



# **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 18<sup>th</sup> January, 2018, at 7.00pm**

### **1(A). 01/18**

#### **PRESENT**

Councillor Robert J. Hughes (Chairman)  
Councillor William Glynn (Vice Chair)  
Councillor Richard Davies  
Councillor Chris Dolphin (Community & County)  
Councillor Richard L. Dolphin  
Councillor R. Gwyn Hughes  
Councillor Caradoc Wyn Jones  
Councillor Dave Owen  
Councillor Gareth W. Sharp  
Councillor Miss. Emma Warbrick  
Councillor Joseph W. Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B). 02/18**

#### **APOLOGIES**

Councillor Mrs. Sharon E. James

**The Chairman Robert Hughes, welcomed the Members to the meeting, and wished everyone a Happy New Year.**

### **1(C). 03/18**

#### **Standing Orders were suspended:**

##### **(i)**

The applicants for planning application number: 057910 – for construction of manege, at 1, Gelli Fawr, Gelli Road, Pen Yr Allt, Trelogan, attended the Council meeting and wished to provide further information to the Council Members. The applicants advised the Councillor Members, in relation to the following: Reasons for the application – which included safety concerns for their children, together with information as to the usage of the manege. Councillor Gwyn Hughes advised, that he had visited the premises and the structure would not be viewable from the public road. **Provisional comment by Council:** Providing that the application complies with planning policy, then no objections raised. **(Minute number 7(C). 17/18 on page 6 below).**

(ii)

The Chairman Councillor Robert Hughes, welcomed Mr. Nigel Seaburg to the meeting.

**Mr. Seaburg provided the following update:** (1) Downing Road, overgrown hedges. The owner of the property states, that the responsibility to cut the hedges, is Flintshire County Council (2) 30mph on Celyn bends – matter has been transferred to Highways (3) Numerous pot holes complaints, in particular, in the area of Mertyn Abbot and Bryn Awel – placed on list for repair (4) The ABS sign near Halfway house to be re-sited – decision to be made by highways (5) Stop sign near top of crossroads – completed (6) Bryn Saith Crossroads – referred to Highways (7) Hedges require cutting near to Pen Y Gelli area in Lloc on A5026 – property owner spoken to and are awaiting a further response (8) request for elderly people crossing sign – in the area of the hill by Lloc Chapel – decision to be made by Highways.

**The following concerns were brought to the attention of Mr. Seaburg:** (a) The roundabout near to McDonalds and Junction 31 (A55) – the white lines are faded (b) The same roundabout – concerns that another vehicle has driven across the grassed area. Mr. Seaburg advised that damage to the grass was caused by a vehicle driver error (c) Numerous pot holes in Whitford. The area had been inspected and the pot holes will be filled in according to the County criteria (d) Hedge in the area of Pen Y Maes requires attention (e) Signage on top of Waen Hill – which has been outstanding for over 2 years (f) large pot hole on the outskirts of Gorsedd, that could be classed as dangerous (g) Waen Road – gorse and branches across the road (h) East Llan crossroads – pot holes that were reported a number of months ago, including pot holes in the Mertyn Abbot area (i) Ditch requires cleaning in the Mertyn lane area (j) Trench alongside road in Whitford is full of water.

The Chairman Councillor Robert Hughes, thanked Mr. Seaburg for attending the meeting.

**1(D). 04/18**

**Standing Orders were restored:**

**2. 05 /18**

**DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

**3. 06/18**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16<sup>TH</sup> NOVEMBER, 2017**

The Minutes were proposed as correct by Councillor William Glynn and seconded by Councillor Caradoc Jones and formally agreed by the Members present.

**4. 07/17**

**MATTERS ARISING**

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

**Minute no: 4. 192/17 sub minute number: 10. 182/17 (pages 2 and 3)** - in relation to a 25 year lease of land adjacent to Ysgol Y Llan, Whitford. The Clerk advised that following the November Council meeting, he had written to Flintshire County Council, in relation to the bridleway concerns. The County Council subsequently confirmed, that the ‘Heads of Terms’ had been amended, whereby the repairing paragraph of the lease had been amended to read - ‘ the County Council will remain responsible for the maintenance of the Bridleway’. (A copy of the e-mail was sent to all Council Members dated the 28<sup>th</sup> November at 12:36).

