



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held at St. Paul's Church, Gorsedd,

On Thursday the 13th April, 2023, at 7.00pm

1(A). 68/23

PRESENT

Councillor Billy Glynn (Chair)
Councillor Tim Barks
Councillor Matthew Foster
Councillor Sharon James
Councillor Caradoc W. Jones
Councillor Matthew J. Marshall
Councillor Paul Urquhart
Councillor Melanie Wallis
Councillor Emma Warbrick

Clerk & Financial Officer R. Phillip Parry

1(B). 69/23

APOLOGIES

Councillor Richard Dolphin
Councillor Gareth Sharp
Councillor Joseph Williams

1(C). 70/23

ABSENT

None

2. 71/23

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 72/23

DECLARATIONS OF INTEREST

There were no Declarations of Interest declared.

4. 73/23

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9TH MARCH, 2023

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

5. 74/23

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5(a). 55/23 (2) (page 2)** – in relation to the installation of a defibrillator and other work in the Red Phone Box in Pantasaph. The Clerk advised that the NHS Paramedic dealing with the installation is currently on sickness leave.
- (2) Minute no: 5(a). 55/23 Pending (i) (page 2)** – in relation to the Active Travel bid by Flintshire County Council to the Welsh Government. The County are still awaiting a decision.
- (3) Minute no: 5(a). 55/23 Pending (ii) (page 3)** – in relation to the proposed new Village Name Signs. The funding for this is included in the above referred to bid.

6(A). 75/23

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 - 1 x Public order / 1 x Theft / 1 x Violence

Gorsedd – 1 x Burglary

Lloc - No crimes reported

Lloc (Services) – 2 x theft

Pantasaph - No crimes reported

Whitford - No crimes reported

- (2)** Welsh Government: Results from a survey conducted late last year in relation to the Digital Health of Community and Town Councils. Councillors were provided with a bilingual link to a Cabinet Written Statement whereby a report named LGCDO was available. The Clerk recollected Members that the survey results had been forwarded to Councillors prior to the meeting and provided the following information:

Only 21.7% of all Town and Community Councils in Wales submitted a response (159 out of 732). The Clerk was pleased to confirm, that he was one Clerk that did complete the survey on behalf of this Council. The Clerk further confirmed that the Council web site is up to-date with all the requirements contained under the various Wales Measures and Local

Government Acts, together with the web site being to an accessibility standard. This Council is also able to hold hybrid meetings.

- (a) The Clerk advised that the annual request from One Voice Wales to consider membership for the period 2023 / 2024 had been received. The full cost for a year's membership is £403.00 with a first year reduction of 50% £201.50.

Members agreed the following: To join membership to One Voice Wales.

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

- ❖ Welsh Blood Service: Booking details for a clinic to be held in Holywell

6(B). 76/23

CLERK'S REPORT

- (a) Councillor Joe Williams - Councillor Induction Training. The Clerk had provided a number of One Voice Wales Training dates to Councillor Williams and was awaiting a response.

As Councillor Williams was not present in the meeting, the Clerk to endeavour to arrange a suitable training date for Councillor Williams to attend.

- (b) The Clerk advised that Councillor Richard Dolphin has been booked on the Chair of Council training provided by One Voice Wales, to be held virtually on Tuesday 18th April. The fee of £60.00 would be utilised from the Council's training budget.

- (c) The Clerk advised that the NHS and British Heart Foundation were offering CPR / Defibrillator training (awareness) session at no cost. The Clerk had registered the Community of Whitford.

- (d) Aura Leisure (Flintshire County Council): Correspondence in relation to match funding for play areas in Flintshire. The letter addressed to Whitford Community Council states: that the Whitford Play area requires upgrade. The Clerk advised that the play area is currently subject to match funding whereby this Council have provided the sum of £10,000.00 – with Flintshire providing in excess of this figure.

The Clerk advised that he has contacted Flintshire (Aura Leisure) to clarify.

- (e) The Clerk discussed with Members the feasibility of installing a large television screen on a mobile stand in St Paul's Church, Gorsedd. This could be used to display information to Councillors from a laptop, which could include reports, financial and planning applications. The facility could also be used by the Church and Community Groups booking the room for meetings and presentations. The cost of a sturdy mobile television stand was priced at a cost of £369.00 with a 75 inch television in the region of £900.00.

