



# **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 5<sup>th</sup> September, 2019, at 7.00pm**

### **1(A). 136/19**

#### **PRESENT**

Councillor Robert J. Hughes (Acting Chairman)  
Councillor Richard Davies  
Councillor Chris Dolphin (Community & County)  
Councillor R. Gwyn Hughes  
Councillor Mrs. Sharon E. James  
Councillor Dave Owen  
Councillor Gareth W. Sharp  
Councillor Miss. Emma Warbrick  
Councillor Joseph W. Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B). 137/19**

#### **APOLOGIES**

Councillor Richard L. Dolphin  
Councillor William Glynn  
Councillor Caradoc Wyn Jones

### **1(C). 138/19**

**In the absence of the Chair and Vice Chair of Council, Members agreed to appoint Councillor Robert J. Hughes as Chair for the meeting.**

### **1(D). 139/19**

**Standing Orders were suspended:**

**The Acting Chairman Councillor Robert Hughes welcomed Mr. Nigel Seaburg (StreetScene) Officer to the meeting.**

Mr. Seaburg advised Members, in relation to updates from the items raised in the July, 2019 Council meeting.

**The Clerk advised in relation to the following matters that had been reported to StreetScene, since the last Council meeting:**

- (1) Grass cutting complaints in the following areas: Fachallt Road, Pantasaph Village, Whitford Village and Waen Road. These were further discussed with Mr. Seaburg.
- (2) Hedge / tree outside Clearbrook in Mertyn Lane, Carmel – required cutting back as it obstructs the street lantern. Mr. Seaburg will arrange a site meeting.

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

- (i) Potholes in the area of Maes Rhydwen, Whitford.
- (ii) Overgrown hedgerows covering speed limit signage.
- (iii) Pot holes on the Hill above the Carmel Village Hall. Mr. Seaburg advised that areas of this road are scheduled for resurfacing.
- (iv) The advertising signage that had been recently removed from the fence – opposite the entrance to Mc Donald's and the garage – other notices have appeared. Mr. Seaburg will arrange for the notices to be removed.
- (v) Whilst outside of the Whitford Council area, concern was expressed in relation to the overgrowth covering the lights on the pelican crossing near to Aberkhan, on the coast Road, Mostyn. Mr. Seaburg will arrange the urgent cutting back.
- (vi) Sign in the Maes Rhydwen, Whitford, requires re-erecting.
- (vii) The 30mph speed limit signage in Fachallt Road, Whitford, has not been repositioned.
- (viii) Top of Tower Hill – the bramble hedge protrudes into the road which is decreasing visibility.
- (ix) Councillor Joseph Williams wished Mr. Seaburg to thank the contractor who has completed the grass and hedge cutting in a number of areas, including the A5026 Carmel to Lloc and Whitford. Other Councillors agreed with the sentiments. The Clerk was asked to formally contact the Street Scene Management Team.

**1(E). 140/19**

**Standing Orders were restored:**

**2. 141/19**

**DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared

**3. 142/19**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 4<sup>TH</sup> JULY, 2019**

The Minutes were proposed as correct by Councillor Chris Dolphin and seconded by Councillor David Owens and formally agreed by the Members present.

**4. 143/19**

**MATTERS ARISING**

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

**Minute no: 4. 122/19 sub minute no's: 4.105/19 & 10.78/19 & 4.52/19 (page 2)** - in relation to a meeting with Officers from Flintshire County Council – to discuss providing a grass cutting service by the Community Council. The Clerk advised, that during the meeting with Officers in the Alltami Depot of Flintshire County Council, it was agreed that the County would supply the Community Council with copies of all the grass cutting areas within the Whitford Community Council area. Whilst the Clerk has requested these over the past two month period, the copies had not been received.

**Members agreed the following:** The Clerk to endeavour to obtain the copies by the October Council meeting and if not received, County Councillor Chris Dolphin to assist.

**Minute no: 4. 122/19 sub minute no's: 4.105/19 & 10.78/19 & 9.63/19 (page 2)** - in relation to visibility concerns – at entrance to Maes Rhydwen garages in Whitford. The Clerk recollected to Members an e-mail dated the 9<sup>th</sup> July forwarded to Members, that had been received from Mostyn Estates. Whereby the Estate confirmed, that the area of land at the entrance to Maes Rhydwen garages was registered in the name of Flintshire County Council (Land Registry title number provided). The Clerk had advised the County Legal department and requested that Street Scene now consider clearing the foliage to increase visibility.

Councillor Bob Hughes confirmed, that Street Scene had completed works in the area whereby the visibility was improved.

**Minute no: 4. 122/19 sub minute no: 5(A). 106/19(1) (page 2)** - in relation to a Freedom of Information request to Flintshire County Council, seeking financial details for revenue received and spent on Holywell Car Parks. The Clerk recollected to Members an e-mail dated the 11<sup>th</sup> July forwarded to Members, that had been received from the Freedom of Information Officer at Flintshire County Council. The contents of the e-mail provided financial information in relation to the Holywell car parks.

