



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

---

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

**Held at The Carmel Village Hall,**

**On Thursday the 2<sup>nd</sup> January, 2020, at 7.00pm**

### **1(A). 01/20**

#### **PRESENT**

Councillor William Glynn (Chairman)  
Councillor Richard L. Dolphin (Vice Chair)  
Councillor Chris Dolphin (Community & County)  
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). 02/20**

#### **APOLOGIES**

Councillor Richard Davies  
Councillor Miss. Emma Warbrick

### **1(C). 03/20**

#### **ABSENT**

Councillor R. Gwyn Hughes

### **1(D). 04/20**

The Chairman Councillor William Glynn wished Members a Happy New Year.

### **1(E). 05/20**

The Chairman Councillor William Glynn recollected to Members, the importance in notifying the Clerk to the Council in relation to an apology for not being able to attend a Council meeting – otherwise non-attendance will be entered into the Minutes of the meeting as absent. Councillor Glynn referred to the guidance notes in the Welsh Assembly 'Good Councillors Guide'

### **1(F). 06/20**

**Standing Orders were suspended:**

The Chair of Council Councillor William Glynn, welcomed Mr. Nigel Seaburg (Flintshire County Council Street Scene) to the meeting.

- (a) Mr. Seaburg referred to the request from the Community Council, for copies of all road maps within the Community Council area of Whitford – to include the all Villages. Councillor Glynn thanked Mr. Seaburg for supplying the maps. **(Minute number 4. 10/20 on page 3 below)**
- (b) Mr. Seaburg provided the following update in relation to previously reported concerns:
- (1) Pot Holes in Maes Rhydwen, Whitford. (Completed in early December)
  - (2) Gullies require emptying in Waen Lane. (clarified as between Waen Crossroads and Saithffynnon Crossroads)
  - (3) Footway requires cleaning - Whitford Road (A5026) (Ticket raised to resources in January)
  - (4) Pot hole – outside Angorfa, Carmel Hill (Repaired in November)
  - (5) Road from Holway Garage travelling to Carmel School – Dog fouling on footpath – (Unit attended and cleared)
  - (6) A5026 Road at Celyn Bends – overgrowth on pavements. Pedestrians have to walk on road. Ticket raised to resources in January)
  - (7) White lines require re-painting in: Carmel Road and Ocean View Estate (Added to ongoing list for consideration)
  - (8) Monastery Road, Pantasaph – Still a number of hedges / tree branches require cutting back (Completed in early December)
  - (9) Pot holes above Treanonwen, Downing Road, Whitford (junction) (Repaired end of November)
  - (10) Mertyn Lane, Carmel – Gullies require emptying (Completed in 3rd week of December)
  - (11) Overgrowth by lamp near to 3, Mertyn Lane, Carmel (Passed to street lighting team)
  - (12) Monastery Road, Pantasaph - 2 grids marked in white - one still awaiting repair and other repaired but now loose (Two manhole covers here need resetting - tickets passed to resources team)
  - (13) Gorsedd – Top of hill by The Elms – tree branch protruding which causes vehicles to move to opposite side of road (Tree removed in mid-November)
- (c) **Members brought the following concerns to the attention of Mr. Seaburg:**
- (i) Overgrowth requires removing from street lamp near Clearbrook, Mertyn Lane
  - (ii) Further potholes on Whitford Road
  - (iii) Passing bays on Fachallt Road require cleaning
  - (iv) Water running down Llwyn Ifor Lane
  - (v) Gullies require cleaning – Saithffynnon Crossroads to the Tre Eden Owain Farm area in Whitford
- (d) Councillor Mrs. Sharon James, thanked the team for the emptying of the dog bins and referred to a damaged bin (lid missing) in Llys Y Mor, Carmel. Mr. Seaburg advised, that there were no new bins in stock presently, but would be added to the list.
- (e) Councillor David Owen advised in relation to complaints from residents in Crown Estate, Lloc - to the usage of a tannoy system in the Euro Garage (MacDonald's services area – A5026 road). Apparently the tannoy is used throughout the night time period – whereby the residents are able to hear the announcements clearly – which have been heard over the past few nights between 3.00am and 4.00am. The residents feel that that their sleep is being

disturbed and wish to alleviate the concern before the summer months when bedroom windows will be open.

