



# **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 13<sup>th</sup> November, 2025, at 7.00pm**

### **1(A). 205/25**

#### **PRESENT**

Councillor Caradoc W. Jones (Chair)  
Councillor Paul Urquhart (Vice Chair)  
Councillor Tim Barks  
Councillor Alexander Lamb  
Councillor Matthew J. Marshall  
Councillor Richard Newsome  
Councillor Sandra B. Roberts  
Councillor Melanie Wallis  
Councillor Emma Warbrick

Clerk & Financial Officer R. Phillip Parry

### **1(B). 206/25**

#### **APOLOGIES**

Councillor Gareth Sharp  
Councillor Steve Watts  
Councillor Joseph Williams

### **1(C). 207/25**

#### **ABSENT**

None

### **2. 208/25**

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

- ❖ Correspondence received from a local resident which had been sent to this Community Council and County Councillor Chris Dolphin, in relation to inconsiderate parking in the area of Gorsedd Cross Roads. The resident had sought the installation of parking restrictions. Councillor Dolphin had written to County Highways seeking their thoughts, the reply was shown on screen to Members.

Members discussed this concern at length and is summarised as follows:

- (1) Rule 242 of the Highway Code States: You must not leave your vehicle in a dangerous position or where it causes any unnecessary obstruction
- (2) Rule 243 of the Highway Code States: You should not stop or park opposite or within 10 meters (32 feet) of a junction, except in an authorized parking space
- (3) The enforcement of the above Highway Rules is currently with the North Wales Police
- (4) Should a Traffic regulation Order (Yellow lines) be made for the area, this would then be enforceable by the Flintshire County Council's Enforcement Team. This Team do not operate after 5.30pm.
- (5) The Community Council have reported the parking infringements in this particular area on a number of occasions, with the Police taking no action
- (6) The comment from the County Highways Officer states: Having taken an initial look, it's likely that this location may score relatively low on the assessment matrix
- (7) The Community Council could not justify the spending of public funds between £4,000 to £5,000 to alleviate parking concerns at a junction. In particular, as there are many, many junctions within the five villages that the Council receive complaints in relation to inconsiderate parking

**Members agreed the following:** The Clerk to write to the proprietor of the Druids Inn and to seek their thoughts in endeavouring to alleviate the inconsiderate, and on occasions, dangerous parking by either placing suitable signage outside the property and or advising customers to park in a more considerate manner, or other.

### **3. 209/25**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest declared.

### **4. 210/25**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9<sup>TH</sup> OCTOBER 2025**

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

### **5. 211/25**

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

The Clerk referred to the following matters from previous Minutes:

- (1) **First Aid & Defibrillator Training / Healthy Five Villages:** Councillor Sandra Roberts advised Members that the second First Aid & Defibrillator course had been held in Carmel Village Hall on the afternoon of this Council meeting; the course was a success.

Councillor Roberts discussed further with Members the survey that had been held recently which produced 36 completed questionnaires. Councillor Roberts provided Members with a breakdown of the survey. Councillor Roberts suggested that the survey is circulated again in the new year together with a report in a future edition of The Five Villages Chronicle.

**Members agreed the following:** To re-circulate the survey in early 2026 and thanked Councillor Roberts for offering to write a report in a future edition of The Five Villages Chronicle.

- (2) **Conker Trees:** The Clerk advised that Councillor Melanie Wallis together with her husband had re-planted the four conker trees that had been provided to Councillor Matt Marshall by a local resident. Photographs of the trees were shown on screen. Members thanked Councillor Melanie Wallis and Mr. Wallis for their assistance.
- (3) **New Village Name Signs:** The Clerk advised that County Councillor Chris Dolphin had been advised by the Highway Officer that the new signage would be delivered next week, apart from one sign for Pant Y Wacco, as the County were awaiting the Welsh translation!
- (4) **Carmel Children's Play Area:** The Clerk advised that the new play area items installation should have commenced this week, but due to the weather has been delayed.
- (5) **Street Lighting Electricity Supply:** The Clerk advised that due to the inability of the Welsh Government Procurement Office to provide a contact for the street lighting energy supply, he had sought, to date, two quotations from energy suppliers. The Clerk suggested the matter be adjourned to the January 2026 Council meeting to enable a third quotation to be obtained.

