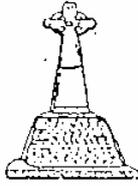


BRYMBO



CYNGOR CYMUNED COMMUNITY COUNCIL

Bethan M Hughes Clerk and Financial Officer

15 Chestnut Avenue Wrexham LL12 7HS

MINUTES OF THE MEETING OF BRYMBO COMMUNITY COUNCIL HELD ON TUESDAY 16TH MAY 2023 HELD AT BRYMBO SPORTS AND SOCIAL COMPLEX

Present (Chairman) Cllr Rogers

Brymbo Ward- Councillors D Ashworth, K Mathews and J Phelen,

Tanyfron Ward- Councillors J Barton, D Griffiths and G Hughes

Bwlchgwyn Ward- Councillors K Peacock and M Peacock

County Borough Councillor G Brown

Apologies- Councillors- J Garston and S Rawlinson. CBC J Wellens

The minutes of the meeting held on Tuesday 11th April 2023 were confirmed as a true record and signed by the Chairman.

DECLARATION OF INTEREST-None

2. POLICING

Brymbo Police report had been circulated to members before the meeting.

3. COUNTY BOROUGH COUNCILLOR'S REPORTS

CBC Brown said that WCBC were making progress with the role of the Community Agent. He said he was concerned with the numbers of ASB 's on the police report and would speak to PCSO Tim Williams about this. He told members that the introduction to reduce the speed limit in Wales would cover most areas. Also, the transfer of land at Plas Brymbo was happening. The warm Wednesdays at the Enterprise Centre had been successful with a good outcome. He said that work was on-going with regards to the lease at the GP Surgery in Brymbo.

CBC Rogers said that new signage was being considered with regards to the speed reduction in Wales and maps were being finalised. He said that the LDP had been rejected by WCBC Councillor's. No update had been received. He had received an e-mail with regards to the village signs which confirmed delivery that week. WCBC would be erecting these and were ready to go.

4. ROADS

No further information.

5. BUS SHELTER SERVICES AND STOPS

Cllr Hughes said that he was in the process of arranging quotes to fix the bus shelter in Tanyfron and asked about closing the stop whilst the work was being done. Cllr Rogers said that this would be taken care of by WCBC.

6. PLAYING FIELDS AND PLAYGROUNDS

No further information.

7. FOOTPATHS/LIGHTING

No further information.

8. WAR MEMORIAL

No further information.

9. PLANNING

ERECTION OF FRONT PORCH.

BELVEDERE TANYFRON ROAD TANYFRON WREXHAM

P/2023/0194

No observations

REMOVAL OF 2 EXISTING FIRST FLOOR WINDOWS AND REPLACEMENT WITH 3 FIRST FLOOR WINDOWS, INCLUDING MINOR ROOF ALTERATIONS (PARTLY IN RETROSPECT)

THE BARN PENTRE SAESON FARM BRYMBO ROAD BWLCHGWYN WREXHAM

P/2023/0191

No observations

DEMOLITION OF EXISTING GARAGE AND ERECTION OF REPLACEMENT GARAGE AND WORKSHOP

THE LODGE BRYMBO ROAD BWLCHGWYN WREXHAM

P/2023/0197

No observations

10. BWLCHGWYN CO-OPTION AND BRYMBO VACANCIES

The Clerk told members that she had received an e-mail from one of the two applicants who wished to withdraw. Julie Williams was in attendance and was therefore co-opted as a Councillor for Bwlchgwyn. She signed the declaration of acceptance to office.

Notice of the two vacancies in the Brymbo Ward were to be displayed in the noticeboards and on the website.

11. INTERNAL AUDIT REPORT

The Clerk read out the internal audit report from JDH Business Services. There were 4 issues raised.

