



CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL

Minutes of The Meeting of Whitford Community Council

Held Virtually by Video and Telephone Conference,

On Thursday the 12th March, 2026, at 7.00pm

No Council meeting was held in February

1(A). 26/26

PRESENT

Councillor Caradoc W. Jones (Chair)
Councillor Paul Urquhart (Vice Chair)
Councillor Tim Barks
Councillor Richard Newsome
Councillor Gareth Sharp
Councillor Melanie Wallis
Councillor Emma Warbrick
Councillor Steve Watts
Councillor Joseph Williams (Representing Council at a School Governor's Meeting)

Clerk & Financial Officer R. Phillip Parry

1(B). 27/26

APOLOGIES

Councillor Alexander Lamb
Councillor Matthew J. Marshall
Councillor Sandra B. Roberts

1(C). 28/26

ABSENT

None

2. 29/26

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

No attendance at meeting by public, no questions, comments or representations received prior to meeting.

3. 30/26

DECLARATIONS OF INTEREST

There were no Declarations of Interest declared

4. 31/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 8TH JANUARY, 2026

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

5. 32/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Healthy Five Villages:** No further update as Councillor Sandra Roberst is unable to attend the meeting.
- (2) **Carmel Play Area:** Upgrade to the play area equipment completed. Concerns expressed by County Councillor Chris Dolphin to the play area surface following the work (**Minute number 6(C). 37/26 (5) on page 5 below**)
- (3) **Street Lighting Energy Supply:** The Clerk advised that whilst forms have been completed to join the UK Government Procurement Contract for the street lighting electricity supply, the Council has to join the contract firstly and thereafter gain access to the supply on a provisional basis. This is due to only being able to join during two occasions in a year. The procedure will take a number of months.

The Clerk has written to OFGEM with a formal complaint as the current energy supplier Scottish Power together with other suppliers had advised that they no longer offer street lighting supply due to the OFGEM rules. The Clerk also referred to in the complaint the Council's street lighting costs had increased over £2,000.00 a year due to their regulations. The Clerk read out the reply from OFGEM.
- (4) **Village Name Signs:** The Clerk advised that County Councillor Chris Dolphin had provided an update (**Minute number 6(C). 37/26 (6) on page 5 below**)
- (5) **Whitford Interpretation Board:** The Clerk recollected Members to the previous discussions in relation to the dilapidated information board in Whitford whereby the bilingual print is mostly not legible. The information booklets kindly provided by Councillor Emma Warbrick contained different information to the board information. During the January Council meeting it was agreed that the Clerk to further contact the Pennant Society to seek if they could trace the bilingual wording, and if not, then the board to be removed and the Clerk to enquire with Ysgol Yr Llan School if they wished to use the wooden poles for a new sign they will be erecting in the area. The Clerk further advised that the Pennant Society were unable to assist.

Members agreed the following: The Clerk to initially make contact with the Headteacher at Ysgol Y Llan – Whitford Primary School, to seek if they wish to use the wooden supports for their new signage. Should the school have installed their new signage, the Clerk to obtain a quotation for the removal of the interpretation board including the wooden supports.

HSBC Bank – Additional Signatories: The Clerk advised that the change of mandate form had now been approved by the HSBC bank, whereby Councillors' Gareth Sharp and Paul Urquhart have been placed on the Council's bank account mandate.

- (6) The Clerk recollected Members that Councillor Caradoc Jones be nominated to One Voice Wales to attend a Buckingham Palace Garden Party. The Clerk advised that One Voice Wales received one invitation for a representative of the 730 Town & Community Councils in Wales, whereby Councillor Jones' name had been successfully drawn to attend. Councillor Jones will be accompanied by his wife Mrs. Nerys Jones.

6(A). 33/26

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 - 1 x Vehicle crime

Gorsedd - No crimes reported

Lloc - 1 x Public order

Lloc (Services) – 1 x Other theft

Pantasaph - 2 x Criminal damage

Whitford - No crimes reported

- (1) Flintshire County Council: Code of Conduct training for Town & Community Councillors in Flintshire to be held virtually on 16th April between 5.30pm to 7.30pm. The County Legal Officer confirmed, that the training is in response to updates to the Code of Conduct and requests that all Councillors attend.
- (2) One Voice Wales: Notification of membership renewal from 1st April 2026 to 31st March 2027. Renewal fee based on 1,046 dwellings at 0.45p per dwelling - £470.00.

Members agreed the following: To rejoin for the year 2026 / 2027. To be reviewed at the 2027 renewal notification.

