

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

**Minutes of The Meeting of
Trelawnyd & Gwaenysgor Community Council,
Held via ZOOM,
On Thursday 12th November 2020 at 6.30**

1.165/20

PRESENTATION – STEVE WILLIAMS DCC, AONB TEAM

The Chair welcomed Mr Williams who explained that AONB are undertaking a sustainable management and grazing scheme to manage the habitat on Prestatyn Hillside and The Gop. He also stated that there is to be a drop-in information period from 18th – 21st November in Y Shed, Meliden.

2. 166/20

PRESENTATION – JAMIE BENNETT, FCC – STREETSCENE

Mr Bennett explained that his role was largely concerned with operational and installation work and is currently endeavouring to increase the potential of the department. He stated that a decision had been made to review the contracts held by Town and Community Councils to ensure consistency across the piece. A question was raised concerning replacement of lamps and bulbs and Mr Bennett stipulated that he strongly recommended the installation of LED lanterns instead of SOX lamps.

Streetscene to be contacted to ascertain how street lights can be turned off.

Quote to be sought for LED lights

3(A). 167/20

PRESENT

Councillor E. Lloyd-Ellis (Trelawnyd Ward) (Chair)
Councillor David Allen (Gwaenysgor Ward) (Vice Chair)
Councillor Helen S. Papworth (Trelawnyd Ward)
Councillor John Whiteway (Gwaenysgor Ward)
Councillor David J. Smith (Trelawnyd Ward)
Councillor David Ellis (Trelawnyd Ward)
Councillor Peter Jones (Gwaenysgor Ward)
Councillor Meilir Jones (Trelawnyd Ward)

Clerk & Financial Officer Linda Evans

3(B). 168/20

APOLOGIES

Councillor Abi Jones (Trelawnyd Ward)
County Councillor Tim Roberts

4. 169/20

DISCLOSURES OF INTEREST

No interests were declared.

5. 170/20

TO APPROVE THE MINUTES OF THE MEETING HELD ON 8th October 2020

The Minutes were proposed as correct by Councillor David Smith and seconded as correct by Councillor David Ellis and formally approved by the Members present.

6. 171/20

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8th October 2020

Reference was made to the following matters:

5(B) 103/20 – the railings have been painted.

11(B) 131/20 – the lockable cupboard has now been ordered but assistance will be required to assemble it.

18. 139/20 – it was stipulated that the Street Warden volunteers definitely reside within the remit of the Community Council as part of the Resilience Plan and are, therefore, covered by the Community Council insurance. It was suggested that the Risk Assessment be updated to include the involvement of those outside the Council.

Risk Assessment to be updated

5(A). 150/20 – to date there has been no response regarding the supposed extension to the Eagle and Child car park.

5(B). 151/20 – it was agreed that the ‘no parking’ signs hold the same wording as the original sign.

9. 156/20 – Wales Audit Office still require more clarification. They wish to have an explanation of the variances in expenditure.

10. 157/20 – Councillor David Ellis was thanked for illuminating the Silent Soldier during the Remembrance period. Councillor David Smith and the Hall Committee were thanked for painting the railings. It was noted that 3 Community Councillors attended and there were 10-15 attendees.

7(A). 172/20

CORRESPONDENCE

The following correspondence had been received:

1. AONB newsletter;
2. Notification from MacKenzie Jones concerning the title upgrade application, which was received by the Land Registry;
3. Copies of the streetlight maps from Streetscene.
4. Play area quotes from Councillor David Ellis, who had previously met with Richard Roberts to evaluate the state of the playground equipment. It was stated that the equipment is out of date and requires refurbishment. There will be match funding available next year for refurbishment.

FCC to be approached to ascertain what they are prepared to replace

5. Letters between Trelawnyd Councillors concerning the Hall lease.
6. Contract for lighting from Streetscene.

Contract to be signed and returned to FCC

7. Notification from One Voice Wales of a new £13.2million WG fund (Repair and Reuse Fund).

7.(B) 173/20

CLERK'S REPORT

1. The Clerk stated that it had been a very busy month. The accounts had been updated and audit enquiries were still being dealt with.
Quarterly accounts – these were proposed by Councillor David Smith and seconded by Councillor David Ellis although 2 Councillors abstained.
2. Policies continue to be updated – especially the Asset Register. It was stated that Councillor David Ellis had met with the Clerk to update the list of assets in Trelawnyd. It was reported that the list of assets had not been received from Gwaenysgor despite this having been agreed at the previous meeting.
3. Wreaths and cabinet were purchased.
4. The Clerk acquired costs for printing and translating the newsletter.

