

**CYNGOR CYMUNED  
TRELAWNYD & GWAENYSGOR  
COMMUNITY COUNCIL**

Minutes of the **Annual Meeting of Trelawnyd & Gwaenysgor Community Council** held at Gwaenysgor Village Hall on Thursday, 12<sup>th</sup> May 2022 at 7.00pm.

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PRESENT: Councillor D.H. Ellis (Elected Chair).

Councillors: A.N. Jones, P. Jones, J.E. Lloyd-Ellis, I. Papworth, A. Richards, and B. Richards.

County Councillor Glyn Banks.

APOLOGIES FOR ABSENCE were received from County Councillor G. Maddison.

IN ATTENDANCE: J. Baker (Clerk).

1. ELECTION OF CHAIR – MUNICIPAL YEAR 2022/23

Cllr D.H. Ellis was proposed and duly seconded for election as Chair of the Council. Cllr A. Richards was also proposed and seconded.

RESOLVED:

That Cllr D.H. Ellis be elected Chair for the 2022/23 municipal year. The Declaration of Acceptance of Office was signed at the meeting.

2. DECLARATIONS OF INTEREST – MEMBERS’ CODE OF CONDUCT

None were declared.

3. ELECTION OF VICE CHAIR – MUNICIPAL YEAR 2022/23

Cllr J.E. Lloyd-Ellis was proposed and duly seconded for election as Vice-Chair of the Council.

RESOLVED:

That Cllr J.E. Lloyd-Ellis be elected Vice Chair for the 2022/23 municipal year. The Declaration of Acceptance of Office was signed at the meeting.

4. CO-OPTION ARRANGEMENTS FOR CASUAL VACANCIES ON THE COUNCIL DUE TO INSUFFICIENT NOMINATIONS

The Clerk explained the co-option procedure which was based on the legislation and best practice guidelines. Two appointments by co-option were required to fill the vacant positions for the ward of Gwaenysgor.

RESOLVED:

That the Clerk arranges for the Notice of Co-option advert to be completed and circulated on the website and noticeboards. The closing date would be Wednesday 1<sup>st</sup> June 2022. Members would then decide whether to appoint by interview or from written expressions of interest.

5. COMMITTEES, WORKING GROUPS & OUTSIDE BODIES

5.1. Attendance Report 2022/23

Members received the attendance report for the previous year.

<b>Councillor</b>	<b>Total Meetings</b>	<b>Actual Attendance</b>	<b>% Attendance</b>
Allen, D.M. (Vice Chair)	15	12	80%
Ellis, D.H.	10	10	100%
Jones, A.N.	10	9	90%
Jones, M.	15	12	80%
Jones, P.	10	9	90%
Lloyd-Ellis, J.E. (Chair)	15	15	100%
Papworth, H.S.	7	6	86%
Smith, D.J.	10	9	90%
Whiteway, J.C.	10	8	80%

5.2. Appointments to Committees, Working Groups & Outside Bodies 2022/23

RESOLVED:

That the following appointments be confirmed for the forthcoming year.

Committees

Biodiversity Committee

Cllr P. Jones  
Cllr J.E. Lloyd-Ellis  
Cllr I. Papworth

External Members:

D. Ellis  
G. Jones  
K. Manley  
M. Wenger

**Working Groups**

**Staffing Sub-Group**

Cllr P. Jones  
Cllr J.E. Lloyd-Ellis  
Cllr A. Richards

**Gwaenyssgor Hill Sub-Group**

Cllr P. Jones

**Trelawnyd Village Hall Sub-Group**

D.H. Ellis  
J.E. Lloyd-Ellis  
A. Richards  
B. Richards

**Outside Bodies**

Cllr D.H. Ellis - Governor, Ysgol Trelawnyd VA School  
Cllr D.H. Ellis - John Wynne Trust  
& Cllr A.N. Jones

6. **AUTHORITY FOR SIGNING ORDERS FOR PAYMENT**

**RESOLVED:**

That the Council's appointed bank (HSBC) honours all cheques and other orders and instructions signed on behalf of the Council by two Members and the Clerk. Authorised signatories were confirmed as D.H. Ellis, J.E. Lloyd-Ellis, and I. Papworth. Clerk to arrange for bank mandate paperwork to be completed.

7. **MINUTES & MEETINGS**

7.1. **Approval of Minutes**

**RESOLVED:**

That the minutes of the following meetings be approved as a correct record.

- Trelawnyd & Gwaenysgor Council meeting held on Thursday 14<sup>th</sup> April 2022.

7.2. Matters Arising from the Council Meeting held on Thursday 14<sup>th</sup> April 2022

- St. Michaels Church to be added to June meeting agenda.

8. TRELAWNYD MEMORIAL HALL LEASE

Members considered the draft lease prepared by the Council's Solicitors. Members discussed the lease term and complexity, and other areas of concern that included the hall being needed as an emergency respite centre, and the owner/landlord not being expected to carry out any works.

Members were resolute with their intentions to move the matter forward and, once the lease was finalised, meet with the new Committee to start the handover process.

RESOLVED:

That a meeting of the Hall Sub-Group be called for Monday 16<sup>th</sup> May to review the lease and make any necessary revisions. The Clerk would liaise with the Solicitors with a view to a final draft being available by the next Council meeting.

9. CLERK'S REPORT

Last year's accounts and annual return were being prepared. They needed to be with the Internal Auditor by next Thursday 19th May. All being well the internal audit report, and the accounts would be presented to the Council at the June meeting for approval before being sent along to the External Auditor.

