

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

**Minutes of The Meeting of
Trelawnyd & Gwaenysgor Community Council,
Held in Trelawnyd Memorial Hall,
On Thursday 10th March, 2016, At 7.15pm.**

**1(A). 49/16
PRESENT**

Councillor David H. Ellis (Trelawnyd Ward) (Chair)
Councillor Peter Jones (Gwaenysgor Ward) (Vice Chair)
Councillor J. Edward Lloyd-Ellis (Trelawnyd Ward)
Councillor Ian Papworth (Trelawnyd Ward)
Councillor David W. Paulus (Trelawnyd Ward)
Councillor David J. Smith (Trelawnyd Ward)
Councillor John C. Whiteway (Gwaenysgor Ward)

Councillor Nigel Steele-Mortimer (Flintshire County Councillor)

Acting Clerk & Financial Officer R. Phillip Parry

**1(B). 50/16
APOLOGIES**

Councillor Paul Bartley (Trelawnyd Ward)

**1(C). 51/16
ABSENT**

Councillor R. Malcolm Roberts (Gwaenysgor Ward)

**1(D). 52/16
Standing Orders were suspended:**

- (i) The Chairman Councillor David H. Ellis, welcomed PCSO Cara Williams to the meeting.

PCSO Williams advised the Members, that there were no reported criminal offences recorded for the past month within the community.

The Members brought the following concerns to the attention of PCSO Williams:

- (a) Councillor David Smith advised in relation to inconsiderate parking at the junctions with London Road, Chapel Street and High Street in Trelawnyd. Other road users were having to overtake the parked vehicles on their opposite side of the road.
- (b) Councillor Peter Jones advised in relation to inconsiderate parking of vehicles on the opposite side of the road - from the Village Hall in Gwaenysgor. In this area is a bend in the road, which reduces visibility for drivers.
- (c) Councillor David Paulus advised in relation to inconsiderate parking in the area of Erw Wen, Trelawnyd. The area is especially congested during the morning and afternoon periods, with parents and other users either dropping off or collecting children from the nearby primary school. The parking is causing concerns for the local residents.

PCSO Williams advised the Members, that she would convey the various concerns to her colleague PCSO's for attention and action.

(ii) Attendance of Katie Wilby (Flintshire County Council – Community Transport Team)

The Chairman Councillor David H. Ellis welcomed Ms. Katie Wilby to the meeting, together with one resident from the community.

Ms. Wilby thanked the Members for agreeing to her attendance at the evening's Council meeting, and advised in relation to the purpose of her visit; the withdrawal of bus subsidies within the County of Flintshire.

Ms. Wilby referred to the reduction in rural bus service funding from the Welsh Assembly and the necessity for Flintshire County Council to review the bus subsidy throughout the County on all bus routes. Ms. Wilby provided the Members with copies of a Cabinet approved 'core network of bus services map' and stated that it was hoped that the areas affected by a reduction of services will be able to link in with the core services. Ms. Wilby advised that the County wished to engage with the community and apart from visits to Town & Community Councils - Workshops will be held in County Hall, in Mold during April. Bus service operators will be in attendance at the workshops.

Ms. Wilby advised as to the withdrawal of bus service number 19 (Flint to Rhyl – via Gwaenysgor) which would cease to visit Gwaenysgor from May. Ms. Wilby further advised in relation to the various charity assisted car and mini bus services, such as Estuary Cars Near Holywell. The County would wish to work with the Community Council and Community Transport providers to provide a link into the service centre / core bus routes. Grant funding was available from the Welsh Assembly Government and other streams, whereby funding could be provided for a mini bus.

The Council Members, together with a resident in attendance raised the following:

Councillor David Smith referred to the cost of using the community transport providers in rural areas, whereby a small Community Council could not sustain the cost of this type of support.

Councillor John Whiteway read out a letter from a resident of Gwaenysgor. The resident expressed their concerns to the 'one bus a day – Monday to Friday' being withdrawn, which would be a great loss to the community.

A resident from Gwaenysgor in attendance referred to the financial figures that had been quoted, and was concerned that the subsidy being paid to the bus providers was exceptionally high. The withdrawal of the bus service in Gwaenysgor was a concern, and would be a loss for many residents and cut off the village.

Ms. Wilby further advised that public notices will be placed in Gwaenysgor advising to the withdrawal of bus service, and will provide the Community Council with details of Community Car Schemes.

The Chairman Councillor David Ellis, thanked Ms. Wilby for attending the meeting.

1(E). 53/16

Standing Orders were restored: to enable the General Council meeting to continue.

