

**CYNGOR CYMUNED
TRELAWNYD & GWAENYSGOR
COMMUNITY COUNCIL**

Minutes of the **Meeting of Trelawnyd & Gwaenysgor Community Council**
held remotely on Thursday, 13th January 2022 at 7.00pm.

PRESENT: Councillor J.E. Lloyd-Ellis (Chair).
Councillors: D.M. Allen, D.H. Ellis, A.N. Jones, M. Jones, P. Jones,
H.S. Papworth, D.J. Smith, and J.C. Whiteway.
County Councillor: T. Roberts.

APOLOGIES FOR ABSENCE none were received.

IN ATTENDANCE: J. Baker (Clerk).

112. 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.
7.2.	D.J. Smith		✓	Member of dissolved Hall Management Committee.

113. SPEAKER

Stephen Townley, Armed Forces Liaison Officer, attended the meeting and spoke to members about the work of the Liaison Officers, to support the development of the Armed Forces Covenant across communities. The aim was to remove any disadvantage for armed forces current or former personnel and ensure they were treated fairly. The work involves the support of funding applications, reviews of hardship cases and onward referral to specialists, reviewing procedures and lobbying across multiple agencies and organisations. The work was funded by the Ministry of Defence. There was a legal obligation for principal authorities to comply with the arrangements. The scope of work included the armed forces, veterans, territorial army, cadets, and the Merchant Navy.

RESOLVED:

That Mr Townley be thanked for attending and his informative presentation.

114. MINUTES & MEETINGS

114.1. 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.

- Meeting of the Council held on Thursday 11th November 2021.
- Meeting of the Biodiversity Committee held on Thursday 9th December 2021.

114.2. Matters Arising

There were no matters arising that would not be covered on the main agenda.

115. TRELAWNYD MEMORIAL VILLAGE HALL

i. Members discussed the progress to date with the interested party in managing the Hall. The Chair had met with Mr Hughes who remained confident a Committee could be formed very soon. Members expressed concern at the lack of progress in the appointment of a tenant group for the Hall and determined that matters required immediate progression.

ii. Members considered the email from Mr Ian Papworth, acting for the former Hall Committee, that proposed to transfer the covid resilience grant monies originally paid to the former Hall Committee by the Council, back to the Council as part of the dissolution of the former Hall Committee and its accounts.

iii. Members considered the formation of a subgroup to oversee the Hall while it is managed by the Council for this interim period. The primary purpose of the group, in the first instance, would be to vet the business plan due to be submitted by Mr Hughes to the Council.

RESOLVED:

- 1) That the Clerk contacts Mr Hughes to advise that the business plan requires submission to the Council, no later than Thursday 3rd February 2022.
- 2) That the Council accept the TCAs offer to repay the grant monies. Clerk to inform Mr Papworth.

- 3) That a subgroup be formed to oversee Hall affairs and meet when necessary, consisting of Councillors J.E. Lloyd-Ellis, D.M. Allen, M. Jones, H.S. Papworth, and A.N. Jones. The first meeting would be arranged to vet the Hall business plan, when received from the interested party.

116. CLERK'S REPORT

The Clerk reported that the council were still waiting for its final accounts from the auditors and would follow up.

The Valuation and Estates office, Flintshire County Council had confirmed they were reviewing the Transfer of Control agreement between the County Council, Trelawnyd School and Community Council, that expired in August 2012, concerning the use of the school playing field.

The Council's bank had started charging the Council for its banking. It appears there had been a change in status of the account from a community account to a charity account without the Council's knowledge or without notification to the Council. The Clerk had written to the bank to request clarification.

The Clerk reported that the Council's insurers had confirmed a blanket policy was in place for street equipment. The sum insured was currently £30k which did not match the Council's asset register. An uplift to the policy was considered by members to £50k to match the register. A small charge of £11.92 would be incurred to process the change to the policy.

