

**CYNGOR CYMUNED  
TRELAWNYD & GWAENYSGOR  
COMMUNITY COUNCIL**

Minutes of the **Meeting of Trelawnyd & Gwaenysgor Community Council**  
held remotely on Thursday, 10<sup>th</sup> June 2021 at 6.30pm.

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PRESENT: Councillor J.E. Lloyd-Ellis (Chair).

Councillors: D.M. Allen (Vice Chair), D.H. Ellis, A.N. Jones, H.S. Papworth, and D.J. Smith.

APOLOGIES FOR ABSENCE were received from Councillors M. Jones, P. Jones, and J.C. Whiteway.

IN ATTENDANCE: J. Baker (Clerk).

19. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

Agenda Item	Name of Councillor	Personal	Prejudicial	Nature of Interest
7.2.	H.S. Papworth		✓	Spouse of member of Trelawnyd Community Association.
15.	H.S. Papworth		✓	School Governor of Trelawnyd Primary School.

20. PRESENTATION

Ruth Cartwright, Regulatory Services Manager, Flintshire County Council attended the meeting to update members on Keep Wales Tidy schemes to support litter control. This could potentially include the provision of CCTV cameras. This item followed members’ letter to the County Council that expressed concerns about the local litter problem.

Litter cams could be utilised in known “hot spots” around the villages, to act as a visible deterrent and Ruth requested feedback from members. Members stated that the Gwaenysgor viewing point and the two laybys either side of Trelawnyd had continuous litter problems. The cams would need to be sited near a power source such as a streetlighting column.

Ruth explained funding was available from Welsh Government for pilot schemes to prevent litter and dog fouling and the aim was to change the behaviour of repeat offenders. The Enforcement Team could assist with the identification of exclusion zones, public space protection orders and school engagement. Fast food litter was a particular problem, and the County

Council had considered the printing of vehicle registration numbers on the food cartons which would require the support of the local food outlets.

Members stated that education, better signage, and an increased presence would hopefully improve the situation.

RESOLVED:

That the Clerk consults with members and informs Ruth Cartwright of all the local “hot spots” and areas of concern. A pilot scheme could then be considered.

21. MINUTES & MEETINGS

21.1. Approval of Minutes

RESOLVED:

That the minutes of the following meetings be approved as a correct record. Minutes were to be signed at soon as practical. Clerk to arrange with the Chair.

- Annual Meeting of the Council held on Thursday 13th May 2021.
- Special Meeting of the Council held on Thursday 27th May 2021.
- Biodiversity Committee meeting held on Thursday 3rd June 2021.

21.2. Matters Arising

8. NHS Day 5<sup>th</sup> July. A quiz night would be held in the Crown Inn, Trelawnyd. Proceeds to be donated to the local NHS.

16. Play Area Upgrade. Clerk to follow up on repairs that were to be undertaken by Aura Leisure.

Cllr D.H. Ellis – Kevin Crumplin, Flintshire County Council was investigating the school field access times and reviewing the signage.

21.3. New Council Meeting Time

RESOLVED:

That all future Council meetings would commence at the revised time of 7.00pm.

22. TRELAWNYD MEMORIAL HALL LEASE

The Council had received notice that the Hall Management Committee had now dissolved and discharged its interests in the hall. The Council had arranged insurance and assumed temporary responsibility for the building.

Members considered the following motions:

- Inviting expressions of interest from interested parties in the local community to manage and maintain the Hall. There would be a formal interview process, business plan submission and a new lease balanced in protecting the interests of the Council as landlords and any prospective tenant.
- Approaching Trelawnyd Community Association to run the Hall, with a lease prepared by Flintshire Local Voluntary Council which would be acceptable to both parties.
- The addition of subsidence cover to the Hall insurance policy.
- Confirm the staffing position for caretaker/key holder duties.

Members also discussed forming a working group to deal with the staffing issues, and the administration of calling a public meeting/publishing the notice to invite expressions of interest. Members noted that the liquor and entertainment licences had now both expired.

There was some debate about the mandatory requirement to hold a public meeting, but in any event, this would be good communication with the local community to inform everybody of the Council's intentions. The Council should select the future occupier, as they were mandated as elected officials to act in the best interests of the local community.

RESOLVED:

- 1) That a public meeting be held, and expressions of interest then sought from interested parties to manage the Hall. A working group would be called consisting of Cllrs J.E. Lloyd-Ellis, D.M. Allen, D.H. Ellis, and A.N. Jones, to confirm the finer details, agree timescales, and consider the interim staffing implications.
- 2) That the Clerk arranges for subsidence cover to be added to the Council's Hall Insurance Policy.

