

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

**Minutes of The Meeting of
Trelawnyd & Gwaenysgor Community Council,
Held in Gwaenysgor Village Hall,
On Thursday 11th February, 2016, At 7.15pm.**

1(A). 26/16 PRESENT

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

Councillor Nigel Steele-Mortimer (Flintshire County Councillor)

Acting Clerk & Financial Officer R. Phillip Parry

1(B). 27/16 APOLOGIES

No apologies received

1(C). 28/16 ABSENT

Councillor R. Malcolm Roberts (Gwaenysgor Ward)

1(D). 29/16 Standing Orders were suspended:

- (i) The Chairman Councillor David H. Ellis welcomed PCSO Nicholas Choak to the meeting, together with a colleague PCSO in training.

PCSO Choak advised the Members that there were no reported criminal offences within the Community. PCSO Choak also advised the Members in relation to an 'Online Police Surgery' This would take place on the last Friday of each month. Details were provided to the Council Members.

Council Members brought the following to the attention of the Officer:

- (a) Concerns with vehicles parking on the main road, including the pavements near to the Memorial Hall, generally during the evening time (b) inconsiderate parking of vehicles in the High Street, which results in limited vision for other drivers (c) speeding traffic outside the primary school.

PCSO Choak advised that he would visit the areas of inconsiderate parking during different times of the day; the Officer would liaise with Flintshire County Council, and issue letters to vehicle owners. Speeding checks had been carried out outside the primary school, and the area will be further monitored.

- (b) Councillor John Whiteway referred to concerns with the road marking and other issues at the junction of Prestatyn Hill and Bishopswood. These roads were frequently used by walkers and cyclists. PCSO Choak agreed with the comments. The Acting Clerk suggested that he contact the Highways Department of Denbighshire County Council, seeking a site visit to discuss the concerns.

The Members agreed the following: The Clerk to contact Denbighshire County Council Highways Department, to advise of the concerns and seek a site meeting. PCSO Choak advised that he would be willing to attend.

The Chairman Councillor David H. Ellis thanked PCSO Choak and his colleague for attending the meeting.

- (ii) The Chairman Councillor David H. Ellis welcomed Mr. Gary Feather (Welsh Border Community Transport Manager) to the meeting.

Mr. Feather thanked the Council for inviting him to the meeting to advise in relation to the Welsh Border Community Transport. Mr. Feather advised the Members that the Community Transport was a registered charity and was just one of two charities within Flintshire offering transport services. The Community Transport receives 80% of its funding from the Welsh Assembly Government, including a number of smaller grand aid. Presently the charity receives £200,000.00, a year and provides 30,000 passenger trips per year. Mr. Feather advised in relation to the concept of the charity, which provides a car and mini bus service. The charity provides the vehicle and driver, and the individual passenger pays a fee of £1.00 per each way journey. There are a number of Town & Community Councils in Flintshire who match fund the number of journeys by donating to the charity £1.00 for each of their residents who use the service. A number of residents in Trelawnyd and Gwaenysgor presently use the charity for journeys to Ysbyty Glan Clwyd Hospital in Bodelwyddan.

The charity presently has 20 vehicle drivers, together with 15 people who use their private vehicles to assist the charity. Apart from hospital visits, the charity provides vehicles for social outings. A vehicle for say, eight people from the Communities of Trelawnyd and Gwaenysgor to visit Mold or another Town every two weeks, would cost £500.00 a year.

The Chairman Councillor David H. Ellis, thanked Mr. Feather for his informative address, and advised that the Council would further discuss the possibility of the Council funding a mini bus for the Community. The Clerk would contact Mr. Feather in the future.

1(E). 30/16

Standing Orders were restored: to enable the General Council meeting to continue.

2. 31/16

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

3. 32/16

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

The Minutes were proposed by Councillor David Smith and seconded by Councillor Ian Papworth as correct and formally agreed by the Members present.

4. 33/16

MATTERS ARISING

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

Minute no: 1(E). 05/16 (page 2), in relation to ownership of the play area land in Trelawnyd and Gwaenysgor, including the land known as the Football Field in Gwaenysgor. Councillor Peter Jones enquired if the Acting Clerk had received a reply from Mr. Alan Roberts. The Acting Clerk advised that no reply had been received, but he would contact Mr. Roberts further.

