



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

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

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

**On Thursday the 12<sup>th</sup> September 2024, at 7.00pm**

**No Council meeting was held in August**

### **1(A). 169/24**

#### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (SANDRA ROBERTS)**

Co-opted Councillor Sandra Roberts signed their Declaration of Acceptance of Office, following being co-opted to the Council at the July, 2024 Council meeting. The Declaration was witnessed and signed by the Clerk.

The Chair of Council Councillor Billy Glynn welcomed Councillor Roberts to the meeting.

### **1(B) (i). 170/24**

#### **PRESENT**

Councillor Billy Glynn (Chair)  
Councillor Caradoc W. Jones (Vice Chair)  
Councillor Tim Barks  
Councillor Sandra B. Roberts  
Councillor Gareth Sharp  
Councillor Paul Urquhart  
Councillor Melanie Wallis  
Councillor Steve Watts  
Councillor Joseph Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B) (ii). 171/24**

#### **APOLOGIES**

Councillor Richard Dolphin  
Councillor Matthew J. Marshall  
Councillor Emma Warbrick

### **1(B) (iii). 172/24**

#### **ABSENT**

None

### **1(C). 173/24**

#### **COMMUNITY AWARD PRESENTATION (RUSSELL WILLIAMS)**

The Chair of Council Billy Glynn welcomed Russell Williams to the meeting.

Councillor Glynn congratulated Russell as being the worthy recipient of the Council's 2024 Community Award, for his exceptional 24 years - this month - for the commitment to this community and to the younger generation as Group Scout Leader – for the 1st Carmel Scout Group, the Beavers and the Cubs.

Russell regularly plans, organises and leads programmes of games, activities, and in particular, to develop the leadership skills for the younger generation. This clearly shows his ability to communicate with people of different ages. The commitment Russell has provided to this community over a substantial period of his life is absolutely praiseworthy - and on behalf of this Council and the residents, we all thank you.

Russell was presented with a crystal glass trophy, framed certificate and vouchers.

Russell thanked the Council for the award and also for the Councillors work and commitment to the Community.

### **2. 174/24**

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

- Concern expressed by residents in relation to the size and scale of a new access recently created from a field adjacent to the A5026 Dyserth Road, Lloc. Photographs provided and shown on screen to Members.

**Members agreed the following:** The Clerk to forward to County Councillor Chris Dolphin the information provided to this Council together with photographs. To request Councillor Dolphin to liaise with the Planning Enforcement Officer to ascertain whether or not the construction is in accordance with the planning approval.

### **3. 175/24**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

### **4. 176/24**

#### **TO APPROVE THE FOLLOWING MINUTES OF THE MEETING HELD ON THE 11<sup>TH</sup> JULY, 2024**

- (i) July General Minutes
- (ii) July Supplementary Minutes

The Minutes were proposed as correct (i) and (ii) by Councillor Paul Urquhart and seconded by Councillor Steve Watts and formally agreed by the Members present.

### **5. 177/24**

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

The Clerk referred to the following matters from previous Minutes:

- (1) **Red Phone Box in Whitford:** The Clerk advised that the Cymdeithas Thomas Pennant Society were pleased to provide literature to be housed within the phone box. The Society would also be pleased for other information to be displayed within the phone box. The Clerk further advised, that the Society would not be responsible for the upkeep of the phone box or the maintenance, this would remain the responsibility of the Community Council. Whilst the Society will provide the literature this would be completed during the spring.
- (2) **Whitford Children's Play Area:** The Clerk advised that a proposal had been received from Aura Leisure to remove the sand pit area and replace with a spinner bowl in the Whitford Children's play area. The cost of this would be met from Section 106 funding. Members perused the play item on screen.

**Members agreed the following:** Confirmed the removal of the sandpit and installation of a spinner bowl.

- (3) **Pavement Extension in Gorsedd:** Members were shown on screen a recently received report from Flintshire County Highways. The footpath extension had been placed on hold due to a number of highway concerns. The County are now awaiting a further report whereby this Community Council will be consulted in due course.
- (4) **Street Lighting Electricity Supply:** The Clerk recollects Members to the difficulty in securing a new street lighting energy supplier. Members were shown various costings on screen from three suppliers, the Clerk further recollects Members to a costing provided by Flintshire County Council and also to discussions with the Welsh Government Procurement Office in Cardiff.

The Clerk had provided the Chair and Vice Chair with details in relation to joining the Welsh Government Procurement Energy Contract, whereafter it had been agreed that the Clerk complete an application to join the contract for an initial 24 months. The contract could be ceased after one month. The actual kilowatt and daily standing charge will be advised to this Council in approximately six weeks time.

**Members agreed the following:** Confirmed the signing of an initial street lighting energy supply with a Welsh Government Procurement Contract.

