

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

**Minutes of The Meeting of
Trelawnyd & Gwaenysgor Community Council,
Held in Trelawnyd Memorial Hall,
On Thursday 12th January, 2017, at 6.45pm.**

**1(A). 01/17
PRESENT**

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

Councillor Nigel Steele-Mortimer (Flintshire County Councillor)

Clerk & Financial Officer R. Phillip Parry

**1(B). 02/17
APOLOGIES**

Councillor Paul Bartley (Trelawnyd Ward)

**1(C). 03/17
ABSENT**

Councillor R. Malcolm Roberts (Gwaenysgor Ward)

**1(D). 04/17
ATTENDANCE BY – MR. ANDY ROBERTS (FLINTSHIRE COUNTY COUNCIL)**

The Clerk advised the Members that Mr. Roberts had contacted him during the afternoon to advise that he was leaving his office early to travel home, due to increased weather conditions caused by snow. The Clerk further advised that Mr. Roberts had agreed to attend the February Council meeting. **The Members agreed that Mr. Roberts to attend the February meeting in Gwaenysgor, and the meeting to commence at 7.00pm.**

**1(E). 05/17
Standing Orders were Suspended**

The Chair Councillor David Smith welcomed PCSO Susan Page to the meeting.

PCSO Page advised the Members that there were no reported criminal offences since the November Council meeting.

The Clerk referred to the exchange of e-mails in relation to inconsiderate parking in a number of areas in Trelawnyd. PCSO Page advised that during observations, there were no vehicles parked in an inconsiderate manner. Councillor Davis Ellis advised, that on his way to the Council meeting, there were a number of vehicles parked in an inconsiderate manner. PCSO Page advised that the area would be further patrolled, and if necessary, the owners would be spoken with.

The Clerk referred to the 'Community Speed Watch Groups'. PCSO Page advised that she was willing to attend any local Groups or Committees to explain in further detail the objectives of the Speed Watch Group.

The Chair Councillor David Smith thanked PCSO Page for attending the meeting.

1(F). 06/17

Standing Orders were Restored

2. 07/17

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

3. 08/17

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9TH NOVEMBER, 2016

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

4. 09/17

MATTERS ARISING

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

Minute no: 1(G). 224/16 (pages 2 and 3), in relation to the removal of white lines and traffic calming measures in Gwaenysgor.

- (a) Councillors' Peter Jones and John Whiteway, advised the Members that the removal of the white lines had taken place on 2nd December, 2016.
- (b) Councillor Peter Jones referred to the setting up of a sub-committee in Gwaenysgor – to discuss traffic calming measures, including other highway concerns in the Village. Councillor Jones suggested the sub-committee be made up from the three Gwaenysgor Council Members, residents of the village, including a representative from Flintshire County Council Highways.

Members agreed the following: A sub-committee be formed, to include representation as stated in the above paragraph – with the Chair of the Sub-Committee being a Gwaenysgor Councillor. Recommendations from the Sub-Committee, to be formally agreed, or other, by full Council.

Minute no: 1(G) (page 3), in relation to a Community transport Drop-in Session. The Clerk enquired if the Drop-in session dates had been agreed for the events in both Gwaenysgor & Trelawnyd.

Members agreed the following: Councillors' David Ellis and John Whiteway, to ascertain the availability dates of the Memorial Hall, in Trelawnyd and the Village Hall in Gwaenysgor. The provisional dates to be provided to the Clerk, who will advise the Transportation Department in County Hall, Mold.

Minute no: 4. 228/16 – sub minute no: 1(D). 193/16 (a) (page 2), in relation to inconsiderate parking in Trelawnyd. This matter had been discussed with PCSO Susan Page (**Minute number 1(E). 05/17 on pages 1 and 2 above**).

Minute no: 4. 228/16 sub minute no: 1(D). 193/16 (d) (pages 3 and 4), in relation to a tree growing over the wall at St. Michael's Church, Trelawnyd. Councillor David Ellis advised the Members that the branches had been cut by the County Council.

Minute no: 4. 228/16 sub minute no: 4. 198/16 etc., (page 4), in relation to ownership of the play area in Gwaenysgor. The Clerk advised that following his visit to the HSBC Bank in Mold, whereby he hand delivered a copy of the original letter to the HSBC Branch in Prestatyn – which sought information as to whether the Bank held the deeds to the Gwaenysgor Play area. The Clerk advised that he had further contacted HSBC by telephone, and was advised of the following: 'if the HSBC Bank held any documents or other, for the Community Council, an invoice would be sent to the Council each year to pay for the safe keeping' The Clerk advised that upon perusal of the Council accounts, the Council had never received an invoice.

