

MINUTES OF THE ANNUAL MEETING OF ABENBURY COMMUNITY COUNCIL¹ held on the 10th of June 2024

Members Present: Councillors: W. Wilson, J. Jones A. Reeves, S. Clutton, M. Morris (Wrexham CBC), P. Done, G. Williams, N. Hancock

Chair: Councillor S Clutton

Clerk: Serena Baxter.

Apologies: None

Persons also present: PCSO Lisa Davies (part)

280.	APOLOGIES FOR ABSENCE: There were no Apologies. It was noted that there had not been a meeting during May due to insufficient attendance on the date set, and the Clerk being on leave thereafter. Councillor Hancock was welcomed to his first meeting with Abenbury Community Council.	
281.	TO ELECT A CHAIR OF THE COUNCIL AND RECEIVE THE CHAIR'S DECLARATION OF OFFICE: The Clerk introduced this item and invited nominations for the role of Chair. A proposal was put forward by Councillor Done that Councillor S. Clutton be elected as Chair. This was seconded and it was RESOLVED that Councillor S. Clutton be elected as Chair. Councillor Clutton accepted the role.	
282.	TO ELECT A VICE-CHAIR OF THE COUNCIL: Councillor Clutton commenced as Chair and invited nomination for the role of Vice Chair. Councillor Done nominated Councillor J. Jones, and this was seconded. It was RESOLVED that Councillor Jones shall act as Vice Chair. Councillor Jones accepted the role.	
283.	DECLARATIONS OF INTEREST: Members were reminded that they should declare the existence and nature of any personal and/ or prejudicial interest for any item under discussion.	
284.	PUBLIC PARTICIPATION: There were no members of the public present in person or online.	
285.	REVIEW AND RE-AFFIRM COUNCIL DOCUMENTS: The following Council documents were reviewed in turn, and it was RESOLVED to adopt them for the Financial year ahead, 2024-2025; these being- Standing Orders, Code of Conduct, financial regulations, Annual Investment Strategy 2024-2025, Statement of Reserves 2024-2025.	
286.	APPROVE SCHEDULE OF MEETINGS OF THE COUNCIL 2024-2025: The Clerk advised of the scheduled meeting dates for the forthcoming year 2024-2025, and it was RESOLVED to accept the schedule .	
287.	CRIME REPORT AND POLICING MATTERS: PCSO Lisa Davies joined the meeting and gave an overview of the crime report. She explained how the report was compiled. Members raised concerns over speeding and other matters. PCSO Davies suggested setting up a speed watch group. Volunteers from the community would need to come forward and have a short training session. A speed gun would need to be purchased. PCSO Davies explained how the data captured can then be used to notify speeding culprits. PCSO Davies was thanked for her report and for attending and left the meeting.	
288.	TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 8th of April 2024: The Minutes of the meeting held on the 8 th of April 2024, were approved as a true record.	
289.	MATTERS ARISING: There were no matters arising.	

290. **UPDATE REGARDING VACANCIES ON THE COMMUNITY COUNCIL AND EXPRESSIONS OF INTEREST RECEIVED, REQUIRING APPROVAL OF CO-OPTION:** The Clerk advised on progress from advertising the vacancies. The suggestion of a half page advert in essentials was approved. Councillor Wilson put forward two names which the Clerk will follow up on.

291. **FINANCIAL MATTERS, BUDGET, AUDIT AND ACCOUNTS:** i) The Payments set out for payment in June 2024 were APPROVED. The Clerk advised on three payments that had already been made due to demands received and there being no meeting the previous month.

