



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

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

**Held Virtually by Video and Telephone Conference,**

**On Thursday the 14<sup>th</sup> July, 2022, at 7.00pm**

### **1(A). 126/22**

#### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Councillors Gareth Sharp and Melanie Wallis signed their Declarations of Acceptance of Office, following being co-opted to the Council at the June 2022 Council meeting:

The Chair of Council Billy Glynn welcomed the two new Members to the Council.

### **1(B). 127/22**

#### **PRESENT**

Councillor Billy Glynn (Chair)  
Councillor Richard Dolphin (Vice Chair)  
Councillor Tim Barks  
Councillor Chris Dolphin (Community & County)  
Councillor Matthew Foster  
Councillor Sharon James  
Councillor Caradoc W. Jones  
Councillor Matthew J. Marshall  
Councillor Gareth Sharp  
Councillor Melanie Wallis  
Councillor Emma Warbrick

Clerk & Financial Officer R. Phillip Parry

### **1(C). 128/22**

#### **APOLOGIES**

Councillor Paul Urquhart

### **1(D). 129/22**

#### **ABSENT**

None

### **2. 130/22**

#### **PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No attendance at meeting by public, no questions, comments or representations received prior to meeting.

### **3. 131/22**

#### **DECLARATIONS OF INTEREST**

The following Declaration of Interest was declared: Councillor Tim Barks (**Minute number: 8(C). 144/22 (3) on page 7 below**)

### **4. 132/22**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9<sup>TH</sup> JUNE 2022**

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

### **5. 133/22**

#### **PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS**

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5. 114/22 (2) (page 2)** – in relation to the Governing Body at Ysgol Bro Carmel. County Councillor Chris Dolphin advised Members, that he had been in contact with Senior Education Officers.

**Members agreed the following:** The Clerk to place the file in pending.

- (2) Minute no: 5. 114/22 (3) (page 2)** – in relation to the installation of a red dog bin on the A5026 road in Lloc near Pen y Gelli Quarry and a general litter bin on Dyserth Road, Lloc. Councillor Chris Dolphin advised, that Street Scene had agreed to place a general litter bin on the A5026 road in Lloc – to be sited at the end of the wall at the point near the cricket club boundary and entry to the woods. The Dyserth Road, Lloc request will be discussed further with Street Scene.
- (3) Minute no: 9. 122/22 (page 7)** – in relation to obtaining quotations for general maintenance during the summer months to five Council bench seats, together with a repair to the bench seat in Whitford. The Clerk confirmed to Members that the specifications for both quotations had been agreed by the Chair and Vice Chair, whereafter two contractors who have completed work for the Council previously were invited to quote. Members viewed the quotations virtually.

**Members agreed the following:** **(1)** Accepted quotation for the maintenance of five bench seats and surrounding areas during the summer months, at a cost of £225.00 from Treetops Ground Maintenance **(2)** Accepted quotation for the repair of the Whitford bench seat, at a cost of £110.00 from Treetops Ground Maintenance.

#### **Pending Matter:**

**The Clerk advised, that the following remains in the pending file:**

- Planning application for the Change of Use and Conservation Consent, for the Red K6 Phone Box in Pantasaph - from BT payphone to house a defibrillator.

### **6(A). 134/22**

#### **CORRESPONDENCE**

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

- (1) The Clerk advised, that the following criminal offences had been reported to the North Wales Police, that had occurred within the Whitford Community Council area:

**Carmel** - 3 x Violence

**Gorsedd** - 1 x Public Order / 1 x Violence

**Lloc** - 2 x Shop lifting

**Pantasaph** - 1 x Public Order

**Whitford** - 1 x Burglary

- (2) Cymdeithas Thomas Pennant: Lecture programme and other information to the end of 2022.
- (3) North Wales Police. Notification from Police Inspector Stephen Roberts in relation to the setting up of a new Consultative Committee. Date to be advised in due course.

