



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 April, 2024, at 7.00pm

1(A). 73/24

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 74/24

APOLOGIES

Councillor Emma Warbrick

1(C). 75/24

ABSENT

None

1(D). 76/24

COUNCILLOR RICHARD DOLPHIN

Councillor Richard Dolphin advised Members that he was not able to attend the Annual Meeting of the Council in May, and wished to thank both the Councillors and Clerk for their support during his term of office.

Councillors and Clerk expressed their appreciation to Councillor Dolphin for his time as Chair of Whitford Community Council.

2. 77/24

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

The following request had been received: Resident on Holway Road, Carmel seeking a street lantern sited opposite their property on the A5026 road, that the bulb illumination was too high and requested a lower wattage. The resident had contacted the County Council who had advised, the lantern is in the ownership of this Council. The Clerk confirmed to the resident, that the lamps on the A5026 road are highway standard models and are the responsibility of the County.

County Councillor Chris Dolphin was requested by the Clerk to assist the resident, who has replied to advise, that he has contacted the Street Lighting Manager seeking a survey / review of the lamps illumination level.

3. 78/24

DECLARATIONS OF INTEREST

There were no Declarations of Interest declared.

4. 79/24

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE XX 14TH MARCH, 2024

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

5(A). 80/24

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matter from previous Minutes:

- **Footway extension in Gorsedd:** Reported under County Councillor's report (Minute number: 6(H). 90/24 on page 6 below).

5(B). 81/24

TO CONSIDER: FUTURE USAGE OF RED K6 TELEPHONE BOX IN WHITFORD

The Clerk recollects Members the Council's decision at the March meeting, whereafter the Clerk had written to the Headteacher at Ysgol Yr Llan in Whitford seeking the views of the school and pupils as to the future use of the phone box. The Headteacher had replied thanking the Council for involving the school and advised the following: The pupils have been tasked with a competition over the Easter holiday period, whereafter the pupil ideas will be handed to Councillor Joe Williams to bring to the Council's May meeting.

5(C). 82/24

TO FURTHER CONSIDER: GRASS CUTTING AND LITTER PICKING CONTRACTS

- Grass cutting on public footpaths:** The Clerk recollects Members to previous discussions and in particular, the usage of the County Council approved contractor. The Clerk sought Members to consider two scenarios: to either advertise a grass cutting contract, or consider a contract with the County Council. Members fully discussed the contract aspect and viewed on screen various footpaths that had been identified to be included in a contract.

Members agreed the following:

- To discuss with Flintshire County Council a draft contract to provide additional grass cutting on public footpaths within this Council area. In reaching their decision Members took into consideration the following: The

County Council contractor is familiar with the footpaths, some of which are in difficult terrain; the current contractor for the area is entered onto the County Council approved list, is qualified and holds the required insurance and liability cover, including accreditations, RAMS and Personal protective equipment. The County Council have in place a checking process to ensure work has been completed to their standard.

- (b) The Clerk to make further contact with the County Footpath Officer to seek provisional financial costings for providing additional public footpath grass cutting.

- (ii) **Litter picking contract:** As agreed in the March Council meeting both Councillors' Billy Glynn and Paul Urquhart had compiled a provisional list of areas to be included in a litter picking contract. The list was viewed on screen. Area numbered 11 on the list was amended as follows: Saithffynnon area (Via Llwyn Ifor Lane) - to Mertyn Lane.

Members agreed the following: (1) Approved the draft updated list of areas to be covered in a litter picking contract (2) The Clerk to provide the litter picking specification and areas required and to seek quotations from the three contractors who have been approached to tender for the Council's annual maintenance contract, namely: Clwyd Environmental in Caerwys; Davies, Land & Sea in Lloc; Treetops Environmental in Ysceifiog. Councillor Billy Glynn agreed to be the point of contact to meet with potential contractors and to provide any additional information requested (3) The closing date for receipt of quotations to be sent to the Clerk to be Wednesday 1st May, whereby Council will consider at the Council meeting to be held on Thursday 9th May.