**Members agreed the following:** To adjourn the matter to the January 2026 Council meeting.

- (6) **Ysgol Bro Carmel Road Safety Signage:** The Clerk advised that the signage had been delivered to his home and as per the Council's agreement Councillor Gareth Sharp had further transported to Ysgol Bro Carmel. The Clerk further advised that whilst this Council has previously agreed to donate the signage to the school, could Members kindly confirm, that an entry be made into the Council's Asset Register for the purchase cost, and thereafter, a further entry be made as donated to Ysgol Bro Carmel with the cost subtracted from the register.

**Members agreed the following:** The Clerk to make appropriate entries within the Council's Asset Register, as outlined above.

- (7) **Interpretation Board in Whitford:** The Clerk advised that Councillor Emma Warbrick had kindly produced a number of the Millennium Heritage Trail booklets, which included one for Whitford. The Clerk advised that he would send to the printing firm in Flint seeking a quotation for the production and installation of a new board.
- (8) **Missing Street Lantern on Carmel Road:** The Clerk advised that Emerald Power had refunded the purchase cost of £250.00 for a new LED Lantern to this Council's bank account. The Council's street lighting contractor had installed the new lantern – which was now in working order.
- (9) **Pen Y Gelli Woods:** Members were shown on screen photographs taken by the contractor who had cleared the brambles from the newly opened walkway.
- (10) **HSBC Bank Mandate:** The Clerk advised that he would complete the on-line form to place Councillors' Gareth Sharp and Paul Urquhart as Bank Signatories a day or so prior to the January 2026 Council meeting, whereafter on the meeting night Councillors' Caradoc Jones and Joseph Willaims, including the Clerk, together with Councillors' Gareth Sharp and Paul Urquhart can use their mobile phones to agree and upload their signature to the software.

**6(A). 212/25**  
**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** - 4 x Violence

**Gorsedd** - 1 x Other theft

**Lloc** - 1 x Criminal damage / 1 x Violence

**Lloc (Services)** – 2 x Anti social behaviour

**Pantasaph** - No crimes reported

**Whitford** - No crimes reported

- (2) Flintshire County Council: Notification of Joint meeting for Town & Community Councils in Flintshire with County Standards Committee – to take place on 3<sup>rd</sup> November.

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

- ❖ Flintshire County Council: Consultation of the future of public conveniences in Holywell, Mold and Talacre. Councillors to complete on a personal basis
- ❖ Democracy and Boundary Commission Cymru: Consultation on their draft Annual Remuneration Report for 2026 / 2027. Councillors to complete on a personal basis

**6(B). 213/25**  
**CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposit to the Council's bank account:
- £250.00 Emerald Power. Repayment to Community Council for the cost of a new LED lantern (Carmel Road, Carmel)
- (b) The Clerk advised that Councillor Richard newsome had completed his Code of Conduct training that was facilitated by one Voice Wales.
- (c) The Clerk advised that the new notice board in Carmel had been reported as difficult to open. The joiner had visited and eased the doors. This was due to the weather.
- (d) Members were shown on screen a number of photographs that had been received from this Council's litter picking contractor, which contained a number of full rubbish bags and fly tipping that had been collected.
- (e) Reported by Councillor Matt Marshall: A car had been left in situ in area of Parc Gorsedd. The Clerk had asked the Police to ascertain if the vehicle had been stolen. The car was subsequently removed by the owner.

(f) Reported by Councillor Matt Marshall: A number of vehicles were parking on the corner of Parc Gorsedd which caused visibility concerns for residents when exiting the road. The vehicles appeared to be used by staff from a nearby facility. The Clerk read out an e-mail from County Councillor Chris Dolphin, which had been received from County Highways and referenced the Police enforcement of highway breaches.

(g) Letter received from Ruth Davies (Community Award 2025 Recipient) which was shown on screen to Members.