Minute no: 1(E). 05/16 (page 2), in relation to the completion of an Expression of Interest Form. Councillor Ian Papworth advised the Members that he had successfully completed an Expression of Interest form via the Flintshire County Council web site, in respect of the two play areas in Trelawnyd and Gwaenysgor.

Minute no: 4. 09/16 – sub minute no; 1982 (page 3), in relation to the installation of a zebra crossing and other traffic calming measures in Trelawnyd. The Clerk read out the contents of a letter from Ms. Jane Borthwick (Head-teacher) Trelawnyd Primary School, to Mrs. Sandy Mewies Assembly Member. The correspondence was seeking the assistance of Mrs. Mewies, in relation to an application from Flintshire County Council, towards financial assistance from the Welsh Assembly Government to traffic calming measures at Trelawnyd, and in particular, outside the primary school.

Minute no: 5(B). 11/16 (page 4), in relation to a request to British Telecom, for the repair to the Red K6 Giles Scott telephone box in Gwaenysgor. Councillor Peter Jones advised the Members that the door to the telephone box had been replaced. However, the hanging aspect of the door was still a concern, which would be rectified.

Minute no: 6. 16/16 (page 6), in relation to land near to Bron Haul, Trelawnyd. Councillor Nigel Steel-Mortimer referred to the letter sent to Flintshire County Council by the Clerk, which enclosed a plan identifying a possible area that could be utilised for parking. Councillor Steele-Mortimer advised that he would be attending a meeting in the near future whereby the request would be discussed. Councillor Steele-Mortimer would provide the Members with an update in the March Council meeting.

Minute no: 10. 22/16 (page 7), in relation to placing a Covenant on any future sale of the Trelawnyd Memorial Hall. Councillor David Smith advised the Members, that at this stage, there was nothing further to report.

5(A). 34/16

CORRESPONDENCE

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

- (1) Information from the Welsh Assembly Government advising in relation to the appropriate sum under Section 137(4)(a) of the Local Government Act 1972 – Section 137 Expenditure

limit for 2016 – 2017. The Acting Clerk advised that the limit had been increased to £7.42 per elector. The Acting Clerk further advised, that the 2016 Register of Electors for Trelawnyd – there were 490 electors registered - £7.42 x 490 = £3,635.08 and in Gwaenysgor there were 189 electors registered - £7.42 x 189 = £1,402.38 – Total £5,037.46). The Acting Clerk provided the Members with guidance in relation to applications received under Section 137 expenditure.

- (2) The Acting Clerk advised that he had received correspondence forwarded from the previous Clerk, in relation to an Officer from the Flintshire County Council Community Transport Department attending the March Council Meeting. Two Councillors' advised that during their attendance at an Energy Advice event, they were approached by a member of the public enquiring in relation to the alleged withdrawal of rural bus services.

The Members agreed the following: The Acting Clerk to contact the Flintshire County Council Community Transport Department, to confirm if an Officer will be attending the March Council meeting. Should the reply be in the affirmative, the Clerk to confirm the appointment and to provide details in relation to the venue and meeting commencement time.

The Members further agreed the following: The Clerk to advise Mr. Gary Feather (Welsh Border Community Transport Manager), that no decision would be made by the Council, in relation to utilising the services of the charity until after the visit by an Officer from Flintshire County Council Transport Department.

- (3) The Acting Clerk referred to an e-mail forwarded to all Councillors, which had been received from Flintshire County Council Library Service. The e-mail provided details of the changes to the mobile library service.
- (4) The Acting Clerk referred to an e-mail forwarded to all Councillors, which had been received from PC 2583 Kelly French-Jones, in relation to 'Community Speed Watch Scheme'
- (5) The Acting Clerk referred to an e-mail forwarded to all Councillors, in relation to 'Funding for Pan Wales Community Transport. The e-mail provided a link to a consultation document.
- (6) The Acting Clerk referred to an e-mail forwarded to all Councillors, which provided details in relation to a 'drop in session – find a funder' at the Gronant Institute. A number of Councillors advised of their attendance.
- (7) The Acting Clerk referred to an e-mail received from a member of the Village Sign Society, who had requested a photograph of a Gwaenysgor Village sign. The Acting Clerk had forwarded the e-mail to Councillor Peter Jones seeking his assistance. Councillor Jones advised that he had provided the Village Sign Society with an appropriate photograph.
- (8) The Acting Clerk read out to the Members an e-mail received by Councillor Ian Papworth, which referred to an update in relation to the Flintshire Local Development Plan. The Clerk was asked to forward a copy to all Members.

