

**CYNGOR CYMUNED  
TRELAWNYD & GWAENYSGOR  
COMMUNITY COUNCIL**

Minutes of the **Meeting of Trelawnyd & Gwaenysgor Community Council**  
held remotely on Thursday, 8<sup>th</sup> July 2021 at 7.00pm.

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

Councillors: D.H. Ellis, A.N. Jones, M. Jones, P. Jones, H.S. Papworth,  
D.J. Smith, and J.C. Whiteway.

APOLOGIES FOR ABSENCE were received from Councillors D.M. Allen and  
County Councillor T. Roberts.

IN ATTENDANCE: J. Baker (Clerk).

36. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

37. PRESENTATION

Nick Taylor, Chair of Trelawnyd Community Association was not present at  
the meeting. Mr Taylor would receive an invite to the September meeting of  
the Council, to deliver his presentation to members on the pond project.

38. MINUTES & MEETINGS

38.1. 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 10th June  
2021.

38.2. Matters Arising

21.2. The Chair reported the NHS Quiz was a success and the money  
raised was to be donated locally.

21.2. The Clerk had sent Cllr D.H. Ellis the information from Aura  
Leisure on the play area repairs. Clerk to resend.

21.2. FCC Streetscene had confirmed the signage could not be changed on the school field.

23. Clerk's Report. Broadband query from residents. The Clerk had contacted Rob Roberts, MP for Delyn. Several other rural villages are affected, and the MP would raise a collective enquiry.

33. Footpath Past The Crown. The Clerk had emailed Katie Wilby and requested an update. Clerk to send a further reminder.

Letter. Green in the Marian by the Spar Garage, footpath access. The path was still blocked, and the stiles repair work outstanding. Clerk to send reminder to Stuart Jones, FCC Streetscene.

39. TRELAWNYD MEMORIAL HALL LEASE

Members considered the latest developments related to the handover and interim management of the Hall.

Members considered the following motions:

- Ratification of appointment of a Caretaker / Key Holder from 1<sup>st</sup> June 2021, and approval of job description and contract of employment.
- Purchase of mobile sanitiser station, hand sanitiser and face mask stocks.
- Assumed responsibility for all building, utility, equipment, and cleaning material costs, from 11<sup>th</sup> June 2021.
- Consideration of the public meeting date and expression of interest period.
- Approval of the public meeting agenda and public notice.

Members raised several queries related to the job description.

RESOLVED:

- 1) That Monika Sutcliffe be appointed as Caretaker / Key Holder from 1<sup>st</sup> June 2021, on the same terms and conditions as the role when employed by the former Hall Committee.
- 2) That the Clerk be authorised to purchase the mobile sanitiser station, hand sanitiser and face mask stocks.
- 3) That the public meeting be held Thursday 22<sup>nd</sup> July 2021. Clerk to publish agenda as soon as practical.
- 4) That the expression of interest period be set at 6 week commencing Friday 23<sup>rd</sup> July 2021 to Friday

3<sup>rd</sup> September 2021. Clerk to issue public notice following the public meeting.

- 5) That the Chair arranges a staffing sub-group meeting to deal with the job description queries, which were mainly around lighting and emergency repairs.

40. CLERK'S REPORT

The Clerk reported to members an ongoing matter that had been reported to the Monitoring Officer, that concerned the release of legal advice that related to the original lease for the Hall, to those members that had previously declared a prejudicial interest. The Chair had been informed and had provided support.

The Clerk provided an overview of the new legislation that affected town and community councils, as part of the Local Government and Elections (Wales) Act 2021. The emphasis was on greater openness and transparency in local government and encouraging community involvement in local democracy.

The main topics covered were:

- Voting Age
- Electoral Terms and Registration
- Candidacy
- General Power of Competence
- Access to Meetings (Hybrid meetings were required should members wish to resume physical meetings at some point)
- Public Speaking
- Annual Reports
- Training Plans
- Community Polls/Petitions

Further advice and guidance was available from the Clerk, if required.

41. COUNTY COUNCILLOR'S REPORT

Cllr Tim Roberts was not present at the meeting and had sent apologies. The Clerk had forwarded on an email for Cllr Roberts' attention, that related to the siting of shipping containers and unauthorised waste, as directed by Cllr J.C. Whiteway.

42. REPRESENTATIVE / LIAISON COMMITTEE REPORTS

Nothing to report.

43. 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
063047	Erection of a rear extension to first floor to allow additional space to rear bedroom and creation of en-suite. Location: Windyridge, Gwaenysgor, Rhyl, Flintshire, LL18 6EP. <b>The Council opposed this application, as it is against Welsh Government policy on permitted works for extensions to private dwellings in conservation areas.</b>

44. 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
93	BACS	BHIB Ltd	Insurance - Village Hall	954.46	****
94	BACS	Clerk	Clerk Salary – June 2021	429.00	***
95	BACS	HMRC	Clerk PAYE - June 2021	100.60	***
96	BACS	Clerk	Reimbursement of Expenses -June 2021	72.97	****
97	BACS	JDH Business Services Ltd	Internal Audit 2020/21	239.40	***
98	BACS	Brookes & Sons	2 no. No Parking Signs	53.74	****
99	BACS	Caretaker / Key Holder	Caretaker / Key Holder Salary – June 2021	230.10	***
			<b>Total</b>	<b>2,080.27</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

#### 45. BANK RECONCILIATION & ACCOUNTS – QUARTER 1 2021/22

Members considered the latest accounts and bank reconciliation for the period to 30<sup>th</sup> June 2021, as prepared by the Clerk.