#### **6(C). 214/25**

#### **PRECEPT AND FINANCIAL ALLOCATIONS FOR 2026 / 2027**

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:** (1) To transfer from the current 2025 / 2026 ear-marked reserves budget - for the financial year 2026 / 2027: Councillor Training £2,000.00; Speed Indicator Signage x 1 £8,000.00; Environmental Projects (including Pen Y Gelli Nature Reserve) £5,000.00. Other possible ring-fenced and general reserves – to be agreed in January 2026 budget setting.

#### **6(D). 215/25**

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

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

- (1) Number of e-mails in relation to concerns with parking and disturbances at a property in Gorsedd
- (2) Action plan for bulb planting in area of the Carmel Greenbank (Bio diversity area) – fronting Ocean View Estate.
- (3) Update in relation to Village Name Signs (As reported under progress reports above)

#### **6(E). 216/25**

#### **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**

- No update in relation to previously reported concerns had been received from Street Scene.

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

- (1) Parc Gorsedd: Concerns with inconsiderate parking (Reported to both County Highways and North Wales Police by residents)
- (2) Carmel Hill (Carmel side): Overgrown hedge causing concern
- (3) Whitford: Near big trees – pot holes

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

## **7. 217/25**

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

- Councillor Caradoc Jones, as Chair of Council, attended the following :
  - (i) Caerwys Town Council Civic Service
  - (ii) Whitford Parish Church Remembrance Sunday and laid a wreath on behalf of the Council and Community

## **8(A). 218/25**

### **PLANNING APPLICATIONS**

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

- (a) Application number: FUL/000828/25 - for proposed erection of portal frame steel building for cattle housing, at Rhydwen Farm, Pen Ffordd Llan, Lloc.

**Comment by Council:** Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

- (b) Application number: FUL/000831/25 - for proposed construction of replacement dwelling and associated works in lieu of existing dwelling and ancillary structures, at Ivy House, Tan Y Lloc Lane, Lloc.

**Comment by Council:** Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

**(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). 219/25**

**Members formally confirmed the above decisions.**

## **8(C). 220/25**

**The following planning application(s) were considered by Members at the meeting:**

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

## **8(D). 221/25**

### **PLANNING DECISIONS**

- (1) Application number: FUL/000624/25 - Partly in retrospect demolition of existing sun room and erection of new single storey rear extension, at 10, Park Avenue, Carmel. Approved
- (2) Application number: FUL/000502/25 - Conversion of an existing detached garage to an annexe for holiday rental accommodation, at Le Mirage, Whitford Road, Whitford. Approved
- (3) Application number: COU/000080/25 - Change of use of agricultural land to provide a dog walking trail and all associated works, at Mynydd Mostyn , Berthengam. Approved

9. 222/25

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Direct Debit:</b> Scottish Power (September - Street Lighting Electricity Account - payment dated 17/10/2025	517.08	103.41	620.47
	<b>BACS:</b> Wall Signs, Flint (No parking signage in Pen Y Gelli Nature Reserve. Payment dated 18/10/2025 (Authorized by two Councillor bank signatories)	125.00	25.00	150.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for October) Payments dated 03/11/2025			
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	St Paul's Church, Gorsedd. Council meeting room hire for September, October & November	120.00		120.00
	Deeco Lighting (New LED lantern, bracket & Waterproof box on Carmel Road (£250.000 cost of new lamp repaid to Council))	430.00	86.00	516.00
	Treetops Environmental (K Fricker): £35.00 litter picking in Pen Y Gelli / £75.00 clear pathway in Pen Y Gelli	110.00		110.00
	Treetops Environmental (K Fricker): Litter picking contract	700.00		700.00
	<b>(All invoices listed have been 'examined, verified and certified' by the Clerk)</b>			

10. 223/25

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<b><u>Authorised to be paid by BACS:</u></b>	
	Wales Air Ambulance (Application for annual donation) (Section 137 LGA 1972)	£500.00

	Five Villages Chronicle (Application for annual donation) (Section 137 LGA 1972)	£2,000.00
	Carmel Papercraft Group (Application for annual donation) (Section 137 LGA 1972)	£250.00

# **11. 224/25**

**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:.....**