



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held Virtually by Video and Telephone Conference,

On Thursday the 2nd July, 2020, at 7.00pm

No Council meeting was held in June 2020

1(A). 88/20

PRESENT

Councillor William Glynn (Chairman)
Councillor Richard L. Dolphin (Vice Chair)
Councillor Richard Davies
Councillor Chris Dolphin (Community & County)
Councillor Mrs. Sharon E. James
Councillor Caradoc Wyn Jones
Councillor Gareth W. Sharp
Councillor Miss. Emma Warbrick
Councillor Joseph W. Williams

Clerk & Financial Officer R. Phillip Parry

1(B). 89/20

APOLOGIES

Councillor Robert J. Hughes

1(C). 90/20

ABSENT

Councillor R. Gwyn Hughes

2. 91/20

DECLARATIONS OF INTEREST

The following Declaration of Interest was declared: Councillor William Glynn – payment of Chairman’s annual allowance in accounts for payment (**Minute number: 8. 104/20 on page 7 below**).

3. 92/20

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 28TH MAY, 2020

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

4. 93/20

MATTERS ARISING

The Clerk referred to the following matters from the May, 2020 Minutes:

Minute no: 9. 72/20 (i) (page 3) - in relation to the installation of double yellow lines in Carmel. Councillor Chris Dolphin advised, that following an enquiry from a local resident, as to the delay with the installation of the yellow lines, it now transpires, that the Headteacher and Governors of Ysgol Bro Carmel, do not object to the revised reduction to the length of the yellow lines. Councillor Dolphin has requested a completion date from County Highways.

Minute no: 9. 72/20 (ii) (pages 3 and 4) – in relation to Footpath Maintenance and Safety Project – Pantasaph to Gorsedd: The Clerk advised, that following the decision by Council in the May meeting a further site meeting was held on the 1st June. Councillor Chris Dolphin reported that himself, together with Councillor William Glynn, Darell Jones Flintshire Highways, including the contractor had met on site, whereby the remaining work was discussed. Councillor Glynn advised, that the work was almost completed. Councillor Miss. Emma Warbrick advised, that the BT pole in the centre of the pathway, had been tarmacked around.

Members agreed the following: Councillor Chris Dolphin to further contact Darell Jones (Flintshire Highways), to ascertain the completion date.

Minute no: 9. 72/20 (iii) (page 4) – in relation to Vehicle Activated Speed Signage: The Clerk advised, that an official order was sent to Flintshire County Council the day following the May Council meeting, whereby there had been no further contact. Councillor Dolphin advised, that the County Council were perusing the ownership of land in Gorsedd where the sign was to be sited and perhaps this was the reason for delay.

Members agreed the following: Councillor Chris Dolphin to further contact Lee Shone (Flintshire Highways), to ascertain the installation date.

Minute no: 10(B). 74/20 (iv) (page 6) - in relation to the damaged Interpretation Board on the outside wall of The Druid Inn. Councillor Glynn advised, that he had been contacted by Councillor Gwyn Hughes to advise that Wall Signs in Flint, were unable to trace the Welsh translation of the Board. Whilst this had been provided, the new bilingual Interpretation Board is currently awaiting fixing to the wall of the Druid Inn.

5(A). 94/20

CORRESPONDENCE

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

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

Carmel - 2 crimes: 2 x Domestic related theft offences; same parties involved.

Gorsedd - 3 crimes: 2 x Domestic related harassment matters; same parties involved / 1 x drugs related matter involving a car being stopped and occupants found to be in possession of cannabis.

Lloc - 3 crimes: 2 x Making off without payment at the singing kettle / 1 x Public order offence at McDonalds (likely due to queue issues on re opening).

Pantasaph - 1 crime: Franciscan Monastery. Damage caused to a cast iron statue at the location

Whitford: No crimes reported

- Flintshire County Council – Notification that a two week Summer Play Scheme will be held in late August, prior to children returning to school in September. The cost of the scheme would be £871.64 (10 sessions over 10 days). The grant towards the cost from the Welsh Government, whilst previously granted, has now been withdrawn. The cost for the two locations in Carmel and Whitford is £1,743.28 – with the Carmel scheme being bilingual. The Clerk advised Members, that the cost was within the budget set for the financial year. The Clerk recollected to Members that the correspondence had been sent to Members by e-mail, who had further agreed, the budgeted cost of the above two week summer play scheme.

Members agreed the following: Confirmed their decision made by e-mail, as above.

