



# **CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL**

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## **Minutes of The Meeting of Whitford Community Council**

**Held at The Carmel Village Hall,**

**On Thursday the 16<sup>th</sup> November, 2017, at 7.00pm**

### **1(A). 188/17**

#### **PRESENT**

Councillor Robert J. Hughes (Chairman)  
Councillor William Glynn (Vice Chair)  
Councillor Richard Davies  
Councillor R. Gwyn Hughes  
Councillor Mrs. Sharon E. James  
Councillor Caradoc Wyn Jones  
Councillor Dave Owen  
Councillor Miss. Emma Warbrick  
Councillor Joseph W. Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B). 189/17**

#### **APOLOGIES**

Councillor Chris Dolphin (Community & County)  
Councillor Richard L. Dolphin  
Councillor Gareth W. Sharp

### **2. 190/17**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

### **3. 191/17**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 19<sup>TH</sup> OCTOBER, 2017**

The Clerk advised, that the draft Minutes sent to Council Members with their agenda for the evening's meeting, there were three amendments to be made. The Clerk suggested, that if agreed, the pages with the amendments could be re-circulated to Members.

**Members agreed the following:** The three amendments to the draft Minutes. The Clerk to provide Members with copies. The Minutes were thereafter, proposed as correct by Councillor William Glynn and seconded by Councillor Gwyn Hughes and formally agreed by the Members present.

#### **4. 192/17**

#### **MATTERS ARISING**

The Clerk referred to the following matters from the previous Minutes:

**Minute no: 4. 169/17, sub minute numbers 4. 145/17 & 5(B). 127(c) (page 2)** - in relation to letters sent to the Headteachers of Carmel and Whitford Primary Schools – offering financial assistance to the Schools, with road safety measures. The Clerk advised, that a reply had been received from the Headteacher of Ysgol Y Llan, Whitford – who thanked the Council for the offer. The School would appreciate assistance with the parking concerns and the School had raised £800.00, towards any agreed project. There had been no reply from the Headteacher of Ysgol Bro Carmel.

**Minute no: 4. 169/17, sub minute numbers 5(B). 147/17 (A) (2) (page 3)** - in relation letters sent to the Headteachers of Carmel and Whitford Primary Schools – seeking their observations to the Council installing a defibrillator within the Schoolgrounds. The Clerk advised, that a reply had been received from the Headteacher of Ysgol Y Llan, Whitford – who thanked the Council for the offer. The School were seeking further information in relation to: the upkeep of the equipment and training. There had been no reply from the Headteacher of Ysgol Bro Carmel.

**Members agreed the following:** Taking into consideration, that the equipment would only be available during School hours, the Community in general of Whitford, would possibly not benefit from the equipment should the occasion arise. The Members agreed, to not continue further with this project, at this stage.

**Minute no: 4. 169/17, sub minute numbers 10.156/17 (page 3)** - in relation to inconsiderate parking in the area of McDonalds and Euro Garage, Lloc. The Clerk advised, that a reply had been received from the Welsh Assembly, as follows: Letter dated 26<sup>th</sup> October, from Richard Morgan – Head of Planning, who stated the following: ‘whilst the Assembly are responsible for the A55, they are not aware of any issues regarding the slip roads at Junction 31 – and are unable to intervene. Flintshire County Council are responsible for parking enforcement, whereby the Police also have powers to intervene’. Councillor David Owens expresses his disappointment with the reply. The parking and other concerns in the area were discussed, whereby it was reiterated, that any inconsiderate parking, or in particular, dangerous parking, should be reported to the Police immediately.

**Minute no: 6. 175/17 (page 6)** - in relation to an article in the Five Villages newspaper, which criticised the Council emblem. The Clerk advised, that retired Councillor Tegwyn Thomas had approached the Council with an offer to reply, as a long standing, but now retired member of the Council – whereby Mr. Thomas, would be able to provide the historical aspect of the emblem.

**Members agreed the following:** the Clerk to thank retired Councillor Tegwyn Thomas, for his assistance in replying on behalf of the Council, for inclusion in the next edition of the Five Villages newspaper.

**Minute no: 10. 182/17 (page 9)** - in relation to a Community Asset Transfer of land, adjacent to Ysgol Y Llan School, Whitford. The Clerk advised, that a ‘Heads of Terms’ (subject to formal lease) draft agreement had been received from the County Council, whereby the Clerk read out the contents to the Members. The Clerk further advised, that the County Council, would not agree a Community Asset transfer, but were agreeable to a lease of 25 years. Councillor Bob Hughes advised that the County Council had previously drawn provisional plans for the parking of cars in the area.