**The following correspondence was forwarded by e-mail to Members:**

- ❖ Welsh Government: Good Councillors Guide – 2022 (Bilingual copies)
- ❖ Welsh Government: Shaping Wales' Future: Members to complete survey on a personal basis
- ❖ Flintshire County Council: Local Development Plan 2015 – 2030 Examination. Consultation on Matters Arising
- ❖ Independent Remuneration Panel for Wales Report for 2022 / 2023.
- ❖ Hy Net: Further consultation on the new carbon dioxide pipeline. Councillors to complete consultation on a personal basis
- ❖ Flintshire County Council: Results of the 2021 Census will be released by the Office of the National Statistics on the 28<sup>th</sup> June
- ❖ Awel Y Mor Windfarm: Update
- ❖ Welsh Government: Consultation in relation to 'A Fairer Council Tax' Members to complete on a personal basis.

**6(B). 135/22  
CLERK'S REPORT**

- (a) Independent Remuneration Panel for Wales. The Clerk advised the following:
- (i) Under Section 151 of the Local Government Measure 2011, the Annual return for the statement of payments to Members had been submitted for the period 2021 / 2022.

- (ii) The Clerk recollected Members to the mandatory payment to Councillors of £150.00, under the Independent Remuneration Panel for Wales recommendation. The Clerk advised, that a claim form would be sent to all Council Members following the meeting, and asked that all Councillors either complete the payment request, or the forgo section. The form to be returned to the Clerk.
- (b) Memorial bench seat on the Trelogan Road opposite the Maen Achwyfan monument has been installed by Flintshire Street Scene in memory of a colleague. The Clerk recollected Members that they had previously agreed to the bench seating, whereby when installed would be maintained by this Council and added to the Asset Register at a cost of £1.00. Members were shown a photograph of the bench seat in situ.

**Members agreed the following:** Confirmed their agreement to maintain and include the bench seat on this Council's Asset Register.

- (c) Re-commencement of the West Flintshire Town & Community Councils Forum – meeting scheduled for Monday 11<sup>th</sup> July at 6.00pm. Information advised to Councillor Caradoc Jones – as this Councils representative.
- (d) Fire damage to a tree in Carmel woods. The Clerk advised that the incident had been reported to the Police, whereby following making enquiries and a visit to the site, have spoken with a local resident. Members were shown photographs of the damage and other items in the area.
- (e) **The Clerk brought to the attention of Members the following from County & Community Councillor Chris Dolphin:**
  - (i) Notification from Headteacher of Ysgol Bro Carmel, to graffiti on school premises.
  - (ii) Reported to Aura Leisure a concern with the netting handle at the Whitford tennis court.
  - (iii) Fly tipping in Pen y Gelli Quarry (Members were shown photographs).

#### **6(C). 136/22**

#### **TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30<sup>TH</sup> JUNE 2022**

The Clerk, as Financial Officer, provided Members virtually with a copy of the Quarterly Statement of Accounts, as at the end of June, 2022 (electronic copies sent prior to the meeting), together with copies of the 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 agreed to be signed by the Chair of Council; Councillor Billy Glynn.

#### **6(D). 137/22**

#### **THE LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021: STATUTORY GUIDANCE FOR COMMUNITY AND TOWN COUNCILS**

**Annual Report:** The Clerk recollected and provided further information to Members from the above Act, whereby from May of this year, all Town & Community Councils in Wales are required to produce an annual report. Whilst both the Society of Local Councils and One Voice Wales had endeavoured to obtain guidance from the Government as to the format for the report, it was only in late June, that a directive containing the guidance was received. The Clerk advised that he would now produce a draft report for consideration by Council at the September meeting, with a copy sent to Members prior for perusal.

**Training Plan:** The Clerk also recollected and provided further information to Members in relation to the required training plan for both Councillors and Clerk, that was required by the above Act to be published by November 2022. No guidance had been received to-date. Councillor Matt Foster offered to assist the Clerk with the training plan.

