

CYNGOR CYMUNED TRELAWNYD & GWAENYSGOR COMMUNITY COUNCIL

**Minutes of The Meeting of
Trelawnyd & Gwaenysgor Community Council,
Held in Trelawnyd Memorial Hall,
On Thursday 11th May, 2017, at 7.15pm.**

ANNUAL COUNCIL MEETING

1. 94/17

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

The following Councillors' signed their Declaration of Acceptance of Office: Councillor David H. Ellis (Trelawnyd Ward) / Councillor Peter Jones (Gwaenysgor Ward) / Councillor J. Edward Lloyd-Ellis (Trelawnyd Ward) / Councillor David J. Smith (Trelawnyd Ward) / Councillor John C. Whiteway (Gwaenysgor Ward).

The Clerk to the Council R. Phillip Parry, duly witnessed the signing of the above Declarations of Acceptance of Office – as the Proper Officer of the Community Council of Trelawnyd & Gwaenysgor.

2(A). 95/17

PRESENT (ANNUAL AND GENERAL MEETINGS)

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

County Councillor Andrew J. Holgate (Flintshire County Council)

Clerk & Financial Officer R. Phillip Parry

2(B). 96/17

APOLOGIES (ANNUAL AND GENERAL MEETINGS)

There were no apologies

3(A). 97/17

ELECTION OF CHAIRPERSON FOR THE PERIOD 2017 / 2018

Councillor David J. Smith was proposed by Councillor David Ellis and seconded by Councillor John Whiteway. There were no further nominations. Councillor David J. Smith accepted.

Members agreed the following: To appoint Councillor David J. Smith as Chair for the year 2017 / 2018.

3(B). 98/17

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Councillor David J. Smith signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

4. 99/17

ELECTION OF VICE CHAIRPERSON FOR THE PERIOD 2017 / 2018

Councillor J. Edward Lloyd-Ellis was proposed by Councillor Peter Jones and seconded by Councillor John Whiteway. There were no further nominations. Councillor J. Edward Lloyd-Ellis accepted.

Members agreed the following: To appoint Councillor J. Edward Lloyd-Ellis as Vice Chair for the year 2017 / 2018.

5. 100/17

MINUTES OF THE ANNUAL MEETING HELD ON THE 12TH MAY, 2016

The Clerk advised the Members, that the Minutes of the 2016 Annual Meeting, were formally proposed, seconded and agreed at the 9th June, 2016 meeting, under Minute number: 3. 127/16. **The Members re-affirmed their decision.**

6. 101/17

COUNCILLORS' ATTENDANCE FOR 2016 / 2017

The Clerk provided the Members with a copy of the Register of Attendances of Councillors at Council Meetings for the period - April 2016 to March 2017. **Members agreed the Register of Attendances as correct.**

7. 102/17

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

The Clerk provided the Members with a copy of the previous year's list of Councillors' names who served on Local Committees and Outside Bodies.

Members agreed the following: To amend the representatives on the Flintshire County Council Forum, from three to two following the retirement of the third Councillor. Members confirmed the list for the year 2017 / 2018.

Note: See list of Councillors' names, who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (**Pages 9 and 10 below**).

8(A). 103/17

CO-OPTION OF ONE GWAENYSGOR WARD COMMUNITY COUNCILLOR

Following a ballot: David Michael Allen, was proposed and seconded, to be co-opted to the Community Council.

Members agreed the following: the co-option of David Michael Allen, to the Trelawnyd & Gwaenysgor Community Council – for the Gwaenysgor Ward

8(B). 104/17

CO-OPTION OF THREE TRELAWNYD WARD COMMUNITY COUNCILLORS

Following a ballot: Abi Jones, Jenny Morris and Helen Papworth, were proposed and seconded, to be co-opted to the Community Council.

Members agreed the following: the co-option of Abi Jones, Jenny Morris and Helen Papworth, to the Trelawnyd & Gwaenysgor Community Council – for the Trelawnyd Ward.

GENERAL COUNCIL MEETING

9. 105/17

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

10. 106/17

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13TH APRIL, 2017

The Minutes were proposed as correct by Councillor David Ellis and seconded as correct by Councillor Edward Lloyd-Ellis and formally agreed by the Members present.

