



# **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 4<sup>th</sup> April, 2019, at 7.00pm**

### **1(A). 45/19**

#### **PRESENT**

Councillor R. Gwyn Hughes (Vice Chair)  
Councillor Richard Davies  
Councillor Chris Dolphin (Community & County)  
Councillor Richard L. Dolphin  
Councillor Robert J. Hughes  
Councillor Mrs. Sharon E. James  
Councillor Caradoc Wyn Jones  
Councillor Dave Owen  
Councillor Gareth W. Sharp  
Councillor Joseph W. Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B). 46/19**

#### **APOLOGIES**

Councillor William Glynn  
Councillor Miss. Emma Warbrick

### **1(C). 47/19**

In the absence of the Chair of Council - Councillor R. Gwyn Hughes, as Vice Chair, was Chair for the meeting.

### **1(D). 48/19**

**TO FORMALLY RECORD: NO COUNCIL MEETING HELD IN MARCH 2019.**

### **1(E). 49/19**

**APPLICATION ON BEHALF OF COUNCILLOR WILLIAM GLYNN (SECTION 85 OF THE LOCAL GOVERNMENT ACT 1972) (ATTENDANCE AT MEETINGS)**

The Clerk on behalf of Councillor William Glynn, addressed Council Members in relation to the number of apologies sent during the last six month period. The Clerk recollected to Members, that Councillor William Glynn is still presently hospitalised. The Clerk advised, that he had been in contact with Councillor Glynn's family, who had confirmed, that Councillor Glynn wished to

continue his Term of Office as Councillor and sought the agreement of Council Members, that his Term of Office continues. Councillor Caradoc Jones provided further information which had been received from the family of Councillor Glynn.

**Members agreed the following:** Accepted the medical reasons for the non-attendance at meetings and further agreed, for Councillor William Glynn to continue in Office. The Members wished Councillor Glynn a full recovery in the near future.

## **2. 50/19**

### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

## **3. 51/19**

### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 7<sup>TH</sup> FEBRUARY 2019**

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

## **4. 52/19**

### **MATTERS ARISING**

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

**Minute no: 4. 30/19 sub minute no: 4. 05/19 (page 2)** - in relation to a meeting with Officers from Flintshire County Council, to discuss an offer by the Community Council, to provide a grass cutting service within the Community. The Clerk advised that due to a combination of events, which included the Clerk's recent hospitalisation, together with the Vice Chair of Council's hospital appointments, the meeting with Mr. Darell Jones had been cancelled. However, Mr. Jones is now on personal leave and therefore the meeting will be arranged when Mr. Jones has returned to his office.

**Minute no: 5(B). 32/19 (page 3)** - in relation The Old Post Office in Whitford. The Clerk brought to the attention of Members, an exchange of correspondence between the Flintshire Planning Enforcement Office and County Councillor Chris Dolphin. The Planning Enforcement Officer had advised: 'following a site visit and communication with the owner, I can confirm that the extension does have planning permission. The enforcement case is therefore closed'

**Minute no: 6.36/19 (5) (page 5)** - in relation to the pending installation of yellow lines at the top of the junction of Carmel Road with the Primary School entrance. The Clerk advised that in the latest edition of the Five Villages Chronicle, he had clarified the area of yellow lines to be painted. A resident had contacted the Council with concerns – which had been passed to Councillor Chris Dolphin. Councillor Dolphin confirmed, that he had visited the resident to allay their concerns – whereby the resident is now comfortable with the yellow line aspect.

**Minute no: 7(C). 39/19 (pages 5 7 6)** - in relation to planning applications at premises known as TARTH & DWR and Misty Waters, Lloc. The Clerk advised that County Councillor Chris Dolphin had contacted the Planning Department, who had confirmed that apart from one application, all other address descriptions were correct. The incorrect address which had been input on one application had been amended.

## **5(A). 53/19**

### **CORRESPONDENCE**

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

- (1) Receipt of two complimentary tickets from Llangollen Eisteddfod – in recognition of financial assistance provided by the Council. Members agreed the usual practice, that the outgoing Chair of Council receives the tickets.
- (2) Citizens Advice, Mold. Notification in relation to support for Rural Advice Service. (Leaflets and other information were provided to Council Members).
- (3) Cymdeithas Thomas Pennant – invitation to the Fourth Meirion Griffith Memorial Prize Giving Evening, in Penbryn Chapel, Holywell, on Friday 10<sup>th</sup> May. **Agreed:** that the Vice Chair of Council – Councillor R. Gwyn Hughes attend.
- (4) Calor Gas Community Fund (Financial Assistance). Information previously e-mailed to Council Members.
- (5) Information received from County Councillor Chris Dolphin, in relation to the Speed Limit Review. The proposed speed reduction in the Pant y Waco area had been objected to. Other pending reductions to speed limits in the areas of Carmel to Lloc and Crown Estate, Lloc.

