

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

Minutes of The Meeting of Trelawnyd & Gwaenysgor Community Council, Held in Trelawnyd Memorial Hall, On Thursday 12th May, 2016, At 7.15pm.

1(A). 90/16 PRESENT

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

Councillor Nigel Steele-Mortimer (Flintshire County Councillor)

Acting Clerk & Financial Officer R. Phillip Parry

1(B). 91/16 APOLOGIES (FOR BOTH ANNUAL & GENERAL MEETINGS)

Councillor Ian Papworth (Trelawnyd Ward)

1(C). 92/16 ABSENT (FOR BOTH ANNUAL & GENERAL MEETINGS)

Councillor R. Malcolm Roberts (Gwaenysgor Ward)

1(D). 93/16 Standing Orders were suspended:

The Retiring Chairman Councillor David Ellis welcomed PCSO Nick Choak to the meeting.

PCSO Choak advised the Members that there were no reported criminal offences since the April meeting of the Council. PCSO Choak explained that he was not able to attend the site meeting in the area of Prestatyn Hill and Bishopswood and advised that the area was covered by the Prestatyn Division. Councillor Peter Jones advised the PCSO in relation to the site meeting, together with the proposed pending improvements to be made by Denbighshire County Highways.

Members discussed the following with PCSO Choak (a) Councillor David Ellis – in relation to the continual concerns with inconsiderate parking in Trelawnyd. PCSO Choak advised that he had received a copy of a letter that was to be distributed to car owners by a colleague – but could not confirm if they had been delivered (b) Councillor David Paulus – in relation to inconsiderate parking in the area of the Primary School and the junction with Erw Wen (c) Councillor John Whiteway – in relation to loose dogs roaming the village of Gwaenysgor. PCSO Choak requested that Councillor Whiteway contact him direct with further information (d) Councillor Peter Jones – in relation to inconsiderate parking in Gwaenysgor, and in particular, near to the Village Hall. PCSO Choak will contact the Traffic Enforcement Officers in County Hall. PCSO Choak advised the Members in relation to reporting vehicles to the DVLA web site.

The Retiring Chairman Councillor David Ellis, thanked PCSO Choak for attending the meeting.

1(E). 94/16

Standing Orders were restored:

ANNUAL COUNCIL MEETING

2. 95/16

ELECTION OF CHAIR FOR THE PERIOD 2016 / 17

- (a) Councillor David J. Smith was proposed by Councillor David Paulus and seconded by Councillor J. Edward Lloyd-Ellis. There were no further nominations. Councillor David J. Smith accepted.

The Members agreed the following: To appoint Councillor David J. Smith as Chair for the year 2016 / 2017.

- (b) Councillor David J. Smith signed the Declaration of Acceptance of Office, which was duly witnessed by the Acting Clerk.

3. 96/16

ELECTION OF VICE CHAIR FOR THE PERIOD 2016 / 17

Councillor Ian Papworth was proposed and seconded as Vice Chair. There were no further nominations. The Acting Clerk advised the Members, that as Councillor Papworth was not present at the meeting to formally accept the nomination, the matter would be placed on the June Council Agenda.

4. 97/16

MINUTES OF THE ANNUAL MEETING HELD IN MAY, 2015

The Acting Clerk advised the Members, that the Minutes of the 2015 Annual Meeting, were formally proposed, seconded and agreed at the June, 2015 meeting. **The Members re-affirmed their decision.**

5. 98/16

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

The Acting Clerk advised the Members, that he was unable to locate a copy of the approved list of Council Members who were appointed in May 2015, to represent the Community Council on Local Committees and Outside Bodies. **The Members provided the Clerk with the information.**

6. 99/16

COUNCILLORS' ATTENDANCES FOR 2015 / 2016

The Acting Clerk advised the Members that he was unable to provide the Councillors' attendances for the period 2015 / 2016, as all the information was not available.

GENERAL COUNCIL MEETING

7. 100/16

DISCLOSURE OF INTEREST

The following Disclosures of Interests were declared:

(a) Councillor John Whiteway (**Minute number 18. 115/16 on page 9 below**).