The Chairman Councillor Robert Hughes, had provided the contact details to the Clerk for an Officer in County Hall, who had previously drawn plans for the above referred to area of land. The Clerk had written on two occasions to the Officer, including leaving telephone messages, asking to be called back – but to no avail. **Councillor Hughes advised, that he would personally contact the Officer.**

**Minute no: 4. 192/17 sub minute number: 11. 183/17 (page 3)** – in relation to the traffic regulation order, in the area of Ysgol Bro Carmel. The Clerk advised, that whilst he had written to Mr. Steve Jones – Chief Officer at County Hall in Mold, confirming that the Community Council, were willing to finance the parking restriction plan in Carmel, there had been no acknowledgement. Councillor Chris Dolphin advised, that he was aware that the letter had been received and the matter was progressing.

**Minute no: 5(A). 193/17 (page 3)** - in relation to the Flintshire Local Development Plan – 2015 – 2030. Councillor Robert Hughes, expressed his concern that an area highlighted in the draft plan – which if allowed would enlarge the Village Envelope of Whitford. Councillor Dolphin advised in relation to the areas that had been inserted into the draft plan, and in particular, the candidate sites.

**Minute no: 8(A). 201/17 (page 5)** - in relation to a provisionally agreed project to change the Council's existing street lights to more energy saving units. Councillor William Glynn advised the Members, that himself, together with the Chairman Councillor Robert Hughes and Councillor Gwyn Hughes, were to attend a further meeting with a representative from the electrical company, on Wednesday 24<sup>th</sup> January. A further report would be provided to Members, at the February Council meeting.

**Minute no: 10. 205/17 (page 6)** - in relation to inconsiderate parking in a number of areas in Carmel. The Clerk advised, that he had contacted the PCSO for the area (based in Mostyn police Station), who had agreed to attend this evening's meeting, to discuss the parking concerns in Carmel, together with any other concerns the Council may wish to raise. The Clerk further advised, that he had not been contacted by the Officer, and it may be the case that he had been called to an incident.

**Members agreed the following:** the Clerk to enquire with the PCSO, if he is able to attend the February Council meeting.

**5(A). 08/18**

## **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 – Town & Community Council's Summer Play Scheme Programme 2018. The County Council confirmed that they have received funding towards the cost of the scheme. The three week scheme for Carmel and Whitford would cost £1,309.00 - for each site (total £2,618.00). The Carmel play scheme would be through the medium of Welsh - in partnership with Urdd Gobaith Cymru. The Clerk advised, that this figure was exactly the same as last year and the Community Council had provisionally, agreed to fund the project for 2018. **Members confirmed their provisional agreement to fund the 2018 Summer Playscheme.**
- (2) Flintshire County Council – Notification from the Chief Officer (Governance), that a Member of the Standards Committee will be visiting all Town & Community Councils, as an observer during the next 12 months.

- (3) Notification from Welsh Assembly Government in relation to the ‘Appropriate sum under Section 137 of the Local Government Act 1972’. The notice advised that the appropriate sum under the above Section had increased from £7.57 to £7.86 per elector. The Clerk advised that on the current Electoral Register, there were 1,565 electors registered.
- (4) Citizens Advice, Mold – Proposed rural project – Information and Advice Service. The Clerk advised that the Advice Centre were applying for funding to provide support and advice to the rural communities, in particular, in relation to digital communication and the roll out of universal Credit. The Chief Executive of the organisation was seeking a letter of support from the Council, to include with their project funding application.

**Members agreed the following:** To provide a letter of support. The Clerk to formally write to the Chief Executive.

- (5) The Clerk referred to the following five e-mails, that had been forwarded to Council Members for information, since the last meeting:

- Flintshire County Council – Update e-mail from Nigel Seaburg (Street Scene).
- Flintshire County Council – A well-being plan for Flintshire.
- Planning Law Commission – Planning law in Wales.
- Welsh Assembly Government – Assembly Electoral Reform.
- North Wales Police Commissioner – Survey link to Police precept for 2018 / 2019.

#### **5(B). 09/18**

##### **CLERK’S REPORT**

- (i) The Clerk advised the Members, of a deposit to the Council’s bank account, the sum of £15,011.66, being the third and final payment of the 2017 / 2018 precept for the current financial year, from Flintshire County Council.
- (ii) The Clerk advised the Members, that he had completed an application to the H.M. Revenue & Customs – Claim for Refund by Local Authority – for the year 1<sup>st</sup> April, 2014 to 31<sup>st</sup> March, 2017 – for the sum of £1,419.73. This financial year would be claimed following year end – 31<sup>st</sup> March, 2018.
- (iii) List of Council meeting dates for 2018 – copies provided to all Council Members.

#### **5(C). 10/18**

##### **TO ARRANGE DATE FOR POLICY SUB-COMMITTEE MEETING**

The Clerk advised the Members, that the appointed sub-committee – Councillors’ William Glynn (Vice Chair), Gwyn Hughes & Mrs. Sharon James, together with the Clerk, were scheduled to meet during week commencing 29<sup>th</sup> January. The sub-committee would consider the draft policies and report back to full Council at the 15<sup>th</sup> February, Council meeting.