Clerk

Payment To	Reason	Amount £
Clerk- (salary 1st May 2024), and 1st June 2024	Clerk's salary NJC rates 20 contracted hours (Payment for April and May 2024)	
Vodafone	Telephone account	25.47
JDH Business Services Ltd	Payment for internal Audit carried out (paid already due to timing)	316.80
MinuteMan Press	Payment for flyers produced for Councillor advertisement and event (Paid already due to timing/demand)	85.00
Viking Stationary	Stationary	16.96
Pentre Gwyn / Tanycoed Community association	Donation towards the installation of heaters at the Hall (approved April meeting)	1,600.00
Information Commissioner's Office	Cost of re-registration Data Protection fee	550.00
INCOME	WCBC -Precept	4,376.33

ii) Report from the Internal Auditor: The Clerk presented the report received from JDH Limited, concerning the findings of the Internal Audit carried out recently for the financial year 2023-2024.

iii) Implementation of the Internal Auditor's recommendations. The Clerk advised on the recommendations from JDH, to update the Financial Regulations document, so that the amount for a formal tender process should be consistent with that contained in the Standing Orders, i.e. £25,000. This recommendation was considered and APPROVED. The Auditor had also recommended that the risk assessment should be reviewed annually. The Clerk pointed out that it had been reviewed in the March 2023 for the forthcoming financial year, but this will be noted for future years.

iv) Report from the External Auditor concerning 2022-2023.: The Clerk advised that she had received the External Auditor's report concerning the Financial year 2022-2023. This report was Unqualified, meaning that no anomalies had been found. However, the Auditor had made an observation for future years that the register of member's interests had not been published online. After discussion, it was agreed that the Clerk will seek clarification on the legal standing of this matter and report back.

v) Annual Return 2023-2024. The Clerk outlined the Annual Return figures for 2023-2024, and these were APPROVED to be submitted. The Chair signed the relevant part of the Annual return document.

292. **UPDATE ON COMMUNITY CENTRE SITE AND LEASE.** The Clerk reported on an email received from Helen Povey of Wrexham Council. This asked about the terms of the lease and subsidy control etc, requiring a declaration. The Council was happy for the Clerk to sign necessary documentation and advise that the lease can be drafted. A further discussion took place on terms and liabilities, and

	the Clerk advised on seeking a Solicitor who may be able to look over any terms of the lease when received, just to make sure it was sound. It was suggested and approved that Ian Edwards, solicitor, be approached.	
293.	CLERK'S REPORT AND CORRESPONDANCE: The Clerk presented the report and gave an update on correspondence received from Lesley Griffiths AM in relation to the Lorry Park proposal. The Annual Inspection report for Maes Brenin had been received from Wrexham Council, with no concerning risk identified the report was classed as low risk. Further correspondence was noted, and a discussion took place about the letter received from Ken Skates AS in relation to the 20 mph review.	Clerk
294.	PLANNING MATTERS: i) P/2024/0231: Change of Use of Building from Industrial Units to Gym: - Unit 27-29 Abenbury Way, Wrexham Industrial estate, Wrexham. After consideration of this matter, Councillors wished to raise concerns about the volume of traffic this proposal may generate for an already crowded cul - de sac, and that this may in turn lead to hazards on the main road if clients of the gyn have to use the roadway for parking. Therefore, the Community Council objects to this proposal.	
295.	REPORTS FROM MEMBERS: Councillor Done raised a concern about the recent Highways work that had been carried out at the bottom of Sandy Lane and Erlas Lane. With the removal of the gates and bollards, and no lines or stop signs, this has presented a significant hazard for cyclists and motorists, with one collision already occurring. Councillor Morris will raise with Highways and the Clerk will also write. Councillor Williams updated on the situation at Lloyds across the road from Bridgeway West. Councillor Hancock raised a concern about lighting at Frog Lane. The Clerk will enquire through Paul rogers. Concern had also been raised about the absence of replacement lids on the recycling bins, resulting in littering around the area. The Clerk will write to Streetscene for advice on this matter.	
296.	NEXT MEETING: The next meeting will be held on Monday the 8 th of July 2024.	

COUNCILLOR S Clutton
CHAIR.

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08.07.2024

DATE.....