- (5) **Council Notice Boards:** The Clerk advised that the joiner is currently unwell, whereby the notice boards will be inspected in due course in relation to the cork backing concerns.
- (6) **Flower Planters in Lloc:** The Clerk advised that the required documents had not been received from residents following the request by Flintshire Highways. It was noted that the roadside planters were in situ.

**Members agreed the following:** This Council were unable to adopt the planters and place on the Council's asset register, as the required agreement had not been reached with residents and Flintshire County Council.

- (7) **Broken gate in area of Maen y Glol and Ty Newydd:** Councillor Paul Urquhart reported that the gate had been repaired.

## **6(A). 178/24 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** - No crimes reported

**Gorsedd** - No crimes reported

**Lloc** – 1 x Other crime

**Lloc (Services)** – No crimes reported

**Pantasaph** – 2 x Public Order

**Whitford** - No crimes reported

(2) One Voice Wales: Digital User Community for Community and Town Councils in Wales. The Clerk advised that Councillor Paul Urquhart had kindly volunteered to represent this Council. The first virtual meeting is listed to be held on the 10<sup>th</sup> September. Councillor Urquhart provided further details under Representatives Reports (**Minute number 7. 184/24 (i) on page 7 below**).

(3) Flintshire County Council (Chief Officer Governance): Notification for the annual joint meeting with Members of the County Standards Committee and Town & Community Councils, to be held virtually on Monday 4<sup>th</sup> November at 6.00pm.

The Clerk advised as to the agenda items together with a questionnaire in relation to training that required a response.

**Members agreed the following:** The Chair and Vice Chair of Council to attend the virtual joint meeting. The Clerk to complete the questionnaire.

(4) Flintshire County Council (Chief Officer Governance): Notification in relation to two mandatory training dates covering the Code of Conduct – to be held virtually on both Tuesday 22<sup>nd</sup> and Thursday 24<sup>th</sup> October at 6.00pm. Councillors were required to attend one of the above training dates.

**Members provided their availability dates to the Clerk.** The Clerk advised that they would receive the virtual meeting link prior to their chosen date direct from the Office of the County Legal Officer.

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

- ❖ Five Villages Chronicle: Link to the 150<sup>th</sup> edition of the Chronicle which contained a special report and referenced the Community Council
- ❖ North Wales Police & Crime Commissioner: Bilingual survey named ‘Have your say on how your neighbourhood is policed’ (Members to complete on a personal basis)
- ❖ Boundary Commission Cymru: Link to the 2026 Review of Senedd Constituencies
- ❖ North Wales Police: Volunteer Cadet Program
- ❖ Hannah Blythyn MS: Link to survey named ‘Our Home, Our Health’. (Members to complete on a personal basis)
- ❖ Flintshire County Council: Well-being objectives and priorities plan (2023 – 2028)
- ❖ Flintshire County Council: Link to a consultation and engagement hub

**6(B). 179/24**  
**CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposit to the Council's bank account:
- £20,166.67 - Flintshire County Council: Second precept payment for financial year 2024 / 2025
- (b) The Clerk recollected to Members the ear-marked funding of £2,500 each to the two primary schools within this Council area, and in particular, to Ysgol Y Llan in Whitford. The Clerk further recollected Members to an e-mail dated the 18<sup>th</sup> July which provided details received from the Headteacher at Ysgol Y Llan as to their environmental project together with costing. The correspondence sought the release of £2,500 to complete the project. The Clerk confirmed, that all Council Members who replied had agreed the release of the funds; which were released on the 19<sup>th</sup> July.

**Members agreed the following:** Confirmed the decision made in-between Council meetings to release the funds of £2,500.00 to Ysgol Y Llan, Whitford.

- (c) The Clerk recollected Members that following the installation of the defibrillator in the Red Phone Box in Pantasaph, the North Wales Ambulance Service advised that they would change the pads when used, or once a year, together with batteries when required. This agreement has now ceased whereby Councillor Emma Warbrick – as the custodian of the defibrillator had requested new pads. The purchase reimbursement to the Clerk is listed in the accounts for payment.
- (d) The Clerk advised that Councillor Matt Marshall will not be attending Council meetings over the next few months due to a personal nature.
- (e) The Clerk advised that he was to be hospitalised in early November and would not be able to attend the listed November meeting. The Clerk provided Members with a number of scenarios to ensure the work of the Council continued.

**Members agreed the following:** The listed November meeting will be cancelled and held virtually either towards the end of November or early December. Decision to be made in mid November and to provide the required three days clear notice of the meeting date.

**6(C). 180/24**  
**REMEMBRANCE SUNDAY: POPPY WREATH**

The Clerk advised that this was an annual agenda item and enquired if the Council wished to order either one or two Local Authority Wreaths.