2. 54/16

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

3. 55/16

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 11TH FEBRUARY, 2016

The Minutes were proposed as correct by Councillor David Smith and seconded by Councillor David Paulus, and formally agreed by the Members present.

4. 56/16

MATTERS ARISING

The Clerk referred to the following matters from the previous Minutes:

Minute no: 1(D). 29/16 (b) (page 2), in relation to the Acting Clerk arranging a site meeting at the junction of Prestatyn Hill and Bishopswood, with a Highways Officer from Denbighshire County Council. The Clerk advised that whilst he had written to the Highways Officer the day following the February Council meeting, it was only a few days ago that a reply had been received. A site meeting had been arranged for Friday 11th March at 9.00am. Councillor Peter Jones would be attending, and the local PCSO had been invited, but it was not known if he would be available.

Minute no: 1(D). 29/16 (ii) (page 2), in relation to the visit by Mr. Gary Feather – Welsh Border Community Transport. The Acting Clerk advised that he had contacted Mr. Feather following the February Council meeting, and informed Mr. Feather that the Community Council had not made a decision in relation to using their services, as they were awaiting a visit from a member of staff from the Flintshire County Council Transport Department.

Minute no: 3. 32/16 sub minute: 1(E). 05/16 (page 3), in relation to the ownership of the play area land in Gwaenysgor. The Clerk advised that whilst the County Council had confirmed that the play area land in Trelawnyd is in the ownership of Flintshire County Council, the County Legal Department had been asked to confirm ownership of the play area land in Gwaenysgor. Due to the transfer of County Assets, it may be some time before the County are able to deal with the enquiry.

Councillor David Smith advised that the play area field in Trelawnyd was donated to the village. The Flintshire County Council were given permission to use the land as a play area.

The Members agreed the following: The Acting Clerk write to Flintshire County Council, advising that the Trelawnyd play area land was donated to the Community. The Community Council gave permission for the County to use the land as a play area.

Minute no: 3. 32/16 sub minute: 4. 09/16 (page 3), in relation to the installation of a controlled crossing and other road safety measures. The Clerk read out to the Members a copy letter that had

been received by the Chairman Councillor Ellis, from Mrs. Sandy Mewies AM. The letter from Ms. Edwina Hart (Welsh Assembly) to Mrs. Mewies – which advised that the funding for Safe Routes in Communities, are currently being assessed and a decision would be reached in late March.

Minute no: 5(D). 37/16 (page 5), in relation to the Annual Investment Strategy and Project Portfolio. The Clerk provided the Members with an updated page 3 of the Project Portfolio, whereby the various projects agreed by the Members had been placed under the following headings: Gwaenysgor; Trelawnyd and General. The Clerk confirmed that the requests in relation to the Gwaenysgor Village Green lighting supply cost and the purchase of a new Welsh flag for the Trelawnyd Memorial Hall, had been added to an appropriate existing budget.

Minute no: 13. 45/16 (b) (page 7), in relation to the car parking congestion in Gwaenysgor. The Clerk advised that he had arranged a site meeting with Councillor John Whiteway and the Flintshire County Council Neighbourhood Housing officer. Councillor Whiteway confirmed his attendance with the Officer on the 24th February. The Officer agreed to investigate the following: **(a)** the ownership of vehicles in the car park **(b)** the boundary of the car park **(c)** the legality of users to park in the area.

Minute no: 13. 45/16 (e) (pages 7 & 8), in relation to traffic calming measures in Gwaenysgor. The Clerk provided details in relation to a number of Highways & Transportation Reviews that had been instigated by Flintshire County Council. Councillor John Whiteway referred to information in a report whereby the removal of central white lines in the County of Norfolk, had reduced the speed of traffic. Councillor Whiteway asked that the Acting Clerk send a letter to the Flintshire County Council Highways Department, advising in relation to the Norfolk initiative, and seeking the feasibility to the removal of the central white lines in Gwaenysgor.

The Members agreed the following: The Acting Clerk to write to the County Highways Officer, referring to the Norfolk initiative and the feasibility for the removal of the central white lines in Gwaenysgor.

5(A). 57/16

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) Invitation from One Voice Wales for a Member of the Community Council, to be nominated as a member of the Area Committee.

The Members agreed the following: The Acting Clerk to ascertain the number of meetings in a calendar year and the venues of such meetings.

- (2) The Clerk referred to a letter received from the Flintshire Japanese Youth Exchange Coordinator. The letter was asking if the Community Council would kindly participate in this year's student exchange, and in particular, hosting the students to an event in the area. **The Members asked that the Acting Clerk** to ascertain the date of the Trelawnyd Folk Festival, and should the date be during the students visit, then the Community Council would assist with the visit.
- (3) The Clerk referred to an e-mail cascaded to Members dated the 16th March, in relation to an application by Flintshire County Council, to the Welsh Assembly Government, to suspend the right to buy in Flintshire (Council homes). Flintshire County Council referred to its ambitious strategic housing and regeneration programme which will see 500 new Council and affordable homes being built in Flintshire.