(b) Councillors' David Ellis and David Smith (**Minute number 18. 115/16 on page 9 below**).

The above three Councillors' completed and signed the Disclosure and Registration of Interest form.

8. 101/16

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 14TH APRIL, 2016

Minute number: 5(B). 79/16 (v) on page 5, in relation to the Community Council web site. To include 'work is also in progress'

The Minutes were proposed by Councillor David Ellis and seconded by Councillor Peter Jones, as correct and formally agreed by the Members present.

9. 102/16

MATTERS ARISING

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

Minute no: 4. 77/16 – Sub minute number: 1(D). 56/16 / 29/16 (b) (page 2), in relation to the request to the Acting Clerk, to obtain further information from the Welsh Border Community Transport, as follows: (a) Would any requests for transport from their (WBCT) car scheme from Gwaenysgor to say Rhyl and or Prestatyn in Denbighshire – would this be granted. (b) due to decreasing services in Flintshire; would the Welsh Border Trustees receive any additional funding.

The Acting Clerk advised the Members that he had spoken to Mr. Gary Feather (WBCT), who had advised the following: (a) requests for travel to Denbighshire would be accepted (b) no further funding had been received.

Minute no: 4. 77/16 – Sub minute number: 4. 56/16 / 3. 32/16 (page 2), in relation to a visit by Councillors' Peter Jones and John Whiteway to the County Archives. Councillors Jones and Whiteway advised the Members that they had visited the Archives. The Councillors' further advised that they were able to peruse the Minutes from the Gwaenysgor Parish Council, which identified on the 25th February, 1935, the then Gwaenysgor Parish Council requested the Holywell Rural District Council to give a piece of land at the back of the council houses for use as a Children's play area. In May 1935, Gwaenysgor Parish Council wrote to Holywell Rural District Council accepting the conditions laid down to them. Councillors' Jones & Whiteway reported further in relation to the play area being referred in various minutes from 1937 to the 29th January, 1937 – Archives

reference numbers: 29/1937 / Title 29232. Councillors' Jones and Whiteway were not allowed to peruse any further minutes from the above date.

The Members agreed the following: The Acting Clerk write to the County Archives, seeking the reason(s) as to why the minutes of the Gwaenysgor Parish Council are not available to Councillors' from the present Trelawnyd & Gwaenysgor Community Council. In particular, as minutes of Council meetings are required to be available to the public.

Minute no: 4. 77/16 – Sub minute number: 4.56/16 / 13. 45/16 (page 2), in relation to traffic calming measures in Gwaenysgor. The Acting Clerk read out to members a letter received from Mr. Steve Jones (Chief Officer – Streetscene and Transportation). The letter which referred to the present traffic calming measures (thermoplastic humps), and advised that further speed surveys would be arranged. The North Wales Police Road Safety Officers would be requested to action enforcement targeting instances of inconsiderate driving.

Councillor Peter Jones expressed his concerns with the present situation and apparent lack of action. Councillor Nigel Steel-Mortimer advised the Members, that he would personally visit Officers in the Transport Department, and discuss further the issues.

Minute no: 4. 77/16 – Sub minute number: 5(A). 57/16 (6) (page 3), in relation to an Expression of Interest to Flintshire County Council, in respect of the Gwaenysgor Play Area. Councillor Peter Jones advised the Members, that an Expression of Interest had been provided to Flintshire County Council.

Minute no: 5(A). 78/16 (1) (page 3), in relation to the Flintshire Local Development Plan, and in particular, the non-receipt of Minutes from the Stakeholder Group meetings. **(This matter was further discussed under Minute number: 12. 108/16 (b) on page 7 below).**

Minute no: 5(A). 78/16 (4) (page 4), in relation to a request to Flintshire County Council, for the removal of white hatched lines in Gwaenysgor, following the demise of the bus service. The Acting Clerk advised the Members, that a letter had been written following the April Council meeting, and to date, no reply had been received. Councillor Nigel Steel-Mortimer advised the Members, that he would take the matter up with Officers from the Transportation Department, during his visit in relation to the traffic calming measure concerns in Gwaenysgor.