Members agreed the following: Not to pursue the matter further.

Minute no: 4. 228/16 sub minute no: 4. 198/16 etc., (page 4), in relation to the adoption of the Red Telephone Box in Gwaenysgor.

The Clerk provided the following update to the Members:

- (1) Under the above Minute number following the November Council meeting - the Council agreed that I as Clerk contact John Grey (FLVC) to seek their assistance – and if not possible then Councillors John Whiteway and Peter Jones to seek quotations for the peppercorn lease. The Clerk advised that Mr. Grey (FLVC) telephoned to say that he was unable to assist and suggested that the Council consult a Solicitor. The Clerk advised Councillors' John Whiteway and Peter Jones.
- (2) Councillor John Whiteway forwarded to the Clerk, two quotations from legal firms in relation to the cost of producing a Peppercorn Lease Agreement: (a) Mackenzie Jones of Prestatyn – who quoted £500.00 plus VAT plus expenses – with the matter being dealt with in their Chester office (b) Swayne Johnsons, Solicitors – at a cost of £600.00 plus vat plus expenses.

The Clerk advised that it had been suggested in a previous meeting, that Mrs. Roberts had indicated that when she receives the peppercorn lease agreement to sign – she would wish her Solicitor to peruse it. Whilst the legal cost is unknown – perhaps a provisional fee of £100.00 plus VAT be budgeted.

- (3) The quotations were sent to the Chair and Vice Chair of the Council. Councillor David Smith – advised in an e-mail, that whilst he had no concern with the legal fees, it is an

unplanned expense – and therefore the Council Members should be able to comment and decide at a full Council meeting.

The legal costs for both the Council and the landowner will be discussed under an agenda item later in the meeting. (**Minute number 10. 22/17 on page 8 below**).

- (4) The Adoption contract for the Telephone Box with BT. The Clerk advised that Councillors' John Whiteway and Peter Jones were concerned that the contract did not make reference to the installation of a defibrillator and the usage of the electricity supply. The Clerk had sent to Sarah Jones at Cadwyn Clwyd a copy of the BT contract asking for her observations. On the 15th November, Sarah replied and confirmed that the contract was acceptable to sign. A cheque for £1.00 was authorised and the contract was posted to BT in London – with a specific question in relation to the installation of a defibrillator. The Clerk received an acknowledgement reply by e-mail, and on the 28th November, 2016 – BT confirmed that the 'correct contract' had been signed.
- (5) BT have subsequently asked for a letter of consent signed by the landowner – confirming their agreement to the adoption of the phone box to the Community Council. Councillor John Whiteway handed a signed letter from the householder to the Clerk. The Clerk advised that this would be sent to BT in the post the following morning.
- (6) Two planning applications – for the change of use for the phone box and Listed Building applications – are presently pending with the Flintshire Planning Department.

Minute no: 11. 240/16 (page 7), in relation to Community Speed Watch. This matter had been discussed with PCSO Susan Page (**Minute number 1(E). 05/17 on pages 1 and 2 above**).

Minute no: 13. 242/16 (pages 7 and 8), in relation to proposed pavement extension near to The Crown Inn. The Clerk advised that despite original correspondence, which enclosed a draft proposal by Flintshire County Council, together with two reminders – there had been no reply from Punch Taverns. The Clerk was asked to further contact the company by both telephone and e-mail.

5(A). 10/17

CORRESPONDENCE

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

- (1) The Clerk advised that the Flintshire County Council Summer Play Scheme, would cost £1,309.00 for 2017. This was an increase of £408.00 from the £900.00, cost of the previous year. Apparently, the County Council have not received funding from Cardiff. The Clerk advised that during the budget agenda item, this increase will be further discussed.
- (2) Notification from the Welsh Government that the limit on Section 137, had increased from £7.42 to £7.57 per elector. The Clerk was unable, at this time, to advise the Members as to the maximum amount the Council could allocated under this budget heading, as the 2017 Register of Electors had not been received.
- (3) The Clerk referred to an e-mail cascaded to Members on the 08 December, 2016 – which forwarded information and attachments, in relation to Flintshire County Council LDP Strategic Options Workshop meetings.
- (4) Invitation to attend a discussion event from the Independent Remuneration Panel for Wales, to discuss the remuneration frame work for Community and Town Councils – to be

held in Llandudno, on 26th January, between 10.30am to 12.30pm. Members were asked to contact the Clerk should they wish to attend.

- (5) Notification from Welsh Assembly Government, in relation to raising awareness to the local government elections, due to be held in May, 2018. The Clerk advised that a poster was enclosed with the information, which he would place on the public notice boards.
- (6) Flintshire Citizens Advice – Annual Report for 2015 / 2016 – was received.