11. 107/17

MATTERS ARISING

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

Minute no: 4. 78/17 sub minute no: 4. 57/17 & 4. 34/17 (page 2), in relation to the peppercorn rent lease agreement – Red telephone box in Gwaenysgor. The Clerk provided the following update: **(1)** Planning application number: 056315, for Listed Building application for the conservation of phone box to information centre – had been granted by Flintshire Planning. **(2)** The Clerk read out correspondence from the Council's Legal representative firm, named Mackenzie, Solicitors, in relation to the Peppercorn Rent Lease for the red telephone box. The correspondence advised that the land owners Solicitor had confirmed their instructions to act on behalf of the property owner. The land owners Solicitors stated that their costs would be £995 plus VAT together with disbursements of say, £100.00 – for perusing the lease on behalf of their client. The payment was requested to be paid immediately, and would not be refunded, even if the matter did not proceed to completion. The Clerk recollected to the Members, that the Council's legal fees for the drawing up of the Peppercorn Lease were £500.00, plus VAT and disbursements.

Members agreed the following: Council considered the fees to peruse the peppercorn lease were exceptionally high. Councillors' Peter Jones and John Whiteway agreed to discuss the matter further and report back to the Council at the June meeting.

Minute no: 4. 78/17 sub minute no: 9.(B). 42/17 (page 2), in relation to street lighting inspections by Flintshire County Council. The Clerk advised that he had received from Flintshire County Council lighting department, a copy of an e-mail from the previous Clerk to the Council – whereby an agreement was entered into in relation to the street lighting repairs, including the night time inspections. The information received, provided copies of the scale of charges for the present agreement – from 2013 to 2016/7, together with a further set of fees effective from 2017.

Members agreed the following: The Clerk to place on the June Agenda, the following item: To Review Street Lighting Contract. The Clerk to send with the June agenda, the current and proposed new price lists.

Minute no: 4. 78/17 sub minute no: 6.61/17(c) (page 3), in relation to the move of the school transport bus stop in Gwaenysgor. The Clerk advised that a reply had been received from Flintshire County Council – which provided details in relation to the outcome of a site visit to Gwaenysgor. The Clerk further advised, that the contents of the letter were exactly the same wording, as retired County Councillor Nigel Steel-Mortimer, had read to the Members at the April Council Meeting. The letter further stated, that should the Council wish to seek a copy of the Risk Assessment, then an application should be made under the Freedom of information Act.

Members agreed the following: the Clerk to request a copy of the Risk Assessment, under the Freedom of Information Act.

Minute no: 4. 78/17 sub minute no: 6.61/17(d) (page 3), in relation developments at Field Cottage, Gwaenysgor. The Clerk recollects to the Members, an e-mail cascaded on the 8th May, which contained a report from Flintshire County Council Planning department, in relation to the works which have taken place at Field Cottage, together with the action taken by the County planning department.

Minute no: 8(c). 87/17 (page 6), in relation to developments at Ty Isaf Farm, Gwaenysgor. The Clerk advised that despite a letter to the Chief Officer, Flintshire County Council Planning – no reply had been received. Councillor John Whiteway provided a further update to the Members. The Clerk suggested that as Mr. Andrew Farrow, was to attend the July Council meeting, then the matter could be discussed with him at that time. **The Members agreed.** (County Councillor Andrew Holgate requested a copy of the County Planning report be e-mailed to him).

Minute no: 11. 90/17 (page 6), in relation to the request for ‘Speed Bump’ in Byron Street, Trelawnyd. The Clerk advised that following the sending of a letter to the County Highways, a reply had been received – which had been forwarded to Councillor David Smith. The letter stated that a speed survey has been initiated. The area will be visited by a Technical Offer to conduct a full survey of the area.

Members agreed the following: The Clerk to request a site meeting with a Road Safety Officer.

12(A). 108/17 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 whilst a copy of the Agenda for this evening’s meeting had been sent to the North Wales Police, PCSO Susan Page, had advised she was unable to attend the meeting. The Clerk further advised, that he had requested details in relation to any reported criminal activities within the Community, but no reply had been received.
- (2) Notification from Flintshire County Council, advising in relation to training courses for new Councillors. The dates were the 25th and 30th May, and 1st June. The Clerk advised that as the co-opted Council Members would not take their seats until the June Council meeting, therefore, they would be unable to attend.
- (3) The Clerk advised in relation to the following consultation by Flintshire County Council: ‘Open Spaces land within your responsibility (the Community Council) for inclusion in a consultation on implementing of a Dog Control Public Spaces Protection Order (PSPO) in Flintshire. The Clerk further advised, that the letter stated that Mr. Nigel Seaburg would be attending the Council meeting to discuss the consultation with the Members. Mr. Seaburg had not sent his apologies. Whilst the letter referred to the ‘Dog control measures to be

adopted by the County, the County were enquiring with the Community Council, as to the Council's 'Public Space' sites that fall with the Community Council responsibility (either owned or leased).