The Clerk continued to follow up on the kissing gate and bus shelter works, and the Council's request to turn streetlights off at night.

RESOLVED:

That the Clerk arranges for the street furniture element of the Council Insurance Policy to be uplifted from £30k to £50k blanket cover, to match the current asset register.

117. COUNTY COUNCILLOR'S REPORT

Cllr Tim Roberts provided an update on County Council related matters. Cllr P. Jones stated that all present agreed on a gate for Gwaenysgor Hill at the recent site meeting. A mobile sign to advise when the Hill is closed would not be permissible. The scheme does not appear to be a priority for either County; there will likely be no progress in the current financial year.

Roofing works were undertaken on Wrights Farm without permission and an enforcement notice should have applied. The requested bus shelter work had been referred again to Streetscene. The bridle path was being used by HGV vehicles which were causing problems. Cllr Roberts would investigate whether sat nav warning signs could be installed.

Cllr Roberts would also follow up on the illegal containers in Gwaenysgor, members were concerned that this matter had been ongoing now for three years.

118. REPRESENTATIVE / LIAISON COMMITTEE REPORTS

There were no reports submitted.

119. PLANNING APPLICATIONS

There were no new planning applications this month. Members noted the following application as received and the subsequent response given by the Council in December 2021, during the winter recess period.

Application Number	Proposal Details
063870	Change of use of domestic outbuilding to holiday let accommodation Location: Cae Glas, Trelawnyd, Rhyl, Flintshire, LL18 6EB. Council Comment: The Council had no objection to this application.

120. ACCOUNTS FOR PAYMENT

RESOLVED:

That the following schedule of accounts be approved for payment.

SCHEDULE OF ACCOUNTS – NOVEMBER & DECEMBER 2021

Voucher Number	Payment Method	Creditor Name	Payment Details	Amount £	Power Key
132	BACS	J. Baker	Reimbursement of Expenses - November	11.28	****
133	BACS	HMRC	Clerk & Caretaker (Oct) PAYE - Nov 2021	152.00	***
134	BACS	Holywell Leisure Centre	Financial Assistance Grant/Donation	250.00	^^^
135	BACS	RBL Poppy Appeal	Supply 2 No. Wreaths for Remem. Sunday	40.00	^^
137	BACS	Quad Fuels Ltd	Supply 800 Litres Heating Oil Village Hall	479.22	****
138	BACS	Scottish Power	Hall Electric 24/06/21 to 22/09/21	175.88	****

140	BACS	J. Baker	Reimbursement of Expenses - December	11.28	****
141	BACS	HMRC	Clerk & Caretaker (Nov) PAYE - Dec 2021	152.00	***
142	BACS	Greenbarnes Ltd	Supply Noticeboard - Gwaenysgor	1,024.58	****
143	BACS	Scottish Power	Hall Electric 23/09/21 to 02/12/21	187.90	****
144	BACS	M. Sutcliffe	Postage Reimbursement	2.25	***
-	-	HSBC Bank	Bank Charges Nov21 (Under Query)	6.20	****
			Total	2,492.59	

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

121. 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 News Updates	Various
E	NWTMC – A55 Roadworks	9 th Nov 2021
F	Older Peoples Commission Newsletter	11 th Nov 2021
G	TCA Petition – Pond Project	12 th Nov 2021
H	Menter Iaith AGM Information	30 th Nov 2021
I	NWTMC – A55 Roadworks impacting Trelawnyd – Delay in Completion	2 nd Dec 2021
J	North Wales Police – Community Alert System	2 nd Dec 2021
K	FLVC Community Buildings Forum	5 th Dec 2021
L	FLVC Advice on Community Halls and Buildings	4 th Jan 2022
M	AONB Friends Newsletter	7 th Jan 2022

122. VILLAGE ACTIVE TRAVEL (FOOTPATH PAST THE CROWN)

Members reported they were still waiting on the results of the traffic survey being undertaken by the County Council. Cllr H.S. Papworth would make any changes required to the draft survey and post on social media and ask residents to return the surveys to the box on the wall of the Village Hall. The school, toddler group and youth club could also receive surveys for distribution to their local networks.

