



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

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

**Held at St. Paul's Church, Gorsedd,**

**On Thursday the 9<sup>th</sup> November, 2023, at 7.00pm**

Prior to the commencement of the meeting the Chair of Council Councillor Richard Dolphin read out a statement received from the Clerk. The statement was in relation to a decision made by Council following discussing the Clerk's contract of employment, as entered within the Supplementary Minutes of the 12<sup>th</sup> October, 2023 Council meeting.

### **1(A). 200/23**

#### **PRESENT**

Councillor Richard Dolphin (Chair)  
Councillor Billy Glynn (Vice Chair)  
Councillor Tim Barks  
Councillor Sharon James  
Councillor Caradoc W. Jones  
Councillor Matthew J. Marshall  
Councillor Gareth Sharp  
Councillor Paul Urquhart  
Councillor Melanie Wallis

Clerk & Financial Officer R. Phillip Parry

### **1(B). 201/23**

#### **APOLOGIES**

Councillor Emma Warbrick  
Councillor Joseph Williams

### **1(C). 202/23**

#### **ABSENT**

None

### **2. 203/23**

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

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

### 3. 204/23

#### DECLARATIONS OF INTEREST

There were no Declarations of Interest declared.

### 4. 205/23

#### TO APPROVE (A) GENERAL MINUTES AND (B) SUPPLEMENTARY MINUTES OF THE MEETINGS HELD ON THE 12<sup>TH</sup> OCTOBER, 2023

The Minutes were proposed as correct (A) General Minutes by Councillor Billy Glynn and seconded by Councillor Sharon James and (B) Supplementary Minutes by Councillor Billy Glynn and seconded by Councillor Paul Urquhart – with both sets of minutes formally agreed by the Members present.

### 5. 206/23

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

The Clerk referred to the following matters from previous Minutes:

- (1) **Active Travel - Gorsedd Footpath Project:** The Clerk advised that whilst the funding for the footpath had been received in writing from Flintshire County Council, it was not clear if the funding included the wooden bench seating and village name signage was also included. The Clerk further advised that the two Flintshire Project Officers had been asked to attend this evening's meeting. Whilst the invitation had been initially accepted, the Officers were unable to attend. The Officers would arrange a further site meeting with Community Councillors once the project progressed.
- (2) **Pen Y Gelli Nature Reserve:** The Clerk advised that a quotation for the sum of £500.00 had been received from Davies, Land & Sea, Lloc. This was for the inspection of the nature reserve and in particular, to identify any trees that are infected with ash die back disease, including identifying tree safety along the pathways and overhanging in the area of the adjoining pavement. The Clerk further advised that the Chair and Voice Chair had agreed the quotation in-between meetings to expedite the report.

**Members agreed the following:** Confirmed the report quotation, as referred to above.

- (3) **Withheld invoice payments:** The Clerk advised that he had written to the contractor, Davies, Land & Sea in Lloc. The contractor confirmed that the maintenance was completed in late August, an additional maintenance visit had been completed in October; photographs were provided. The Clerk recollects to Members an e-mail which attached a report from the contractor together with the referred to photographs. Following agreement by e-mail, the invoices were settled.

### 6(A). 207/23

#### 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** - No crimes reported

**Gorsedd** - No crimes reported

**Lloc** - No crimes reported

**Lloc (Services)** – 1 x Public Order / 1 x Theft

**Pantasaph** – 1 x Drugs

**Whitford** - No crimes reported

(2) Independent Remuneration Panel for Wales: Draft Annual Report - 2024. The Clerk recollected to Members that the report had been forwarded to Councillors, whereby the Councillor allowance is £156.00, together with a payment of £52.00 a year towards office consumables. These payments are mandatory unless the Councillor provides in writing to the Clerk that the payment(s) will not be accepted. The payment of £52.00 can be increased subject to the Clerk receiving receipt(s). As these payments are for the financial year 2024 / 2025, the Clerk will further refer in the April, 2024 Council meeting.

(3) Independent Remuneration Panel for Wales: Further correspondence in relation to Councillor allowances and in particular, the HMRC income tax aspect.