**6(E). 138/22**

**TO FURTHER DISCUSS: STREET LIGHTING ENERGY SUPPLY CONTRACT  
(ADJOURNED FROM APRIL MEETING)**

The Clerk recollected Members to the April Council meeting whereby it was agreed to further review the street lighting energy supply contract at this month's meeting. The Clerk advised that there had been no change to the tariff within the energy market for business consumption.

**Members agreed the following:** To further review the street lighting contract at the January 2023 budget setting process.

**6(F). 139/22**

**STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

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

- No matters of concern had been received and reported since the last Council meeting.

**The following update received from Mr. Nigel Seaburg in relation to concerns raised at the June Council meeting (update in italics):**

- (1) General concerns in the Whitford village area. The main road through the village requires sweeping and litter removal. *(Request will be made asking for the sweeper to call and I will arrange a litter pick)*
- (2) Hedge running alongside the Glebe Field in Whitford is growing into the roadway. *(Normally don't cut roadside Hedges till October/November, Will ask contractor to trim back)*
- (3) Increased amount of rubbish bearing the names of McDonald's, Greggs and Subway in the area roads surrounding these businesses. *(Will inspect/arrange litter pick)*
- (4) To clarify the report from the May meeting in relation to Penfforddylan Road – road surface breaking up. Traveling from Lloc past Misty Waters towards the roundabout, the tarmac surface is breaking up as you approach the roundabout. *(Will Inspect when carrying out monthly routine inspections)*

- Following the planning grant for McDonald's the Company were to remove litter within a certain distance from their premises; are you aware of this distance. (*The staff member at McDonald's picks an area of roughly 0.5 of a mile, he has been seen near the Cricket ground and near Penfforddylan Roundabout also*).

**Members brought the following concerns to the meeting:**

- (1) Footpath on Monastery Road, Pantasaph: Requires strimming as nettles protruding onto footway
- (2) Footpath on Monastery Road, Pantasaph: Hedges protruding into footpath causing difficulty for pedestrians and perambulators
- (3) Whitford Village: Roadway through the Village requires sweeping
- (4) Mertyn Lane, Carmel: Undergrowth entering roadway causing a danger to pedestrians by passing vehicles
- (5) Whitford Road, travelling from A5026 junction in Carmel: Overgrown grass verges have reduced the width of the roadway, which causes difficulty for vehicles travelling in opposite directions and also pedestrians

**Note:** Councillor Chris Dolphin as County Councillor was requested to obtain the road sweeping schedule for the Community Council area.

**The Clerk advised, the above concerns would be brought to the attention of StreetScene.**

**7(A). 140/22**

**NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES  
(ADJOURNED FROM MAY MEETING)**

Members perused the current List of Committees and Outside Bodies.

**Members agreed the following:** (i) To cease the Councillor School Governor Representatives from Ysgol Bro Carmel and Ysgol Y Llan, Whitford. To await contact from both Schools requesting an appointed Councillor to complete a new Term of Office (ii) The remaining vacant positions on the list to be further adjourned to the September Council meeting.

**7(B). 141/22**

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

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

**8(A). 142/22**

**PLANNING APPLICATIONS**

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

- (a) Application number: Ful/000106/22 – for proposed demolition of existing garages and the building of a new garage/workshop (for personal use only) at 2, Garreg Cottage, Gelli Road, Trelogan, CH8 8DD.

**Comment by Council:** Subject to compliance with relevant policies and planning guidance notes, then no objections raised. However, is the land access to the new garage / workshop owned by the applicant, or Mostyn Estates.

- (b) Application number: 064471 – for proposed extension to existing double garage to create triple garage, at Moorfield House, Babell Road, Pantasaph.

**Comment by Council:** Whilst the Community Council are concerned with the size and scale of the proposed extension, however, subject to compliance with relevant policies and planning guidance notes, 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).**

**8(B). 143/22**

**Members formally confirmed the above decisions.**

**8(C). 144/22**

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

- (1) Application number: LDC/000110/22 – for static caravan to be used as permanent residential dwelling, at Groesffordd Bach, Gelli Road, Lloc.

