

# CYNGOR CYMUNED CHWITFFORDD

## WHITFORD COMMUNITY COUNCIL



### Local Government and Elections

### (Wales) Act 2021 (Section 52)

### Annual Report

### Year ending 31<sup>st</sup> March, 2023

### The Council

Community Councils were established under the Local Government Act 1972 and replaced the previous system of Parish Councils. There are over 730 Town & Community Councils in Wales, with over 8,000 Councillors.

Within the Whitford Community Council area there are five villages; Carmel, Gorsedd, Lloc, Pantasaph, and Whitford. The population of the area is 1,898 (January 2023 Register of Electors).

During the reporting year Council meetings were held remotely from April 2022, whereafter from September meetings were held hybrid with the face to face venue being The St. Paul's Church, Gorsedd.

Council meetings are held on the second Thursday of the month (no meetings held in August and December) and commence at 7.00pm. Non-scheduled meetings can be held in an emergency or possibly in relation to an urgent planning application – especially during the months of December and August. All meetings will be publicly advertised.

The agenda for the meetings are advertised locally including the Council's web site a few days prior to the meeting. Residents of the community and press are welcome to attend all meetings. Residents are also able to address the Council Members for a reasonable period of time at the commencement of the meeting on matters appertaining to the community.

Should any resident, or press member wish to connect to a meeting by audio, please advise the Clerk to the Council, by providing at least three days notice prior to the meeting date.

### Complaints

During the reporting year no complaints were made to the Wales Public Services Ombudsman against the Council. There were no complaints made against the Council to

the Flintshire County Standards Committee.

### Councillors

During the reporting year there were twelve members of the Whitford Community Council, with Councillor Billy Glynn as Chair of Council and Councillor Richard Dolphin as Vice Chair. Councillor Chris Dolphin resigned from the Community Council and following display of Public Notices, Joseph Williams was co-opted. Councillor Dolphin remains as County Councillor for the Whitford Ward.

### Councillor names and contact details

Councillor Tim Barks (Independent) 01352 720375	Councillor Matthew J. Marshall (Independent) 077639 75531
Councillor Richard Dolphin (Independent) 01352 710764	Councillor Gareth Sharp * 01352 715614
Councillor Matthew Foster (Independent) 07900 520790	Councillor Paul C. Urquhart 01745 563133
Councillor Billy Glynn (Independent) 01352 712418	Councillor Melanie Wallis * 01352 712369
Councillor Sharon James 01352 716822	Councillor Emma K. Warbrick 01352 712356
Councillor Caradoc W. Jones, 01352 712079	Councillor Joseph Williams * 07850 924805

\* denotes co-opted

### Freedom of Information Act

During this reporting year there were no requests received under the Freedom of Information Act.

### Local Committees and Outside Bodies

The following Council Members serve on Local Committees and Outside Bodies during this reporting year:

<b>Name of Organisation</b>	<b>Councillor Representative</b>
Carmel Village Hall Trustees	Councillors' Richard Dolphin / Gareth Sharp

Flintshire County Forum	Councillors' William Glynn / Matt Foster
Flintshire District CAB	Councillor Emma Warbrick
Flintshire Forum (Sub Group)	Councillor Emma Warbrick
Halkyn Mountain Joint Consultative Board	Councillor Caradoc W. Jones
Pen y Gelli Nature Reserve Sub-Committee	Councillors' Tim Barks / Matt Marshall / Melanie Wallis
Planning Sub-Committee	All Councillors
Street Scene / Environmental – Visual Audit	Chair / Vice Chair / Clerk
West Flintshire Town & Community Councils Working Group	Councillor Caradoc W. Jones
Whitford Association (Glebe Field)	Councillors' Caradoc Jones / Richard Dolphin
Ysgol Y Llan (Primary School, Whitford)	Councillor Joe Williams (Council's School Governor Representative) Term of Office four years – From February 2023 to February 2027)

### **Contacting the Council**

Contact details for the Clerk and Financial Officer to Whitford Community Council

R. Phillip Parry, Ty Cornel, 51, St. Michael's Drive, CAERWYS, Flintshire, CH7 5BS.	Tel: 01352 720547  E-mail: <a href="mailto:Clerk@whitford-council.wales">Clerk@whitford-council.wales</a>  Web site: <a href="http://www.whitford-council.wales">www.whitford-council.wales</a>
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### **Council's objectives - 2022 / 2023**

