



# **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 15<sup>th</sup> November, 2018, at 7.00pm**

### **1(A). 212/18**

#### **PRESENT**

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

Clerk & Financial Officer R. Phillip Parry

### **1(B). 213/18**

#### **APOLOGIES**

Councillor Chris Dolphin (Community & County)  
Councillor Gareth W. Sharp  
Councillor Miss. Emma Warbrick

### **1(C). 214/18**

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

The Chair of Council, Councillor Williams Glynn, welcomed Mr. Nigel Seaburg – Flintshire County Council Street Scene to the meeting.

Mr. Seaburg provided the Members with the following update:

- (i) Pen y Gelli / MacDonald's Hill area road sign. Ticket issued for hedge cutting which will make the sign visible.
- (ii) Blocked gullies on Whitford Road. Ticket issued and work will commence soon.
- (iii) Grass cutting on Wern Hill, Whitford. (See Minute number: 4. 218/18 sub minute number: 1(D). 191/18 on pages 2 and 3 below).
- (iv) The splitter islands concerns have been completed.

- (v) 18 faulty lights on Celyn Bends. Whilst a number of the lights have been repaired, work is still in progress.
- (vi) Pot holes on Carmel Hill. On list to be completed.

**Members brought the following concerns to the attention of Mr. Seaburg:**

- (a) Road safety concerns in the area of the double bends near Waen Farm. Possibly installation of further signage would alleviate the concern. Mr. Seaburg will liaise with his superior.
- (b) Brown sign near to Nerse Farm has been damaged.
- (c) Spittle Island near to Crown Estate – damage to signage. Flintshire are aware of the vehicle details.
- (d) Flooding by entrance to MacDonald’s and Garage. The area of flooding is on the private access road. Councillor David Owen to send photograph of flooding to Nigel Seaburg – who will speak with the owners of the businesses.
- (e) Concern expressed with the tarmacking aspect in Whitford and Bryn Coch area. The area by Glebe Field has not been tarmacked up to the fence.
- (f) The quality of tarmacking in parts of the above areas is of poor quality.
- (g) Grit bin at the junction by the Lime Kiln, Gorsedd, has been damaged. Mr. Seaburg agreed to the possible move of the bin to a more suitable location.

The Chair of Council, Councillor William Glynn, thanked Mr. Nigel Seaburg for attending the meeting.

**1(D). 215/18**

**Standing Orders were restored:**

**2. 216/18**

**DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

The Chair of Council, Councillor William Glynn, advised in relation to declaring interests in a timely manner (**See Minute number: 6. 223/18 on page 6 below**).

**3. 217/18**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18<sup>TH</sup> OCTOBER, 2018**

The Minutes were proposed as correct by Councillor Mrs. Sharon James and seconded by Councillor Caradoc Jones and formally agreed by the Members present.

**4. 218/18**

**MATTERS ARISING**

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

**Minute no: 1(C). 190/18 (page 1)** - in relation to a report from the Auditor General for Wales. The Clerk advised, that following the agreed draft public notice, the Clerk had submitted same to the Auditor for his perusal. Whilst the Clerk received an acknowledgement from the Wales Audit Office, there has been no further communication received.

**Minute no: 1(D). 191/18 (page 2)** - in relation to the Clerk writing to the County Ecologist, seeking the following information in relation to an area of land in Wern Hill, Whitford: **(1)** the exact designation of this particular area **(2)** when the last inspection took place, to ascertain if the flowers of special interest were still actually growing **(3)** to advise as to the time of year that the grass / foliage can be cut.

The Clerk advised in relation to the following reply received from the County Ecologist: ‘As far as i’m aware the verge was originally designated for wildflowers, wild grasses and associated butterflies, the latter are recorded locally. The last report in April, 2015, stated the following: Whitford end – mixture of woodland species – dog’s mercury, greater stitchwort, bluebell, meadowsweet. West bank nettle and sticky bobs. I would need to contact the local recorder with regards to butterflies recorded. The designation of a roadside verge does not mean that the verge cannot be cut. I attach Plantlife’s the Good Verge Guide which gives an indication of suitable management for plants and insects (See Page 15). My original management advice was to cut a 1m swathe and then back to the hedge on a 3 year basis late summer; since then the verge cutting contracts have subsequently changed. The ideal management would be to cut and collect late summer but the “collection of arisings” is rarely practical unless there are local volunteers’

**Note:** Members discussed the above during the visit by Mr. Nigel Seaburg (**Minute number: 1(D). 214/18 on page 1 above**).

