



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held at St. Paul's Church, Gorsedd,

On Thursday the 11th May, 2023, at 7.00pm

Annual Council Meeting

1(A). 89/23

APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2023 / 2024

Councillor Richard Dolphin was proposed and seconded, as Chair of Council. There were no further nominations. Councillor Dolphin accepted the nomination.

Members agreed the following: Councillor Richard Dolphin be appointed as Chair of Council for the period 2023 / 2024.

The retiring Chair of Council, Councillor Billy Glynn thanked both the Councillors and Clerk for their support during his year of office.

1(B). 90/23

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (CHAIR OF COUNCIL)

Councillor Richard Dolphin signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

The new Chair of Council Richard Dolphin, thanked Councillors for his appointment.

2(A). 91/23

PRESENT (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Richard Dolphin (Chair)
Councillor Billy Glynn (Vice Chair)
Councillor Tim Barks
Councillor Matthew Foster
Councillor Matthew J. Marshall
Councillor Gareth Sharp
Councillor Paul Urquhart
Councillor Melanie Wallis
Councillor Emma Warbrick

Clerk & Financial Officer R. Phillip Parry

2(B). 92/23

APOLOGIES (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Sharon James
Councillor Caradoc W. Jones
Councillor Joseph Williams

2(C). 93/23

ABSENT

None

3. 94/23

APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2023 / 2024

Councillor Billy Glynn was proposed and seconded. There were no further nominations. Councillor Glynn accepted the nomination.

Members agreed the following: To appoint Councillor Billy Glynn, as Vice Chair for the year 2023 / 2024

4. 95/23

MINUTES OF THE ANNUAL MEETING HELD ON THE 19TH MAY, 2022

The Clerk advised Members, that the Minutes of the 2022 Annual Meeting were formally proposed, seconded and agreed at the 9th June, 2022 meeting; under Minute number: 4. 113/22.

Members agreed the following: Re-affirmed the above decision.

5. 96/23

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

Members received prior to the meeting a copy of the current list of Liaison, Local Committees and Outside Bodies for year 2022 / 2023.

Members agreed the following: No amendments, the current list to continue for year 2023 / 2024.

General Council Meeting

6. 97/23

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

7. 98/23

DECLARATIONS OF INTEREST

The following Declaration of Interest was declared: Councilor Matt Foster (**Minute number 12(A). 110/23 on page 6 below**)

8. 99/23

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13TH APRIL, 2023

The Minutes were proposed as correct by Councillor William Glynn and seconded by Councillor Emma Warbrick and formally agreed by the Members present.

9(A). 100/23

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5. 74/23 (1) (page 2)** – in relation to the installation of a defibrillator in Red Phone Box in Pantasaph. The Clerk recollected Members that the defibrillator had been awarded to the Council from a Welsh Government grant administered by the NHS in Cardiff. Unfortunately, the Betsi Cadwallader Health Board are unable to trace the location of the unit following the transfer from South Wales. The Health Board continue to search.
- (2) Minute no: 6(B). 76/23 (d) (page 3)** – in relation to correspondence from Aura Leisure for match funding for the Whitford Play area. The Clerk advised that following contact with Aura Leisure, the correspondence had been erroneously issued.
- (3) Minute no: 6(B). 76/23 (e) (page 3)** – in relation to the installation of a large television and mobile stand in St. Paul's Church, Gorsedd. The Clerk advised that the request had been discussed by the Church Council, who were pleased to allow the equipment, which could be used by other users including the Church for services.

Members agreed the following: The Clerk to order a 75 inch television at a cost of approximately £900, with a sturdy stand at an approximate cost of £369.00.

- (4) Minute no: 6(G). 81/23 (page 5)** – in relation to the Council's training plan. The Clerk recollected Members to the decision at the April meeting for Councillors' Tim Barks; Matt Marshall; Paul Urquhart; Melanie Wallis; Emma Warbrick, to attend a Planning Aid Training Course at a cost of £35.00 each. The Clerk advised that Planning Aid Wales offer a 20 licence, whereby the pre-recorded course can be viewed at anytime. The cost of this licence is £150.00, whereby the cost to this Council for five licences would be £37.50, a saving of £102.50. The licence would be purchased by Caerwys Town Council and shared between the Councils employed by the Clerk.

