



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held at The Carmel Village Hall,

On Thursday the 20th April, 2017, at 7.00pm

1(A). 53/17

PRESENT

Councillor Richard Polden (Chair)
Councillor Ms. Emma Warbrick (Vice Chair)
Councillor Chris Dolphin (Community & County)
Councillor William Glynn
Councillor Robert Gwyn Hughes
Councillor Robert John Hughes
Councillor Caradoc Wyn Jones
Councillor Dave Owen
Councillor Tegwyn Thomas

Clerk & Financial Officer R. Phillip Parry

1(B). 54/17

APOLOGIES

Councillor Arthur Jennings
Councillor Gareth William Sharp
Councillor Joseph Williams

1(C). 55/17

Councillor Polden welcomed R. Phillip Parry, the newly appointed Clerk & Financial Officer, to Whitford Community Council.

The Chairman Councillor Richard Polden, welcomed Members to the last meeting of the present Councillors' Term of Office. Councillor Polden, thanked the retiring Councillors' Ms. Emma Warbrick, Tegwyn Thomas and Arthur Jennings for their support and service to the community.

Councillor Polden, in particular, thanked retiring Councillor Tegwyn Thomas 'for his 42 years of public service to the Community of Whitford. Councillor Thomas has been an active Councillor, Chair of Council and represented the Council both locally and outside the Council area – such as One Voice Wales'. Councillor Polden presented to Councillor Thomas, commemorative glassware on behalf of the Community Council.

Councillor Tegwyn Thomas, thanked the Members for the gift and stated 'that it was a sad occasion after all the time spent as a Councillor. He was appreciative of the kindness shown to him by the

Council Members and Clerks over the years. When firstly appointed as Councillor – a voluntary position – and whilst the Council do not have many powers, but we have the power of influence’. Councillor Thomas wished the new Council and new Clerk his best wishes.

Councillor Polden read out a letter from the retiring Clerk, Arwel Owen. Arwel expressed his apologies for not being able to attend his last meeting, as Clerk. Arwel wished the Council his best wishes for the future and for the support to him from Members over the past nine years. Arwel stated in his letter – ‘he would ensure a smooth handover with the new Clerk’.

2. 56/17

DECLARATIONS OF INTEREST

There were no Declarations of Interest declared.

3. 57/17

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16TH MARCH, 2017

The Minutes were amended as follows:

- (a) Minute number: 48/17 in relation to the Council Asset Register. The figure stated in the March minutes of £45,280.00, to be amended to £45,650.00

There were no further amendments.

The Minutes were proposed as correct, by Councillor William Glyn and seconded by Councillor Robert J. Hughes and formally agreed by the Members present.

4. 58/17

MATTERS ARISING

The following matters from the previous Minutes were referred to:

Minute number: 42/17 (page 1), in relation to the Street Scene schedule. Councillor R. J. Hughes referred to the new issues that were to be passed to the Street Scene Supervisor. As the Street Scene Supervisor was not present in the meeting, the Members were unable to receive an update report.

Minute number: 43.1/17 (page 2), in relation to name plate to be placed on a newly planted tree. Councillor R. J. Hughes advised that the wording would consist of two paragraphs, with Councillor Tegwyn Thomas kindly providing the Welsh translation.

Minute no: 43.2/17 (page 2), in relation to defibrillators. The Clerk advised that the Holywell & Flint Rotary Club, together with the Welsh Ambulance Service, were in the process of setting up First responders Teams in various locations surrounding the Holywell area. The Clerk suggested that he contact the Rotary Club and Welsh Ambulance Service, to enquire in relation to the Whitford Council area being included in the project.

Members agreed the following: The Clerk to enquire with the Holywell & Flint Rotary Club and Welsh Ambulance, to ascertain if the Whitford Council area is to be included in the project. If in the positive, the Clerk to invite representatives from the above bodies to the July Council meeting.

Minute no: 43.3/17 (page 2), in relation to the entrance to Maes Rhydwen. Councillor R. J. Hughes advised that there had been further discussions and a new street light had been installed. Councillor Chris Dolphin advised that the light had been installed by Flintshire County Council.

Minute no: 43.4/17 (page 2), in relation to Whitford School. Councillor R. J. Hughes referred to the reluctance of Flintshire County Council Housing Department, in releasing the land for parking. Councillor Chris Dolphin provided an update and advised that he was in negotiation with the Education department.