5. The Clerk had calculated a time cost of 5 hours per week spent on dealing with emails – answering them, filtering them and forwarding only the relevant ones to Councillors.
6. One entire afternoon spent on the phone with HMRC.
7. Checked the weekly planning application lists.
8. Sorted the minutes, agenda and website.
9. Undertook numerous PR tasks and queries.
10. Liaised with FCC on various matters.
11. Dealt with all matters financial, including making payments.
12. Updated the planning timetable.
13. Liaised with solicitor regarding the Hall.
14. Tried to ascertain requirements for winter salt/grit.

8. 174/20

COUNTY COUNCILLOR'S REPORT

County Councillor Tim Roberts was unable to attend so no report was available.

9. 175/20

REPRESENTATIVES/LIAISON COMMITTEE REPORTS

There had been no meetings.

10(A) 176/20

PLANNING APPLICATIONS

No planning applications had been received

10.(B) 177/20

PLANNING DECISIONS

No planning decisions had been received.

11. 178/20

BIODIVERSITY GROUP

It had been agreed that this should be a standing agenda item. It was reported that the spring bulbs had been delivered.

Cllr Ed Lloyd-Ellis to email the Biodiversity Group to recruit help to plant

12. 179/20

REVIEW OF RESILIENCE PLAN

The updates were approved.

Proposed by Councillor David Ellis.

Seconded by Councillor David Smith.

There was discussion regarding dissemination of the Plan but it was agreed that, as it exists on the website, that would suffice.

Updated plan to be dated and put on website

13. 180/20

ASSET REGISTER

Councillor Helen Papworth reported that she had attended a finance training meeting where it had been stated that the Asset Register should record only the original purchase price of the item and if that was unknown it should be recorded as £1.

Asset register to be completed, dated and put on website

14. 181/20

ANNUAL NEWSLETTER

Proposed by Councillor David Smith.

Seconded by Councillor Peter Jones and formally approved by the whole Council.

15. 182/20

EMERGENCY KIT

Councillor David Ellis had acquired advice from the Welsh Ambulance Service who had recommended a kit that costs £71.94. It was agreed that one for each Hall be purchased.

Proposed by Councillor David Smith.

Seconded by Councillor Meilir Jones.

2 Emergency Kits to be purchased

16. 183/20

REVIEW OF STANDING ORDERS

It was agreed that the updates be approved.

Proposed by Councillor Helen Papworth.

Seconded by Councillor David Smith.

SOs to be dated and put on website

17. 184/20

TRELAWNYD MEMORIAL HALL LEASE

This item was adjourned.

18. 185/20

CLERK'S APPRAISAL AND INCREMENT

It was reported that the subgroup had approved the increment and that the appraisal had taken place.

19. 186/20

STAFFING SUB-GROUP

It was stated that a staffing sub-group should be established to deal with all staffing policies. The role will be to update staffing policies and to deal with any staffing issues. Cllr David Smith, Cllr Ed Lloyd-Ellis and Cllr John Whiteway agreed to set up the group.

20. 187/20

FOOTPATH PAST THE CROWN

Postponed until the next meeting.

21. 188/20

WIRING OF GENERATORS

Postponed until the next meeting.

22. 189/20

SWITCHING OFF STREETLIGHTS OVERNIGHT

Postponed until the next meeting.

23. 190/20

ACCOUNTS FOR PAYMENT

Approval of Accounts for Payment October 2020

Cheque no.	Payee	Net £	Vat £	Total £
620	Savill's (Crown Estate) – rent for Gwaenysgor wasteland	15.00	0.00	15.00
621	Scottish Power – Electricity Charges 30/6-30/9	201.48	10.07	211.55
622	Community Heartbeat Trust – replacement defibrillator battery and delivery	186.00	0.00	186.00
623	Trelawnyd Memorial Hall – contribution toward losses incurred through Covid 19 crisis (Oct/Nov/Dec)	1170.00	0.00	1170.00
624	Linda Evans – reimbursement for computer repair (£40) and stamps (£9.12)	49.12	0.00	49.12
625	MacKenzie Jones – remainder of application fee for title upgrade	3.00	0.00	0.00
	Total	1624.60	10.07	1634.67

The accounts for payment were approved.

Proposed – Councillor David Smith

Seconded – Councillor David Ellis

24. 191/20

APPLICATIONS FOR SUPPORT

There was one application for support during the Covid crisis from Gwaenysgor Village Hall.

A grant of £300 was approved.

Proposed – Councillor David Smith

Seconded – Councillor David Ellis.

There being no further business, the meeting closed at 8.30pm

SIGNED BY

THE CHAIR.....

DATE OF APPROVAL.....