- Councillor Emma Warbrick confirmed her attendance on the One Voice Wales Community Engagement course and provided details on the content.
- Councillor Matt Foster advised that the One Voice Wales Finance course he had been booked to attend had been cancelled; this will be re-scheduled.

9(B). 101/23

ACTIVE TRAVEL UPDATE: (VILLAGE NAME SIGNS / BENCH SEATS / BIKE RACKS)

The Clerk advised that a site meeting had been requested by a County Technician to discuss the Active Travel bid in Gorsedd. In attendance at the meeting: Lee Shone (Flintshire County Council), County Councillor Chris Dolphin, Councillors' Richard Dolphin and Billy Glynn. The meeting was held on Thursday 27th April.

The following was reported: No decision has been received from the Welsh Government in relation to the funding for the project. Subject to the funding, there will be a surplus of funds available for two bench seats and two bike racks (one bike rack to be installed in Carmel village Hall). The

available funds of £4,000.00 will also cover the cost of new village name signs; suggestion that the signage includes the Council logo.

10(A). 102/23 CORRESPONDENCE

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

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

Carmel - 1 x Anti social behaviour

Gorsedd - No crimes reported

Lloc - No crimes reported

Lloc (Services) – No crimes reported

Pantasaph - No crimes reported

Whitford - No crimes reported

- (1) One Voice Wales: Notification of Annual General Meeting to be held on 30th September, 2023. Correspondence seeking a maximum of two motions for discussion from this Council.

Members agreed the following: The Clerk to make contact with other Councils in the area to seek if they have agreed motions and to advise that this Council will consider supporting.

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

- ❖ Welsh Government: Bilingual written statement: Democratic Heath of Community and Town Councils
- ❖ North & Mid Wales Road Traffic Agency: Notification in relation to essential carriageway works planned to take place on the A55 from Holywell to Caerwys J31 - from 9th May to 17th May

10(B). 103/23 CLERK'S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:

- £19,666.66 - Flintshire County Council: First precept payment for financial year 2023 / 2024
- £14,212.01 - HM Revenue & Customs: VAT Refund for financial year 2022 / 2023

- (b) Correspondence received from the Headteacher of Ysgol Y Llan, Whitford, which advised that whilst trees were being inspected within the School grounds, the County Tree Officer had noticed a tree on land leased by the Community Council to be infected with Ash Dieback.

The Clerk advised that he had made contact with the County Tree Officer who stated, that the tree should be removed as soon as possible. The Officer will obtain a quotation from a Company contracted by the County who are currently utilising for removal of infected trees.

The Clerk advised that a quotation for the sum of £747.50 – for removal of the tree, to include: labour, plant, materials, traffic management and disposal of the arisings had been received from Flintshire Countryside Services.

Members agreed the following: The Clerk to obtain a second quotation from the contractor who currently holds the yearly maintenance contract with this Council.

- (c) The Clerk advised that the Annual Return – Published Allowances / Statement of Payments made to Councillors, had been sent to the Office of the Independent Remuneration Panel for Wales, as required under Section 151 of the Local Government Measure 2011. The return had been acknowledged.

10(C). 104/23

COMMUNITY AND TOWN COUNCILS IN WALES: ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2023

The Clerk advised Members that Sections in the above document named: Accounting Statements for 2022-23, together with the Annual Governance Statement had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Council Approval and Certification Section was now required to be signed by the Clerk and formally approved by Council for signature by the Chair.

Members confirmed the following: The Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk.

10(D). 105/53

TO RECEIVE: INTERNAL AUDIT REPORT – YEAR ENDED 31ST MARCH 2023

The Clerk advised that the Internal Audit report had not been received. The item would be placed on the June Council Agenda.

10(E). 106/23

COMMUNITY AWARD (NOMINATIONS)

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The nominations for a Community Award was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

10(F). 107/23

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.

Members brought the following concerns to the meeting:

- (1) A5026 Road – Travelling from MacDonald’s towards Pen Y Gelli. Overhanging trees a cause of concern for pedestrians
- (2) A5026 Road - Pot holes in centre of road – near Holway Garage and Carmel Road
- (3) A5026 Road - Sunken grid – travelling eastbound near the former Rock Inn, Lloc

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

11. 108/23

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.