5(B). 11/17

CLERK'S REPORT

- (a) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £5,216.67, being the third and final payment of the 2015 / 2016 precept for the current financial year from Flintshire County Council.

5(C). 12/17

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2016

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of December, 2016. **The Members approved the Statement of Accounts, and the document was signed by the Chair, Councillor David J. Smith.**

5(D). 13/17

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2017 / 2018

The Clerk as Financial Officer provided the Members with an accounts spreadsheet, which indicated the present financial balances (as per the Minute above), including an estimation as to the balances as at the end of March 2017. The spreadsheet also provided the Members with a suggested precept for the financial year of 2017 / 2018, based on previous spending and allocations.

After discussion, it was proposed, seconded and agreed by **the Members, to increase the precept for the forthcoming financial year to £20,650.00 – an increase of £5,000.00.** The Clerk advised that the Band D property charge would be £49.33, an increase of £11.41 a year (95p a month). The lower property bands would pay less per month.

The Chair Councillor David J. Smith, signed the estimates for the end of the financial year 2016 / 2017, together with the precept allocation pro forma, advising Flintshire County Council in respect of the Community Council's financial requirements for 2017 / 2018.

5(E). 14/17

TO UPDATE 'PROJECT PORTFOLIO'

The Clerk recollects to the Members, the present items contained in the Community Council Project Portfolio.

Members agreed the following: The Project Portfolio was updated.

6. 15/17

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

County Councillor Nigel Steel-Mortimer recollects to the Members, that it was agreed several months ago that he would approach Flintshire County Council, with a request that the Community

Council, enter into a 'Community Asset Transfer, in relation to an area of land at Bron Haul, Trelawnyd. This area could then be utilised as parking for residents. Councillor Steel-Mortimer further advised that he had approached a number of Officers in County Hall, but to date the matter had not progressed. Councillor Steel-Mortimer indicated that he would continue to pursue the matter.

Councillor Steel-Mortimer stated ' he was pleased that the removal of the white lines had been completed in Gwaenysgor'.

7. 16/17

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (c) Councillor David Smith advised the Members, that the Trelawnyd Memorial Hall Management Committee had been successful in a grant application – from the Gwynt Y Môr Community Fund – towards upgrading the Hall. The total cost of the refurbishment will cost £27,000.00, the grant is for £24,779.000, and the Management Committee, are seeking financial assistance from the Community Council, towards the shortfall of just over £2,000.00.

Members agreed the following: Provisionally agreed to assist financially, pending a formal application by the Management Committee.

- (d) Councillor David Smith referred to the appointment of a Town & Community Council representative on the Flintshire Local Development Plan – Key Stakeholder Group. Unfortunately, the representative did not attend the following meeting of the Group – as they attended another meeting.
- (e) Councillor David Ellis advised in relation to a Public Transport meeting he had attended in Holywell. Flintshire County Council had been successful in obtaining funding in providing their own vehicles and drivers for community transport – that could possibly cover the Gwaenysgor and Trelawnyd areas in the future. Councillor Ellis advised that he had spoken with an official from P & O Lloyd Bus Services, who confirmed that the Company were to continue the service that runs through Trelawnyd.
- (f) Councillor Peter Jones referred to his site meeting with Mr. Marc Musgrave – Denbighshire County Council Highways, held in March 2016 – whereby signage was agreed to be erected / moved, on the Hill Road travelling from Gwaenysgor to Prestatyn. Councillor Jones advised that the agreed warning signage had not been erected, including signage diverting walkers off the Prestatyn Hill Road. The agreement was to move the existing sign from the left hand side of the grassy patch to the right hand side, The sign has not been moved. Councillor Jones further expressed his concern that he felt the present sign was not large enough to be read at a distance.
- (g) Councillor Jones expressed his concerns with a number of vehicles getting stuck on the above referred to Hill. The problem is not weight but the length of the vehicles. The bends are very sharp and on a hill. Councillor Jones referred to the oval area of the road being the most troublesome - whereby vehicles have been stuck at both ends of the oval - such as a number of very long lorries, a bus and a vehicle with a trailer. Councillor Jones suggested a sign, not only indicating weight restriction, but also length as well - at both ends - at the cross roads before Gwaenysgor and on Bishopswood Road.

Members agreed the following: The Clerk to further contact Mr. Marc Musgrave – Denbighshire County Council Highways. (1) To advise in relation to the agreed signage not being attended to (2)

To enquire if a new larger sign be erected on the footpath (3) Suggest a joint weight limit and vehicle length signage.