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

- ❖ Flintshire County Council: Notification of road closure - From 13th April 2026 for 3 days, subject to a maximum period of 5 days, no vehicles shall proceed; Llyn Du Crossroads To Mossgiel Junction - between its junctions with Llyn Du Crossroads and Monastery Road for an approximate distance of 219 metres. The reason for the closure is to facilitate work on overhead power lines with associated works for National Grid.
- ❖ One Voice Wales Annual General Meeting: Report forwarded from Councillor Gareth Sharp who attended the meeting.

- ❖ Flintshire County Council: Consultation of their Draft Planning Enforcement Policy 2026. Councillors to compete on a personal basis.
- ❖ Flintshire County Council: Community Review 2026 – Draft proposals for Town & Community Councils in Flintshire. No change to the Whitford Community Council area.
- ❖ Remuneration Panel for Wales: Annual report for 2026 to 2027. No changes were noted for Town & Community Councils in Wales.

6(B). 34/26

CLERK'S REPORT

- (a) The Clerk recollected Members to the wooden bench seat in Pantasaph that was refurbished together with a plaque in memory of Councillor Billy Glynn. The Council have received a request from Councillor Glynn's partner for the wooden seat slats to be replaced with a long-lasting eco-friendly material. The joiner who completed the previous work has confirmed in writing, that he will complete the changeover at no cost with the new material purchased directly by Councillor Glynn's partner.

Members agreed the following: Were pleased to agree to the request

- (b) The Clerk advised that he had attended the following courses:

- Bio diversity action plan – facilitated by One Voice Wales
- Climate reduction action plan – facilitated by Flintshire County Council

6(C). 35/26

TO CONSIDER THE FOLLOWING ANNUAL MAINTENANCE CONTRACTS:

- (i) Annual Maintenance (Bench Seats, Pen Y Gelli Nature Reserve, Red Phone Boxes in Pantasaph & Whitford)
- (ii) The Bryn, Carmel (Wildflower area - One cut after summer period)
- (iii) Summer Grass cutting in Whitford car park area
- (iv) Yearly Litter Pick in Pen Y Gelli Nature Reserve
- (v) Yearly Internal Path Clearance (Between the Top and Lower Entrances – Runs alongside A5151) at Pen Y Gelli Nature Reserve
- (vi) Annual Grass Cutting on Public Footpaths (Flintshire County Council)
- (vii) Annual Litter Picking Contract

Members agreed the following:

- (1) (i) to (v) The Clerk to seek quotations from Treetops Environmental
- (2) (vi) The Clerk to contact Flintshire County Council to seek the additional grass cutting costs on public footpaths for 2026

- (3) (vii) The Clerk to seek three quotations for the annual litter picking contract, from the following: Clwyd Environmental, Flintshire County Council (Highways) and Treetops Environmental

6(D). 36/26

TO CONSIDER: THE FOLLOWING (NOT ANNUAL CONTRACTS):

- (viii) Painting of Pen Y Gelli Gateway Entrance Railings & Kissing Gate
- (ix) Painting of Red Phone Boxes in Pantasaph & Whitford

Members agreed the following:

- (1) (viii) The Clerk to seek a quotation from Brian E. Jones (Joiner) to paint the Pen Y Gelli Gateway entrance & Kissing gate
- (2) (ix) Councillor Emma Warbrick to visit the Pantasaph Red Phone Box and to report at the April meeting if the Box requires painting.
- (3) (ix) Councillor Caradoc Jones to visit the Whitford Red Phone Box and to report at the April meeting if the Box requires painting.

6(C). 37/26

COUNTY COUNCILLOR CHRIS DOLPHIN

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

- (1) Proposed new National Park in Wales: E-mail sent to all Council Members.
- (2) Reported to Highways: Condition of Carmel Road in area of top of Ffordd Ffynnon by pathway adjacent to the school and in area of Old Chapel. Also loose grit following Highway work in the area.
- (3) Reported to Highways: Request for sweeper visit to areas of Carmel Hill, Carmel Road, Ffordd Pentre and Allt Y Goch. Footways also require renewal in Ffordd Pentre.
- (4) Monastery Road in Pantasaph has been re-tarmacked together with Babell Road – area in border with Whitford and Ysceifiog Community Councils.
- (5) Carmel Play area: Following improvement to the area, the following requires attention: Grass seeding, wooden panel renewal and bench seat returned. The area is also muddy and damage due to the usage of the caterpillar during the works to the play area.
- (6) Community Village Signs: Councillor Dolphin has made further contact with County Highways seeking the installation of the following missing Village Road signs: 2 x Carmel, 2 x Pant y Wacco, 1 x Lloc, 1 x Whitford 1 x Gorsedd 1 x Pantasaph.
- (7) Pot Holes – Update: (a) Pant y Wacco and main A5026 pot holes repaired (b) Carmel Hill to be closed week commencing 16th March; 40 tonnes of tarmac is to be laid by the Counties new machine - JCB Pot Hole Pro.