6(A). 83/24

CORRESPONDENCE

- (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 Vehicle crime / 1 x Violence

Gorsedd – 1 x Violence

Lloc - No crimes reported

Lloc (Services) – 1 x Violence

Pantasaph - No crimes reported

Whitford - No crimes reported

- (2) One Voice Wales: Membership renewal for 2024 / 2025. The Clerk recollected Members that the re-joining fee paid last year included a 50% discount. The renewal fee for 2024 / 2025 is £425.00

Members agreed the following: Agreed to re-join One Voice Wales

- (3) North & Mid Wales Association of Local Councils: Correspondence providing details of the work currently being dealt with by the Association, which includes the Railways, County Council future delivery of services and Welsh Government proposals to increase representation of the management of charities, together with local health services. Invitation to join the Association at a yearly current fee of £65.00, including an invitation to attend

their next meeting to be held in the Civic Hall, Connah's Quay on Friday 19th April at 10.30am, with an optional lunch at £12.00.

Members agreed the following: Not to join the above referred to Association.

- (4) Scottish Power: Notification that from later this year to early 2025 Scottish Power will cease to provide a contract for un-metered street lighting supply.

Members agreed the following: The Clerk to make contact with other electricity suppliers and to seek quotations.

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

- ❖ Urdd Gobaith Cymru: Information in relation to the Urdd's Fund for all, which this year offers 300 free places at the Urdd summer camp for children and young people in Wales. Councillors were asked to forward to residents for information
- ❖ North Wales Fire & Rescue Authority: Public consultation on continuing to prevent and respond to emergencies. Councillors to complete on a personal basis

**6(B). 84/24
CLERK'S REPORT**

(a) Audit Wales: Annual Return for the Year Ended 31 March 2023

The Clerk advised that the Auditor General's Report and Audit Opinion for the year ended 31st March, 2023 had been received. The Audit opinion was Unqualified and there were no recommendations. The Clerk confirmed, that a copy of the annual return had been sent to the Chair and Vice Chair of Council, together with a copy of the full annual return placed on the Council's web site and public notice board. A Public Notice under the Public Audit (Wales) Act 2004 Section 29 / Accounts and Audit (Wales) Regulations 2014 had also been uploaded to the Council's web site and copy placed on the Council's public notice board. Members were shown a full copy of the Annual Return on screen.

- (b) The Clerk advised that Councillor Steve Watts had been booked on the following One Voice Wales course: New Councillor Induction - to be held on Tuesday 21st May Course.

- (c) The Clerk advised that a letter of congratulations had been sent to Sian Jones whose family originate and still reside in the Whitford area. The letter congratulated Sian on her achievements in the rugby world in general, and in particular, for her recent debut playing for Wales in Cardiff. The Wales Rugby Head Coach Ioan Cunningham stated the following: 'Sian Jones has a big future as she prepares for her first Wales start'.
Conscious

**6(C). 85/24
TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2023 / 2024**

- (i) 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 2023 / 2024. 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 2023 / 2024, with the financial spreadsheet signed by the Chair of Meeting – Councillor Richard Dolphin.

- (ii) The Clerk recollected Members the allocation contained in the ear-marked reserves for the new financial year - 2024 / 2025, the sum of £2,500.00 each to Ysgol Bro Carmel in Carmel and Ysgol Yr Llan in Whitford - for the schools to spend on environmental projects.

Members agreed the following: The Clerk to make contact with the Headteachers of both primary schools and to make aware of the financial allocations towards environmental projects; to seek the views from the schools as to this Council's financial initiative.

6(D). 86/24

TO CONSIDER: ANNUAL REPORT – YEAR ENDING 2023 / 2024

The Clerk recollected Members to the draft Annual Report for the year ending March 2024, 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 2024. There were no amendments. The Clerk advised that the report would be made available on the Council's web site. The Clerk was thanked for completing the substantial report.

6(E). 87/24

PAYMENT TO MEMBERS: INDEPENDENT REMUNERATION PANEL FOR WALES RECOMMENDATION – YEAR 2024 / 2025

The Clerk recollected Members to the Independent Remuneration Panel Report that had been sent to Members and discussed at a previous Council meeting. The Clerk advised in relation to the mandatory allowances for Town & Community Councillors in Wales, whereby the Clerk provided all Members with a claim form. The Clerk sought that the claim form was completed by either completing the claim section details or signing the opt out clause.

6(F). 88/24

COMMUNITY AWARD: TO ARRANGE PROCESS TIMELINE

The Clerk discussed with Members the timeline for the Council's 2024 Community Award.