**Members agreed the following:** Upon the advise from Mr. Seaburg, asked the Clerk to report the concern to the Environmental / Noise Pollution Officer in Flintshire County Council.

**1(G). 07/20**

**Standing Orders were restored:**

**2. 08/20**

**DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

**3. 09/20**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 7<sup>TH</sup> NOVEMBER 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. 10/20**

**MATTERS ARISING**

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

**Minute no: 4.186/19 sub minute numbers: 4.165/19 & 4.143/19 (page 2)** - in relation to the Community Council receiving from Flintshire County Council - maps of the grass cutting areas together with all roads within the Community Council area. This matter was discussed during the attendance of Mr. Nigel Seaburg (Flintshire County Council Street Scene) – under **Minute number 1(F). 06/20 (a) on page 2 above.**

**Members agreed the following:** The Clerk to place the matter on the February Council Agenda for further discussion. Councillors were asked to attend at 6.45pm to peruse the various maps supplied by the County Council, prior to the formal Council meeting.

**Minute no: 4.186/19 sub minute numbers: 4.165/19 & 5(e).148/19 (pages 2 and 3)** - in relation to a Community Asset Transfer of land adjacent to Ysgol Y Llan, Whitford. The Clerk enquired if the grass was growing and as to whether the bollards are to be removed. Councillor Roberts Hughes advised that the grass was growing and suggested that the bollards remain in situ for a further few weeks to assist with the grass growth.

**Members agreed the following:** To leave the bollards in situ for another month.

**Minute no: 4.186/19 sub minute numbers: 4.165/19 & 5(F).149/19 (page 3)** - in relation to quotations for footway pavements on Monastery Road, Pantasaph and Babell Road, Gorsedd. The Chair of Council Councillor William Glynn provided the following update: Whilst a number of site meetings have been held on site with potential contractors, together with Officers from Flintshire County Council, there is a concern with the repositioning of three street lights. Three quotations each for Footpath one and footpath two have been received.

**Members agreed the following:** The Clerk to make arrangements for a site meeting in Pantasaph with Mr. Darell Jones (Flintshire Street Lighting). The Chair of Council Councillor William Glynn together with County Councillor Chris Dolphin and the Clerk to attend.

**Minute no: 4.186/19 sub minute number: 8.175/19 (vi) (page 3)** - in relation to receiving a quotation for the cutting of a hedge alongside Pen Y Gelli Quarry on the A5026 in Lloc. The Chair of Council Councillor William Glynn confirmed, that the work had been completed, but the Clerk, to date, had not received the agreed invoice for £70.00.

**Minute no: 5(F). 193/19 (page 5)** - in relation to a number of street lighting units sited on Llwyn Ifor Lane – between the boundaries of Mostyn and Whitford Community Councils. The Clerk advised that Mostyn Community Council had written to state that the lights were not on their schedule and their Council had never repaired and maintained the lights on this particular road.

**Members agreed the following:** Councillor Robert Hughes to contact the previous Clerk to Mostyn Community Council, to ascertain their views. In particular, as previously these lights were reported faulty to Mostyn Council and repaired by their street lighting contractor.

**Minute no: 6.194/19 (ii) (page 6)** - in relation to a report provided by my Councillor Miss. Emma Warbrick and in particular, to the installation of yellow line parking restrictions near to Ysgol Bro Carmel. The Clerk advised, that the day following the November Council meeting a letter arrived from the Head Teacher of Ysgol Bro Carmel – whereby an objection was made to the provision of yellow lines. The Clerk recollected to Councillors, that he had forwarded the letter to all Council Members and had written a reply to the Headteacher, advising that any objections should be sent direct to Flintshire County Council – as per the Public Notice.