The Council's grant application to the National Lottery's Awards for All fund for the planting of seven trees around each village for the Jubilee, with protective ring and commemorative plaque installed, had been successful. The application was for £7,000 and the monies would be made available to the Council shortly.

The Council's insurance renewal had been received and included on the May pay run. The total amount due was £1,735.87, in year 2 of the Council's 3 year arrangement with BHIB. While the Council were managing Trelawnyd Village Hall the premium would continue to be high.

The Clerk was in receipt of the next quarter's streetlight electric charge from Scottish Power and stated the unit charge has quadrupled from 12p per kWh to 47p per kWh from March 2022 onwards. The Clerk would approach brokers in a

couple of months and report back on costing options for the July meeting. The Council did build further provision into the streetlighting budget but not enough to mitigate the confirmed increase.

Compulsory Code of Conduct training was being arranged by the County Council. There were three sessions available, and the training would be held remotely on zoom.

**RESOLVED:**

That the Clerk informs the County Council of members' preferred dates to attend the Code of Conduct training.

**10. COUNTY COUNCILLOR'S REPORT**

Cllr Glyn Banks was welcomed to his first meeting. Cllr Banks paid tribute to former County Councillor Tim Roberts and hoped to continue the good work Tim had undertaken in the local community. Cllr Banks would arrange a site meeting with the Chair to discuss local issues of concern.

**11. REPRESENTATIVE / LIAISON COMMITTEE REPORTS**

None reported.

**12. PLANNING APPLICATIONS**

There were no planning applications reported.

**13. ACCOUNTS FOR PAYMENT**

**RESOLVED:**

That the following schedule of accounts be approved for payment.

**SCHEDULE OF ACCOUNTS – APRIL 2022**

<b>Voucher Number</b>	<b>Payment Method</b>	<b>Creditor Name</b>	<b>Payment Details</b>	<b>Amount £</b>	<b>Power Key</b>
185	BACS	Clerk	Reimbursement of Office Expenses	11.28	****
186	BACS	HMRC	PAYE – April 2022	182.20	***
187	BACS	Flintshire County Council	TMVH Business Rates – April 2022	329.50	****
			<b>Total</b>	<b>522.98</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

### 14. CORRESPONDENCE

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

<b>Ref.</b>	<b>Details</b>	<b>Circulation Date</b>
A	One Voice Wales News & Training Updates	Various
B	Visit Wales News Updates	Various
C	Flintshire County Council Updates	Various
D	Hannah Blythyn MS – Bus White Paper	8 <sup>th</sup> Apr 2022
E	AONB Newsletter	8 <sup>th</sup> Apr 2022
F	Church in Wales – St Michaels Church Update	13 <sup>th</sup> Apr 2022
G	Max Wenger – Planting on the Village Green	24 <sup>th</sup> Apr 2022
H	Rob Roberts MP Press Release – Flint Cancer Charity	28 <sup>th</sup> Apr 2022
I	Rob Roberts MP – Noise Pollution Hotspots	3 <sup>rd</sup> May 2022
J	Rob Roberts MP – Queens Commemorative Book	4 <sup>th</sup> May 2022
K	Rob Roberts MP – Local Award Winners	6 <sup>th</sup> May 2022

### 15. VILLAGE ACTIVE TRAVEL PLAN (FOOTPATH PAST THE CROWN)

Cllr J.E. Lloyd-Ellis provided an update on the surveys distributed in the village; further surveys were requested for some addresses. An analysis was handed out with vehicle speed and lack of footpath provision common themes. Once all

surveys were handed in and the analysis updated the County Council would need to be consulted as to the next steps.

RESOLVED:

That the Clerk contacts the County Council's Streetscene Department to request officer(s) attend a future Council meeting to plan the way forward.

16. INDEPENDENT REMUNERATION PANEL FOR WALES REPORT AND DETERMINATIONS 2022/23

The Clerk read out the mandatory and discretionary determinations from the report for members to consider and make appropriate determinations for the Council.

RESOLVED:

That the following decisions be confirmed:

- 1) Determination 44 (Mandated) – The Clerk will pay all members the sum of £150.00 on the June pay run **unless members write to the Clerk to decline this payment.**
- 2) Determinations 45 \* (Senior Payments), 46 (Travel Costs), 47 (Overnight Stays), 48 (Financial Loss), 49 (Attendance Allowance), – these are all discretionary and members voted to **implement** them for the 2022/23 civic year.  
\* - applicable to Chair and Vice Chair only.
- 3) Determinations 50 (Chair Payment), and 51 (Vice Chair Payment) – these are discretionary, and members voted **against** their implementation for the 2022/23 civic year.
- 4) In respect of Determination 49 (Attendance Allowance) which was implemented, the Council is required to produce a scheme for formal adoption. The Clerk will call a meeting of the Staffing Sub-Group to consider this matter further.

17. EMAIL FROM SIAN BIRCH, FLINTSHIRE COUNTY COUNCIL

Members considered the email from Sian Birch, concerning the forthcoming Jubilee and the offer of support available.

RESOLVED:

That the Council note the email as received.

18. EMAIL FROM LISA JONES, WOODLAND TRUST

Members considered the email from Lisa Jones, concerning the My Tree, Our Forest Project. The project enabled households that did not have access to their own tree planting space or land to have a tree planted on their behalf.

RESOLVED:

That the matter be referred to the Council's Biodiversity Committee, for further consideration.

19. CLOSE OF MEETING

The Chair closed the meeting at 8.15pm.

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Chair