Minute no: 5(A). 78/16 (6) (page 4), in relation to a request from the Trelawnyd Choir, to the views of the Memorial Hall Trustees, to house a defibrillator at the Hall. The Clerk advised that he had received confirmation from the Secretary of the Trustees - Councillor David Smith, that the Memorial Hall Trustees were 'fully supportive of the choir's wonderful offer to put a defibrillator in the Hall'

Minute no: 5(B). 79/16 (iii) (page 4), in relation to car parking concerns in Gwaenysgor. The Acting Clerk advised that he had received a further report from the Flintshire County Council – Neighbourhood Housing Officer. The e-mail advised in relation to the following: **(a)** the Housing department are consulting with a number of agencies – as the matter is complex **(b)** the Land registry search confirms that the land is owned by the County Council, apart from a garage furthest to the right, which belongs to a householder **(c)** Trading Standards Officers have visited the area – all vehicles within the car park appear to be taxed and MOT'd. The County Council will provide a further update in due course.

Minute no: 5(B). 79/16 (v) (page 5), in relation to the Community Council web site. The Acting Clerk advised the Members, that he had now been provided with further information, including some on-line training. The Acting Clerk further advised that he had placed the 2016 Minutes of

meetings on the web site. The Acting Clerk asked the Members to confirm their contact details, which would enable him to complete further work on the site.

Minute no: 5(B). 79/16 (iv) (page 5), in relation to the reporting by Councillor David Paulus of concerns with equipment in the Trelawnyd Play Area. The Acting Clerk advised that the County Council have inspected the children's swing, and confirmed that there was movement in the leg structure - which did not affect the structural safety. The County would however, arrange for the concrete foundation to be replaced in the near future.

Minute no: 6. 81/16 (b) (page 5), in relation to concerns with footpath number 1 in Gwaenysgor. The Acting Clerk advised that following the April Council meeting he had contacted the County Rights of Way Officer, who had replied in the following terms:

'There is a bit of history relating to this path, specifically the alignment of the footpath. It appears that there is a historical mapping anomaly which has been identified many years ago and the legal advice back in 2004 was that a definitive map modification order should be made to rectify this anomaly. Without getting into the specifics to much, this was never actioned in 2004 but would have an impact on the current situation on site. I have referred this to our Legal Advisor as to whether the position remains the same and once I have received legal advice I will update you accordingly'

10(A). 103/16 CORRESPONDENCE

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

- (1) The Acting Clerk advised in relation to three changes to the Wales Code of Conduct for Councillors, that was requested by the Welsh Assembly Government. The changes were required to be agreed by Council before the 26th July, and were further required to be advertised in a newspaper. Flintshire County Council had contacted all Clerks to Town & Community Councils (T&CC's), to advise that they were willing to place the names of any (T&CC's), who adopt the amendments, in their County newspaper advert.

The Members agreed the following: To adopt the three changes to the Members Code of Conduct. The Clerk to advise Flintshire County Council. The Acting Clerk to forward a copy of the amended Code to the Public Services Ombudsman for Wales.

- (2) The Acting Clerk advised in relation to the Annual St. David's Awards, which were open for nominations. The Clerk suggested that should any Member wish to receive further details, together with application form - to please contact him.
- (3) Invitation from the Governor of the new prison being built in Wrexham – named HMP Berwyn, to attend an update evening to be held in The Springfield Hotel, Pentre Halkyn, on June 1st between 7.00pm and 9.00pm. The Acting Clerk asked that any interested Councillor who wished to attend to contact himself.
- (4) Notification from Denbighshire County Council in relation to a Consultation named: Supplementary Planning Guidance (Trees & Landscaping, Conservation and Enhancement of Biodiversity). **The Members agreed the following:** Whilst the Council appreciated being included in the consultation, the Members agreed not to place any comments.

10(B). 104/16 CLERK'S REPORT

- (a) The Acting Clerk advised the Members of a deposit to the Council's bank account, the sum of £5,216.67, being the first payment of the 2016 / 2017 precept for the current financial year, from Flintshire County Council.
- (b) The Acting Clerk referred to the Annual Renewal of the Community Council's Insurance Policy. The Acting Clerk referred to the renewal cost of £618.03, with Zurich Insurance, and advised; as the Community Council had previously agreed to a 3-year renewal until June 2017, the renewal cost would have to be paid.