**5(B). 54/19**

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

- (a) The Clerk advised in relation to a circular received from the National Association of Local Councils – Employment Briefing E02 – 18 / 2018 – 2019 National Salary Award for Clerk's from the 1<sup>st</sup> April, 2019. The Vice Chair and Immediate past 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 – with the first amended payment dated the 1<sup>st</sup> May, 2019 and each month thereafter.

**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.

- (b) The Clerk provided Members with a claim form in relation to the £150.00 members allowance – as advised by the Independent Remuneration Panel for Wales. The Clerk advised, that the form is required to be completed, either claiming or forgoing the allowance.

#### **(c) STREET LIGHTING:**

The Clerk advised in relation to the following reported faulty street lights:

- (i) Lighting unit demolished by a vehicle in Mertyn Lane, Carmel on the 11<sup>th</sup> March. Whilst the unit had been made safe a quotation for £1,180.00 plus VAT for the installation of a new light had been received. The Clerk advised, that he had written to the North Wales Police seeking the vehicle registration number.

**Members agreed the following:** Accepted the above quotation.

- (ii) The Clerk advised that all street lights in Park Crescent had failed during the recent windy conditions. The Council's street lighting contractor had inspected and the fault had been reported to Scottish Power – as it appears to be an underground fault.

- (iii) The recently repaired lamp in Park Road was also faulty again. This has also been reported to Scottish Power – as an underground fault.

#### **5(C). 55/19**

#### **TO RECEIVE AND APPROVE: END OF YEAR ACCOUNTS FOR 2018 / 2019**

The Clerk, as Financial Officer, provided Members with a copy of the end of year Statement of Financial Accounts for the year 2018 / 2019. The Clerk advised Members further, in relation to the accounts and the end of year balance.

**Members agreed the following:** Approved the end of year accounts for the financial year 2018 / 2019, with the financial spreadsheet signed by the Vice Chair of Meeting – Councillor R. Gwyn Hughes

#### **5(D-1). 56/19**

#### **ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2018**

The Clerk advised Members that the final document from the Welsh Assembly appointed External Auditor – BDO LLP of Southampton, had been received. The Document stated the following ‘on the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met’.

BDO further stated the following: ‘Other matters not affecting our opinion which we draw to the attention of the body and our recommendations for improvement are included in our report. The Clerk read out to Members the contents of the report, copies were provided to the Vice Chair and Immediate Past Chair of Council.

#### **5(D-2). 56/19**

#### **NOTICE OF CONCLUSION OF AUDIT**

The Clerk advised that in accordance with the (Public Audit (Wales) Act 2004 Accounts and Audit (Wales) Regulations 2014), that he had displayed a Public Notice, on the Council’s notice boards – in accordance with Section 29 of the Public Audit (Wales) Act 2004 - on the 27<sup>th</sup> February, 2019

#### **6. 57/19**

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

- (1) Councillor Caradoc Jones advised, in relation to his attendance at a meeting of the West Flintshire Town & Community Councils Working Group. Whilst a number of agenda items were discussed, the attendance of either a Police Officer or PCSO at Council meetings was also discussed. The Clerk advised that a PCSO attends other Council meeting every three months, whereas the Mostyn police Station had advised that they will not send any representative to the Whitford Community Council meeting.

**Members agreed the following:** the Clerk to formally invite a Police representative to the May Council meeting.

- (2) Councillor Gareth Sharp advised, of his attendance at a meeting of One Voice Wales. Agenda items discussed, included the attendance at future meetings by the Chief Executive of Wrexham Borough Council, together with a local Assembly Government Member.
- (3) Councillor Joseph Williams advised, in relation to his attendance at a School Governors meeting of Ysgol y Llan, Whitford. The School had applied for financial assistance towards

enhancing the facilities available at the School – which had been reused. However, all other primary Schools in the area had been successful.

#### **7(A). 58/19**

#### **PLANNING APPLICATIONS**

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

- ❖ Application number: 058505 (Amended application) – for the removal of conservatory and construction of 2 storey extension for master bedroom and garden room, at Maesteg, Gorsedd.

**Comment by Council:** Original comment to remain (No objection, subject to compliance with planning regulations).

**(The above application was sent to the Chair and Vice Chair, for consultation with the Members, due to statutory time limits for observations ).**

#### **7(B). 59/19**

**The Members confirmed the above decision.**

#### **7(C). 60/19**

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

- (a) Application number: 059661 – for approval of reserved matters following outline approval (055855) re: land to rear of Bryn Mair & Cilan, Gorsedd.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

- (b) Application number: 059673 – for outline application for the erection of a 4 bedroom detached dwelling, at land diagonally opposite The Old Toll Cottage, Whitford.

