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MINUTES OF THE FULL COUNCIL HELD ON THURSDAY 11th June 2026

Present: Cllrs: P Wynn (Chair), Rogers (Vice Chair), Griffiths, Jenkins, Stephens, Vale , Williams, G Wynn, A Jones, D Jones, Filmer .

Absent: Cllr J Orange.

In attendance: Helen McCarthy Interim Clerk and Karen Benfield Clerk support officer.

Also attended by a representative from the Art Group at LOCH and Mr Peter Young.

Min 23 - To receive and consider apologies for absence.

No apologies were received.

Min 24 - Declarations of Members' interests.

There were no declarations of interest.

Min 25 - Public Session – A representative from the Art group, who meet at LOCH for 2 hours weekly, attended to ask for further clarification on future bookings for the art group at LOCH once the council office has relocated to Parciau Community Centre. The art gp have around 12 regular attendees some with issues of social isolation. Sylvester Court is unfortunately too small for them to relocate to. The Chair explained that Adferiad have been asked to consider allowing the 3 groups (Art/Well-being and Youth club) to continue to meet at LOCH if they take over the lease for the centre.

Min 26 - Minutes of the Annual Council meeting held on Thursday 14th May 2026.

RESOLVED: To approve and authorise the Chairman to sign, the minutes of the Annual Council meeting held on Thursday 14th May 2026.

Matters Arising: Cllr G Rogers asked when work can progress on the Monger Rd cut through bollards. The Chair explained that as soon as the PIP grant funding is confirmed then work can start on the other projects.

Min 27 - Minutes of the Planning Committee Meeting held on Thursday 4th June 2026

RESOLVED: To receive and note the minutes of the Planning Meeting held on Thursday 4th June 2026.

Min 28 - Clerk's report

- 1. CCTV Camera at Maesgwyn. The Chair will contact WCBC regarding the permission to erect the camera.**
- 2. Staff Handbook and policies relating to the Handbook to be forward to the staffing committee prior to next meeting**
- 3. 3 Co-options to discuss at the meeting for Hermitage, Erddig and Offa wards**
- 4. £120,000 transferred to the Unity Bank. Councillors Phil Wynn and Steve Vale to be added to the Unity bank now the bank account is officially open.**
- 5. Source a contractor to place a non-slip film/barrier to the disabled floor in Parciau Community Centre**
- 6. Generously received new sealed paint from Councillor Mark Stephens to paint the downstairs office in Parciau Community Centre. This will be carried out over the next 2 weeks. Councillor Stephens was thanked for the donation.**
- 7. A quote has been received for the stairs at Parciau Community Centre. Unfortunately, some companies cannot carry out the work so other contractors are being sourced. 2 quotes have been received for the windows and fire escape at the back of the building. Further quotes are needed and will be brought to the next Full Council Meeting.**
- 8. A reply has been received regarding the Pride in Place grant application requesting further quotes and confirmation of permission from WCBC by 17th July.**
- 9. Grant funding to modernise the Parciau Community Centre. To report back at next meeting in July.**
- 10. Councillor Graham Rogers has arranged the 1st skip day with Wrexham Council for 8th July 10-12.30pm at Barracks Field. The next clean-up day is on the 2nd Sept at Gwydyr Way.**

Min 29 - Accounts for Payment

RESOLVED to approve the payment and salary List for May 2026 totalling £62,250.09 including vat. It was noted that the payment of £15,268.51 for the inspection of playgrounds 2025-26 had been included in the April payments.

RESOLVED to note the Bank Reconciliations dated 31st March 2026 and the balances held.

Min 30 - Co-Option Vacancies

It was RESOLVED to co-opt Peter Young as member for the Erddig Ward.

It was RESOLVED to co-opt Andrew Williams as member for Offa Ward.

It was RESOLVED to co-opt Iona Jones as member for Hermitage Ward.

It was noted that 3 further vacancies still remain for co-option.

Min 31 - Banking Matters

The Deputy Clerk updated members on current banking arrangements with Lloyds and Unity Bank. The Chair was authorised to register the Council's concerns over the length of time it had taken Lloyds Bank to deal with the banking mandates for authorised signatories on the accounts and the dual authority basis for payments.

Min 32 - Risk Assessment

RESOLVED - The Risk Assessment 2026-27 was received and approved.

Min 33 - Annual Report 2025-26

RESOLVED. To approve and accept the Annual Report for 2025-26 with some minor amendments to the Councillor list.

Min 34 - Grants Policy

RESOLVED - to defer to the next meeting for minor amendments to be made.

Min 35 - Standing Orders and Financial Regulations.

RESOLVED - to defer to the next meeting.

Min 36 - Policies

It was **RESOLVED** to approve and adopt the following policies:

- Annual Leave policy
- Anti-bullying and harassment policy

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- Data Protection Policy
- Disciplinary policy
- Equality and Diversity policy
- Grievance policy
- Health and Safety policy
- Whistleblowing policy.

Cllr Alex Jones confirmed that amendments would be required to the Sickness Absence policy under new employment law as employees, from the 6th April 2026, are eligible to sick pay from day 1, removing the 3 waiting days as previously.

It was **RESOLVED** to replace the previous policies adopted with new versions and to review all policies at every annual meeting in May.

The Clerk will present further policies for adoption at the next meeting in July.

Min 37 - Working Groups

Community Centres – the report from the most recent meeting was presented to Council by the Chair of the Working group Cllr Christine Griffiths. It is expected that the Denbighshire Music Society will be vacating the upper floor of the Parciau Community Centre by the end of July. The group was asked to present a report and recommendations for the July Council meeting on consultation of user groups with costings for approval by the Community Council.

Min 38 - LOCH

The Chairman reported back to members on the discussions held with Adferiad for them to have sole occupancy of LOCH following the relocation of the Community Council office back to Parciau Community Centre. This would result in a considerable cost saving for the Community Council which could be spent in the wider community. It was resolved to offer Adferiad a four year lease for LoCH

Adferiad have been at LOCH renting office space since 2008. During that time they have taken over further rooms as the demands of additional staff have grown. The demands on the mental health charity have recently increased considerably and they had stated they may need to search for new larger premises if additional office space was not available at LOCH. Adferiad provide a valuable service to their clients many of whom are local residents.

The current 3 year Licence expired at the end of March 2026. Tracy Mason the Senior Officer at Adferiad had confirmed they would be willing to take on a 4 year Licence for sole occupancy.

Following consultation and advice from Offa's solicitor it was RESOLVED that a full repairing Lease would be required for sole occupancy instead of a Licence.

A further meeting has been arranged for 17th June with Adferiad management where discussion would also take place on a private arrangement between the Art/ well-being and youth club groups and Adferiad for them to continue to run at LOCH. If this is not possible then it is acknowledged that Offa have 2 other Community Centres where space can be offered to the groups for them to continue to run. 12

A report and recommendations will be presented to the next Council meeting in July. Before that meeting enquiries will be made into any possible required change of use for the office to be relocated in the Parciau community centre.

Min 39 - Next Meetings

Members noted that the next scheduled meetings of both the Full Council and Planning Committee would take place:

- a.** Planning Committee, 7pm Thursday 2nd July 2026.
- b.** Full Council 7pm Thursday 9th July 2026.

The meeting concluded at 20.25 hrs.