**Minute no: 9.199/19 (page 8)** - in relation to speed signage in the area of MacDonald's on the A5026 and A5151 Crown Estate area, together with the current speed limit on the A5026 road – in the area between Nerse Farm, Lloc and junction 31 of the A55 road.

The Clerk recollected to Members a pdf copy of a letter that was sent to Councillors by e-mail in November – that had been received from Mr. Anthony Stanford (Flintshire Highways). The letter referred to the new speed limit signage, which was placed following a County-wide review. The speed and further signage requested in the area from Nerse Farm to MacDonald's – whereby a number of site meetings with Flintshire Officers had been held – with Councillors' William Glyn and Chris Dolphin in attendance. The letter stated that further reviews would be undertaken, whereby the Community Council would be advised of the results in due course.

**Minute no: 10/200/19 (pages 8 and 9)** - in relation Vehicle Activated Speed Signage in Carmel and Gorsedd Villages. The Clerk advised, that despite a number of reminders to Officers in Flintshire County Council that a reply be received prior to this evening's meeting, there had been no reply.

**Members agreed the following:** Expressed their disappointment that there had been no reply since the Clerk's letter sent in November to the County Council. Councillor Chris Dolphin was asked to expedite a reply.

**5(A). 11/20**

## **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:

**Carmel** - 4 crimes: 1 x domestic related theft / 1 x report of threats over social media / 1 x fraud offence committed remotely from abroad / 1 x domestic related assault.

**Gorsedd** – No crimes reported.

**Lloc** - 6 crimes: 4 x demand from the Singing kettle garage (making off without payment) / 1 x theft of a lock from a gate of a property A5151 / 1 x domestic related assault.

**Pantasaph** – No crimes reported.

**Whitford** - 1 x Complaint of harassment

- (2) The Clerk recollected to Members the last Flintshire County Forum meeting, whereby a presentation had been provided in relation to a Micro-care project that had received funding within the County. The Micro-care Team wish to attend a meeting of the Community Council to provide further information to the Council Members.

**Members agreed the following:** To invite the Micro-care Team to the 6<sup>th</sup> February Council meeting.

- (3) Notification from Welsh Assembly Government in relation to the appropriate sum under Section 137. From the 1<sup>st</sup> April, 2020 - the present sum of £8.12 per elector, will be increased to £8.32 per elector.
- (4) Flintshire County Forum dates for 2020 – forwarded to Councillors' William Glynn and Roberts Hughes – as the Council's representatives on the Forum.
- (5) Letter from the Five Villages Gardening Club Committee, in relation to parking arrangements, during joint meetings in Carmel Village Hall.

## **5(B). 12/20**

### **CLERK'S REPORT**

- (i) The Clerk advised Members of a deposit to the Council's bank account, the sum of £15,333.33, being the third payment of the 2019 / 2020 precept for the current financial year, received from Flintshire County Council.
- (ii) Dates of 2020 Council meetings provided to Council Members. The Clerk advised that due to the change of date of the July Council meeting, a different venue was required.

**Members agreed the following:** The Clerk to endeavour to arrange the July, 2020 Council meeting in Ysgol Y Llan Primary School in Whitford.

- (iii) The Clerk brought to the attention of Members the following from County & Community Councillor Chris Dolphin:
  - (a) The Public Notice in relation to the proposed installation of yellow lines in Carmel had been advertised, whereby the closing date for comment has passed. The County Council will consider any responses received.
  - (b) The Public Notice in relation to the proposed extension to the existing yellow lines on the A5026 near to the MacDonald's entrance has been advertised – with a closing date on Friday 17<sup>th</sup> January, 2022 for comment.
  - (c) Further update in relation to parking and other concerns on land in Gorsedd.
  - (d) Concern of alleged advertising of premises known as Halfway House, Carmel - as residential, whereas the building is a business

(iv) **Street Lighting:** The Clerk advised in relation to the following:

- (a) Four faulty street lights had been reported to the Council's electrical contractor: Lamp number: 130 – between Pant Y Wacco and Carmel (previously reported) and lamp number: 150 on Dyserth Road, Lloc. Two further reported lamps on Park Road in Carmel have been repaired.
- (b) The Clerk brought to the attention of Members, an increase in maintenance and repair charges from Deeco Lighting – (who are the Council's current street lighting contractor).