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

- Flintshire County Council – Frequently asked questions; covering all departments of the County Council
- Welsh Assembly: Update in relation to changes to coronavirus restrictions in Wales – effective from Monday 1st June
- Flintshire County Council – Operational guidance for the retail sector
- Local Democracy and Boundary Commission – Review of Electoral Arrangements for the County of Flintshire. The report recommends no change to the current County Council Ward named Whitford
- Hannah Blythyn AM – Welsh Government Coronavirus update

5(B). 95/20

CLERK'S REPORT

(a) Wales Audit – Annual Return for the Year Ended 31st March 2020:

- Following approval of the above annual return at the May Council meeting, the return was subsequently signed by the Chair of Council. The annual return, together with requested documents were thereafter sent to BDO the approved External Auditor for Wales.
- The Clerk confirmed, that the following documents have been displayed on the Council's web site **(a)** Accounting Statements for 2019 – 2020 **(b)** Notice of date appointed for the exercise of elector's rights – under the Public Audit (Wales) Act 2004: Date of announcement 29th May, 2020.

(b) Funding for Village Halls and other buildings. The Clerk advised in relation to a financial grant available from the Welsh Assembly, which is administered by Flintshire County Council. The grant is available to Community / Village Halls, including other buildings which are subject to the non-domestic rate relief. The Clerk further advised; the link to the application form had been sent to County & Community Councillor Chris Dolphin, as a Trustee of Carmel Village Hall. Councillor Dolphin confirmed, that the Hall had received the £10,000.00 grant.

- (c) The Clerk advised, that from July 2020, there was no requirement for him to pay National Insurance, and requested that the salary standing order be amended to reflect the increase payable each month to himself. The Clerk further advised, that the PAYE HMRC IT software indicated a refund for April, May and June, which totalled £26.31.

Members agreed the following: (1) To authorise and two Councillors to sign an amended HSBC Bank Standing Order mandate form (2) To pay the Clerk £26.31 in relation to the PAYE refund – as above.

- (d) The Clerk advised, that the Financial Regulations state, that a Councillor should be appointed to countersign the quarterly Statement of Accounts and Bank statements, in addition to the Chair of Council. The Clerk recommended that the Vice Chair of Council complete this task.

Members agreed the following: The Vice Chair be appointed as the Council Member to countersign the above referred to documents.

- (e) **County Councillor Chris Dolphin:** The following complaint had been received that had been passed to Councillor Dolphin:

Waen Lane, Gorsedd. Local resident concerned with the following: road sinking following drainage work, uneven condition and speeding vehicles.

Councillor Chris Dolphin advised, that he had been in contact with the resident to further discuss. The Waen Lane area had been previously matrix scored for resurfacing, but to date, has not been entered into the schedule of pending work. Councillor Dolphin has requested the County to place monitoring tubes across the road, to ascertain traffic volume and speed, together with a replacement road sign that has apparently been knocked down.

- (f) **Street Lighting:** The Clerk advised, that whilst the Council's street lighting contractor had recommenced repairs, the street lamp number 101 in Pantasaph and replacement lamp on Monastery Road in Pantasaph, are still outstanding.

5(C). 96/20

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2020

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June, 2020, 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 agreed to be signed by the Chair of Council; Councillor William Glynn.

5(D). 97/20

CO-OPTION OF COUNCIL MEMBER

The Clerk advised, that a Casual Vacancy notice had been displayed on the Community Council web site only, in accordance with the temporary regulations, following the resignation of David Owen. Confirmation had been received from Flintshire County Council Returning Officer, that there had been no call for an election and that the Community Council were able to co-opt a new Council Member.

The Clerk further advised, that a formal Vacancy Notice had been displayed on the Community Council web since the 19th June. Due to the current restrictions, the application date for expressions of interest had been extended, as follows: Closing date for application of interest to be received by the Clerk – 12 Noon on Friday 18th September, 2020. Applications to be considered by Council at the 1st October, 2020 meeting, whereby the successful applicant will take their seat at the Council meeting due to be held on Thursday 5th November, 2020. Apart from the closing date for expressions of interest letters, the October and November dates may have to be changed, should the current Government guidelines continue to prohibit Council meetings being held in Carmel Village Hall, or a similar building.