#### **5(D). 11/18**

##### **TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2017**

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of December, 2017. **The Members approved the Statement of Accounts, and the document was signed by the Chairman Councillor Robert Hughes.**

## **5(E). 12/18**

### **TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2018 / 2019**

The Clerk as Financial Officer, provided the Members with an accounts spreadsheet, which contained the current financial balances (as per the above Minute), including an estimation of Council spending / balances, as at the end of March 2018. The spreadsheet further provided Members, with details of recommended allocations for each of the Council's budget headings for 2018 / 2019 - based on previous spending. Included on the spreadsheet, were details of the current capital projects.

#### **Following discussion, it was proposed, seconded and agreed by the Members as follows:**

- (1) To raise the precept for the forthcoming financial year from £45,035.00 to £46,000.00 – an increase of £965.00. The Clerk advised, that the Band D property charge would be £39.72, an increase to the current charge of £0.72p a year.
- (2) The Chairman Robert J. Hughes, to sign the estimates for the end of financial year 2017 / 2018, including the precept requirement for 2018 / 2019.
- (3) The Clerk to advise Flintshire County Council, in respect of the Community Council's financial requirements for 2018 / 2019.

## **5(F). 13/18**

### **TO UPDATE: CAPITAL PROJECT PORTFOLIO**

The Clerk recollect to the Members, the present items contained in the Community Council's Capital Project Portfolio.

**Members agreed the following:** Capital Project Portfolio to be updated as follows:

- £2,130.00 to £3,130.00 - Carmel yellow lines project with Flintshire County Council.
- £15,000.00 - Carmel & Whitford play areas equipment upgrade (ring fenced).
- £4,500.00 - 6 x new public notice boards.
- £11,000.00 to £20,000.00 - Lease of land from Flintshire County Council in Whitford.
- £20,000.00 - Footpath from Pantasaph to Gorsedd.
- £0.00 - (awaiting quotation) to upgrade street lighting to LED energy efficient units.

**The Chairman Councillor Robert J. Hughes, thanked the Clerk for the preparation and presentation of his financial reports. The Members agreed.**

## **6. 14/18**

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

There were no representatives reports.

## **7(A). 15/18**

### **PLANNING APPLICATIONS**

**The following planning application had been received:**

Application number: 057765, for the proposed building extension to accommodate milking parlour, 2 dairy cow cubicle buildings and slurry storage lagoon, at Plas Mawr Farm, Llyn Helyg, Trelawnyd

**Comment by Council:** No objection, in principle, to the application. However, the Community Council have the following concern and suggestion: (1) the lack of a bund around the slurry storage lagoon (2) The Council would wish the planting of appropriate trees along the entire length of the new extension, which would assist to screen the extension (which is in open countryside) from the A5151 road.

**(The above application was sent to the Chairman for consultation with the local Member(s) due to statutory time limits for observations).**

**7(B). 16/18**

**The Members confirmed the above decision.**

**7(C). 17/18**

**The following planning applications were dealt with by the Members at the meeting:**

- ❖ Application number: 057910 – for construction of manege, at 1, Gelli Fawr, Gelli Road, Pen Yr Allt, Trelogan.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised. **(Minute number 1(C). 03/18 on page 1 above).**

**7(D). 18/18**

**PLANNING DECISIONS**

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

- (a) Application number: 057335 - for replacement of 4no existing stained glass window security grills and the addition of 2no security grills, at St. David's Church, Pantasaph. Approved
- (b) Application number: 057336 – for listed replacement of 6 no. existing stained glass window security grills and the addition of 2no. security grills, at St. David's Church, Pantasaph. Approved.
- (c) Application number: 057498 – for the erection of agricultural building, at land to the rear of Rock Inn, Lloc. Approved.
- (d) Application number: 057430 – for the erection of extension to existing agricultural shed, at Waen Y Lloc. Approved
- (e) Application number: 057449 – for listed building application for internal conversion of externally accessible storeroom to outwardly concealed internally accessible habitable room, at Stormont, Mertyn Lane, Carmel. Approved.
- (f) Application number: 057673 – for application of details reserved by condition 4 and 6 – attached to planning Ref: 056854, at Bryn Hedydd Farm, Lloc. Approved.
- (g) Application number: 057154 – for the approval of details reserved by condition nos. 3, 4, 5, and 7 – attached to permission Ref: 056413, at Tarth Y Dwr, Lloc. Approved.