**Members agreed the following:** (1) The Clerk to confirm to the County Council, that the Community Council, were agreeable, in principle, to a lease of the land (2) as the plan received from the County Council, indicated that the bridleway was also included in the lease, the Clerk to clarify with the County if this is correct (3) Councillor Bob Hughes to advise the Clerk further in relation to the plans that had previously been drawn.

**Minute no: 11. 183/17 (page 9)** - in relation a traffic regulation order, in the area of Ysgol Bro Carmel. The Clerk advised, that County Councillor Chris Dolphin had received the following information from Flintshire County Council: proposed parking restrictions plan for Ysgol Bro Carmel. The plan included Traffic Regulation Orders (yellow line parking restriction), which would cost between £2,130.00 to £3,130.00. The County were unable to fund the scheme, but would be able to complete, should the Community Council provide the financial assistance. The County further advised, as with all traffic regulation orders, there is no guarantee that the proposals are implemented. However, if this was to occur, then a proportion of the cost would be returned.

**Members agreed the following:** the Clerk to advise the County Council, that the Community Council, formally agree to provide the funding to complete the above referred to scheme.

#### **5(A). 193/17 CORRESPONDENCE**

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

- (1) Flintshire County Council – information in relation to Pre-Deposit proposals public Consultation (Preferred Strategy) – Flintshire Local Development Plan 2015 – 2030. Information forwarded to all Councillors on the 1<sup>st</sup> November, 2017.
- (2) Flintshire County Council – information in relation to a consultation on the Local Development Plan preferred strategy. Consultation commences on 9<sup>th</sup> November for six weeks. Information forwarded to all Councillors on the 6<sup>th</sup> November, 2017.

#### **5(B). 194/17 CLERK'S REPORT**

The Clerk advised the Members, in relation to his concern, that the list of Councillors' names / telephone numbers, which included contact details for the Council, were every month being removed from the notice board in Lloc – which is sited on the one way street.

Apart from advising the Council Members in relation to the above and holiday leave, the Clerk had no further matters to bring to the Council's attention.

#### **5(C). 196/17 TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30<sup>TH</sup> SEPTEMBER 2017 (ADJOURNED FROM OCTOBER MEETING)**

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of September 2017, together with copies of the two Council Bank account statements. The Clerk further provided the Members with a breakdown in relation to the budget headings, which included income and expenditure to-date. **The Members approved the Statement of Accounts, and the document was signed by the Chair, Councillor Robert J. Hughes.**

#### **5(D). 197/17 PRECEPT AND FINANCIAL ALLOCATIONS FOR 2018 / 2019**

The Clerk advised that this exercise was to enquire with the Members of the Council, if there were any items of expenditure, extra to the present allocation, included in the current financial precept that they wished to be included in the next financial year - including a provisional percentage precept increase. The Clerk provided Members with a number of financial figures and scenarios, in relation to the setting of a precept. The Clerk highlighted the Flintshire County Council - Town & Community (County Council and Police Commissioner) Tax Base information – for 2017 / 2018.

**Members agreed the following:** The Clerk to produce a budget, to include the remaining items on the capital project list, including the road traffic order in Carmel – between £2,130.00 to £3,130.00. The Clerk to produce to the Council Members in January 2018, details in relation to the cost of the present Band D community charge and precept of £45,035.00, together with provisional increases from the present precept of £45,035.00 to £47,000.00.

#### **5(E). 198/17**

#### **TO CONSIDER APPOINTMENT OF INTERNAL AUDITOR**

The Clerk advised the Members, that the Chair and Vice Chair of Council, had instructed him to seek the services of a new Internal Auditor. The Clerk provided to all Members, a copy of an Engagement Letter from a Company named JDH Business Services – which provided: Respective Responsibilities of Council and Internal Auditors.

**Members agreed the following:** To instruct JDH Business Services, as the Council's Internal Auditor. The Clerk was authorised to sign the engagement letter.