**Members agreed the following:** The Clerk to order two Local Authority Wreaths, one each for the Churches in Gorsedd and Whitford.

**6(D). 181/24**  
**PEN Y GELLI QUARRY (NATURE RESERVE)**

- (i) **To Receive Report: Annual Inspection of Quarry / Nature Reserve**

The Clerk advised Members that the annual inspection of Pen Y Gelli Quarry had taken place on Saturday 27<sup>th</sup> July, by the Pen Y Gelli Sub-Committee namely, Councillors' Tim Barks, Matthew Marshall and Melanie Wallis. The report produced by the sub-committee had been prior circulated to Councillors.

Councillor Tim Barks provided details from the inspection report which was shown on screen during the meeting and included the following: The entrance areas, pathways, boundary fencing, undergrowth / overgrowth, the kiln area and tree branches in the area of the public footpath adjacent to the A5026 running parallel with the quarry.

**Members agreed the following:** The Clerk to seek a quotation from Davies, Land & Sea to remove branches and shrubbery from within the nature reserve that runs parallel with the pavement area on the adjacent A5026 road. Councillor Tim Barks to accompany the contractor during the quotation visit.

**(j) To Arrange: Annual Maintenance at Quarry / Nature Reserve**

This item was discussed during the above inspection report

**6(E). 182/24**

**COUNTY COUNCILLOR CHRIS DOLPHIN**

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

- (1) Speed survey results for the Gorsedd area – forwarded to Councillors for information. It was noted that the 85<sup>th</sup> percentile speed figures were of a high value. The Road Safety unit have requested a topographical survey.
- (2) Gorsedd footpath. This item was discussed under Progress Reports (**Minute number 5. 177/24 (3) on page 3 above**)

**6(F). 183/24**

**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) Two buddleia shrubs growing out of a wall adjacent to the pavement on the A5026 road in Carmel.
- (2) Missing road sign on the border between this Council and Mostyn (Whitford to Tre Mostyn Road)
- (3) Fly tipping in car park opposite Lloc Chapel. Following inspection the County advised that the area is private land and the County were unable to assist with the removal

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

- Buddleia shrubs will be removed as soon as possible

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

- (1) One Way Street in Lloc: At the former Rock Inn end of the street a large tree branch has fallen onto the road

- (2) A5026 road at entrance to McDonald's area: Advertising signage has appeared on the metal wire fence between the A5026 road and A55. Comment made that the advertisements are a distraction to drivers when exiting the complex.

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

#### **7. 184/24**

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

- (i) **One Voice Wales: Digital User Community for Community and Town Councils in Wales.** Councillor Paul Urquhart provided details in relation to the content of the virtual seminar which was attended by representatives from 24 Councils in Wales on the 10<sup>th</sup> September. Some 39 Councils in Wales received a cyber attack, a high number of phishing e-mails and text messages were received by Councils. The usage of social media was discussed.
- (ii) **One Voice Wales: Local Committee meeting.** Councillor Gareth Sharp reported on his attendance at a recent meeting. A representative from the North Wales Fire & Rescue Service will attend a meeting later in the year.
- (iii) **Ysgol Yr Llan, Whitford:** Councillor Joe Williams thanked the Council on behalf of the Head teacher and School Governors for the kind donation of £2,500 from the Council towards an environmental project at the school.

#### **8(A). 185/24**

#### **PLANNING APPLICATIONS**

**The following planning applications had been received:**

- (a) Application number: COU/000589/24 – for proposed change of use of detached barn to form a holiday let and extension to existing dwelling, at Mwdwl Eithin Farm, Carmel.

**Comment by Council:** Subject to compliance with relevant policies and planning guidance notes, then no objections raised, however, concern is expressed with the access to the property, and in particular, the additional vehicle usage.

- (b) Application numbers: FUL/000470/24 and LBC/000564/24 (Listed Building Consent) – for proposed 2 storey rear extension and roof alterations to existing elements with internal alterations, at St Philomena's, Monastery Road, Pantasaph.

**Comment by Council:** The Community Council raise the following concerns: (1) The size and scale of the proposed extension and the impact on the adjoining property (2) The limited access to the property (3) The property lies within the grounds of the Franciscan Friary (4) The property is sited within the Pantasaph Conservation area.

**(The above two applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

#### **8(B). 186/24**

**Members formally confirmed the above decisions.**

#### **8(C). 187/24**

**The following planning application was considered by Members at the meeting:**

- Application number: FUL/000635/24 – for demolition of existing stable blocks and the erection of 6 self-contained holiday flats with biodiversity improvements, at Penpalment, Mertyn Downing Lane, Maes Pennant.