Members agreed the following: As the Community Council do not own or lease land that would fall into this category, the Members would wish the following areas be covered by the new PSPO: The following Children's Play Areas and Village Green: Gwaenysgor and Trelawnyd play areas. Trelawnyd Village Green (seated area). The following primary school: Trelawnyd V A primary School. The following places of Worship: St. Mary Magdalene's Gwaenysgor and St. Michael's, Trelawnyd.

- (4) Agenda and other information from One Voice Wales, - in relation to the next Committee meeting, to be held in Gwersyllt, on Wednesday 7th June, 2017 at 7.00pm. Councillors David Ellis and David Smith, had received a copy of the information direct.
- (5) Request from Holywell Town Council, to surrounding Town & Community Councils in the Holywell area, to attend a future meeting in Holywell – to discuss: 'Establishing closer working links with local communities - to ascertain any common ground on certain issues between the authorities, such as tourism for example, where a joint approach could help bring wider benefits'

Members agreed the following: To express an interest, and confirm that a representative from this Council will attend a future meeting in Holywell.

12(B). 109/17 CLERK'S REPORT

- (a) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £6,883.33, being the first payment of the 2017 / 2018 precept for the current financial year from Flintshire County Council.
- (b) The Clerk advised that the renewal of the Council's annual insurance policy had been received at a cost of £637.94 from Zurich Insurance. The Clerk had seeked a quotation from AON Insurance (this Company is a Local Council specialist insurance Company) for compatible cover at a cost of £473.95.

Members agreed the following: To accept the quotation from AON Insurance, at a cost of £473.95

- (c) The Clerk advised the Members in relation to a notice from the Wales Audit Office. The notice in relation to audit fees, together with the Auditor General's future governance themes for Community Councils, which will broadly follow a four year plan, although, this may be subject to change as issues emerge.
- (d) The Clerk advised that Councillor David Ellis had asked that he contact the office of Mr. Andrew Farrow – Chief Officer for Planning & Environment, at Flintshire County Council, to ascertain his availability to attend a future meeting of the Community Council. Mr. Farrow had agreed to attend the July Community Council meeting.

Members agreed the following: To formally agree the attendance of Mr. Andrew Farrow, at the July Council meeting.

- (e) The Clerk recollected to the Members, that representatives from Flintshire County Council Transportation Department, will be attending the June Council meeting. The attendance had been agreed at a previous meeting.

- (f) The Clerk advised that Councillor David Ellis had contacted him in relation to the June Council meeting – due to be held on the 8th. This date now clashed with the general election, whereby both the Gwaenysgor Village Hall and Trelawnyd Memorial Hall would be utilised as Polling Stations.

Members agreed the following: the June Community Council meeting, to be held on Thursday 1st June, at 7.15pm in Gwaenysgor Village Hall.

12(C). 110/17

APPOINTMENT OF CLERK & FINANCIAL OFFICER

The Chairman Councillor David Smith, advised the Members that there had been a number of applicants for the position of Clerk to the Council. The sift of application would take place on Thursday 18th May, at 7.00pm in Trelawnyd Memorial Hall. All Councillors were invited to attend.

12(D). 111/17

INTERNAL AUDITOR'S REPORT - 2016 / 2017

The Clerk advised the Members, that the Internal Auditor's Report for the year 2016 / 2017, had been received.

The Clerk further advised the Members in relation to the contents of the report. Copies of the report were provided to the Chair Councillor David Smith and the Vice Chair Councillor J. Edward Lloyd-Ellis.

12(E). 112/17

SMALLER LOCAL GOVERNMENT BODIES IN WALES - ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2017

The Clerk advised the Members that Sections in the above document named: Accounting statements for 2016-17, together with the Annual Governance Statement (Part1) had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Clerk further advised, that the Annual Internal Audit report section had been completed by JDH Business Services. The Annual Governance Statement (Part 2), was now required to be signed by the Chair of the Council, together with the Clerk.

The Members confirmed the following: The approval of the Annual Governance Statement (Part 2). The Chair Councillor David Smith, together with the Clerk of the Council, both signed the above referred to statement.

12(F). 113/17

The Clerk advised that the following notice had been displayed 'Notice of Appointment of Date for the Exercise of Electors' Rights Accounts for the Year Ended 31 March 2017'. The Public Notice was to be displayed from 1st May to the 14th May, 2017. Councillor David Ellis confirmed, that the notice had been displayed on the notice board in Trelawnyd. Councillor John Whiteway confirmed, that the notice had been displayed on the notice board in Gwaenysgor.