**Comment by Council:** Objects to the application - due to insufficient history of the site and inconsistencies in the usage and siting of the caravan.

- (2) Application number: FUL/000139/22 – for proposed extension at 15 Mertyn Lane, Carmel.

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

- (3) Application number: FUL/000151/22 – for the siting of 29 steel containers in the existing garage yard, at Pen y Parc Garage, A5026 Road, Lloc.

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

**Note:** Councillor Tim Barks Declared an Interest in the above planning application at Pen Y Parc Garage (**Minute number: 3. 131/22 on page 2 above**).

- (4) Application number: FUL/000177/22 – for retrospective application for siting of 2 static caravans for temporary period of two years, at Groesffordd Bach, Whitford.

**Comment by Council:** Objects to the application - as it contravenes the following sections of the current Local Development Plan for Flintshire: HSG 4; STR 1; GEN 1; GEN 3 and HSG 14 Gypsy Sites.

- (5) Application number: FUL/000178/22 – for proposed stables extension for private use with hardstanding proposed, at 1, Gelli Fawr, Whitford.

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

- (6) Application number: FUL/000200/22 – for proposed erection of a single storey storage building, at Carmel & District Cricket Club, Pen Y Gelli, Lloc.

Proposal to support the application to upgrade the current storage, as the Sports Club is one of a limited facility in the area. Amended proposal: The siting of the new storage facility appears to be not on the site of the current storage units. The new building would be visible from the A5026 road, whereby the original site would be more empathetic to the countryside.

**Members agreed the following: Comment by Council:** Supports the application. The sports Club is one of a limited facility in the area.

**8(D). 145/22**

**PLANNING DECISIONS**

No planning decisions received from Flintshire County Council

**9. 146/22**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Direct Debit:</b> Scottish Power (May - Street Lighting Electricity Account - payment dated 22/06/2022	552.65	110.53	663.18
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for May) Payments dated 01/06/2022			
	<b>BACS:</b> R. P. Parry – Clerk. Re-imburement of Red Phone Box glass – as agreed in June meeting (Payment authorised by two Councillor bank signatories and dated 14 <sup>th</sup> June 2022)	44.62	8.92	53.54
	HSBC Bank (Bank charges): Payment dated 01/07/2022)	5.00		5.00
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	<b>Direct Debit:</b> Scottish Power (June - Street Lighting Electricity Account): Payment due 19/07/2022	534.86	106.97	641.83
	Flintshire County Council: Recharge costs for uncontested election – May 2022	237.55		237.55

**10. 147/22**

**APPLICATIONS FOR FINANCIAL SUPPORT**



<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted</b>
	<p><b><u>Authorised to be paid by BACS:</u></b></p> <p>(1) Holywell Market Group (Application for £500.00 – to support a monthly Holywell Market)</p> <p>Whilst the Council accepted that the Group had only been formed recently, hence no end of year accounts, the application was adjourned to Thursday 14<sup>th</sup> July, for the following reasons:</p> <ul style="list-style-type: none"> <li>• To produce a copy of the first page of the bank account statement</li> <li>• The application states the Group is a charity, but n/a has been placed in the charity number box. Could this be clarified please and if a registered charity with the Charity Commission, the charity number.</li> <li>• Has the date of the event been set.</li> </ul> <p>The Clerk advised that the bank account statement had been produced; as the Group had a current annual financial turnover of under £5,000 – they could be called a charity without being formally registered; the date of event is 28<sup>th</sup> July.</p> <p><b>Members agreed the following:</b> (i) Funding of £300.00 was pledged, which will be released following the event upon application (ii) The Chair and Vice Chair to agree payment in between meetings. (Section 137 LGA 1972)</p> <p>(2) Carmel Women’s Institute (Application for annual grant) (Section 19 - 3(a) LGA (Miscellaneous Provisions) Act 1976)</p>	<p>£300.00 *(See Members decision)</p> <p>£350.00</p>

**11. 148/22**

**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:.....**