidance around CCTV provision. **RESOLVED**:

To approve the draft CCTV Guidance tabled at the meeting.

(Meeting closed 8.53pm)