**Comment by Council:** Objects to the planning application – on the following grounds: **(1)** The area of land lies outside the current Flintshire Local Development Plan **(2)** The area of land is in open countryside.

- (c) Application number: 059730 – for the installation of an 11kv overhead line with associated wood poles, at Ffyddion Farm, Lloc.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

- (d) Application number: 059586 – for proposed change of use, comprising single story extension and conversion of St. Paul's Church Hall, to form 2no. dwellings, at St. Paul's Church, Gorsedd.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised. However, the Council Members are concerned with the loss of facilities for local Committees, Groups and others who presently use the building.

#### **7(D). 61/19**

#### **PLANNING DECISIONS**

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

- (i) Application number: 059285 – for proposed porch, rear \* side extension etc., at Bryn Celyn, Carmel. Approved.
- (ii) Application number: 057273 – for approval of details reserved etc., by various conditions, at The Barn, Tyddyn Ucha Farm, Whitford. Approved.
- (iii) Application number: 058860 – for proposed construction of 2no. detached dwellings, at Halfway House, Carmel. Approved.
- (iv) Application number: 059257 for proposed material change of use – 16 no. camping pods at Pant Glas Farm, Llyn Helyg, Lloc. Approved.

**8. 62/19**

**STREET SCENE SCHEDULE**

**The following concerns were raised by Members:**

- (1) Consideration should be given to residents when vehicles are reversing during the weekend refuse / recycling collections.
- (2) Pot holes in a number of areas: Lower Mertyn Lane, Carmel / Allt Goch, Carmel - including a number of Estates in Carmel Village.
- (3) Whitford Village: Area of tarmacking not completed / Maes Rhydwen estate road requires cleaning / litter requires removal in a number of areas in the Village - including the five villages in general.
- (4) The double gullies in Lower Mertyn Lane require cleaning out.

**The Clerk advised, that the concerns would be forwarded to the Street Scene Supervisor for the area.**

**9. 63/19**

**VISIBILITY CONCERNS – ROADWAY TO GARAGES AT MAES RHYDWEN, WHITFORD (CLLR R. J. HUGHES)**

Councillor Robert J. Hughes addressed Council Members, in relation to the obstructed visibility at the junction at the entrance to the garage facilities for residents of Maes Rhydwen and the Village Road, Whitford. There had been a number of complaints from residents who are concerned that the visibility aspect may cause an accident. Councillor Hughes advised that the main concern relates to the fence, whereby the foliage growing around it which is causing the visibility aspect. It was not known if the wall was the responsibility of Flintshire County Council, the Mostyn Estate or Welsh Water.

County Councillor Chris Dolphin advised, that an Officer from Flintshire County Council had recently visited the area and suggested that the Clerk contact this person (Name and telephone number was advised).

**Members agreed the following:** the Clerk to contact the Officer in County Hall, to ascertain ownership of the wall.

**10. 64/19**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
<b><u>To confirm below payments made in March 2019</u></b>				
090	Scottish Power Street lighting electricity Supply (Jan)	148.30	29.66	177.96
091	Scottish Power Street lighting electricity Supply (Feb)	133.97	26.79	160.76
092	Deeco Lighting Street lights - Repairs	48.00	9.60	57.60
093	One Voice Wales - Membership renewal	329.00		329.00
094	HM Revenue & Customs Clerk's PAYE & Clerk & Council NI	525.61		525.61
095	Caerwys Town Council (quarter share of photocopier lease)	51.00		51.00
096	R. P. Parry - Clerk Re-imburement of Microsoft 365 quarter share	16.66	3.33	19.99
<b><u>Payments for consideration at this meeting</u></b>				
097	Wales Audit Office - External audit of accounts for year 2017 / 2018	337.60		337.60
098	R. P. Parry - Clerk (reimbursement of a fee paid by HSBC Bank to Council - due to Clerk (on statement number: 328)	29.28		29.28
099	Carmel Village Hall (Hire of room for Council meetings)	65.00		65.00

**11. 65/19**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
100	1 <sup>st</sup> Carmel Rangers (Adjourned application) Section 137 LGA 1972	250.00
101	Flintshire 50+ Action Group (Adjourned application) Section 142(2A) of LGA 1972	100.00
102	Wales Air Ambulance (Annual donation) Section 137 LGA 1972	100.00

	<p>Carmel Bowling Club (Towards Clubhouse refurbishment)</p> <p><b>Note:</b> Members agreed by majority, in principle, to provide £2,000.00 – subject to the following: A report provided to Members at the meeting last evening, the Council understand that the Club are seeking financial assistance from other outlets – and should these be successful, then the project will commence. The Community Council would then wish to be provided with copy quotations for the work, prior to the release of the cheque.</p>	<p><b>See note</b></p>
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**12. 66/19**

**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 CHAIR OF COUNCIL:.....**

**DATE OF APPROVAL:.....**