6(D). 38/26

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

Street Scene Update Report (*Update in italics*):

- (1) Flooding: Area of the bend at Maen Achwyfan. Could the area be inspected with a view to a more permanent solution to alleviate the. *Will highlight with line manager to consider increasing the current soakaway capacity.*
- (2) Gritting: From area of London Road to Maen Achwyfan the roadway was not gritted. Could this roadway be added to the gritting schedule See map attached showing the roads that are treated in that area. *The road was as all clear when inspected and will be on our priority 2 routes that gets actioned once all the priority 1 routes are treated and resources allow.*
- (3) Pot Holes: Whitford Road to Tre Mostyn. *Recently carried out a large repair and road noted for further repairs with the Pothole Pro machine. This road is listed for inspection on a monthly basis and its due again next week when any defects will be added for make safe works.*
- (4) Signage: Troel Owain Junction, Whitford. Could the signage in this area be considered for review and renewal. *Ticket already issued for the low bridge sign to be re attached to new posts. Will chase with the supervisors.*

Members brought the following concerns to the meeting:

- (i) Shrubbery: In area of Junction from Pantasaph and Gorsedd / Babell Road – from junction on left and immediately towards the bridge the shrubbery requires cutting back, as it scratches vehicles
- (ii) Road surface crumbling: Area of road from Lloc Garage traveling to the top entrance to Pant Y Wacco (past former Police Station). Could the road sweeper visit to clear the stones
- (iii) Pot Holes: Area of road from Lloc Garage travelling to the top entrance to Pant Y Wacco (past former Police Station)
- (iv) Pot Holes: Whitford to Sarn Hill
- (v) Pot Holes: Whitford to big tree area
- (vi) Flooding: Area of the bend at Maen Achwyfan. Could the area be inspected with a view to a more permanent solution to alleviate the flooding. It was previously stated that a manager would consider increasing the current soakaway capacity.

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

7. 39/26

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- ❖ Councillor Gareth Sharp advised of his attendance at a meeting of One Voice Wales

- ❖ Councillor Gareth Sharp advised of his attendance at a Ysgol Bro Carmel School Governor's meeting

8(A). 40/26

PLANNING APPLICATIONS

The following planning application had been received:

- Application number: FUL/000119/26 – for proposed erection of pitched roof garden room at front of dwelling, at Highfield House, Gorsedd.

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

(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

8(B). 41/26

Members formally confirmed the above decision.

8(C). 42/26

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). 43/26

PLANNING DECISIONS

- No planning decisions received from Flintshire County Council

9. 44/26

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>February Payments</u>			
	BACS: Treetops Environmental (K Fricker): Litter picking contract (December) Payment dated: 15/01/2026 (Authorised by two Councillor bank signatories)	700.00		700.00
	Direct Debit: Scottish Power (December - Street Lighting Electricity Account - payment dated: 19/01/2026)	811.21	162.24	973.45
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for January) Payments dated: 02/02/2026			
	Caerwys Computer Clinic (J E Duggan-Keen) Annual web site hosting & domain name	250.00		250.00

Flintshire County Council (Council's 50% share of Carmel children's play area equipment refurbishment)	11,000.00		11,000.00
Treetops Environmental (K Fricker): Litter picking contract (January)	700.00		700.00
R P Parry (Clerk) Reimbursement of ¼ share of Microsoft 365 business renewal – as per Microsoft receipt	28.80	5.76	34.56
Direct Debit: Scottish Power (January - Street Lighting Electricity Account - payment due: 16/02/2026)	786.37	157.27	943.64
<u>Above payments confirmed and authorised by two Councillor Bank Signatories</u>			
<u>March Payments</u>			
<u>Payments made – to be confirmed:</u>			
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for February) Payments dated 02/03/2026			
<u>Payments for consideration at meeting to be paid by BACS:</u>			
H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - January, February & March	1,259.43		1,259.43
Treetops Environmental (K Fricker): Litter picking contract	700.00		700.00
Caerwys Town Council: Quarter share of photocopier hire – 2025 / 2026	55.00		55.00
R P Parry – Clerk (Travelling expenses: March 2025 to January 2026 – as detailed list for auditor)	71.10		71.10
One Voice Wales: Membership renewal for 2026 - 2027	470.00		470.00
(All invoices listed have been 'examined, verified and certified' by the Clerk)			

10. 45/26

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
---------------	----------------------	---------------------

	No applications received	
--	--------------------------	--

11. 46/26

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