13. 114/17

COUNTY COUNCILLOR'S REPORT (CLLR ANDREW J. HOLGATE)

The Chairman Councillor David Smith welcomed County Councillor Andrew John Holgate. Councillor Holgate advised the Members, that it was an honour to be elected as County Councillor, and that he was available to be contacted at any time. He had been contacted by a number of

residents in relation to a number of concerns. The last three days had been in County Hall Mold for the new Councillor induction course.

14. 115/17

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

There were no representatives reports.

15(A). 116/17

PLANNING APPLICATIONS

The following planning application was dealt with by the Members at the meeting:

- (1) Application number: 056782, for removal or variation of a condition following grant of planning permission number: (0741/89) at, Maes Yr Haf, Ffordd Llyn Goch, Gwaenysgor.

Comment by Council: Providing that the application complies with planning policy, then no objections raised. However, concern is expressed in relation to the extra volume of traffic in the area.

15(B). 117/17

PLANNING DECISIONS

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

16. 118/17

COMMUNITY LIGHTING

- (a) The Clerk advised that there had been no reports of faulty street lights, between the April and May Council meetings.
- (b) There were no street lights reported out of order at the Council meeting.
- (c) Councillor John Whiteway reported the following: Faulty bulb on the triangular playground signage – near the Gwaenysgor Village Hall – travelling from the Village Green area. The Clerk advised that this was the responsibility of Flintshire County Council – to whom he would report the issue.

17. 119/17

DEVELOPMENTS AT TY ISAF FARM GWAENYSGOR (CLLR JOHN WHITEWAY)

This matter had been discussed, under minute number: 1. 107/17 sub minute: 8(c). 87/17 on page 4 above.

18. 120/17

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
285	Scottish Power (January to March 2017 - Street Lighting Electricity Account)	276.96	13.85	290.81

286	JDH Business Services Ltd (Internal Audit)	129.00	25.80	154.80
287	AON Insurance (Council Annual Insurance Policy)	473.95		473.95
288	To consider payment of the following two Flintshire Street Lighting Inspection and Maintenance as follows: February £78.75 and March £78.75 – Total £157.50	157.50		157.50

19. 121/17

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
289	Trelawnyd Memorial Hall Committee (Application for £250.00 towards cost of defibrillator and outside cabinet). (This financial assistance was agreed at the 13 th April, 2017, Council meeting: under minute no: 10. 89/17)	250.00

20. 122/17

The Members agreed the payments of the above accounts and financial support as listed.

21. 123/17

Standing Orders were suspended:

- (a) Councillor David Ellis referred to the observations made by retired County Councillor Nigel Steel-Mortimer, at the April Council meeting, and in particular, in relation to his recommendations for an amendment to the speed limit on the A5151 road in the area of Jackson's Garden Cent, travelling toward Trelawnyd Village Centre. Councillor Steel-Mortimer, at the April meeting stated that he would ask the County Highways to send a copy of his recommendations to Councillor David Ellis and the Clerk. Councillor Ellis wished the Clerk to request a copy of the recommendation.

Members agreed the following: The Clerk to write to Flintshire County Council Highways, and request a copy of retired Nigel Steel-Mortimer's recommendations, as to a revised speed limit on the A5151 in Trelawnyd.

- (b) Councillor David Ellis referred to the parking difficulties in the area of Rhodfa Arthur, Trelawnyd. Councillor Ellis wished the following item to be placed on the June Agenda. 'To seek the views of Flintshire County Council, to create car parking spaces on land opposite Rhodfa Arthur, Trelawnyd.

22. 124/17

Standing Orders were restored:

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

SIGNED BY THE
CHAIRMAN.....

DATE OF APPROVAL.....

Cyngor Cymuned Trelawnyd & Gwaenysgor Community Council

LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE BODIES FOR YEAR 2017 / 2018

NAME OF ORGANISATION	COUNCIL REPRESENTATIVE(S)
Flintshire County Council – Forum	Councillors’ David Ellis and David Smith
Gwaenysgor Conservation Group	Councillors’ Peter Jones and John Whiteway
Gwaenysgor Village Hall Management Committee	Councillor John Whiteway
Lighting Sub-Committee	(All Councillors)
North Wales Police (Flintshire - Police and Community Consultative Group / Neighbourhood Watch)	Councillor David Ellis
One Voice Wales (Local Committee)	Councillor David Smith
Planning Sub-Committee	(All Councillors)
Trelawnyd Conservation Group	Councillors’ David Ellis and David Smith
Trelawnyd Memorial Hall Management Committee	Councillors’ David Ellis and David Smith
Trelawnyd V. P. Primary School (Governor)	Councillor David Ellis (Term of Office expires – end of June 2020)