**Minute no: 4. 122/19 sub minute no: 10.113/19 (page 3)** - in relation to the purchase of a suitable bin to house the tennis nets in Glebe Field MUGA, Whitford. The Clerk advised that a quotation for £204.56 plus VAT £40.71 Total £244.27, had been accepted by Councillor William Glynn - Chair and Vice Chair Richard Dolphin. The bin had been delivered to AURA Leisure and would be installed shortly. **Members confirmed acceptance of the quotation.**

**Minute no: 5(D). 126/19 (page 4)** - in relation to additional signatories on the Council's HSBC Bank account. The Clerk advised, that whilst the change of signatory application had been sent to HSBC and acknowledged, there had been no confirmation that the amendments had taken place to date.

#### **5(A). 144/19 CORRESPONDENCE**

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

- (1) The Clerk read out a report received from North Wales Police, in relation to reported criminal offences within the Community:

**Lloc:** 13 x Crimes – All relate to making off without payment from the Singing kettle garage in Lloc and 2 relate to a male tendering forged notes.

**Carmel:** 9 Crimes reported - and range from a Domestic Harassment / a Fraud offence / Criminal damage to a works vehicle / residential Burglary of an empty property.

**Whitford:** 1 x Environmental crime fly tipping near Bryn Coch Farm. Flintshire enforcement aware and dealing to try and trace the culprit from the dumped rubbish.

**Gorsedd and Pantasaph:** – no crimes reported.

**The following reports had been received by the Police:** (1) Youths had climbed into the bowling green in Carmel. Officers attended from Holywell and made area search. Officers to increase patrols (2) PCSO's have been asked / tasked to attend at the ward schools as much as possible at start / end times and provide advice initially in relation to inconsiderate parking and other offences (3)

Complaint of a dangerous dog in Carmel and that the dog had bitten another dog owner when they had tried to stop the dog attacking their own dog. Enquires underway to identify owner and advise Officers looking at the LEAD initiative (Education out of court disposal)

Councillor Dave Owen expressed his disappointment, that the Police had not visited over the August Bank Holiday, at the Mc Donald's and Garage facilities in Lloc – whereby the parking was a serious cause of concern.

- (2) E-mail forwarded to Councillors with attached poster in relation to needles & drug litter – which had been received from the North Wales Police.
- (3) Local Democracy and Boundary Commission for Wales – Review of Electoral Arrangements for the County of Flintshire – Draft Proposals. The Clerk advised that the draft proposals did not recommend any change to the existing Whitford Ward within Flintshire County Council. Councillor Joseph Williams received a copy of the report.
- (4) Flintshire County Council – Local Development Plan Briefing Meetings. The Clerk advised that Councillors' William Glynn and Richard Davies had indicated their attendance – which had been advised to the County. The event was to be held on Thursday 12<sup>th</sup> September at 5.00pm in County Hall, Mold.
- (5) Flintshire County Council – Annual Joint meeting with members of the Flintshire Standards Committee and Town & Community Council Members. The Clerk advised that Councillors' Williams Glynn and Richard Dolphin had indicated their attendance, which had been advised to the County. The event was to be held on Monday 30<sup>th</sup> September, in Caerwys Town Hall.
- (6) Flintshire County Council – Further report in relation to the visits to Town & Community Council, by Members of the Flintshire Standards Committee.
- (7) Flintshire County Council – List of Area Coordinator cover names and contact phone numbers during periods of absence.
- (8) Flintshire County Council – Match Funding Scheme – Improvements to Children's Play Areas 2019 / 2020. The two play area in Carmel and Whitford are identified as not being in need of further investment during the above period.
- (9) Denbighshire County Council – Notification of their Local Development Plan 2018 – 2033: Draft Preferred Strategy Consultation.
- (10) The Clerk advised in relation to receiving an anonymous letter in relation to inconsiderate parking within the community. The Clerk further advised, that he had referred to this in the next edition of the Five Villages Chronicle.

## **5(B). 145/19**

### **CLERK'S REPORT**

- (i) The Clerk advised Members of a deposit to the Council's bank account, the sum of £15,833.33, being the second payment of the 2019 / 2020 precept for the current financial year, received from Flintshire County Council.
- (ii) The Clerk advised in relation to the attendance of Councillors Gareth Sharp, at the One Voice Wales, whereby the invitation was open for another Councillor to attend. Councillors were requested to contact Councillor Sharp should they wish to attend.

- (iii) The Clerk advised that HMRC were now requesting that the PAYE & NI payments were made by bank transfer, as the payment cheques were being processed after the deadline for receipt date.