During the 2022 / 2023 financial year, the Council agreed the following priorities: *(update in italics)*

- ❖ (Provisional) Community Asset Transfer of land - adjacent to Ysgol Bro Carmel - £10,000.00. *This project did not materialise as the Board of School Governors at Ysgol Bro Carmel refused permission.*
- ❖ Environmental Budget - £5,000.00 (to include maintenance of Council's street furniture (bench seats, notice boards and land). *A maintenance contract was agreed by Council, with work completed during this reporting year.*

- ❖ Purchase of additional bench seats - £2,500.00. *Whilst the funding for this project is ring-fenced, the Community Council are advised, that bench seating is included in a active travel bid to the Welsh Government.*
- ❖ Upgrade to Whitford Play area - £10,000.00 (Match funding with Flintshire County Council) *The upgrade equipment has been agreed between the County Council and Community Council. Awaiting contractors to complete.*
- ❖ New Village name signs (cost unknown – subject to inspection report). *Whilst the funding for this project is ring-fenced, the Community Council are advised, that village signage is included in a active travel bid to the Welsh Government.*
- ❖ Completion of the Red K6 Phone Box project in Pantasaph to house a defibrillator - £3,000.00. The Council have adopted the phone box from BT Payphones for a nominal £1.00. A defibrillator has been received from NHS Wales. The phone box has been painted and the surrounding area cleared of overgrowth. A planning application for change of use from a payphone in a conservation area, to house a defibrillator is awaiting a planning decision. *The planning application was granted. The defibrillator housing cabinet and stickering information are in place. Unfortunately, the electrical supply to the red phone box was not connected. Whilst the supply is now connected, the Council await the installation of the actual defibrillator. A new closer mechanism has been fitted to the door of the phone box. The Council are concerned with vandalism to the glass panes whereby several have been smashed.*
- ❖ Continuation of Footpath in Gorsedd (Cost unknown to date – but subject to a Welsh Government grant application made by Flintshire County Council). *Following a bid to the Welsh Government WG by Flintshire County Council (FCC), the FCC were provided with funding to cost the project. A decision will be announced by the WG before the summer of 2023.*
- ❖ Children's Summer Play Scheme. *The schemes were held during the school summer holidays in both Carmel and Whitford. The cost of the Scheme was £5,132.00.*
- ❖ Bio-diversity. *The Council continued to work with Flintshire County Council's Bio-diversity Officers. A maintenance plan has been agreed with the County who also kindly provided financial assistance for work in Pen Y Gelli Quarry, Lloc, together with a new interpretation sign in The Bryn, Carmel.*

### **Council's objectives - 2023 / 2024**

During the 2023 / 2024 financial year, the Council have agreed the following priorities:

- To continue to support and enhance the Community Council area for the benefit of the residents
- The Community Council will continue to be proactive in reporting concerns to Flintshire Street Scene, such as pot holes, fly-tipping
- To continue to work with Flintshire Bio-diversity Officers
- To further fund the Children's Summer Play Scheme in Carmel and Whitford

- To continue to fund annual maintenance contracts
- To purchase and install bench seating £2,500.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government)
- Footpath Continuation / Improvement in Gorsedd £60,000.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government)
- Environmental Projects (including Pen Y Gelli) £5,000.00
- New Village Name Signage £6,000.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government)
- Training budget (Councillors & Clerk) £2,000.00

(Funding for the above projects will be utilised from the annual precept and reserves)

## **Financial**

### **Asset Register**

The value of the Community Council's asset register totals £38,196.00. A copy of the register can be obtained from the Clerk to the Council.

### **Council budget**

The Whitford Community Council precept for the financial year 2022 / 2023 was set at £55,000.00. This amount is precept on residential properties within the community, and equates to a figure of £47.85, per household on a Band D property. There are 1,149 Band D household properties within the Whitford Community area – as at January 2022.

The Band D household precept for the Whitford Community Council area, is made up as follows:

Flintshire County Council – £1,449.58  
Police & Crime Commissioner – £316.80  
Whitford Community Council – £47.85

The Community Council's precept for 2023 / 2024 was set at £59,000.00 – an increase of £4,000.00. The Band D property charge will be £50.08, an increase of £2.23p a year (4.66% - 38 / 39p extra per month).