Issue 1-The Council had introduced online banking payments during the year. The Clerk had informed them that the payments were authorised by three signatories for online banking before payment. The risk assessment approved by Council in January 2023 stated that the Council did not use this payment method in considering the risk of supplier fraud. Their recommendation was that the risk assessment should be updated to cover the risk of online banking and supplier fraud and document the controls they had in place. The Clerk had updated the risk assessment.

Issue 2-A payment was made to Excello Law for £4800 but only an invoice/receipt for £2400 was provided. The VAT recorded in the cash book was £960 on this payment appears incorrect. - A refund was then received from Excello of £1167.60 as this was an overpayment. They could not see a VAT invoice for the £1232.40 difference A supporting VAT invoice should be obtained for the remaining £1232.40. The correct amount of VAT should be recorded in the cash book. The Clerk had written to Excello Law for a new invoice.

Issue 3-They could not locate minuted approval for payment ref 70 to A Parry for £14,883.36. All payments must be authorised in the Council minutes. This was an error by the Clerk as this was the first payment used by bank transfer rather than cheque.

Issue 4-During 2022/23 payslips showed that deductions were made from the Clerk's pay for contributions to the NEST pension scheme and the Council should have made employers contributions to this pension. The total due at 31/3/23 was £461.74. They could not see evidence that this payment had been made. The Clerk had spoken to the Auditor and as a result the Clerk confirmed that due to an error the payments had been made from her own personal bank account and this would be rectified in 2023/24 The Clerk said that a new direct debit had been signed and the error refunded to the Clerk.

The Clerk said that as yet she had still not received the External Audit back for 2019-2020.

It was proposed by Cllr Mathews and seconded by Cllr Ashworth that the Annual Return be approved by Council. A vote was taken. All were in favour.

The Clerk told members that BCC had been selected amongst others in WCBC for a detailed External Audit. The documentation with regard to the External Audit would now be sent to the Auditors. The Clerk and Chair signed the Annual Return.

12. YOUTH AND PLAY SLA

The Clerk had received the new SLA for the coming year. There was a slight increase however this had been precepted for. The Chair told members that Brymbo CC were now funding approx. £35000.00 annually to deliver the Youth and Play provision. The Clerk signed the SLA.

13. ST MARY'S SCHOOL BRYMBO.

The Clerk had been forwarded an e-mail by Cllr Mathews that had been received from St Mary's school requesting funding to employ a school crossing patrol person. The Chair had made enquiries and this was not a clear-cut situation as it had not been highlighted as a concern by WCBC when responding to the school's concerns.

The process of employing someone was also complex as the CC could be liable for redundancy, employment and also pension costs if funded. The cost itself was approx. £5-6000.00.

Cllr's from Tanyfron and Bwlchwyn said that the schools in their villages had also been looking at employing someone. The Chair said that the funding for this had not been budgeted for. He suggested that a meeting take place to discuss these urgent issues between road safety officers, the CC and the school. He asked the Clerk to write to the head teacher and ask for more information.

14. ACCOUNTS FOR PAYMENT	
001 INLAND REVENUE	998.85
002 B HUGHES SALARY	*
003 SCOTTISH POWER ENERGY	1139.41
004 SHERRATTS 9201	327.70
005 BVHA YOUTH SERVICE	130.00
006 HAFREN DYFRDWY B/GREEN	80.02
007 BRYMBO AUTUMN SHOW DONATION	500.00
008 BRYMBO CRICKET CLUB DONATION	500.00
009 B HUGHES REFUND WEBSITE DOMAIN	18.00
010 CLLR GARSTON REFUND 2X XMAS TREES	80.00
011 S POWER TYF MUGA	188.9
013 MEGA ELECTRICAL MAINTENANCE	1551.60
014 SHERRATTS 9509 B GREEN	339.17
015 S POWER B GREEN	144.67
016 B HUGHES REFUND RE AUDIT PENSION	561.14
017 JDH BUSINESS SERVICES INTERNAL AUDIT	297.00
018 SCOTTISH POWER ENERGY	1102.62

The meeting closed at 7.55 p.m.

Signed Chairman