**Members agreed the following:** To await the thoughts of two other Councils that the Clerk is employed by as Clerk and if necessary, to seek further quotations. The Clerk to further report in the February Council meeting

**5(C). 13/20**

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2019**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2019, together with copies of the two Council Bank account statements. The Clerk further provided Members, with a breakdown in relation to the budget headings, which included income and expenditure to-date.

**Members agreed the following:** Approved the Statement of Accounts, whereby the document was signed by the Chair of Council – Councillor William Glynn.

**5(D). 14/20**

**TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2020 / 2021**

The Clerk as Financial Officer, provided 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 2020. The spreadsheet further provided Members, with details of recommended allocations for each of the Council's budget headings for 2020 / 2021 - based on previous spending.

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

- (1) To increase the precept for the forthcoming financial year to £50,000.00 – an increase of £2,500.00. The Clerk advised, that the Band D property charge would be £43.19, an increase to the current charge of £2.56p a year (6.30% = 21p a month increase) – per Band D household.
- (2) Earmarked Reserves £46,730.00 / General Reserves £12,239.00 / To transfer £20,119.00 from the 2020 / 2021 budget to General Reserves.
- (3) The Chair of Council William Glynn, signed the estimates for the end of the financial year 2019 / 2020, including the precept requirement for 2020 / 2021.
- (4) The Clerk to advise Flintshire County Council, in respect of the Community Council's financial requirements (precept) for 2020 / 2021.

**5(E). 15/20**

**TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2019 / 2020**

The Clerk advised that this matter is an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council's Internal Auditor.

**Members agreed the following:** To re-appoint JDH Business Services Ltd., as the Council's Internal Auditor for the end of year 2019 / 2020 accounts.

#### **5(F). 16/20**

#### **CLERK'S ANNUAL APPRAISAL – 2019**

The Clerk advised and the Chair of Council - Councillor William Glynn confirmed, that the Clerk's annual appraisal had been completed for year 2019.

#### **6. 17/20**

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

- (i) Councillor Joe Williams advised of his attendance at a School Governor's meeting in Ysgol y Llan, Whitford. The defibrillator housing unit that the Community Council kindly funded, has been installed. The School are endeavouring to have a further classroom installed. Councillor Robert Hughes enquired if a School Newsletter could be issued to advise residents as to when events are held at the School.
- (ii) Councillor Caradoc Jones advised of his attendance at a Halkyn Mountain JCB meeting. The installation of the first three cattle grids has been completed.

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

#### **PLANNING APPLICATION**

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

- (a) Application number: 060525 – for the erection of 2no. dwellings, at Crecas Cottage, Carmel Hill, Carmel.

**Comment by Council:** The Community Council object to the application on the following grounds:

- (1) The land is outside the settlement boundary and does not therefor comply with HSG4 New Dwellings Outside Settlement Boundaries.
- (2) There is no evidence in the application of a genuine local need for affordable housing provision in a rural area – as per Policy HSG11 (a) – Affordable Housing in Rural Areas.
- (3) There is no evidence in the application that the houses will remain affordable in perpetuity for those in need, managed by a housing association, the County Council, a bone fide trust or similar organisation – as per Policy HSG11 (e) – Affordable Housing in Rural Areas.