### **Financial Assistance**

Each year, Whitford Community Council considers requests for financial assistance to support the work of its local groups, organisations and charities. Grants are specifically made by the Council in the interest of its local area and its residents. The Council allocates grants for financial assistance from the annual precept, in accordance with Section 137 (Local Government Act 1972) and other National and Wales Government Acts.

During the reporting year the Community Council granted a number of applications for financial assistance, which totalled: £1,980.00 under Section 137 and £4,925.00 under

various Local Government Acts. The Council provided financial assistance to Ysgol Bro Carmel for signage.

**Note:** Applicants for financial assistance are required to complete an application form. The form, together with a policy document can be perused and downloaded from the Council web site, at: <http://www.whitford-council.wales> (public notices & financial)

### **Members Allowance**

Payments (Allowances) to Members of Whitford Community Council - 2022 / 2023  
In accordance with Section 151 of the Local Government Measure 2011, Community and Town Councils must publish within their authority area the remuneration received by their Members by 30<sup>th</sup> September following the end of the year to which the payment relates. The information must also be sent to the Independent Remuneration Panel for Wales (IRPFW) by the same date.

Whitford Community Council provided the previous years return prior to the required date to the (IRPFW). A copy of the information can be viewed on the Council's web site at: [www.whitford-council.wales](http://www.whitford-council.wales) (public notices and financial). The return for this reporting year will be published on the above web page in due course.

### **Publication of audited accounts for the year ended 31 March 2023**

Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) requires that by 30 September 2023, Whitford Community Council publish its accounting statements for the year ended 31 March 2023 together with any certificate, opinion, or report issued, given or made by the Auditor General.

The Community & Town Councils in Wales – Annual Return for the Year Ended 31 March 2023, will be submitted to Wales Audit following confirmation at the May 2023 Council meeting. A copy of the Annual Return will thereafter be published on the Council's notice board and web site at: [www.whitford-council.wales](http://www.whitford-council.wales) (public notices and financial). Following audit, the certificate and other documents will be uploaded to the web page.

### **Environmental (Wales Act) 2016 (S6)**

Under the above Act a Public Authority in Wales must prepare and publish a biodiversity plan. This Council's Bio-diversity plan can be found at: [www.whitford-council.wales](http://www.whitford-council.wales) (public notices and financial).

### **Flintshire County Council**

In 2014 the Community Council agreed to adopt the following: A Shared Community – Charter between Flintshire County Council and Town & Community Councils in the County. Two Councillors and the Clerk to the Council represent this Council at the County Forum meetings, which are generally held twice a year, together with representatives from all 34 Town & Community Councils in Flintshire. The Flintshire County Council did not arrange meetings during this reporting year.

### **Planning Applications**

The Community Council is not a planning authority and as such does not make final decisions on planning applications; this is the responsibility of Flintshire County Council. However, the Community Council is a statutory consultee and as such receives all

planning applications relating to the community. The Community Council do make their respective comments and suggestions on all planning applications, including requesting site meetings.

Details of the planning applications that this Council made comment upon, can be found in the monthly meeting minutes – on the following web site: [www.whitford-council.wales](http://www.whitford-council.wales) (minutes of meetings).

### **Street Lighting**

The street lighting in the Whitford Community Council area is administered jointly between the Community Council and Flintshire County Council. Whilst the majority of the street lights on the adopted housing estate roads are the responsibility of Flintshire County Council, the street lighting, generally sited on roadside wooden poles, are the responsibility of the Community Council.

To report a Community Council faulty street light, please contact the Clerk. Contact details for Flintshire County Council: 01352 701234, or e-mail the Street Scene Department on:

[streetscene@flintshire.gov.uk](mailto:streetscene@flintshire.gov.uk) or by completing an on-line form at:

[www.flintshire.gov.uk/en/Resident/Streetscene/Street-lighting.aspx](http://www.flintshire.gov.uk/en/Resident/Streetscene/Street-lighting.aspx)

### **Training plans**

Under the Local Government and Elections (Wales) Act 2021 Section 67 - all Town & Community Councils in Wales are required to produce a training plan for Councillors and Clerk. This Council's Training Plan can be found at: [www.whitford-council.wales](http://www.whitford-council.wales) (public notices and financial).

**This End of Year report was adopted by the Members of Whitford Community Council, on Thursday 13<sup>th</sup> April, 2023 - Minute number: 6(D). 78/23**