(4) Flintshire County Council: Summer Play Scheme Annual Report on attendee numbers and other information. Members were provided with the following attendance figures:

**Carmel:** Total attendance over a five week period: 511 children / Average daily attendances: 20

**Whitford:** Total attendance during first few days: Zero children. At the request of the County Council the Chair and Vice Chair agreed to move the Whitford afternoon session to Carmel. Carmel thereafter for the remainder of the scheme had both morning and afternoon sessions.

(5) Flintshire County Council. Information in relation to a joint virtual meeting held between the Flintshire Standards Committee and Town & Community Councils. Councillor Richard Dolphin together with the Clerk attended on Monday 6<sup>th</sup> November. Letter received from the Chief Officer Governance following the meeting was circulated to Councillors.

(6) Correspondence received from a Member of Brynford Community Council seeking that this Council support the return of the Halkyn Mountain Consultative Board meetings. The Clerk advised Members that the Board was established decades ago whereby this Council's representative was Councillor Caradoc Jones. The quarterly meetings were facilitated by the Grosvenor Estate and Flintshire Countryside Services. Since the pandemic the Board have not met, hence the request from Brynford Community Council. Councillor Caradoc Jones advised Members: That the JCC Committee members were both interested and knowledgeable about the area and were the 'eyes and ears' which benefited the mountain communities. Councillor Billy Glynn as the Treasurer of the JCC also supported Cllr Jones' comments.

**Members agreed the following:** Supports the continuation / re-establishment of the Joint Consultative Committee. The Clerk to confirm this to the Brynford Community Council Member.

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

- ❖ One Voice Wales: Review of Democratic Health in the Community & Town Council sector. Councillors to complete the questionnaire on a personal basis

- ❖ Flintshire County Council: Notification that the Welsh Trunk Road Agency have agreed, subject to signage funding, that the current route for vehicles travelling to the Prestatyn coastal area at J31, will be re-directed to J27 known as The Talardy, St. Asaph. The Clerk recollected to Members that this Council supported a request for the change some months ago.
- ❖ Flintshire County Council: Notice of road closure due on the 4th December 2023 for 5 days, at Carmel Hill (From Carmel Road To Monastery Road - between its junctions with Carmel Road and Monastery Road).

## **6(B). 208/23 CLERK'S REPORT**

- (1) The Clerk advised Members that he had received a telephone call from the Church Warden at St. Paul's Church in Gorsedd, who advised that the Council's television had been damaged. The Clerk advised in relation to insurance cover. During the meeting Members were able to assess the damage to the television, whereby part of the screen had been damaged. At this time the Clerk's presentation to Council was visible on the set.

**Members agreed the following:** The Clerk to contact the Church Warden to enquire if the Church insurance policy would cover the either repair or replacement.

### **(2) Street Lighting:**

- (i) Faulty street lights on Dyserth Road had been repaired by Scottish Power
- (ii) Faulty street light reported – travelling from Pant Y Wacco towards Gorsedd – just passed entrance to Bryn Aur. Lamp numbered 130

## **6(C). 209/23 COUNCILLOR VACANCY**

The Clerk advised that a Public Notice under the Local Government Act, 1972 (Section 87(2)) had been issued to the County Returning Officer on 18<sup>th</sup> October, 2023. Copies of the Public Notice were displayed on the Council's main notice board and web site. Members perused the Public Notice on screen. The closing date for calling an election was Friday 3<sup>rd</sup> November. Notification received from the Office of the Returning Officer on Wednesday 8<sup>th</sup> November advised, there had been no call for an election, the Community Council can proceed to a co-option.

The Clerk advised that a Co-option Public Notice will be placed on the Community Council's main notice board and web site and advertised in the next edition of the Five Villages Chronicle, which will be in circulation by the 9<sup>th</sup> December. The closing date for Expressions of Interest will be Wednesday 31<sup>st</sup> January, 2024, whereby the Council will consider applications at the 8<sup>th</sup> February Council meeting.

**Members agreed the following:** Should there be more than one applicant, then a ballot will be held in the February Council meeting.

## **6(D). 210/23 PRECEPT AND FINANCIAL ALLOCATIONS FOR 2024 / 2025**

The Clerk advised, that this exercise was to enquire with the Members of the Council, if there were any items of expenditure extra to the present allocation in the 'Earmarked Reserves' to be included in the next financial year. A copy of the current ear-marked reserves was provided to Members.