5(B). 35/16

CLERK'S REPORT

- (i) The Acting Clerk referred to the requirement to display the agenda on at least one public notice board in both Trelawnyd and Gwaenysgor. The Chairman Councillor David Ellis

confirmed that he would place an agenda on the two notice boards in Trelawnyd. Councillor John Whiteway confirmed that he would either place or arrange for the agendas to be displayed on the Gwaenysgor notice board.

- (ii) The Acting Clerk referred to agenda items for the Council monthly meetings. The Clerk advised the Members that whilst the Members must receive their Summons to attend the Council meeting at least 3 clear days (5 days) before each Council meeting. If Members could kindly advise of any agenda items at least one week before the meeting. The Clerk further advised that agenda items could be forwarded by e-mail, telephone or advised at the end of business at any Council meeting.
- (iii) The Acting Clerk advised in relation to any urgent matters that a Member wished to bring to the attention of the Councillors at a meeting. The Clerk further advised that the guidelines stated that 'Any Other Business' or similar words should not be placed on the monthly agenda. However, should a Member wish to bring an urgent matter to the attention of the Councillors, then they should ask the Chairman to consider Suspending Standing Orders, following the completion of the last item on the agenda.
- (iv) **The Members agreed the following Community Council meeting dates** - to be held on a Thursday evening: March 10th in Trelawnyd / April 14th in Gwaenysgor / May 12th in Trelawnyd / June 9th in Gwaenysgor

5(C). 36/16

CLERK'S TEMPORARY CONTRACT OF EMPLOYMENT

This agenda item was adjourned to the March Council meeting.

5(D). 37/16

PRECEPT & BUDGET ANALYSIS FOR 2016 / 2017 & PROJECT PORTFOLIO

The Acting Clerk referred to the precept and budget analysis which had been agreed under Minute numbers 5(E). 14/16 and 5(F). 15/16, from the January 14th 2016 Minutes.

The Acting Clerk confirmed to the Members that the analysis had been completed in accordance with the Governance and Accountability for Local Councils in Wales – A Practitioners Guide, together with in accordance with the Wales Audit Office. The Chairman Councillors David Ellis had visited the Clerks' home and viewed the information. The information was available to all Councillors.

The Acting Clerk re-iterated to the Members, that the budget forecast for the end of year 2015 / 2016 spend would be increased, due to the decision by the Council to match fund play area improvements for the sum of £1,800.00, with Flintshire County Council – which the Acting Clerk was not aware of.

The Acting Clerk produced to the Councillors a draft Annual Investment Strategy for 2016 / 2017, which contained a Project Portfolio. The Portfolio contained the financial items that Members had requested and agreed. The smaller financial amounts for the Gwaenysgor Village Green lighting and new Welsh Flag for Trelawnyd were included in the main budget headings.

The Members agreed the following: Confirmed the Annual Investment Strategy, together with the Project Portfolio. The Members further confirmed that all items, apart from the £2,000.00, street lighting, would be completed with funding from balances carried forward from the previous financial year.

6. 38/16

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

Councillor Steel-Mortimer advised, that an update in relation to the parking concerns and land near to Bron Haul, Trelawnyd, had been discussed under the following: **Minute number: 4. 33/16 on page 3 above.**

7. 39/16

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (a) Councillor Ian Papworth advised in relation to his attendance at a Welsh Government Engagement event on the Draft Local Government (Wales) Bill, in Llandudno on 4th February. Councillor Papworth advised the Members in relation to the following topics that were discussed: amalgamation of Local Authorities followed by requirement for community councils to meet the criteria of; (a) that at least two-thirds of councillors on a community council must be elected (whether at an ordinary election or a by-election); (b) the council has received an unqualified auditor's opinion in respect of its accounts for 2 consecutive years, with the latest opinion having been received within the last 12 months, in order to be classed as a community council with competence.

Community councils will be required to assess and resolve whether they have 'competence' at each annual meeting held in the year of an ordinary election. This will remain 'with competence' until the next annual general meeting following an ordinary election. There will be mandatory training of community councillors dealing with planning and code of conduct.

Statutory Community Area Committees in each community area will be created and comprise all the county councillors in the community area and representation from community councils, other public bodies and voluntary bodies. Community Area Committees are intended to give councillors and community representatives direct influence over local spending by making an annual statement about local priorities and objectives.

The Boundary Commission for Wales will have a duty to conduct a community council review in each of the new counties formed as a result of changes to LA boundaries.