23. CLERK'S REPORT

The Internal Audit was now completed on the Council's accounts for last year. All seven matters that required attention from the previous report were closed out. There was only one issue raised this time, that the Risk Assessment Document be updated to include Supplier Procurement Fraud including the adequacy of supplier onboarding controls. A diary note had been made for the next review point.

The Council's query on switching the streetlights off at night has been escalated to Mr Barry Wilkinson. The no parking signs along with the flags, bunting and banner had been received and delivered to the Chair for distribution. Some bunting had been ordered for Gwaenysgor. There had been no meaningful reply from BT on the broadband enquiry from residents. The Clerk suggested the matter be raised formally with the MP for Delyn, who could support the Council's endeavours.

The Clerk expressed concern over his contracted hours, and the increased workload that had resulted from the additional work associated with the Memorial Hall.

RESOLVED:

- 1) That the Clerk raises the Broadband query with Rob Roberts MP for Delyn and asks for support in progressing the enquiry.
- 2) That the Clerk calls a Staffing Sub-Group to consider the working hours situation and review the appraisal documentation.

24. COUNTY COUNCILLOR'S REPORT

Cllr Tim Roberts reported that there had been some changes on the Flintshire Cabinet and Committees following the Senedd Elections. Councillor Glyn Banks was now Cabinet Member for Streetscene, following Councillor Carolyn Thomas' election to the Senedd.

25. REPRESENTATIVE / LIAISON COMMITTEE REPORTS

The Chair reported on the Biodiversity Committee meeting held on 3<sup>rd</sup> June. Cllr M. Jones was elected Chair and Cllr D.M. Allen elected Vice Chair. The committee was to act as an umbrella group for the community and a delegated budget of £1,000 was available. A grant of £300 was approved for the Gwaenysgor Conservation Group and Nick Taylor, Chair of Trelawnyd Community Association, was to be invited to the next Council meeting in July to discuss the pond project and their application to the Council for funding.

26. PLANNING APPLICATIONS

Consideration was given to applications forwarded to the Community Council as part of the County Council's planning consultation.

RESOLVED:

That the following responses be submitted to the County Planning Authority.

Application Number	Proposal Details
<b>062943</b>	<p>Alteration and formation of balcony structure to rear of existing dwelling, single storey glazed side extension and reconstruction of existing garage.</p> <p>Location: Plas Y Branau, Ffordd Llyn Goch, Gwaenysgor, Rhyl, Flintshire, LL18 6EW.</p> <p><b>The Council had no objection to this application.</b></p>

27. ACCOUNTS FOR PAYMENT

RESOLVED:

That the following schedule of accounts be approved for payment.

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
84	BACS	Chris Cairns	Contribution to Biodiversity Project	100.00	**
85	BACS	J. Baker	Clerk Salary - May 2021	429.00	***
86	BACS	HMRC	Clerk PAYE - May 2021	100.60	***
87	BACS	J. Baker	Reimbursement of Expenses - May	11.28	****
88	BACS	J.W. Plant	Supply Bunting - NHS Day	40.86	^^
89	BACS	Colony of Ants	Annual Webhosting Charge	70.00	****
90	BACS	BHIB Ltd	Insurance Renewal 21/22	379.28	****
91	BACS	Hope House Hospice	Financial Assistance Grant/Donation	100.00	**
92	BACS	Mencap	Financial Assistance Grant/Donation	100.00	**
<b>Total</b>				<b>1,331.02</b>	