The Members agreed the following: To support the application by Flintshire County Council, to temporarily suspend the right to buy in Flintshire, with a proviso; that the residents will eventually be able to purchase the properties.

- (4) The Clerk referred to an e-mail cascaded to Members dated the 2nd March, in relation to the Local Authorities Model Code of Conduct (Wales) (Amendment) Order 2016, which had been received from the Welsh Assembly Government. The Clerk advised that the Order was suggesting a number of amendments be made to the present Code of Conduct. Flintshire County Council's legal department had advised, that they would peruse the suggested amendments and advise all Town & Community Councils in Flintshire of their opinion in the near future.
- (5) The Clerk advised that he has received a request from the Communications Officer, Clwydian Range & Dee Valley Area of Outstanding Natural Beauty (ANOB) Partnership, seeking to appoint a new member to represent the Northern area of the ANOB that includes Gwaenysgor. The Clerk advised that a copy of the correspondence had been sent to Councillors Peter Jones and John Whiteway. The Members asked that the Clerk forward a copy of the correspondence to all Council Members.
- (6) Councillor Ian Papworth advised the Members that he had received further correspondence from Flintshire County Council in relation to the Asset Transfer of the two play areas in Trelawnyd and Gwaenysgor. Councillor Papworth had received two information packs, and suggested that he retain the information on the Trelawnyd play area, with the other information pack being past to Councilors' Peter Jones and John Whiteway, to complete an Expression of Interest for the Gwaenysgor play area.

The following correspondence was taken as received:

- (i) Invitation to attend a One Voice Wales Code of Conduct training event, to be held in Caernarfon.
- (ii) E-mail from Flintshire County Council in relation to a dog fouling initiative, based upon a project by the Barking and Dagenham Council. **The Members agreed 'no observations'**
- (iii) Annual Report from the Independent Remuneration Panel for Wales.
- (iv) Web site details in relation to a new on-line Police Surgery by the North Wales Police.

5(B). 58/16

CLERK'S REPORT

The Acting Clerk advised that there were no matters to bring to the attention of the Members.

5(C). 59/16

CLERK'S TEMPORARY CONTRACT OF EMPLOYMENT

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was RESOLVED that the press and public be excluded from the meeting, for the following items of business:

The Clerk's Temporary Contract of Employment and Job Description, was the only matter discussed during this closure of the meeting to the press and public. The Acting Clerk left the room during the Members deliberations.

5(D). 60/16

Public Bodies (Admissions to Meetings) Act 1960, RESOLVED that the press and public be re-admitted to the meeting.

6. 61/16

COUNTY COUNCILLOR'S REPORT (CLLR NIGEL STEELE-MORTIMER)

Councillor Nigel Steel-Mortimer referred to Minute number: 4. 33/16 sub minute no: 6. 16/16 (page3), in relation to land near Bron Haul, Trelawnyd. Councillor Steele-Mortimer advised that consideration in relation to the land being included in the Asset Transfer Programme, is still in progress.

7. 62/16

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

There were no representative's reports.

8. 63/16

PLANNING APPLICATIONS

The Acting Clerk advised that there had been no planning applications, or notifications in relation to planning decisions received from Flintshire County Council since the February Council meeting.

9. 64/16

COMMUNITY LIGHTING

The Acting Clerk advised the Members that an account for the sum of £2,687.25 had been received from Flintshire County Council Street Lighting Department. (The Clerk provided the Members with a copy of the account). The account covered from the period April 2015 to February 2016. Whilst the account stated the repair of seven street lights, there were two items for £708.00 each for the making safe of two lights in Gwaenysgor, together with 11 inspections of lighting units.

The Members advised that the making safe of two lamps had been authorised, but were concerned with the maintenance aspect. The Council Members were of the opinion that the maintenance contract was only agreed for one year, then to be further reviewed.

The Members agreed the following: (a) the Acting Clerk to write to Flintshire County Council Street Lighting Manager, to confirm the contact details (b) the Acting Clerk was instructed not to settle the account at this stage.

10. 65/16

ADOPTION OF K6 TELEPHONE BOX IN GWAENYSGOR (CLLRS' PETER JONES & JOHN C. WHITEWAY)

Councillor Peter Jones advised the Members, that to date, no reply had been received from Cadwyn Clwyd. The information board could possibly be utilised in the kiosk.

