

CYNGOR CYMUNED CHWITFFORDD

WHITFORD COMMUNITY COUNCIL



Local Government and Elections

(Wales) Act 2021 (Section 52)

Annual Report

Year ending 31st March, 2024

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 2024 Register of Electors).

During the reporting year all Council 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 either the Community Council direct, or 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 Richard Dolphin as Chair of Council and Councillor Billy Glynn as Vice Chair. Sadly, Councillor Matthew Foster passed away in 2023. Matt had provided valuable information and assistance to the Council, in particular, with his legal knowledge. The Council sent their sincere condolences to his family. Councillor Sharon James resigned in early 2024. Steve Watts was co-opted as a Community Councillor in March 2024, the remaining vacant Councillor seat is currently advertised.

Councillor names and contact details

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| Councillor Tim Barks (Independent) 01352 720375 | Councillor Gareth Sharp * 01352 715614 |
| Councillor Richard Dolphin (Independent) 07526 515873 | Councillor Paul C. Urquhart 01745 563133 |
| Councillor Billy Glynn (Independent) 01352 712418 | Councillor Melanie Wallis * 01352 712369 |
| Councillor Caradoc W. Jones, 01352 712079 | Councillor Emma K. Warbrick 01352 712356 |
| Councillor Matthew J. Marshall (Independent) 077639 75531 | Councillor Steve Watts * 07778 673334 |
| | 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:

| Name of Organisation | Councillor Representative |
|------------------------------|---|
| Carmel Village Hall Trustees | Councillors' Richard Dolphin / Gareth Sharp |
| Flintshire County Forum | Councillors' William Glynn / Vacancy |

| | |
|---|---|
| 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 Lighting | 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

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| R. Phillip Parry, Ty Cornel, 51, St. Michael's Drive, CAERWYS, Flintshire, CH7 5BS. | Tel: 01352 720547 E-mail: Clerk@whitford-council.wales Web site: www.whitford-council.wales |
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Council's objectives - 2023 / 2024

During the 2023 / 2024 financial year, the Council agreed the following priorities: *(update in italics)*

- To support and enhance the Community Council area for the benefit of the residents. *The Community Council continue their support to the community, with many examples listed below.*
- The Community Council will continue to be proactive in reporting concerns to Flintshire Street Scene, such as pot holes, fly-tipping and other highway related concerns, including public footpaths. *The Council have been proactive in reporting*

concerns – as evidenced in the Council’s Minutes of meetings.

- To continue to work with Flintshire Bio-diversity Officers. *On-going.*
- To further fund the Children’s Summer Play Scheme in Carmel and Whitford. *Following the commencement of the summer 2023 play scheme, unfortunately, during the first week only one or two, or no children attended the Whitford scheme. This morning scheme was transferred to Carmel whereby the scheme was able to run during both morning and afternoon sessions. This proved popular with good attendances.*
- To continue to fund annual maintenance contracts. *These contracts continued and will be enhanced for the next financial year.*
- To purchase and install bench seating £2,500.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government). *Flintshire County Council have allocated funding received from the Welsh Government, whereby the bench seating will be in situ prior to summer 2024.*
- Footpath Continuation / Improvement in Gorsedd £60,000.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government). *Flintshire County Council have allocated funding received from the Welsh Government, whereby the extension to the pavement project will be completed prior to summer 2024.*
- Environmental Projects (including Pen Y Gelli) £5,000.00. *Work that was identified by the Flintshire Bio-diversity Officer has been competed.*
- New Village Name Signage £6,000.00 (This is dependant on a financial bid by Flintshire County Council to the Welsh Government). *Flintshire County Council have allocated funding received from the Welsh Government, whereby the new village name signs will be in situ prior to summer 2024.*
- *During this reporting year the Council installed a defibrillator in the Red K6 Phone Box in Pantasaph. The equipment has been registered on The Circuit (National defibrillator network).*
- *The Community Council purchased a large screen LED television set that is housed on a mobile stand in St. Paul’s Church in Gorsedd. The Council utilise the television for their meetings which results in an almost paperless environment. The television has a HDMI cable and can be used by Groups, Committees and others that hire the Church meeting room for presentations.*
- *The Council in March 2024 adopted the Red K6 Phone Box in Whitford from BT Payphones. A defibrillator cannot be installed in this phone box as a model is sited at the nearby Ysgol Y Llan primary school. This defibrillator is available for public use.*
- Training budget (Councillors & Clerk) £2,000.00. *A number of Councillors attended various training courses.*

Council’s objectives - 2024 / 2025

During the 2024 / 2025 financial year, apart from the general powers and lawfully required duties, the Community Council have agreed the additional 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 and other highway related concerns, including public footpaths.
- ❖ To continue to work with Flintshire Bio-diversity Officers, including others, to enhance bio-diversity within the Community Council area.
- ❖ To continue to fund annual maintenance contracts. During this reporting year the Council will source further contracts for additional grass cutting on public footpaths, together with litter picking within the community area.
- ❖ The Council agreed to increase their environmental budget from £5,000 to £10,000. These funds will be part utilised for the above additional contracts.
- ❖ Following a tree health report completed for the Pen Y Gelli Nature Reserve, the Council have agreed a contract to dispose of a number of trees that are infected with ash die back disease.
- ❖ The Council have allocated £5,000.00 for school environmental projects (£2,500.00 for each primary school in Carmel and Whitford)
- ❖ The Council have allocated £16,000.00 – for two additional Speed Indicator Devices. The installation areas will firstly be subject to consultation with the Flintshire County Council and North Wales Police, to identify areas of concern with speeding vehicles.
- ❖ The Council have allocated £10,000.00 – towards further playground equipment and other work in the Carmel children’s play area. This funding will be subject to successful match-funding with Flintshire County Council.
- ❖ Summer Play Scheme – 2024. The Community Council have committed to provide funding for a five week bilingual summer play scheme in Carmel, for both morning and afternoon sessions. The Council, if requested, will further discuss the reinstatement of a play scheme in Whitford, subject to potential increased usage.
- ❖ Red K6 Phone Box in Whitford. As reported earlier in this report the Community Council have adopted the Red K6 telephone box in Whitford from BT Payphones. The Community Council have initially asked the pupils in Ysgol Yr Llan primary school for suggestions for the phone box internal usage. The school will arrange a competition with the pupils.
- ❖ Training budget (Councillors & Clerk) £2,000.00.

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

Financial

Asset Register

The value of the Community Council's asset register totals £39,206.00. 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 2023 / 2024 was set at £59,000.00. This amount is precept on residential properties within the community and equates to a figure of £50.08, per household on a Band D property. There are 1,178 Band D household properties within the Whitford Community area – as at January 2023.

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

Flintshire County Council – £1,521.33

Police & Crime Commissioner – £333.09

Whitford Community Council – £50.08

The Whitford Community Council precept for the financial year 2024 / 2025 is £60,500. This amount is precept on residential properties within the community, and equates to a figure of £51.16 per household on a Band D property an increase of £1.08p a year (2.16% - 9p 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: £2,500.00 under Section 137 and £5,950.00 under various Local Government Acts.

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 - 2023 / 2024
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 30th 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 (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 2024

Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) requires that by 30 September 2024, Whitford Community Council publish its accounting

statements for the year ended 31 March 2024 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 2024, will be submitted to Wales Audit following confirmation at the May 2024 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 (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 (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 (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 or by completing an on-line form at:

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 (public notices and financial).

DRAFT END OF YEAR REPORT

This End of Year report was adopted by the Members of Whitford Community Council, on Thursday 11th April, 2023 - Minute number: **XX**