Members agreed the following: The Clerk to issue a Public Notice in the next edition of the Five Villages Chronicle, with copies placed on the Council's notice boards and web site. The closing date to be approximately two to three weeks following the publication and distribution of the Chronicle. The Council thereafter will consider applications received at the subsequent Council meeting.

6(G). 89/24

TO DISCUSS: ANNUAL MAINTENANCE (BENCH SEATS, PEN Y GELLI, RED PHONE BOXES & THE BRYN)

The Clerk confirmed, that a request for quotations had been sent to Clwyd Environmental in Caerwys; Davies, Land & Sea in Lloc; Treetops Environmental in Ysceifiog. The closing date for receipt of quotations to be sent to the Clerk is Wednesday 1st May, whereby Council will consider at the Council meeting to be held on Thursday 9th May. Councillor Billy Glynn advised, that to date, two companies had been in touch to register an interest and seeked further information.

Members agreed the following: To include the area of Pen Y Gelli main entrance on the maintenance list. The three companies to be advised of this addition.

6(H). 90/24

COUNTY COUNCILLOR CHRIS DOLPHIN

The Clerk advised in relation to the following received from County Councillor Chris Dolphin:

- (1) The following response had been received from Councillor Dolphin, in reply to the request by this Council to endeavour to expedite highway repairs on Monastery Road in Pantasaph. ‘Contacted Street Scene and others within the County Council. The County have a very long list of pot hole repairs. The repair team only visit an area when there are a number of repairs required. I have a substantial list of repairs across the Whitford Community Council area. The County will prioritise these repairs.
- (2) Active Travel (Footway extension in Gorsedd). Councillor Dolphin has further discussed the delay in the commencement of this footpath project with the Leader of The County Council – Councillor Ian Roberts. Councillor Roberts had received the following e-mail confirmation from the County Transport Manager – Anthony Stanford: ‘The initial trial holes (in the wall adjacent to the proposed extension of footpath) are scheduled for completion in the next week or so, this is to determine existing ground conditions and potential retaining wall work that may be required. Following completion of the above, it is anticipated that works will start on site in mid to end of April’

6(I). 91/24

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

Update in italics

- (1) Request for Red Dog bin in area of Pant Y Wacco: *There are many requests for additional dog bins across the County. A ticket has been issued to install a bin in Pant Y Wacco, but there may be a substantial waiting period*
- (2) Road gullies near Pen Y Gelli Quarry: Request placed for the gullies and soakaways to be checked in this area and cleaned. *A road sweeper has recently visited the area*

Members brought the following concerns to the meeting:

- (1) Blocked gullies: Travelling from Sarn Cross Roads to Ty Gwyn
- (2) Broken Right of Way gate by Glol Woods
- (3) Pot holes: Lower end of Mertyn Lane
- (4) Pot hole (large): From area of the Tree – junction travelling towards Tre Mostyn
- (5) A5026 Road, Lloc, Near Carmel Cricket Club: Constant flooding in the area. Could the link pipe to the soakaway in the adjoining field please be inspected to ensure no blockage or damage

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

7. 92/24

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). 93/24

PLANNING APPLICATIONS

The following planning application(s) had been received:

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

8(B). 94/24

PLANNING DECISIONS

No planning decisions have been received from Flintshire County Council

8(C). 95/24

PLANNING APPEALS

The following planning appeal hearing to the Welsh Assembly has been received:

- ❖ Planning Reference number: FUL/000046/23: Appeal Reference number: CAS-02910-B1Q4Z9, by Peter Barlow, PHB (NW) Ltd, in relation to proposal to relocate 29 touring pitches to adjacent field at Misty Waters Caravan Park, Fachallt Road, Lloc.

Decision: This appeal was decided on 18 March 2024. The decision was P05 Dismissed

9. 96/24

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	Direct Debit: HSBC Bank (charges) Payment dated: 02/04/2024	5.00		5.00
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March) Payments dated 02/04/2024			
	<u>Payment for consideration at meeting to be paid by BACS:</u>			
	Deeco Lighting (Street lantern repair near Misty Waters, Lloc – September 2023)	180.00	36.00	216.00
	One Voice Wales: Membership renewal for 2024 / 2025	425.00		425.00

	Direct Debit: Scottish Power (March - Street Lighting Electricity Account - payment due 18/04/2024)	551.22	110.24	661.46
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10. 97/24

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

11. 98/24

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:.....

DRAFT