11. 66/16

TRELAWNYD SCHOOL FIELD AGREEMENT - RENEWAL (CLLR DAVID H. ELLIS)

Councillor David H. Ellis recollected to the Members in relation to the lease between Flintshire County Council; the Governing Body of Trelawnyd VP Aided School and the Trelawnyd and Gwaenysgor Community Council. The lease which was signed on the 6th October, 1998, in relation to the use of the school playing field, was initially for one year to be renewed thereafter with the consent of each of the parties. Councillor Ellis proposed, that when the lease is next up for renewal, the Community Council do not agree to renew.

The Members agreed the following: Not to renew the above referred to lease.

12. 67/16**FIELD NEXT TO PLAY AREA IN GWAENYSGOR (CLLR DAVID H. ELLIS)**

Councillor David H. Ellis addressed the Council Members in relation to the field next to the play area in Gwaenysgor. Councillor Ellis wished to clarify the historical ownership and usage of the field, following a comment made at the last meeting of the Community Council. Councillor Ellis advised that following discussions with former Trelawnyd Parish Councillors; the field was owned by a McDonald family who rented the field to the then Parish Council for a peppercorn rent. In later year's goal posts were erected, together with a fence and kissing gate. The grass and maintenance of the field was paid for by the Parish Council. Over the years there were many village events held on the field. However, during the late 1980's the community stopped using the field as often and the Parish Council decided to withdraw from paying the peppercorn rent. The land then reverted back to the Mc Donald Estate.

13. 68/16**INFORMATION COMMISSIONER'S OFFICE - PUBLICATION SCHEME (CLLR IAN PAPWORTH)**

Councillor Ian Papworth referred to the draft Publication Scheme that had been sent by e-mail to all Councillors for their perusal. Councillor Papworth advised that the majority of the contents contained in the publication were generic, with minor adjustments to suit the requirements of the Community Council.

The Members agreed the following: To adopt the draft Information Commissioners – Publication Scheme Policy.

14. 69/16**COMMUNITY COUNCIL WEB SITE - WALES ACT - PUBLICATION (CLLR IAN PAPWORTH)**

Councillor Ian Papworth referred to the Wales Act, and in particular, to the requirements for Town and Community Councils in Wales. Councillor Papworth further advised that following the adoption of the above Policy, further changes were required to the web site.

The Members agreed the following: Councillor Ian Papworth, together with the Acting Clerk to review the present information contained on the web site.

15. 70/16**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
223	Information Commissioner's Office (Registration fee)	35.00		35.00
	Flintshire County Council (Street lighting repairs & inspections) (See minute number: 9. 64/16 on page 6 above)	2,687.25		2,687.25 Not paid
224	R. Phillip Parry (Acting Clerk) Salary & Home			
225	Working Allowance for January & February			
226	(Future payments to be paid by direct debit – as agreed			
227	in January Council meeting)			

228	HM Revenue & Customs (Acting Clerk's Income Tax – January & February)	124.40		124.40
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16. 71/16

The Members agreed the payments of the above accounts as listed.

17. 72/16

APPLICATIONS FOR FINANCIAL SUPPORT

The Acting Clerk referred to the Council policy in relation to apparently considering applications for financial support once or twice a year. Whereas the majority of Town & Community Councils consider applications at each meeting. Whilst a number of larger Councils have a sub-committee to consider applications - due to the high numbers received. The Acting Clerk enquired if the Members would wish to consider adopting a policy of dealing with applications on a monthly basis.

The Acting Clerk referred to Section 137, whereby the majority of financial donations and grants are considered from this budget. Financial assistance to Village Halls was generally granted under the Local Government Act 1972. The Acting Clerk provided the Members with a number of scenarios of funding applications from Section 137, together with information from the guidance rules as to how the Members consider each application - such as all applications should be made in writing from the Treasurer, or other appointed Committee Member, and if requested by the Council, a copy of the last set of audited accounts. The Council could set limits on the amount granted; seek further information as to how the funding will be spent, including a copy of a paid invoice should the funding be for a specific request to purchase an item for community use.

Councillor David Smith proposed the following: **(a)** that all applications for financial assistance are considered by the Council at each monthly meeting **(b)** to set a maximum limit of £250.00 on applications from Section 137 **(c)** all applications must meet a social need in Trelawnyd and Gwaenysgor, and be for the benefit of the villages.

The Members agreed the following: confirmed their agreement to the above three proposals by Councillor David Smith.

There being no further business, the Chairman thanked everyone for attending and closed the meeting.

SIGNED BY THE CHAIRMAN.....

DATE OF APPROVAL.....