**Members agreed the following:** The Clerk to pay HMRC payments by BACS or Direct Debit.

- (iv) The Clerk provided Members with advice received from One Voice Wales, in relation to financial assistance to places of worship. Presently, donations were provided by the Council under Section 214(6) LGA 1972, whereby the advice stated: that under the Local Government Act 1894, the Council are unable to provide financial assistance to places of worship. The advice also stated: the 1894 Act still applies – as a specific provision overrides one of a general nature. Information had also been received by the Clerk on behalf of the Church Building Council, who disputed this advice and were requesting that the Government clarify the situation.

**Members agreed the following:** To await further guidance.

- (v) The Clerk advised in relation to a report and photographs on a BBC web site, that the Druid Inn, Gorsedd, had been selected as a finalist in the ‘Pubs in Bloom Competition’.

**Members agreed the following:** The Clerk to write to Mrs. & Mrs. Cliff & Sarah Elson, proprietors of the Druid Inn, to congratulate them in the competition and for the wonderful cascade of summer flowers outside their premises.

- (vi) **Street Lighting:** The Clerk advised that the new lantern installation had finally been connected by Scottish Power. The remains of the damaged lantern had also been fully removed. There were now no faulty lights within the community.

- (vii) The Clerk advised in relation to the following information received from County Councillor Chris Dolphin:

- Concerns with a number of nitrous oxide (laughing gas) canisters found in the Carmel area.
- Complaints in relation to areas in the Gorsedd being used for the repair and sale of vehicles.
- Update in relation to the implementation of a new speed limit on the A5026 Celyn Bends and A5151 – J31 Crossways.
- Refuge and other collections by Flintshire County Council in Crown Estate, Lloc.
- Installation of yellow lines in Carmel. Public notices to be displayed during this month.
- Provision of goal posts on land in Carmel. Councillor Miss. Emma Warbrick advised, that the primary school would erect temporary goal posts.
- E-mail and photographs received from a Carmel resident, in relation to inconsiderate parking at the junction of Carmel Road and road to the primary school.

## **5(C). 146/19**

### **ANNUAL RETURN FOR THE YEAR ENDED 31<sup>ST</sup> MARCH, 2019**

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 advised the following in an addendum report: in relation to the Council’s Asset Register. The report noted that the location of the assets held was not recorded. The Clerk advised, that this was

correct, as the items were prior to his appointment as Clerk. Copies of the report were provided to the Acting Chair of Council – Councillor R. J. Hughes, together with Councillor Mrs. Sharon James.

**Members agreed the following:** The Clerk to provide Members with a copy of the Asset Register, whereby the Members together with the Clerk will update accordingly. To agenda the item for the October Council meeting.

**5(D). 147/19**

**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 3<sup>rd</sup> September, 2019.

**5(E). 148/19**

**COMMUNITY ASSET TRANSFER: LAND ADJACENT TO YSGOL Y LLAN, WHITFORD**

The Clerk advised Members that the work had been completed on the car park area adjacent to Ysgol Y Llan in Whitford. Following a site meeting by Councillors' Williams Glynn, Robert Hughes and Caradoc Jones – together with the Clerk – the work was found to have been completed to the specification of the quotation. The Councillors' present authorised the payment to the contractor. During the inspection the Councillors suggested that it would be beneficial for a bilingual sign to be erected – stating that the car park was for the use of visitor parking and conveying pupils to Ysgol y Llan Primary School, together with congregation members attending services at the St. Mary & St. Beuno Church. The sign would also contain a disclaimer and be similar in size and colour to an adjacent interpretation sign. The Clerk had sought two quotations from signage companies in Flint. Only one company had provided a quotation, as follows: IS Group £489.00 plus VAT of £97.80 – Total £586.80.

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

The Clerk further advised, that he had contacted the Community Asset Team of Flintshire County Council in County Hall in Mold, seeking that a draft lease be prepared and sent to the Community Council for consideration - as per previous agreement - once the car park had been completed.

**5(F). 149/19**

**TO CONSIDER: QUOTATIONS FOR FOOTWAY PAVEMENTS ON (I) MONASTERY ROAD, GORSEDD (II) BABELL ROAD, GORSEDD**

The Clerk recollected to Members, an item agreed on the Earmarked and Other Reserves for 2019 / 2020 – whereby the sum of £30,000.00 had been allocated for new footpaths in-between Gorsedd and Pantasaph. Councillors' William Glynn and Chris Dolphin had met on site with a Flintshire County Council approved contractor. Two quotations had been received, as follows: Footway from Monastery Road to Babell Road (phase 1) - £20,000.00 and - phase 2 £20,000.00. The cost is plus VAT and included the re-siting of street lighting columns, road signage and BT poles.