**Other general comments:**

- (i) The Design & Access Statement refers to a bus service. This service is to be discontinued.
- (ii) Access to the area is along a narrow road with no footpath either side to the Village of Carmel. It is not (as suggested in para 1.1 of the Design and Access Statement) the 'main road through Carmel'.
- (iii) There are no amenities in the locality – shops.
- (iv) Whilst the application associates the land with Crecas Cottage, it is quite independent of it.
- (v) The development site appears to be of a much larger parcel of agricultural land which could potentially be opened up for development if permission were granted.

- (b) Application number: 060737 – for removal of condition 1 attached to planning application number: 058589, at Misty Waters Caravan Park, Lloc.

**Comment by Council:** The condition contained in the original grant number: 058589 – should remain.

**(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). 19/20**

**Members formally confirmed the above decisions.**

**7(C). 20/20**

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

- ❖ Application number: 060817 – for installation of 4 no. new digital freestanding signs and 1 no. 15 inch digital booth Screen, at McDonald’s Restaurant, Lloc.

**Comment by Council:** Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

**7(D). 21/20**

**PLANNING DECISIONS**

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

- (a) Application number: 060461 – conversion of attached garage to residential annex, at Fielding House, Pantasaph. Approved.
- (b) Application number: 060514 – erection of rear extension, at The Lindens, Pant Y Wacco, Gorsedd. Approved.
- (c) Application number: 056506 – siting of temporary agricultural workers dwelling (retrospective), at Groesffordd Bach, Lloc. Refused. (notification dated 11<sup>th</sup> September – received by Community Council on 14<sup>th</sup> November, 2019).
- (d) Application number: 060515 – erection of rear orangery & replacement walls, at Bryn Ffestin, Windsor Park, Carmel. Approved.
- (e) Application number: 060541 – New kitchen extension in-between house and garage, at Holliberry House, Gorsedd. Approved.
- (f) Application number: 060542 – change of use of agricultural land for 2 dog exercise areas and associated infrastructure, at Golch Farm, Carmel. Approved.

**8. 22/20**

**STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

This agenda item was discussed under **Minute number 1(F). 06/20 on pages 1, 2 and 3 above.**

**9. 23/20**

**APPROVAL OF ACCOUNTS FOR PAYMENT**



<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b>Direct Debit:</b> Scottish Power (October - Street Lighting Electricity Account - payment dated 18 <sup>th</sup> November, 2019)	151.33	30.27	181.60
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated 2 <sup>nd</sup> December, 2019			
	<b>Direct Debit:</b> Scottish Power (November - Street Lighting Electricity Account - payment dated 18 <sup>th</sup> December, 2019)	146.46	29.29	175.75
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December) Payments dated 2 <sup>nd</sup> January, 2020.			
	<b>Standing Order:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December 2019 – payment dated 6 <sup>th</sup> January, 2020). Amount due £500.31. Council in credit with HMRC following overpayment in October, 2019 of £499.69. Amount due for payment £0.62p	0.62		0.62
	<b><u>Payments for consideration at meeting:</u></b>			
139	Snapfast (Payment of new LED lantern for lamp opposite The Nook, Llwyn Ifor Lane)	131.80	26.36	158.16
140	Society of Local Council Clerks (Quarter payment with other Councils - membership fee of £227.00)	56.75		56.75
141	Halkyn Community Council (Quarter payment of new Council colour printer with other Councils – as agreed by Chair and Vice Chair in-between meetings). Full purchase cost of £191.66 plus VAT £38.33 – to be re-claimed by Halkyn Council)	47.91		47.91

## 10. 24/20

### APPLICATIONS FOR FINANCIAL SUPPORT

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
142	Caerwys Agricultural Show (Annual Donation) (Section 144 of the LGA 1972)	350.00
143	Five Villages Craft & Sewing Club (Annual Donation) (Section 137 LGA 1972)	300.00

144	Urdd National Eisteddfod (Denbighshire) (Section 145 LGA 1972)	300.00
-----	-------------------------------------------------------------------	--------

**11. 25/20**

**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:.....**