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WHITFORD COMMUNITY COUNCIL



Local Government and Elections

(Wales) Act 2021 (Section 52)

Annual Report

Year ending 31st March, 2026

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, Pant Y Wacco and Whitford. The population of the area is 1,854 (January 2026 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 Caradoc Jones as Chair of Council and Councillor Paul Urquhart as Vice Chair.

During this reporting year the Council advertised a vacancy. Following the issuing of Public Notices there was no call for an election and the Council were authorised by the Flintshire Returning Officer to co-opt a new Council Member. Councillor Richard Newsome was duly co-opted.

Councillor names and contact details

Councillor Tim Barks (Independent) 01352 720375	Councillor Paul C. Urquhart 01745 563133
Councillor Caradoc W. Jones 01352 712079	Councillor Melanie Wallis * 01352 712369
Councillor Alexander Lamb * 07887 724200	Councillor Emma K. Warbrick 01352 712356
Councillor Matthew J. Marshall (Independent) 077639 75531	Councillor Steve Watts * 07778 673334
Councillor Richard Newsome * 07738 621755	Councillor Joseph Williams * 07850 924805
Councillor Sandra B. Roberts * 01352 714366	Councillor Gareth Sharp * 01352 715614
	* 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	Councillor Gareth Sharp (Personal capacity)
Flintshire County Forum	Councillor Steve Watts

Flintshire District CAB	Councillor Emma Warbrick
Flintshire Forum (Sub Group)	Councillor Emma Warbrick
Halkyn Mountain Joint Consultative Board	Councillor Caradoc Jones
One Voice Wales	Councillor Gareth Sharp
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 Jones
Whitford Association (Glebe Field)	Councillors' Caradoc Jones & Sandra Roberts
Ysgol Bro Carmel (Primary School, Carmel)	Councillor Gareth Sharp (Council's School Governor Representative) Term of Office four years – From May 2025 to May 2029
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: Clerk@whitford-council.wales Web site: www.whitford-council.wales
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Council's objectives - 2025 / 2026

During the 2025 / 2026 financial year, apart from the general powers and lawfully required duties, the Community Council have agreed the additional following priorities (*update in italics*):

- ❖ To continue to support and enhance the Community Council area for the benefit of the residents. *On going.*
- ❖ 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. *On-going.*
- ❖ To continue to work with Flintshire Bio-diversity Officers together with the One Voice Wales Bio-diversity Officers. *On-going.*
- ❖ To further fund the Children's Summer Play Scheme in Carmel for a six week term during both morning and afternoon periods. *The successful play scheme was held during the summer of 2025.*
- ❖ To continue to fund annual maintenance contracts and to increase the litter picking. *The annual maintenance contracts continued, with the litter picking contract extended to cover the twelve months of the year.*
- ❖ Footpath Continuation / Improvement in Gorsedd. A further footpath pavement section has been completed by the County Council. The Community Council await the installation of bench seats and a cycle rack. *The funding for the bench seats and cycle rack was by Flintshire County Council. For whatever reason, the County Council did not complete the installation during this financial year.*
- ❖ Environmental Projects (including Pen Y Gelli, Lloc and The Bryn in Carmel). To continue to enhance Bio-diversity in the area. *The Community Council have continued to enhance the Pen Y Gelli Quarry and The Bryn in Carmel. Planting of a number of small trees in Pen Y Gelli which were donated by a local resident.*
- ❖ New Village Name Signage. Funding for signage has been allocated by Flintshire County Council. It is anticipated that installation will be completed by the autumn, 2025. *A number of the village name signs which include a coloured version of this Council's Crest have been installed, with a number pending due to Welsh language interpretations and installation areas to be re-sited.*
- ❖ The Community Council will continue to provide regular inspections of the defibrillator housed within the Red K6 Phone Box in Pantasaph and replace the pads and batteries when required. *A local Pantasaph Councillor inspects the defibrillator pads and batteries. The defibrillator has been registered on the British Heart Foundation 'The Circuit' web site.*
- ❖ Community Award: The Council will advertise and seek nominations from residents for a Community Award. *This year's Community Award was organised with a presentation made to a local resident who had been nominated.*
- ❖ Interpretation Board: Following reported damage (wear and tear) to the legs of one of the Pen Y Gelli Interpretation boards. *The legs have been replaced.*
- ❖ Healthy Five Villages: The Council have agreed a project which includes health seminars, emergency first aid and defibrillator training for residents. *Two First Aid Courses have been held in Carmel and Gorsedd which were facilitated by the British Red Cross. These courses were successful. The project is still on-going.*
- ❖ Training budget (Councillors & Clerk). To continue to provide a training budget for Councillors and Clerk. *Training sessions have been held for Councillors, which*

included New Councillor Induction, Health & Safety, Code of Conduct and Chair of Council induction.