**Members agreed the following:** (1) To seek two further quotations for the same specification. (2) To complete one phase this financial year (preferably in March 2020) and the other phase in year 2020 / 2021 (preferable in April, 2020) (3) Councillors' Williams Glynn and Chris Dolphin to meet on site with the two further contractors.

## **5(G). 150/19**

### **REMEMBRANCE SUNDAY POPPY WREATH**

The Clerk recollected to Members, that last year the Council obtained from the Ysceifiog Branch of the Royal British Legion, a Local Authority wreath – and enquired if a similar wreath was to be ordered for this Remembrance Sunday.

**Members agreed the following:** The Clerk to order a Local Authority wreath – as above.

## **6. 151/19**

### **REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)**

- (i) Councillor Bob Hughes sought the assistance of Councillor Chris Dolphin in relation to the non-emptying of bins in Maes Rhydwen, Whitford. As the County Council collections take place on a Saturday, there is no-one available in County Hall to take phone calls. Councillor Dolphin advised that he could be called over the weekend.

There were no further reports specific to the Local Committees and Outside Bodies schedule, or Council Members who had attended meetings on behalf of the Council.

## **7(A). 152/19**

### **PLANNING APPLICATIONS**

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

- (a) Application number: 059786 (amended application) – for proposed garage extension, at Holliberry House, Gorsedd.

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

- (b) Application number: 060169 – for removal of conservatory and construction of 2 storey extension for bedroom extension and garden room, at Maesteg, Pant Y Wacco, Lloc.

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

**(The above two applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

## **7(B). 153/19**

**Members formally confirmed the above decisions.**

## **7(C). 154/19**

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

- (1) Application number: 060350 – for the erection of extension to dwelling, at Fron Hyfryd, Fachallt Road, Whitford.

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

- (2) Application number: 060344 – for the erection of a dwelling, at Fairview (Church to A5026 Moorlands, Gorsedd). Please note: Actual address is Fairview, St. Asaph Road, Lloc.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised. However, the application appears to provide an incorrect address of the area of land – which is: Fairview, St. Asaph Road, Lloc.

**7(D). 155/19**

**PLANNING DECISIONS**

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

- (a) Application number: 060151 – for non-material amendment, following grant of permission number: 059703, at 1 Garreg Cottages, Gelli Road, Trelogan. Approved.
- (b) Application number: 059674 – for change of use of garage and storage building to provide a one bedroom tourist unit, together with the closure and relocation of the existing access, at Lloc Farm, Lloc. Approved.
- (c) Application number: 060011 – for first floor extension to the rear of the building, at Werneth, Whitford Road, Whitford. Approved.

**8. 156/19**

**STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

Street Scene was discussed in **Minute number: 1(D). 139/19 on pages 1 and 2 above.**

**9. 157/19**

**TO ARRANGE: INSTALLATION OF STREET LIGHTING COLUMN IDENTIFICATION NUMBERS (CLLR WILLIAM GLYNN)**

Councillor Robert Hughes on behalf of Councillor William Glynn, recollected to Members that the Council had purchased number plaques to be affixed to the street lighting columns within the Community. Councillor Glynn wished to receive assistance to complete the installation of the number plaques.

**Members agreed the following:** Councillors’ Richard Davies, Chris Dolphin, Gwyn Hughes and Joseph Williams – agreed to assist.

**10. 158/19**

**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 following payments made in August, 2019:</u></b>			
BACS	BACS Payment to Glasdon UK Ltd (agreed by Chair & Vice Chair) (Purchase of storage bin for Whitford MUGA – as quotation previously agreed by Council)	203.56	40.71	244.27
121	Scottish Power (July - Street Lighting Electricity)	151.33	30.27	181.60
122	I Parry Ltd (Provision of new car park in Whitford – as quotation previously agreed by Council)	12,250.00	2,450.00	14,700.00



123	Brian E. Jones (Joiner) (Repairs and maintenance of 6 Council notice boards – as quotation previously agreed by Council)	550.00		550.00
<b><u>Payments for consideration at September meeting:</u></b>				
124	Scottish Power (June - Street Lighting Electricity)	146.46	29.29	175.75
125	Deeco Lighting Ltd (Replacement street lighting column in Mertyn Lane, Carmel - as quotation previously agreed by Council)	1,180.00	236.00	1,416.00
126	Information Commissioner's Office (Data Protection Registration Renewal)	40.00		40.00
127	R. P. Parry – Clerk (Re-imburement of book of 100 postal stamps – as per receipt)	70.00		70.00

**11. 159/19**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
128	St. David's Church, Pantasaph (Annual Cemetery donation) (Section 214(6) LGA 1972)	500.00
129	Marie Curie (Rhyl Branch) (Section 137 LGA 1972)	250.00
	Whitford Young Farmers Committee (First application) <b>(Application adjourned to the October Council meeting – for production of the Committees accounts)</b>	

**12. 160/19**

**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:.....**