10(C). 105/16

INTERNAL AUDITOR'S REPORT - 2015 / 2016

The Acting Clerk advised the Members that the Internal Auditor's Report for the year 2015 / 2016, had been received.

The Acting Clerk further advised the Members in relation to the contents of the report. Copies of the report were provided to the Chair, with the Acting Clerk advising he would forward a copy to the Vice Chair Elect – Councillor Ian Papworth.

10(D). 106/16

SMALLER LOCAL GOVERNMENT BODIES IN WALES - ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2016

The Acting Clerk advised the Members that Sections in the above document named: Accounting statements for 2015-16, together with the Annual Governance Statement (Part1) had been completed by the Acting Clerk prior to the return being presented to the Internal Auditor. The Acting Clerk further advised that the Annual Internal Audit report section had been completed by JDH Business Services, and no concerns were raised. The Annual Governance Statement (Part 2), was now required to be signed by the Chair of the Council, together with the Acting Clerk.

The Members confirmed the following: The approval of the Annual Governance Statement (Part 2). The Chair Councillor David Smith, together with the Acting Clerk of the Council, both signed the above statement.

11. 107/16

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

County Councillor Nigel Steel-Mortimer advised the Members, that the matters to be brought to the attention of the Members had been addressed in Matters Arising.

12. 108/16

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (a) Councillor David Ellis advised the Members of his attendance at a Community Transport Workshop, that he, together with the Clerk had attended in Theatr Clwyd, Mold on the 26th April. The Workshop advised in relation to the reduction in funding from the Welsh Assembly Government, with eventually zero funding from Flintshire County Council. The attendees were provided with maps of the County whereby areas were identified to work together to provide community based transport services, which will eventually feed into the core network of bus routes, known as 'hubs'.

The Workshop consisted of presentations from a local car & mini bus community charity, together with a volunteer community transport scheme, based in the North of England.

The Acting Clerk advised in relation to a recently received e-mail from Flintshire County Council Transport Department, which referred to the above workshop. The communication was requesting an 'Expression of Interest' from Community Councils, who wish to become involved in a pilot scheme. The pilot scheme will require a number of neighbouring (or adjacent) Community Councils to work together, along with staff from the County Transport Service.

The Members agreed the following: The Clerk to advise the County Council as follows: The Community Council Members agree to become involved in the proposed pilot scheme, at this stage, the Members provisionally agree to be a member of a sub-regional group.

- (b) Councillor David Smith advised the Council Members in relation to his attendance at a recent Committee meeting of One Voice Wales (OVW). The meeting was held in Mold Town Hall, and Councillor Smith brought to the attention of the Members the following: (1) Asset Transfer. The advice received was to be careful and if possible not to agree any transfer (2) Re-organisation of Town & Community Councils in Wales. (OVW) felt that there would eventually be mergers of Town & Community Councils, or possibly clusters of Councils (3) Flintshire Local Development Plan. Councillor Smith confirmed with the Chief Executive of One Voice Wales, that they had not been invited by Flintshire County Council, to become a member of a Stakeholder Group – and have never been invited to meetings. Councillor Smith expressed his surprise, as Flintshire County Council had previously advised that they had invited (OVW) – who will be writing to the County seeking an explanation.

The Acting Clerk referred to **Minute no: 5(A). 78/16 (1)** from the 14th April, 2016 Minutes, in relation to a letter sent to the Head of Planning at Flintshire County Council. The Acting Clerk advised that a reply had been received, together with enclosures, which had been passed to Councillor David Smith.

The Members agreed the following: The Acting Clerk to write to the Head of Planning at Flintshire County Council, requesting that the County re-consider their decision in relation to representation on the Stakeholder Group from Town & Community Councils.

13(A). 109/16

PLANNING APPLICATIONS

The Clerk advised the Members that no planning applications had been received from Flintshire County Council

13(B). 110/16

PLANNING DECISIONS

The Clerk advised that no planning decisions had been received from Flintshire County Council.