Minute no: 45.2/17 (page 3), in relation to correspondence from a former Community Councillor. The Chairman Councillor Polden, read out a letter from the previous Clerk Arwel Owen. The letter stated that ‘the payroll bureau for the former Clerk, will be forwarding to the retired Councillor, together with the Community Council, details of payments made to HMRC – following deduction from Mr. Owen’s salary’.

5(A). 59/17

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) The Clerk advised that he had received a Notice of Uncontested Election from the Flintshire Electoral Returning Officer. Nine candidates had been nominated for the election of Councillor for Whitford Community Council. As the number of Council seats are twelve, there will be no election in Whitford for the Community Council. The Community Council were authorised to co-opt three Council Members.

The Clerk further advised the Members, in relation to the procedure to co-opt three Councillors, following an uncontested election – which followed a different procedure to a Casual Vacancy position.

- (2) One Voice Wales – White paper consultation document response. Accepted.
- (3) The Clerk advised the Members, that Flintshire County Council Community Transport Department, wish to arrange for Officers to attend a future meeting of the Council. The Officers will provide an update in relation to Community Travel.

Members agreed the following: The Clerk to invite Officers to the June Council meeting, to be held on Thursday 8th June, at 7.00pm.

5(B). 60/17

CLERK’S REPORT

The Clerk advised that as this was his first meeting as Clerk to the Community Council, there were no matters to bring to the attention of the Council Members.

5(C). 61/17

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960: and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The Clerk’s Contract of Employment, was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960: RESOLVED that the press and public be re-admitted to the meeting.

5(D). 62/17

TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2016 / 2017 – TOGETHER WITH THE WALES AUDIT ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2017

The former Clerk had provided the Members prior to the meeting, with a copy of the end of year Statement of Financial Accounts, for the year ending 2016 / 2017. The former Clerk, as Responsible Financial Officer, had provided information in relation to the following: bank reconciliation (including copies of bank statements), final outturn statement, together with a copy of the Wales Audit Accounting (income and expenditure statements) for 2016 / 2017.

Members agreed the following: Proposed by Councillor Ms. Emma Warbrick, and seconded by Councillor Caradoc W. Jones, to accept: **(a)** end of year accounts for the financial year 2016 / 2017 – as completed by the former Clerk **(b)** Wales Audit Office – Annual Return for the Year Ended 31st March 2017. The Chair, Councillor Richard Polden advised, that he, together with the former Clerk, would complete and sign the required declarations on the Wales Annual Return. **Agreed by Members.**

6. 63/17

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (1) Councillor Richard Polden advised of his visit to Ysgol Bro Carmel, including the pupils visit to Carmel Village Hall.
- (2) Councillor Polden provided the following update in relation to Carmel Village Hall.
(a) Electrical tests completed (b) redecoration of kitchen area (c) plans for the redecoration of the main hall, to include a new floor (d) fundraising of £794.00 had been collected over the past year.
- (3) Councillor Dave Owen referred to concerns raised with the Police, in relation to parking issues at Mac Donald's, Lloc.

7(A). 64/17

PLANNING APPLICATIONS

The following planning applications had been received from Flintshire County Council.

- (1) Application number: 056629, for the demolition of outbuilding and erection of single storey extension, at Elder Cottage, St. Asaph Road, Lloc.

Comment by Council: the Clerk advised that the closing date for comments had expired on the 18th April.

- (2) Application number: 056666, for the erection of extension to dwelling, at Holliberry House, Babell Road, Gorsedd.

Comment by Council: the Clerk advised that the closing date for comments had expired on the 14th April.

7(B). 65/17

PLANNING DECISIONS

There were no planning decisions received from Flintshire County Council.

12. 66/17

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
945	Scottish Power (Street lighting supply – March 2017)	379.74	75.95	455.69
946	Flintshire County Council (Street lighting inspection and maintenance – March 2017)	364.36		364.36
947	HMRC (Income Tax Arwel Owen - previous Clerk for April)	119.32		119.32
948	Arwel Owen (Salary - previous Clerk for April)	563.75		563.65
	Note: The below cheque number 949 was not authorised at the 20 th April Council meeting. It was authorised by the retiring Chair and former Clerk in-between the April and May Council meetings.			
949	Carmel Village Hall (Hall hire for Jan, Feb & March)	36.00		36.00

13. 67/17

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications had been received	

14. 68/17

The Members agreed the payments of the above accounts as listed.

There being no further business, the Chair thanked everyone for attending and closed the meeting.

SIGNED BY THE CHAIR OF COUNCIL:.....

DATE OF APPROVAL:.....