**Minute no: 4. 195/18 – sub minute no’s: 4. 169/18 & 5€. 151.18 (page 3)** - in relation to a quotation received for clearance work in Pen y Gelli Quarry. Councillor David Owen advised the Members, that he had not received any further contact from the person who had submitted the quotation.

**Members agreed the following:** To advise the Clerk of contact details, should any Members recollect a suitable contractor to provide a quotation to complete the tree branch reduction in Pen y Gelli Quarry.

**Minute no: 4. 195/18 – sub minute no: 5(D). 174/18 (page 3)** - in relation to the change of meeting date to the monthly Council meeting. The Clerk advised, that he had contacted the Booking Secretary of the Carmel Village Hall, whereby further information in relation to available meeting nights had been provided. The Clerk further advised, that under the Rescission of Previous Resolutions, a further written resolution had to be made.

**Members agreed the following:** To reopen the above previous minute, with two Council Members abstaining.

The Clerk advised that he had contacted the Five Villages Gardening Club, to ascertain their meeting dates. The Club had confirmed that they would not be using the Committee Room in the Village Hall, during the evenings on the following months: January, February, March, June, September and October. During the months of April, May, July and October, the Club would use the main Hall room and the kitchen, but not the Committee room. Therefore, the Hall would be available for Council meetings on the first Thursday of the month. The Clerk further advised, that should the Council be amicable to this amended date, then due to holiday commitments, he (the Clerk) would seek the permission of the Council Members to move the June Council meeting each year.

**Members agreed the following: (1)** To re-arrange the monthly Council meetings to the first Thursday of the month – with two Council Members abstaining **(2)** The June yearly Council meeting date to be re-arranged during the early part of the year – whereby the Council will consider meeting in other available venues within the Community.

**Minute no: 10. 208/18 (page 7)** - in relation to the Community Council providing a grass cutting service within the Community. The Clerk advised that following a letter written to Mr. Stephen O. Jones Head of Street Scene & Transportation – a reply had been received from Mr. Darell Jones. The reply from Mr. Jones stated the following: ‘Flintshire County Council still cut to a member approved schedule which I can forward you if you require. This is monitored by our Chargehands and Coordinators with specific locations added as required. If you have any specific locations which

require our investigation or attention, please don't hesitate to contact myself or Mr. Seaburg. In relation to the views of the County Council, to the Community Council providing financial assistance towards extra grass cutting within your Community Council area. This isn't something which I've come across personally, however, what is this in relation to ? specific locations to be cut ? extra cuts ? etc, please can you expand on your offer so I can formally present this to my Manager'.

**Members agreed the following:** To contact Mr. Darell Jones further and advise the following:

(1) The Councillors' wish to reiterate, that they are endeavouring to assist Flintshire financially with the offer to fund grass cutting within their Community area. The Council understand that the number of cuts have been reduced, and do realise that they can seek extra cuts via Mr. Nigel Seaburg. But the cut is not always able to be carried out within a short timescale, as no doubt you have to collate a number of areas for your contractor to visit.

(2) The Clerk to seek the views of the County Council, in relation to the Community Council taking out a contract, with either a County Council preferred contractor, or other, to arrange grass cuts direct with the contractor – albeit on County Council land.

(i) **Minute:** from previous Minutes, in relation to the installation of parking restrictions in Carmel. The Clerk advised, that Councillor Chris Dolphin had forwarded to him an e-mail from Flintshire Highways, which provided the following update: The public notice will be advertised no later than the 7<sup>th</sup> December, 2018 – for a period of three weeks. Subject to objections, the work could commence in January, 2019. The e-mail enquired if the local primary School had been made aware of the proposal. The Clerk advised, that the matter was previously discussed whereby the Council School Governor Representative was asked to advise the School.