#### RESOLVED:

That the financial position of the council be noted.

#### 46. 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	Ian Papworth (TCA) The Hall	14 <sup>th</sup> Jun 2021
E	Max Wenger – Village Green Project	14 <sup>th</sup> Jun 2021
F	Fflecsi Bus Service West Delyn	15 <sup>th</sup> Jun 2021
G	Ian Papworth – Deregulation of Public Entertainment	19 <sup>th</sup> Jun 2021
H	Ian Papworth – AONB SDF Report	26 <sup>th</sup> Jun 2021
I	Northeast Wales Trails Website Link	26 <sup>th</sup> Jun 2021
J	Max Wenger – Gwaenysgor Trees	2 <sup>nd</sup> Jul 2021

47. GWAENYSGOR HILL TRAFFIC SAFETY CONCERNS

The Council awaited further advice from County Councillor Tim Roberts. A meeting had been requested with representatives from both Denbighshire and Flintshire County Councils. The matter remained a concern for members.

RESOLVED:

That the Clerk follows up with Cllr Roberts and requests an update.

48. STAFFING SUB-GROUP REPORT

The Chair provided an update from the meeting. It was proposed to increase the Clerk's working hours to eleven hours per week, due to increased workload. It was further proposed to increase the Clerk's salary by one increment (to SCP16) as per the agreed contract terms.

The Clerk's annual appraisal documentation was also discussed and agreed, with the next appraisal due in December 2021.

RESOLVED:

That approval be given for the Clerk's salary increase and the increase to working hours, with effect from 1<sup>st</sup> July 2021.

49. PLANNING FOR DARK NIGHT SKIES CONSULTATION

Members discussed the Council taking part in the above consultation. Deadline for response was 9<sup>th</sup> August 2021.

RESOLVED:

That Cllrs D.J. Smith and D.H. Ellis be delegated to complete the consultation, on behalf of the Council.

50. WELSH GOVERNMENT CONSULTATION – QUALIFICATIONS FOR CLERKS

Members discussed the Council taking part in the above consultation. Deadline for response was 24<sup>th</sup> September 2021.

RESOLVED:

That members submit any comments through to the Clerk, for collation into a collective Council response.

51. UK FORESTRY STANDARD CONSULTATION

Members discussed the Council taking part in the above consultation. Deadline for response was 10<sup>th</sup> August 2021.

RESOLVED:

That the matter be delegated to the next meeting of the Biodiversity Committee. Clerk to liaise with Committee Chair.

52. ITEM FROM CLLR H.S. PAPWORTH – THE FUTURE OF TRELAWNYD CHURCH

Cllr H.S. Papworth reported that the church was under threat of closure and a meeting had been called for 16<sup>th</sup> July to discuss the matter. Fundraising activities were to be considered and letters had been posted to all Trelawnyd residents explaining the situation. Members expressed their concern at the situation and offered their support.

RESOLVED:

That Cllr H.S. Papworth confirms the Council's support to the meeting on 16<sup>th</sup> July.

53. ITEM FROM CLLR J.C. WHITEWAY – GWAENYSGOR NOTICEBOARD MAINTENANCE

Members considered a quotation received by Cllr J.C. Whiteway, for the staining of the two village noticeboards in Gwaenysgor.

Members discussed some other remedial works in Trelawnyd, on noticeboards and benches.

RESOLVED:

- 1) That approval is given for the work to proceed on the Gwaenysgor noticeboards.
- 2) That the Clerk follow up with Christine Renshaw, Housing Department, Flintshire County Council, regarding the condition of the benches.
- 3) That any other maintenance requirements in Trelawnyd i.e., noticeboards, etc be added to the agenda for the September meeting.

54. OTHER ANCILLARY MATTERS

- Clerk to follow up with Cllr Tim Roberts on the condition of the bus shelter at Gwaenysgor.
- Clerk to add Footpath Past the Crown to the agenda for the September meeting.
- Clerk to add the planting of new trees at Erw Wen as an NHS tribute to the agenda for the next Biodiversity Committee meeting.
- Cllr D.H. Ellis expressed concerns over the removal of the protective ring from a village tree. Cllr H.S. Papworth had taken responsibility for the work. Clerk to add the item to the agenda for the next Biodiversity Committee meeting.
- Clerk to omit payments table from future public agendas.

55. CLOSE OF MEETING

The Chair closed the meeting at 8.30pm.

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Chair