**Comment by Council:** Objects to the application for the following reasons: (1) Hours of use, over dominance and increased traffic in the area (2) The design and appearance of the proposed building would be incongruent with the existing character and appearance of the area (3) The roadways in the area are narrow with poor visibility and therefore would impact the safety of pedestrians, horse riders together with numerous dog walkers.

#### 8(D). 188/24

#### PLANNING DECISIONS

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

- ❖ Application number: FUL/000470/24 – for proposed 2 storey rear extension and roof alterations to existing elements with internal alterations, at St Philomena’s, Monastery Road, Pantasaph. Approved.

#### 9. 189/24

#### APPROVAL OF ACCOUNTS FOR PAYMENT

| Cheque Number | Payee   | Net £    | Vat £ | Total £  |
|---------------|---|----------|-------|----------|
|               | <b><u>AUGUST</u></b>  |          |       |          |
|               | <b><u>Payments made – to be confirmed:</u></b>  |          |       |          |
|               | <b>BACS:</b> Ysgol Y Llan Primary School, Whitford.<br>Funding towards Environmental project at the school – held in ear-marked reserves for payment upon receipt of project cost (received) (Payment agreed by e-mail in-between meeting by full Council Members)<br>Payment dated: 19/07/2024 | 2,500.00 |       | 2,500.00 |
|               | <b>Standing Order:</b> R. P. Parry - Clerk to Council<br>(Monthly salary & home working allowance for July)<br>Payments dated 01/08/2024  |          |       |          |
|               | <b><u>Payments for consideration during August recess to be paid by BACS: (Below payments authorised by two Councillor Bank signatories)</u></b>  |          |       |          |
|               | Treetops Environmental (Litter picking contact for July)  | 700.00   |       | 700.00   |
|               | Information Commissioner’s Office. Data Protection renewal  | 40.00    |       | 40.00    |
|               | R. P. Parry - Clerk (Reimbursement of DHL courier fee for delivery of full accounts for 2023 / 2024 to Audit Wales, Cardiff – as per receipt)   | 12.14    |       | 12.14    |



|   |        |        |        |
|---|--------|--------|--------|
| <b>Direct Debit:</b> Scottish Power (July - Street Lighting Electricity Account - payment due: 20/08/2024   | 551.22 | 110.24 | 661.46 |
| <b>Direct Debit:</b> HSBC Bank (charges) Payment due: 31/08/2024  | 5.00   |        | 5.00   |
| <b><u>SEPTEMBER</u></b>   |        |        |        |
| <b><u>Payments made – to be confirmed:</u></b>  |        |        |        |
| <b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for August) Payments dated 02/09/2024  |        |        |        |
| <b>BACS:</b> Trophies Plus Medals Ltd (Diamond crystal Welsh dragon award on an engraved podium base) Community Award (Paid on 04/09/2024 – authorised by two Councillor bank signatories)                  | 77.46  | 15.49  | 92.95  |
| <b><u>Payments for consideration at meeting to be paid by BACS:</u></b>   |        |        |        |
| R P Parry – Clerk (Reimbursement of bulk / yearly stationery purchases from Viking, Ryman and Cartridge People – as per receipts)   | 134.92 | 26.99  | 161.91 |
| R P Parry – Clerk (Reimbursement of Zoll defibrillator pads (Pantasaph defibrillator) from St John Ambulance – as per receipt)  | 49.95  | 9.99   | 59.94  |
| R P Parry – Clerk (Reimbursement of items for Community Award: £70.00 B & Q voucher / £30.00 Jackson’s Garden Centre voucher / £17.50 (£14.58 VAT £2.92) Max Spielmann Certificate frame – as per receipts) | 114.58 | 2.92   | 117.50 |
| R P Parry – Clerk (Reimbursement of postage stamps from Post Office – as per receipt)   | 32.40  |        | 32.40  |
| Treetops Environmental (Litter picking contact for August)  | 700.00 |        | 700.00 |
| <b>Direct Debit:</b> Scottish Power (July - Street Lighting Electricity Account - payment due: 17/09/2024   | 551.22 | 110.24 | 661.46 |

**10. 190/24**

**APPLICATIONS FOR FINANCIAL SUPPORT**

| <b>Cheque Number</b> | <b>Name of organisation</b> | <b>Amount granted<br/>£</b> |
|----------------------|-----------------------------|-----------------------------|
|----------------------|-----------------------------|-----------------------------|

|  |   |                |
|--|---|----------------|
|  | <p><b><u>Authorised to be paid by BACS:</u></b></p> <p>Carmel Play Group (Early Years Centre, Ysgol Bro Carmel). Application towards purchase of equipment (Section 137 LGA 1972)</p> | <p>£360.00</p> |
|--|---|----------------|

**11. 191/24**

**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:.....**