- (h) Councillor Ian Papworth advised the Members in relation to an invitation from the Clwydian Range & Dee Valley Area of Outstanding Natural Beauty – to attend a meeting in Froncysyllte, on Thursday 2nd February, 2017. Councillor Papworth advised in relation to his attendance – as the local area representative. Members were asked to contact Councillor Papworth should they wish to attend.

8(A). 17/17

PLANNING APPLICATIONS

The following planning application(s) have been received:

The Clerk advised the Members, that no planning applications had been received from Flintshire County Council

8(B). 18/17

PLANNING DECISIONS

The Clerk advised the Members, that no planning decisions had been received from Flintshire County Council

9(A). 19/17

COMMUNITY LIGHTING

The following lamps have been reported out of order since the last meeting:

Light on the Marian, Trelawnyd – junction of Trelogan (opposite side of road to the Spar Garage). The Clerk advised that this light had been repaired recently, but was faulty again. The Clerk would ask the County for an update.

The following lamps were reported out of order at the meeting:

- (a) By Gwaenysgor Village Hall.
- (b) Opposite side of Gwaenysgor Village Hall – travelling towards Trelawnyd.
- (c) Solar light on Gwaenysgor Village Green (Flintshire County Council light)

9(B). 20/17

Receipt of Accounts for Maintenance and Repairs – from Flintshire County Council

The Clerk advised in relation to his concerns with the non-receipt of invoices from Flintshire County Council Lighting Department – for both maintenance and repairs. The Clerk had written to Mr. Darell Jones (Street Lighting Manager), seeking up to date accounts – which would enable the Clerk to prepare the estimates and precept for 2017 / 2018. The Clerk advised that there had been no reply from Mr. Jones. A further letter would be sent.

9(C). 21/17

TO DISCUSS REMAINING STREET LIGHTING ON LONDON ROAD, TRELAWNYD (CLLR IAN PAPWORTH)

Councillor Ian Papworth referred to the recent installation of new street lighting on the A5151 London Road, Trelawnyd - following the road safety measures outside the village primary school. Councillor Papworth advised that there were now three lighting columns left on the road, which were the responsibility of the Trelawnyd & Gwaenysgor Community Council. The Council had

placed in the current project portfolio, the sum of £2,000.00, towards street lighting upgrading. Councillor Papworth asked that the Members consider the replacement of the three lighting columns to Highway Standard street lighting – at a cost of £1,300.00 for each new lighting column (Total £3,900.00). If this was agreed, the Flintshire County Council would assume responsibility for the lighting, and ultimately, the Community Council would incur no electricity supply costs, maintenance and repairs in the future.

Members agreed the following: Agreed to the replacement of three street lights – as referred to in the above paragraph. Councillor Papworth to liaise with Flintshire County Council Lighting Department, to ascertain if three new lights are required or possibly two.

10. 22/17

TO DISCUSS LEGAL COSTS (ADOPTION OF RED PHONE BOX IN GWAENYSGOR) (CLLR JOHN WHITEWAY)

The Clerk advised the Members, that the information in relation to the legal costs had been provided under Matters Arising (**Minute number 4. 09/17 on pages 3 and 4 above**). The Clerk further advised in relation to the two quotations received: (a) Mackenzie Jones of Prestatyn – £500.00 plus VAT plus expenses – with the matter being dealt with in their Chester office (b) Swayne Johnsons, Solicitors –£600.00 plus vat plus expenses (c) Legal costs of the owner of Siop Ucha, Gwaenysgor – at approximately £100.0 plus VAT.

Members agreed the following: (1) To agree the quotation from Mackenzie Jones of Prestatyn – £500.00 plus VAT plus expenses – in relation to a Peppercorn Lease Agreement with the owner of a property named Siop Ucha, Gwaenysgor. The Peppercorn Lease Agreement is required, to adopt the BT Red Telephone Box – which is sited on land owned by and adjoining Siop Ucha (2) Siop Ucha legal fees of approximately £100.00 plus VAT.

11. 23/17

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
<u>To confirm payments made in December:</u>				
264	BT Payphones (Fee for adoption of Red Phone Box in Gwaenysgor)	1.00		1.00
265	Flintshire County Council (Planning application fees for change of use & listed building – Red phone box)	190.00		190.00
266	Flintshire County Council (Street lighting – inspection and maintenance – July, August & September)	236.25		236.25
<u>Payments for consideration at January Council Meeting</u>				
267	H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December, 2016 - via The Post Office)	188.80		188.80
268	R. P. Parry – Clerk (re-imburement of book of postal stamps – as per receipt)	64.00		64.00

12. 24/17

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

13. 25/17

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.....