Members agreed the following – with two abstentions: In principle, to purchase the above referred to equipment, subject to the agreement of the Church Authorities. To further discuss at the May Council meeting.

6(C). 77/23

TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2022 / 2023

The Clerk, as Financial Officer, had provided Members by e-mail prior to the meeting, with copies of the end of year Statement of Financial Accounts - for the year ending 2022 / 2023. The Clerk advised Members further, in relation to the budget analysis, together with the end of year balances.

Members agreed the following: Approved the end of year accounts for the financial year 2022 / 2023, with the financial spreadsheet signed by the Chair of Meeting – Councillor Billy Glynn.

6(D). 78/23

TO CONSIDER: ANNUAL REPORT – YEAR ENDING 2022 / 2023

The Clerk recollected Members to the draft Annual Report for the year ending March 2023, that had been forwarded prior to the meeting for perusal. The Clerk advised that the report had followed the guidance issued by the Welsh Government in relation to the contents.

Members agreed the following: Confirmed the Annual Report for the year ending March 2023. There were no amendments. The Clerk advised that the report would be made available on the Council's web site.

6(E). 79/23

TO CONSIDER: DRAFT POLICY: CONTRIBUTION TOWARDS COUNCILLOR COSTS AND EXPENSES (AS DIRECTED BY THE INDEPENDENT REMUNERATION PANEL FOR WALES – DETERMINATION 4)

The Clerk recollected Members to the March meeting whereby it was minuted in relation to the Independent Remuneration Panel for Wales Report for 2023, and in particular, to the payments to Members of Town & Community Council's in Wales. The report further stated that Councils should adopt a Councillor Remuneration Policy. The Clerk further recollected to Members a draft Policy that has been provided prior to the meeting.

Members agreed the following: (1) Agreed a Councillor Remuneration Policy (2) The Clerk to send to Members a form to provide their bank account details for payment of the allowances, or to sign an opt-out section contained in the form.

6(F). 80/23

TO REVIEW: FINANCIAL REGULATIONS - SECTION 10. ORDERS FOR WORK, GOODS AND SERVICES / SECTION 11. CONTRACTS / SECTION 18. SUSPENSION AND REVISION OF FINANCIAL REGULATIONS

The Clerk recollected Members to the Financial Regulations that had been forwarded to Members prior to the meeting, whereby a number of paragraphs were highlighted in yellow – as stated above. (All Council Members have in their possession a copy of the Financial Regulations, together with all policy documents adopted by Council).

The Clerk discussed with Members the financial figures that had been highlighted in yellow, and in particular, that the figures had been set a good number of years ago. The Clerk further recollected to Members the difficulty in obtaining quotations above the current figure of £500.00. The Clerk wished Council to consider increasing the various highlighted figures, including inserting the words 'if practicable' in two sentences of paragraph 10.2. This paragraph relates to presenting an assessment of risk in advance and notifying the Council prior to a meeting. The Clerk further advised that Section 1.1 of the Financial Regulations - the Council are able to amend or vary the Financial Regulations, by resolution.

Members agreed the following: To amend the following paragraphs in the Financial Regulations:

- (i) Paragraph 11.1 (g) to increase the below £3,000.00 to below £5,000.00 and above £100.00 to above £500.00
- (ii) Paragraph 18.2 to insert 'if practicable' twice within this paragraph

In reaching their decision Members took into consideration the difficulty in sourcing quotations for relatively small amounts, the limits were set many years previously together with the increasing costs in general. It was not always practicable to advise the Council in advance of a Council meeting to suspend and provide a risk assessment.

6(G). 81/23

TO REVIEW: COUNCIL TRAINING PLAN (FINANCIAL YEAR 2023 / 2024)

The Clerk recollects Members to the Council's training policy and brought to their attention a list of various training sessions arranged by One Voice Wales, including planning training courses arranged by Planning Aid Wales.