**7(E). 19/18**

Planning application number: 057498 – for the erection of agricultural building, at land to the rear of Rock Inn, Lloc. The Council Members expressed their concerns that this application had been approved, in particular, taking into consideration, the Council comments to the application,

including concerns expressed to the Planning Officer, by a number of residents in proximity to the application site.

**Members agreed the following:** The Clerk to write to the Planning Chief Officer, seeking a copy of the Planning Officers report, which recommended the approval.

#### **7(F). 20/18**

#### **PLANNING APPEALS**

**The following notice of planning appeal to the Welsh Planning Inspectorate has been received:**

- ❖ Planning Ref: 057109, Appeal Ref: APP/A6835/A/17/3189514, in relation to the erection of one dwelling at, Land adj Serengeti, Gorsedd.

#### **8. 21/18**

#### **COMMUNITY LIGHTING**

**The following lamps have been reported out of order since the last meeting:**

- (a) Light opposite the Druids Inn, Gorsedd. The lamp and arm have been removed by the County Lighting engineer, as it was apparently unsafe. The Clerk advised that he had sought further information from the Street Lighting Officer, including a quotation for a new lamp.
- (b) Lamp near to old Rock Cottage Carmel Road, Lloc. This lamp has been reported to Flintshire previously and is still faulty. The Clerk advised that he had sent an e-mail to the Street Lighting Officer, seeking an update to the repair.

#### **9. 22/18**

#### **STREET SCENE SCHEDULE**

Street Scene matters were discussed during the attendance of Mr. Nigel Seaburg – as per (**Minute number 1(C). 0/18 (ii) on page 2 above.**)

#### **10. 23/18**

#### **TO DISCUSS CONCERNS: TOURING CARAVANS BEING USED AS RESIDENTIAL (CLLR R. J. HUGHES)**

Councillor Robert Hughes advised the Members, in relation to concerns to planning conditions that had been imposed on a number of touring and other caravan sites, within the Community area of Whitford. Councillor Hughes referred to TARTH YR DWR Touring Caravan Park and Misty Waters Caravan and Chalet Parks, in Lloc. Councillor Hughes referred to the closing dates, and as to whether the residents were allowed to reside year. The criteria for a 'touring caravan park' and enforcement actions were discussed.

**Members agreed the following:** The Clerk to write to the Chief Planning Officer, seeking further information in relation to the following questions: **(1)** Confirmation that the closing dates - from the 14th January to 14th February, are correct **(2)** Are residents allowed to reside on site, all year **(3)** The criteria in relation to a 'Touring Caravan Park' that is used to determine a planning application **(4)** What enforcement action is taken, should there be non-compliance to the closing time.

#### **11. 24/18**

#### **CONCERN IN RELATION TO CONDITION OF GRASS VERGE – ONE WAY STREET LLOC (CLLR R. G. HUGHES)**

Councillor Gwyn Hughes advised the Members, in relation to concerns with the condition of the grass verge in the one way street in Lloc. In particular, to the frontage of a new house. Councillor Hughes further advised, that the occupiers used to place stones on the grass verge to deter vehicles from parking and causing damage. This practice was ceased, when the occupiers were allegedly advised by the County, to remove the stones.

**Members agreed the following:** the Clerk to write to County Highways, seeking that the area be inspected, with a view to installing a suitable barrier / bollards to alleviate the situation.

**12(A). 25/18**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

Councillor Williams Glynn recollected to the Council Members, the decision that future payments to HM Revenue & Customs could be paid by internet banking. Councillor Glynn suggested, that all other accounts suitable for payment by internet transfer, could also be paid this way.

**Members agreed the following:** The Clerk to place the item on the February Council agenda.

**12(B). 26/18**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>To confirm payments made in-between November and January Council Meeting:</u></b>			
006	Flintshire County Council (September - Street Lighting Inspection and Maintenance)	503.03		503.03
007	Scottish Power (November - Street Lighting Electricity Account )	367.82	73.56	441.38
008	Flintshire County Council (October - Street Lighting Inspection and Maintenance)	831.23		831.23
	<b><u>Payments for consideration at January Council Meeting:</u></b>			
009	Scottish Power (December - Street Lighting Electricity Account )	380.01	76.00	456.01
010	Flintshire County Council (November - Street Lighting Inspection and Maintenance)	503.03		503.03
011	H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December	487.00		487.00
012	Society of Local Council Clerk's (Annual subscription renewal of £208.00 – shared between four Councils)	52.00		52.00

**13. 27/18**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>



013	Holywell Twinning Association – application adjourned from October and November Council meetings	600.00
	National Eisteddfod of Wales	No grant

**14. 28/18**

**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:.....**