14. 111/16

COMMUNITY LIGHTING

The Acting Clerk advised that there had been no reported street lights out of order since the April Council meeting.

The Acting Clerk further advised that he had noticed whilst travelling through Trelawnyd during the hours of darkness, two street lights which appeared to be out of order. One was the last light travelling passed Jackson's Nurseries and the other, either the first or second light travelling from Dyserth.

Councillor David Ellis advised the Members that he would carry out an inspection of the street lights and report the lantern columns numbers to the Acting Clerk to arrange repair.

15. 112/16

FLINTSHIRE LOCAL DEVELOPMENT PLAN - KEY STAKEHOLDERS GROUP (CLLR. DAVID J. SMITH)

This matter was discussed under Minute number 12. 108/16 (b) above on page 7.

16. 113/16

ADOPTION OF GWAENYSGOR TELEPHONE BOX (COUNCILLORS' PETER JONES & JOHN WHITEWAY)

Councillor John Whiteway referred to previous discussions in relation to the adoption of the BT Red K6 Giles Scott telephone box in Gwaenysgor. Councillors' Jones and Whiteway wished the Community Council to adopt the telephone box.

The Members agreed the following: To agree to adopt the telephone box. Before completion of the required forms, the Acting Clerk to enquire with BT, as to the usage of the box over the past 12-month period. The Acting Clerk to advise the Council Members at the June meeting.

Follow up:

- (a) Response from FCC: re car park opposite village hall. (**Minute number 9. 102/16 on page 4 above**).
- (b) Ownership of the village play area. (**Minute number 9. 102/16 on pages 3 and 4 above**).
- (c) Letter to McDonalds re regular clean-up of our Gwaenysgor Village road and view point.

Councillor John Whiteway recollected to the Members the previous agreement by McDonalds to clear litter from the main road through Gwaenysgor – and requested that the Company be asked to arrange a further visit. The Acting Clerk advised that the franchise manager has previously advised other Community Councils, that they will now only keep tidy an area of approximately one mile from the restaurant. The Acting Clerk further advised that the Flintshire County Council Streetscene department arrange litter picks, including an Environmental Audit with the North Wales Police.

The Members agreed the following: The Acting Clerk to arrange for the Street Scene Supervisor to attend the June Council meeting.

- (d) Web site. (**Minute number 9. 102/16 on pages 4 and 5 above**).

17. 114/16

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
240	Scottish Power (January to March Street Lighting Electricity Account)	279.36	13.97	293.33
241	Zurich (renewal of Community Council annual insurance policy)	618.03		618.03

242	JDH Business Services Ltd (Internal Audit)	120.00	24.00	144.00
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18. 115/16

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
243	Gwaenysgor Village Hall (Application for funding towards the Hall’s annual insurance policy) (Application seeks that cheque is made payable to ‘Gwaenysgor Community and Social Centre’) (Councillor John Whiteway Declared and Interest – Minute number 7. 100/16 (a) on page 3 above).	2,000.00
244	Trelawnyd Memorial Hall Management Committee (Application for funding towards the Hall’s annual insurance policy) (Councillors’ David Ellis and David Smith Declared and Interest – Minute number 7. 100/16 (b) on page 3 above).	2,000.00
245	Friends of Renal Care – on behalf of the Betsi Cadwaladr University Hospital Board (Application to support a water filtration system for the acute dialysis ward) (Application received via Councillor John Whiteway)	100.00

19. 116/16

The Members agreed the payments of the above accounts and financial support as listed.

20. 117/16

Standing Orders were suspended:

Councillors’ Peter Jones and John Whiteway wished the Acting Clerk to write to Mrs. Llynwyn Parry of Gwaenysgor – to express the Council’s condolences on the passing of her husband Gwyn David Parry. The Council Members agreed that the Clerk write to Mrs. Parry, and whilst offering their condolences, wished also to express their gratefulness for Gwyn’s public-spiritedness within the Community.

21. 118/16

Standing Orders were restored:

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

**SIGNED BY THE
CHAIRMAN.....**

DATE OF APPROVAL.....