(ii) **Minute:** from previous Minutes, in relation to the visit to Council at the September meeting by Miss. Hannah Blythyn - Welsh Assembly Member. The Clerk advised, that he had sent to Miss. Blythin, an e-mail which contained the twelve questions posed at the above meeting, whereby, Miss. Blythyn had stated, she would research and provide replies prior to the October meeting. Whilst the Clerk had sent a reminder e-mail to Miss. Blythyn, there had been no reply.

**Members agreed the following:** the Clerk to write further to Miss. Blythyn, by letter, seeking an update to the requested information.

#### **5(A). 219/18**

#### **CORRESPONDENCE**

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

- (1) E-mail received from Zurich Insurance – who advised that their e-mail system had been, without permission, remotely accessed. Apart from the Council e-mail address, no further information was apparently downloaded or copied.
- (2) Flintshire County Council – Rights of Way Improvement Plan / Policies Booklet Consultation. **Members agreed no Observation.**
- (3) Flintshire County Council – Planning enforcement advising, that land in Gorsedd – is in breach of condition number 3 – whereby the area can only be used for the enjoyment of Arnside and Bryn Mor, and not the parking of lorries, vans or other commercial vehicles or plant.

(4) The following information had been forwarded to Council Members by e-mail:

- Flintshire County Council – Road closure details: Bryn Coch Lane, between its junctions with Village Road and Gelli Road, Whitford.
- Flintshire County Council – Gambling Policy consultation.
- Flintshire County Council – County Forum & Boundary commission presentations.
- Flintshire County Council – Well-being of Future Generations Act.
- Flintshire County Council – Flintshire County Electoral Review.

#### **5(B). 220/18**

#### **CLERK'S REPORT**

**The Clerk advised in relation to the following:**

- (a) The Clerk's attendance at a recent meeting in County Hall, Mold, whereby the lack of response to letters to Highways and Planning departments were discussed.
- (b) The Clerk advised in relation to two notifications from the Flintshire Planning Enforcement Team:
  - (i) The Old Post Office in Whitford. Complaint recorded and will be investigated.
  - (ii) There has been no breach of planning control, in the area of Maes Rhydwen, Whitford.
- (c) The Clerk advised in relation to a circular received from the National Association of Local Councils – Employment Briefing E01-18 / 2018 – 2019 National Salary Award for Clerk's. the Chair and Vice Chair of Council were provided with a copy of the circular. The Clerk sought the approval of Members to amend the Clerk's salary Bank Standing Order, to reflect the pay increase – less PAYE / NI.

**Members agreed the following:** Acknowledged the salary award and agreed the amendment to the Clerk's salary bank standing order, to be made by internet banking.

#### **5(C). 221/18**

#### **TO CONSIDER: QUOTATIONS FOR WORK ON LAND ADJACENT TO YSGOL Y LLAN, WHITFORD**

The Chair of Council, Councillor William Glynn advised, that himself and Councillor Gwyn Hughes had met recently with a tarmacking contractor, at the site of the proposed work adjacent to Ysgol Yr Llan, Whitford. Councillor Glynn further advised, that the Company were able to quote for both the tarmacking, including the installation of the grass reinforcement mesh finish. To date, the Clerk has not received a quotation for the work.

**Members agreed the following:** To obtain at least one further quotation.

#### **5(D). 222/18**

#### **PRECEPT AND FINANCIAL ALLOCATIONS FOR 2019 / 2020**

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 in the 'Earmarked Reserves' to be included in the next financial year.

**Members agreed the following:** (1) Footpath from Gorsedd to Pantasaph. Whilst the cost is unknown, Councillor Gwyn Hughes to make a provisional enquiry with a suitable contractor.

(2) Installation of new street lights on existing electricity poles. The Clerk to obtain a quotation from the Council's street lighting electrical contractor (3) Grass cutting within the Community. Awaiting a further response from Flintshire County Council (4) To provisionally match fund a tarmacking project at Carmel Village Hall – to a figure of £5,000.00.