❖ *During this reporting year the following additional actions were either completed or discussed:*

(i) New internal pin-board backing on all the Council's village notice boards.

(ii) Carmel children's play area. This Council provided funding of £11,000.00 for the upgrade of the play area which included new equipment.

(iii) Refurbished a wooden bench seat in Pantasaph and placed a brass plaque in memory of Councillor Billy Glynn.

(iv) Following the adoption from BT Payphones of the Red K6 Telephone Box in Whitford, new wooden shelving has been installed. The Council are awaiting quotations for the re-painting of the Phone Box together with replacement glass pains.

(v) Additional litter picking in Pen Y Gelli Nature Reserve.

(vi) Installation of bilingual No Parking signage at the bottom entrance to Pen Y Gelli Quarry.

(vii) Re-painting of the main entrance area to Pen Y Gelli Nature Reserve.

(viii) Parking concerns in a number of areas, in particular in Gorsedd.

Council's objectives - 2026 / 2027

During the 2026 / 2027 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 together with the One Voice Wales Bio-diversity Officers.
- ❖ To further fund the Children's Summer Play Scheme in Carmel for a six week term during both morning and afternoon periods.
- ❖ To continue during 2026 / 2027 financial year to fund the following maintenance contracts:
 - (1) Twelve month litter picking (2 days a month)
 - (2) Annual Maintenance (Bench Seats, Pen Y Gelli Nature Reserve, Red Phone Boxes in Pantasaph & Whitford)
 - (3) The Bryn, Carmel (Wildflower area - One cut after summer period)

- (4) Summer Grass cutting in Whitford car park area x 3
 - (5) Yearly Litter Pick in Pen Y Gelli Nature Reserve
 - (6) Yearly Internal Path Clearance (Between the Top and Lower Entrances at Pen Y Gelli Nature Reserve), including 6 x grass cutting at Pen y Gelli roadside
 - (7) Additional grass cutting on public footpaths (Flintshire County Council)
- ❖ Environmental Projects (including Pen Y Gelli, Lloc and The Bryn in Carmel). To continue to enhance Bio-diversity in the area. .
 - ❖ New Village Name Signage. With the assistance of the local County Councillor to ensure that the project is completed.
 - ❖ The Community Council will continue to provide regular inspections of the defibrillator housed within the Red K6 Phone Box in Pantasaph and replace the pads and batteries when required.
 - ❖ Community Award: The Council will advertise and seek nominations from residents for a Community Award during 2026.
 - ❖ Healthy Five Villages: The Council will continue to promote a 'Healthy Five Villages'.
 - ❖ Speed Indicator Signage: The Council have placed in their Ear-marked reserves funding towards further installation of speed indication signage.
 - ❖ The Council will consider quotations in this financial year for the re-painting of the Red K6 Phone Box Phone Box in Whitford, together with replacement glass pains.
 - ❖ Additional projects that may arise during the financial year.

(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 £40,531.00. 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 2025 / 2026 was set at £62,500.00. This amount is precept on residential properties within the community and equates to a figure of £512.38, per household on a Band D property. There are 1,193 Band D household properties within the Whitford Community area – as at January 2025.

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

Flintshire County Council – £1,715.78

Police & Crime Commissioner – £372.15

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: £3,070.00 under Section 137 and £3,600.00 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. 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 2026

Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) requires that by 30 September 2026, Whitford Community Council publish its accounting statements for the year ended 31 March 2026 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 2026, will be submitted to Wales Audit following confirmation at the May 2026 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).

Councillor & Staff Training Plan

Under the Local Government and Elections (Wales) Act 2021 (Section 67) all Town & Community Councils in Wales must have a training plan. This Council's training plan and policy can be found at: www.whitford-council.wales (public notices and financial). The plan will be updated in October of each year.

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 Council area is jointly administered between the Whitford Community Council and Flintshire County Council. The street lights administered by the Community Council are generally the ones on the roadsides, which are spaced quite far apart. Whilst the street lights on housing estates are generally administered and repaired by the Flintshire County Council. However, there are a number of street lights on the following estates in Carmel, that the Community Council are responsible for, namely: Park Avenue, Park Crescent & Park Road.

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

This End of Year report was adopted by the Members of Whitford Community Council, on Thursday 14th May, 2026 - Minute number: 10(F). 86/26