**Members agreed the following:** £5,000.00 – for School environmental projects (£2,500.00 for each primary school in Carmel and Whitford) / £10,000.00 – for Council’s environment projects (This figure increase the £5,000.00 held in the current ear-marked reserves) / £3,500.00 – for litter picking contract / £16,000.00 – for 2 x additional Speed Indicator Devices / £10,000.00 – towards further playground equipment and other work, by match-funding with Flintshire County Council (Carmel & Whitford play areas).

The following items to remain in the current 2023 / 2024 ear-marked reserves budget: £2,500.00 - Active Travel (bench seats) / £6,000.00 - New Village name signs / £2,000.00 - Training Budget / £5,000.00 – Whitford MUGA (Currently agreed match funding with Flintshire County Council).

Ring-fenced and general reserves (includes property upkeep) – to be agreed in January 2024 budget setting.

#### **6(E). 211/23**

#### **COUNTY COUNCILLOR CHRIS DOLPHIN**

- (i) The Clerk advised there was no report from Councillor Dolphin due to his holiday leave.
- (ii) Councillor Billy Glynn advised Members in relation to a number of complaints received as to speeding traffic in the area of the Gorsedd Village Road - travelling out of the village towards Carmel and just passed the flashing speed indicator device. Councillor Glynn wished that the Council consider seeking the assistance of County Councillor Chris Dolphin, to arrange with County Highways to place speed monitoring tubes across this particular road.

**Members agreed the following:** The Clerk to request County Councillor Chris Dolphin to arrange with Flintshire County Highways, for speed monitoring tubes to be placed in the area referred to above.

#### **6(F). 212/23**

#### **STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

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

- (1) Sink hole following heavy rain – on road travelling past Mertyn Uchaf Farm, Whitford – towards the T junction
- (2) Two large pot holes – travelling along Whitford Village Road towards Mostyn – in the area near the first lodge
- (3) Faulty Give Way signage lighting. At junction of Monastery Road and Babell Road, Pantasaph

#### **Street Scene Update Report: (*Update in italics*)**

- (a) Sink Hole – as referred to above. *Repair arranged*
- (b) Two pot holes in Whitford. *Cones placed to highlight until full repair*

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

- ❖ There were no concerns reported

## 7. 213/23

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

- (i) Councillor Richard Dolphin reported on his attendance, together with the Clerk, at the virtual joint meeting with Flintshire Standards Committee and Town & Community Councils in the County. The main topic for Town & Community Councils related to Declarations of Interest and in particular, seeking dispensations from the Standards Committee. The meeting was advised that there were a low number of dispensation applications being made to the Standards Committee.
- (ii) Councillor Billy Glynn advised of his attendance at the Caerwys Town Mayor's Civic Sunday, on behalf of Councillor Dolphin who was not available.

## 8(A). 214/23

### PLANNING APPLICATIONS

No planning applications received from Flintshire County Council for consideration at meeting

## 8(B). 215/23

### PLANNING DECISIONS

The following planning decision had been received from Flintshire County Council:

- Application number: ADV/000631/23 – for Sponsorship signs at Pen Ffordd Llan Roundabout, Lloc. Approved

## 9. 216/23

### APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Direct Debit:</b> HSBC Bank (charges) Payment dated: 31/10/2023	5.00		5.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for October) Payments dated 01/11/2023			
	<b>BACS:</b> Paul Jones (Painter) Replacement glass on Red Phone box in Pantasaph (as quotation agreed by Council) Authorised by two Councillor bank signatories: Paid on: 02/11/2023	80.00		80.00
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Sign of The Times (Defibrillator signage in Gorsedd – as previously agreed by Council)	45.00		45.00
	St. Paul's Church, Gorsedd (Council meeting room	120.00		120.00

	hire: September, October & November)			
--	--------------------------------------	--	--	--

**10. 217/23**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<p>One Step Holywell (Community Interest Company) (Application for funding towards a private initiative to set up a Holywell Youth Club)</p> <p><b>Application adjourned until the January, 2024 meeting for the following reasons:</b></p> <p>The Clerk to provide the applicant with copies of this Council's Financial Assistance application form, together with Policy. The Clerk to request a completed application form and note to the applicant the information to be submitted; the Council also wish to receive a copy of the business plan for the new premises, or similar document.</p>	

**11. 218/23**

**Members agreed the payments of the above accounts 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:.....**