Members agreed the following:

- (1) One Voice Wales Courses. To await a new schedule of course dates. Courses agreed:
Councillor Matt Foster – Finance / Councillor Sharon James – Equality / Councillor Emma Warbrick - Community Engagement
- (2) To attend a Planning course: Councillors' Tim Barks; Matt Marshall; Paul Urquhart; Melanie Wallis; Emma Warbrick.

6(H). 82/23

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The following concern had been reported to Street Scene: *Update in italics*

- ❖ Penrhallt Road – travelling towards Plas Ucha Farm (Maen Archwyfan): Pot holes (concern reported by a resident) *Listed for repair.*

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

The below update had been received following concerns reported at the March Council meeting:
Update in italics

- Digital Speed Camera: The camera in Gorsedd does not appear to be working. *The VAS sign has been checked and is working correctly. Possibly on a dull winter day the battery life does not last long due to less charging time.*
- Pot holes: A5026 Road in Lloc at the Crossroads on the garage side – opposite the former Rock Inn. *Listed for repair.*

Members brought the following concerns to the meeting:

- (1) Carmel Hill: Ivy & tree branches near bottom of hill – hanging over road and catching passing vehicles
- (2) Monastery Road, Pantasaph. Could the whole length of road through the village be considered for re-tarmacking
- (3) Pot holes: A5026 Road - travelling from Lloc towards Holywell
- (4) Pot holes: A5026 Road - travelling from Lloc to the junction to Pant Y Wacco
- (5) Pot holes: Gorsedd Crossroads
- (6) Pot holes: Outside Lloc Service Station

- (7) Pot hole: Top area of Whitford Road
- (8) Roundabout (Misty Waters) Road surface breaking up
- (9) Tree fallen on Bridleway – travelling up to Carreg Woods – from Misty Waters direction (also reported to Public Footpaths)

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

7. 83/23

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). 84/23

PLANNING APPLICATIONS

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

- (a) Application number: 000268/23 – for proposed two storey rear extension, at Gorsedd House, Gorsedd.

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

- (b) Application number: 000256/23 – for demolition of existing kitchen / utility and construction of improved kitchen / dining / living area, at Bryn Eos, Gorsedd.

Comment by Council: In principle, subject to compliance with relevant policies and planning guidance notes, then no objections raised. However, the Community Council are concerned with the scale of the proposal and the possible impact to neighbouring properties.

8(B). 85/23

PLANNING DECISIONS

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

- (1) Application for Roundabout Sponsorship Signs - 4 no to be positioned to the right of the traffic chevrons, at Roundabout No. 24, Crossways North (A55), Adjacent to McDonalds, Lloc. Permits.
- (2) Application for siting of 29 steel containers in the existing garage yard, at Modern Vehicle Services, St Asaph Road, Lloc. Permits.
- (3) Application for demolition of former Halfway House & replacement with two detached dwellings, associated parking & residential amenity, at Halfway House, Allt y Golch, Carmel. Permits.

9. 86/23

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £

Direct Debit: Scottish Power (February - Street Lighting Electricity Account - payment dated 30/03/2023)	230.42	46.08	276.50
Direct Debit: HSBC Bank (charges) Payment dated 31/03/2023	5.00		5.00
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March) Payments dated 03/04/2023			
<u>Payments for consideration at meeting to be paid by BACS:</u>			
St. Paul's Church, Gorsedd (Council meeting room hire – January & February)	120.00		120.00
Cllr Billy Glynn (Re-imbusement of engraving Chairs Regalia for past three years (C M Scott Jeweller, Holywell – receipt provided) – as previously agreed by Council)	35.90		35.90
Direct Debit: Scottish Power (March - Street Lighting Electricity Account - payment due 18/04/2023)	255.07	51.01	306.08
One Voice Wales (Membership for one year at a 50% reduced rate)	201.50		201.50

10. 87/23

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Five Villages Gardening Club (Application for annual grant) (Section 19 - 3 LGA (Miscellaneous Provisions) Act 1976)	£250.00
	Wales Air Ambulance (Application for annual grant) (Section 137 LGA 1972)	£500.00
	Llangollen Eisteddfod (Application for annual grant) (Section 145 LGA 1972)	£200.00

11. 88/23

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:.....