RESOLVED:

That the Clerk follows up with the Katie Wilby, Chief Officer - Streetscene, on the status of the traffic survey.

123. NEWSLETTER

Cllr H.S. Papworth had circulated the draft newsletter. Cllr J.E. Lloyd-Ellis would complete his portion by the weekend and following final approval the Clerk would arrange for translation and printing. The contact details could be added from the website.

124. QUEENS PLATINUM JUBILEE UPDATE

Item from Cllr J.C. Whiteway. Members discussed potential plans for the Jubilee. The Biodiversity had arranged to light a beacon and were investigating planting seven trees around the perimeter of both villages. There was some funding allocated in the Biodiversity budget for the trees.

125. ONE VOICE WALES BEST PRACTICE TOOLKIT

The Clerk provided an update to members on the work for the pilot. The Council complied with most of the statements that covered best practice or legislative requirements. The Clerk had identified four areas for improvement as follows:

- A documented procedure for the Council to use in the event of a change in Clerk/RFO.
- Formally confirm the Internal Auditors appointment each year.
- Chair and Clerk to review the audit pack for external audit each year.
- Clerk to document the Council's payment procedures.

RESOLVED:

That the Clerk works through the four areas of improvement in due course.

126. CONSULTATIONS

Members considered the following consultations received by the Clerk:

- Welsh Government. The Local Government and Elections (Wales) Act 2021. Draft statutory guidance for Community and Town Councils.
- Llyr Gruffydd AS/MS. Survey of communities across North Wales to find out the extent of sewage problems in watercourses. Members noted there were some local issues that affected Cwm Road and the field by the Crown Public House.

RESOLVED:

- 1) That the Welsh Government consultation be noted as received.
- 2) That members send details of the local sewage issues to the Clerk for collation and sending on to Llyr Gruffydd AS/MS.

127. QUARTERLY ACCOUNTS AND BANK RECONCILIATION

The Clerk presented the latest figures to the Council at the third quarter point of the financial year, as of 31st December 2021. There were no financial issues of significant concern at this point of the year, although members noted the ongoing requirement to fund the day to day management and maintenance of the Village Hall, until such time as a tenant can be appointed.

RESOLVED:

That the bank and accounts position be approved and accepted as a true and fair reflection of the Council's financial position for the stated period.

128. ANNUAL BUDGET SETTING AND PRECEPT – 2022/23 FINANCIAL YEAR

Members had before them the annual estimates of income and expenditure for the 2022/23 financial year. The Clerk explained the figures and provided further information on precept setting and the impact on the council's reserves. Members discussed the requirement for an increase in precept to allow extra provision across a number of budget headings, and were also mindful of the ongoing need to manage and maintain the Trelawnyd Village Hall operations, during this interim period.

RESOLVED:

That a precept of £24,813 be approved by members for the 2022/23 financial year. Chair and Clerk to sign the precept form and Clerk to inform the County Council. The relevant figures were confirmed as follows:

- Precept & Budget: £24,813
- Band D Charge: £59.77
- % Uplift: 8.77%
- Band D Weekly Household Equivalent: £1.15
- Increase Per Household Per Week: £0.09

129. APPLICATIONS FOR FINANCIAL ASSISTANCE

Members considered the applications received by the Council from suitable organisations.

RESOLVED:

That a grant of £100 be paid to the following organisations. Clerk to arrange payment.

- Hope House Hospice.
- Marie Curie Nurses.
- Wales Air Ambulance Charity.
- The Samaritans of Northeast Wales.
- Urdd Gobaith Cymru.

130. CLOSE OF MEETING

The Chair closed the meeting at 9.00pm.

.....

Chair