5(E). 98/20

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk provided the following update from Mr. Nigel Seaburg (StreetScene) Officer

- (a) Instruction provided to the contractor to cut both verges along Ffordd y Waen, which will take place around the third week in June. Persons unknown have cut a section of verge below the Waen farm which has helped.
- (b) Senior management have been approached to ascertain if we are now in a position to clear the vegetation – in the footpath area on the A5026 – from Lloc Service Station towards Carmel – especially the top and bottom of the hill.
- (c) Potholes on Whitford road are listed for attention. Have requested that they are filled when the resource becomes available.
- (d) Hedge Cutting notices have been prepared today and sent to admin asking for letters to be sent out in the Celyn Bends area.
- (e) Rural verge cutting is scheduled to commence; this will clear most of the overgrowth in the area of Llwyn Ifor Lane. Further inspection will take place.

Members brought the following concerns to the meeting:

- (1) A5026 Road at junction to Whitford; overgrowth across the pavement is causing difficulty for pedestrians
- (2) A5026 Road at junction to Whitford; the Give Way sign is covered by overgrowth
- (3) A5026 Road; Street light. Lamp is working but visually appears unsafe requiring a review. Travelling west bound - it is the fourth lamp.
- (4) A5026 Road; Street lights from Halfway House, Carmel, to Crossroads at Gorsedd, require review due to overgrowth and impact of sufficient lighting.
- (5) Bottom of Carmel Hill (behind Village Hall); the hedge from a nearby property (Highfield) require cutting back
- (6) Monastery Road, Pantasaph; the white lines are faded along the entire length of road through the village
- (7) Celyn bends: pavement is breaking up and dangerous for pedestrians
- (8) Celyn bends; travelling from Holway to Lloc – leylandii hedge growing into roadway

(9) Whitford Road; verges require attention and carriageway is down to single lane in parts due to overgrowth

(10) Downing Lane; Opposite Sandham – overgrown hedge

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

- Councillor Caradoc Jones thanked Councillor Joe Williams, for attending to the grass cutting in a number of areas. This had been appreciated by residents.

6. 99/20

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.

7(A). 100/20

PLANNING APPLICATIONS

The following planning application had been received:

- Application number: 061376 – to provide pitches and infrastructure for 10 static caravans, at Land adjacent to Pen Y Gol Caravan Park, Lloc.

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

(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

7(B). 101/20

Members formally confirmed the above decision.

7(C). 102/20

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

- (a) Application number: 061413 – for alterations and reroofing to existing building and a new rear corner infill extension, at Lloc Service Station

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

- (b) Application number: 061430 – for the erection of a single storey pitched roof extension, at Pinewood, Dyserth Road, Lloc

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

7(D). 103/20

PLANNING DECISIONS

No planning decisions have been received from Flintshire County Council

8. 104/20

APPROVAL OF ACCOUNTS FOR PAYMENT

Councillor Richard Dolphin, as Vice Chair, took the Chair for the payments of accounts

| Cheque Number | Payee | Net £ | Vat £ | Total £ |
|----------------------|--|--------------|--------------|----------------|
| | <u>Payments made – to be confirmed:</u> | | | |
| | Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for May) Payments dated 01/06/2020 2020 | | | |
| | Direct Debit: Scottish Power (May - Street Lighting Electricity Account) - payment dated 18/06/2020 | 150.53 | 30.11 | 180.64 |
| | Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated 01/07/2020 2020 | | | |
| | <u>Payments for consideration at meeting to be paid by BACS:</u> | | | |
| | H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - April, May & June – payment due 06/07/2020 | 615.96 | | 615.96 |
| | Brian E. Jones (Joiner) Repair of bench seat – as previously agreed quotation | 70.00 | | 70.00 |
| | Cllr Willian Glynn (Chairman's allowance for 2020 / 2021) Note: Councillor William Glenn Declared an Interest (Minute number: 2. 91/20 on page 1 above) | 400.00 | | 400.00 |
| | R. P. Parry - Clerk (HMRC / PAYE refund for April, May & June) | 26.31 | | 26.31 |

9. 105/20

APPLICATIONS FOR FINANCIAL SUPPORT

| Cheque Number | Name of organisation | Amount granted £ |
|----------------------|---|-------------------------|
| | <u>Payments made by BACS:</u> | |
| | 1 st Carmel Guides (Application towards running costs) (Section 19 LGA (Miscellaneous Provisions) Act 1976) | 350.00 |

| | | |
|--|---|--------|
| | 1 st Carmel Scout Group (Application - as above) (Section 19 LGA (Miscellaneous Provisions) Act 1976) | 350.00 |
| | Carmel Cricket Club (Application - as above) (Section 19 LGA (Miscellaneous Provisions) Act 1976) | 350.00 |
| | Note: Members agreed for consistency, to provide a similar grant to all three applicants | |

10. 106/20

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:.....