## 6. 223/18

### REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (1) The Chair of Council, Councillor Williams Glynn advised, in relation to his attendance at the following: (1) Flintshire Standards Committee Meeting – held in Mynydd Isa (2) Attendance at County Forum and Boundary Commission presentation, in County Hall, Mold (3) Laid a wreath on behalf of the Community Council on Remembrance Sunday, in Whitford Parish Church.

Councillor Glynn provided the following information from the Flintshire Standards Committee Meeting: (a) Declarations of Interest. Declarations should be brought to the Clerk's attention prior to the meeting (b) Updated guidance to the use of Social Media by Council Members (c) Members of the Standards Committee will be visiting all Town & Community Councils, in Flintshire – whereby a report will be provided to the Standards Committee Members.

- (2) Councillor Robert Hughes advised, in relation to his attendance at the County Forum meeting and Boundary Commission presentation, in County Hall, Mold.
- (3) Councillor Joe Williams advised, in relation to his attendance at the Ysgol Yr Llan Primary School - Governors meeting. On the financial aspect, the School budget will receive a reduction during the next financial year.

## 7(A). 224/18

### PLANNING APPLICATIONS

**The following planning application was dealt with by the Members at the meeting:**

- ❖ Application number: 059019 – for retrospective application for the erection of a log cabin, at Pygmalion, Crecas Lane, Carmel.

**Comment by Council:** Objects to the retrospective application – for the following reasons: (1) The building is not in keeping with the surrounding area (2) Is a carbuncle to the area (3) From the photographs provided with the application, the building appears to be a large unstable garden shed, rather than a log cabin.

## 7(B). 225/18

### PLANNING DECISIONS

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

- (a) Application number: 057161 – for the erection of 5no dwellings, land south of Garreg Lwyd, Carmel Hill, Carmel. Refused.
- (b) Application number: 058745 – for conservation of garage into utility and store room, addition of wet room, addition of French doors to the front elevation and retention of rear elevation decking, at 3, Celyn Park, Carmel. Approved.

(c) Application number: 058967 – for application for the approval of details reserved by condition no. 3 (internal track sample) attached to planning permission Ref: 058589. Approved.

(d) Application number: 058827 – for a proposed first floor extension to form extra bedrooms, at 35 Ffordd Aelwyd, Carmel. Approved.

## 8. 226/18

### COMMUNITY LIGHTING

(a) The Clerk advised that Scottish Power had updated the street lighting electricity supply – ‘Unmetered Supply Certificate’ – with effect from 1<sup>st</sup> November. Future electricity invoices will take into consideration the reduced usage following the installation of new LED lanterns.

(b) The Clerk advised that from January, 2019, the agenda item to report faulty street lights will be removed. Faults or other concerns in relation to street lighting can be recorded under Clerk’s Report.

## 9. 227/18

### STREET SCENE SCHEDULE

Concerns were brought to the attention of Mr. Nigel Seaburg (Flintshire County Council – Street Scene). (See **Minute number: 1(C). 214/18 on pages 1 and 2 above**).

## 10. 228/18

### APPROVAL OF ACCOUNTS FOR PAYMENT

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
072	Scottish Power (October - Street Lighting Electricity Account)	380.46	76.09	456.55
073	Deeco Lighting (Street light repair – Mertyn Lane)	48.00	9.60	57.60
074	Royal British Legion (Poppy Wreath)	50.00		50.00
075	R. P. Parry (Clerk) – back pay from 1 <sup>st</sup> April – National pay rise for Clerk’s - @ £11.02 each month following deduction of PAYE / NI for seven months	77.14		77.14
076	R. P. Parry (Clerk) – Travelling expenses from April 2018 to September 2018 – (as per detailed auditor’s list)	72.90		72.90

## 11. 229/18

### APPLICATIONS FOR FINANCIAL SUPPORT

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
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	1 <sup>st</sup> Carmel Senior Section Rangers (Adjourned application from October). <b>Application dismissed – no further information received as requested.</b>	
	1 <sup>st</sup> Carmel Guides (Adjourned application from October) <b>Application dismissed – no further information received as requested.</b>	
077	St. David’s Church, Pantasaph (Re-submitted application – for annual grant)	500.00
078	Five Villages Gardening Club (Application for annual donation)	300.00

**12. 230/18**

**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:.....**