#### **6. 199/17**

#### **REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

- (1) Councillor Caradoc Jones advised, in relation to the Holywell Town Council Working links meeting that he had attended, at the Council Offices in Holywell. In attendance at the meeting, were representatives from neighbouring Community Councils, who discussed / exchanged ideas. Three to four meetings will be held in a year.
- (2) Councillor William Glynn advised, that himself, together with Councillor Bob Hughes, had attended a Flintshire County Council budget meeting which was held in Holywell. The County were struggling to save 14 million pounds during the next financial year. The County were proposing to increase their precept by 5% - and this was agreed by the attendees.
- (3) The Chair, Councillor Robert Hughes advised, that he had attended the following functions:
  - (1) Remembrance Sunday at Whitford, where a wreath was laid on behalf of the Community Council
  - (2) Caerwys Town Council Civic Service.

#### **7(A). 200/17**

#### **PLANNING APPLICATIONS**

No planning applications had been received from Flintshire County Council.

#### **7(B). 201/17**

#### **PLANNING DECISIONS**

**The following planning decisions have been received from Flintshire County Council:**

- (a) Application number 057389, at Gelli Farm, Trelogan, for approval of details reserved by condition 5. Approved.

- (b) Application number 057450, for internal conversion at Stormont, Carmel. Approved.
- (c) Application number 057532, for extensions and alterations to dwelling, at Arden Lea, Whitford. Approved.
- (d) Application number 056544, for erection of lean-to extension, at Groesffordd Bach, Lloc. Approved.
- (e) Application number 057485, for erection of first floor side extension, at 17 Ffordd Pentre, Carmel. Approved.

#### **8(A). 202/17**

#### **COMMUNITY LIGHTING**

#### **The following lamps were reported out of order at the meeting:**

- (a) Lamp in Trelogan Road, Mynydd Mostyn.
- (b) Lamp in Gelli Fawr Lane – near the T junction

#### **8(B). 203/17**

Councillor William Glynn advised the Members, in relation to a joint meeting that he and Councillor Gwyn Hughes had attended, with representative Councillors' from Halkyn and Caerwys Councils, together with Mr. Alan Richardson (Snapfast Electrical). Councillor Glynn further advised, in relation to the lighting product supplied by this Company, together with an indication of cost. The lights would be guaranteed for a period of 10 years, with a payback time of 5 years. The reduction in electricity costs would be between 40% and 60%. Various grants were available to fund the changeover, including a loan from the Welsh Assembly. The present 35 SOX street lighting were not now being manufactured and are therefore difficult to replace. Councils across the country were seeking more modern and energy efficient lighting systems – such as LED. The Community Council had 147 lights, whereby a new replacement light would be £140.00 each.

Councillor Glynn further advised, that the next stage is to formally agree to move forward, whereby the Clerk would supply the Company with details in relation to the number of Council owned street lights. The Company would thereafter provide a formal quotation for consideration by the Council. At this stage, there is no financial commitment required from the Council.

**Members agreed the following:** (a) the Council agreed to move forward with the project and the Clerk to provide the Company with details of the Council street lighting numbers (b) the Council will consider further, when in receipt of a formal quotation, together with contract details.

#### **9. 204/17**

#### **STREET SCENE SCHEDULE**

- (i) Councillor Ms. Emma Warbrick advised, in relation to a signpost lying in the hedge in Pantasaph – for the Millennium Trail. Agreed, that Councillor Ms Warbrick to e-mail the Clerk with exact details.
- (ii) Concerns with signage at the top of Waen Hill.
- (iii) The Clerk was asked to forward the previous concerns to Mr. Nigel Seaburg, seeking that that the Council receive an update.

**10. 205/17**

**INCONSIDERATE PARKING IN CARMEL VILLAGE (CLLR MRS. SHARON JAMES)**

Councillor Mrs. Sharon James, advised the Council Members, in relation to concerns with inconsiderate parking in a number of areas in Carmel. Vehicles were being parked on pavements, including road corners – which causes obstructions to other vehicle drivers, including wheelchair users and children’s buggies /prams. General discussion in relation to parking in the area.

**Members agreed the following:** The Clerk to contact the PCSO for the area, seeking their assistance with frequent visits and to invite the PCSO to the January, 2018 Council meeting.

**11. 206/17**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
003	Scottish Power (October - Street Lighting Electricity Account)	380.01	76.00	456.01

**12. 207/17**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	Holywell Twinning Association (Adjourned from October)	* See note below
004	Carmel Cricket Club (Adjourned from October)	300.00
005	St. Paul’s Church, Gorsedd	350.00

\* The Clerk advised the Members, that no further communication had been received from the applicant. Council agreed to adjourn further to the January, 2018 Council meeting.

**13. 208/17**

**The Members agreed the payments of the above accounts and financial support 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:.....**