### Powers to Make Payments:

- \* The Independent Remuneration Panel for Wales (IRPW) Regulations for the remuneration of members and co-opted members of relevant authorities – Part 5 Community/Town Councils
- // Local Government Act 1948 S.33
- /// Local Government Act 1972 S.34
- \*\* Local Government Act 1972 S.137
- \*\*\* Local Government Act 1972 S.112, 151
- \*\*\*\* Local Government Act 1972 S.133
- ^ Local Government Act 1972 S.111
- ^^ Local Government Act 1972 S.144, S.145
- ^^^ Local Government (Miscellaneous Provisions) Act 1976 S.19
- ^^^^ Local Government Act 1972 S.143
- \*^ Local Government Act 1972 S.140
- \*\*^ Local Government Act 1972 S.176
- \*\*\*^ Local Government Act 1972 S.13
- \*\*\*\*^ Local Government Act 1972 S.34
- \*\*\*\*\* Local Government (Misc. Provisions) Act 1953 S.4
- ^^\*\* Local Government Act 1972 S.173, S.174
- ^^^\* Local Government (Miscellaneous Provisions) Act 1976 S.4
- < Local Government Act 1972 S.124
- # Local Government Act 1972 S.142
- ## Representation of the People Act 1983 S.34 (repealed by Representation of the People Act 1985)
- ### War Memorials (Local Authorities' Powers) Act 1923
- #### Litter Act 1983 S.5-6
- \*\*\*\*\* Local Government & Rating Act 1997 S.31
- \*# Parish Councils Act 1957 S.3

### 28. ANNUAL RETURN ACCOUNTS & GOVERNANCE STATEMENTS 2020/21 FINANCIAL YEAR

Members considered the attached statements. The Clerk explained the accounting entries and the audit process for this year. There continued to be some scope in the accounts for expenditure on one-off projects, mainly arising from savings due to the Covid pandemic. The savings had resulted in a greater bank balance and growth in reserves. The external audit was due to take place in September 2021.

#### RESOLVED:

That the Annual Return be approved by members.  
Clerk to arrange signing by the Chair and sending to the Wales Audit Office.

### 29. CORRESPONDENCE

Members noted as received the following correspondence that had been previously circulated by the Clerk.

Ref.	Details	Circulation Date
A	One Voice Wales News & Training Updates	Various
B	Visit Wales News Updates	Various
C	Flintshire County Council Updates	Various
D	Rob Roberts MP Updates	Various
E	Thank You Letter – Urdd Gobaith Cymru	12 <sup>th</sup> May 2021
F	World Refill Day 2021	13 <sup>th</sup> May 2021
G	Windrush Day Grant Information	19 <sup>th</sup> May 2021
H	Newsletter Link – Ian Papworth	24 <sup>th</sup> May 2021
I	Internal Audit Advice – Supplier Fraud	25 <sup>th</sup> May 2021
J	Children’s Commissioner for Wales Letter – Summer of Fun	27 <sup>th</sup> May 2021

30. TRANSFER OF CONTROL AGREEMENT

Cllr D.H. Ellis explained the background to this item. The agreement was signed in 2002 and should have been reviewed and renewed every five years. The agreement was between Flintshire County Council, the Governing Body of the School, and the Community Council. It related to the school playing fields, and specific access times for community use.

RESOLVED:

That the Clerk raises the matter with the County Council’s Legal Services, and requests a new agreement be drafted and considered for approval by all parties.

31. GWAENYSGOR HILL TRAFFIC SAFETY CONCERNS

Cllr P. Jones had requested this item for the meeting but had sent apologies.

County Cllr Tim Roberts stated there was no sign available for use on the hill but would revisit the matter with Streetscene Officers.

RESOLVED:

That the item be held over to the next Council meeting.

32. PROPOSED COUNCIL CREST

Cllr A.N. Jones provided an update on this project. Different crest shapes had been printed for pupils at the school to use as design templates. Local artists and youth groups were to be approached to find out if they would contribute to the project.

33. FOOTPATH PAST THE CROWN

Cllr H.S. Papworth had requested this item. Permission from Punch Taverns was required to remove the wall. The scheme was ranked 10<sup>th</sup> by County Council officers assessing these requests. A continuous cycle path could be incorporated into any future design.

RESOLVED:

That the Clerk contacts Katie Wilby, Chief Officer, Streetscene & Transportation, Flintshire County Council, to request a position statement and the probability of the scheme progressing as it had been proposed and discussed at length for over ten years.

34. LABURNUM TREE REMOVAL, GWAENYSGOR VILLAGE GARDEN

Max Wenger had contacted the Council with this item. The tree was ending its life span and the Council's support had been requested for its removal. A notice could be placed in the village notice board to inform residents of the pending works. The area would be replanted with shrubs to encourage biodiversity and wildlife. The County Council had been approached for its removal and written permission would need to be received before any work is undertaken.

RESOLVED:

That the Clerk contacts Mr Wenger and confirms the Council's support, with the proviso that a notice is put up, and that Dewi Ellis, Tree Inspector, Flintshire County Council is contacted to provide any support required.

35. CLOSE OF MEETING

The Chair closed the meeting at 8.05pm.

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Chair