12(A). 109/23

PLANNING APPLICATIONS

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

- (a) Application number: 000341/23 – for demolition of a previous two-storey extension and replacement with a new two-storey extension along with associated internal layout alterations, as new first floor extension, new raised timber decking, relocation of the driveway entrance and a detached, single-storey pitched-roof garage, at Pickpocket Hall, Babell Road, Pantasaph.

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

- (b) Application number: 000385/23 – for application to vary condition number 6 Ref: 055855, at Bryn Mair, Gorsedd.

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

- (c) Application number: COU/000400/23 for the change of use from agricultural land to tourism facility to provide 4 luxury lodges, together with access and associated landscaping and planting, at Waen y Lloc, Penfforddilan, Lloc.

Comment by Council: Objects to the application for the following reasons: Highway safety / extra traffic concerns; overdevelopment of the area; loss of agricultural land.

Declaration of Interest: Councillor Matt Foster declared an interest in the above planning application at Waen Y Lloc (**Minute number 7. 98/23 on page 2 above**).

12(B). 110/23

PLANNING DECISIONS

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

- (1) Application for Variation of Condition 2 following Grant of land to rear of Bryn Mair & Cilan, Gorsedd. Permits.

- (2) Application for erection of a single storey storage building, at Carmel & District Cricket Club, Pen y Gelli Cricket Ground, Lloc. Permits.
- (3) Application for proposed replacement Silage Pits, at Mynydd Mostyn Farm, Pen-Yr-Allt, Holywell. Permits.
- (4) Application for proposed flat roof single storey side extension, at Land Adjoining Celyn Villa, Carmel. Permits.
- (5) Application for alterations to existing gateway, at Misty Waters, Lloc. Permits.

12(C). 111/23

NOTICE OF COMPLAINT

In relation to an alleged unauthorised property development in the Community Council area of Mostyn, which borders this Council area.

13. 112/23

TO FURTHER DISCUSS: REDUCTION IN SPEED LIMIT ON A5026 ROAD – LLOC AREA TO MCDONALD’S (CLLRS MATT MARSHALL & TIM BARKS)

Councillors’ Matt Marshall and Tim Barks brought to the attention of Council further concerns in relation to speeding traffic on the A5026 Road in the area of Carmel Cricket Club. Photographs of a recent accident whereby a stone wall was damaged were produced. The repair cost was also advised.

The Clerk read out to Members social media messages which expressed concern with the speed of traffic, in particular, with vehicles conveying children to the Cricket Club and other seasonal activities that are held in the area.

Other concerns expressed: The A5026 road is used by A55 traffic during road closure / works, including diverted traffic following accidents. The public footway is regularly used by pedestrians and visitors to the Pen Y Gelli Nature Reserve.

Members agreed the following: The Clerk to contact County Councillor Chris Dolphin to advise of the above referred to views; to seek an updated speed survey to be carried out during late July to August by the County Council.

14. 113/23

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for April) Payments dated 01/05/2023			
	Direct Debit: HSBC Bank (charges) Payment dated: 01/05/2023	5.00		5.00
	Councillor Allowance: Richard Dolphin (Payment dated: 24/04/2023)	208.00		208.00

Sharon James (Payment dated: 24/04/2023)	208.00	208.00
Emma Warbrick (Payment dated: 24/04/2023)	208.00	208.00
Melanie Wallis (Payment dated: 28/04/2023)	208.00	208.00
Mathew Marshall (Payment dated: 10/05/2023)	208.00	208.00
<u>Payments for consideration at meeting to be paid by BACS:</u>		
BHIB Councils Insurance Company (Council's insurance policy renewal)	952.14	952.14
Caerwys Town Council (Re-imbusement of quarter share of Planning Aid Wales (Subscription for 20 on-line training licences at £150.00)	37.50	37.50
Councillor Paul Urquhart (Councillor allowance)	208.00	208.00
Ysgol Treffynnon (Holywell High School). Donation towards an annual school scheme (Inspire, Challenge, Succeed) to sponsor a pre exam student session (Section 137 LGA 1972)	30.00	30.00

15. 114/23

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Caerwys Agricultural Show (Application for annual grant) (Section 144 LGA 1972)	£250.00

16. 115/23

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:.....