Elections to all community councils will be held in May 2017 and term of office will be for 6 years until 2023. From 2023 ordinary elections will then be every 5 years, which will align with the ordinary elections to the County Councils in which the communities are located.

The Members agreed the following: Councillor Ian Papworth to complete the consultation paper, on behalf of the Trelawnyd & Gwaenysgor Community Council

- (b) Councillor Peter Jones advised the Members, that the Gwaenysgor Conservation Group had completed an application form for funding towards a new village road sign – and were awaiting the result.

8. 40/16

PLANNING APPLICATIONS

The Acting Clerk advised that there had been no planning applications, or notifications in relation to planning decisions received from Flintshire County Council since the January Council meeting.

9. 41/16

COMMUNITY LIGHTING

Councillor David Ellis reported that four faulty lights in Trelawnyd had been advised to Flintshire County Council Street Lighting Department.

(The Acting Clerk advised if he could be informed of any faulty street lights, that were reported directly by Councillors to Flintshire Lighting Department. This will ensure that when invoices are received, they can be checked against fault reports).

10. 42/16

TRELAWNYD SCHOOL FIELD AGREEMENT - RENEWAL (CLLR DAVID H. ELLIS)

This agenda item was adjourned to the March Council meeting.

11. 43/16

MATCH FUNDING FOR TRELAWNYD MEMORIAL HALL (CLLR DAVID H. ELLIS)

Councillor David Ellis advised that the Trustees of the Trelawnyd Memorial Hall were in the process of considering grant applications in relation to renewing the Hall heating system, together with re-decoration of the Hall. The cost would be approximately £15,000.00. Should the application be successful, the Trustees would make an application to the Community Council for funding.

12. 44/16

INFORMATION COMMISSIONER'S OFFICE - PUBLICATION SCHEME (CLLR IAN PAPWORTH)

This agenda item was adjourned to the March Council meeting.

13. 45/16

COUNCILLORS' PETER JONES & JOHN C. WHITEWAY

(a) Flintshire County Council - Public Transport Survey:

This agenda item was referred to in **Minute number: 5(A). 34/16 (2) on page 4 above.**

(b) Car Park Congestion - Garage area opposite The Village Hall, Gwaenysgor:

Councillors' Peter Jones and John Whiteway referred to concerns to inconsiderate parking of vehicles, in both the car park and surrounding entrance - almost opposite the Village Hall. A number of vehicles appear to be left on site by unidentified owners, which results in other users having no alternative but to park on the main road – which in turn creates further hazards.

The Members agreed the following: The Clerk to contact the Highways & Transport Division of Flintshire County Council, to seek their views in relation to the concerns, together with possible parking restrictions. Both Councillors' Jones and Whiteway confirmed that they would be available at a mutually agreed time and date to attend a site meeting.

(c) Road Junction - Prestatyn Hill and Bishopswood Road:

This agenda item was referred to in: **Minute number 1(D). 29 (b) on page 2 above.**

(d) Adoption of K6 Telephone box in Gwaenysgor:

This agenda item was adjourned to the March Council meeting.

(e) Traffic Calming Measures – Gwaenysgor:

Councillor John Whiteway referred to the present traffic calming measures in the Village of Gwaenysgor. Councillor Whiteway together with residents were concerned with the present measures and referred to other Community Council areas in Flintshire, whereby the measures had been removed. Councillor Whiteway produced to the Acting Clerk information in relation to ‘Are roads safer with no central white lines’ Councillor Whiteway asked that the Acting Clerk make further enquiries with other Community Council.

The Members agreed the following: The Acting Clerk to contact other Community Councils in Flintshire, in relation to their traffic calming measures.

(f) Attendance at Community Council Meetings:

The Acting Clerk provided the Members with procedural details, in relation to non-attendance at Council meeting by Members.

14. 46/16

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
221	Scottish Power (October to December - Street Lighting Electricity Account)	283.20	14.16	297.36
222	One Voice Wales (Membership renewal)	117.00		117.00
	R. Phillip Parry (Acting Clerk) Salary & Home Working Allowance (Future payments to be paid by direct debit in accordance with financial controls)			
	Note: Members did not discuss the above – Minute number: 5(C). 36/16 on page 5 above			

16. 48/16

The Members agreed the payments of the above accounts as listed.

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

SIGNED BY THE CHAIRMAN.....

DATE OF APPROVAL.....