



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference, On Tuesday the 20th April 2021, at 7.30pm.

1(A). 77/21 PRESENT

Councillor Stephen Copple (Mayor)
Councillor Stephen G. Wilson (Deputy Mayor)
Councillor Susan A. Broadaway
Councillor Jonathan E. Duggan-Keen
Councillor Lynette M. Edwards
Councillor Howard R. Griffiths
Councillor Carole A. Harris
Councillor Michael W. Moriarty
Councillor Jayne E. Morris
Councillor Helen L. Priestley

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 78/21 APOLOGIES

Councillor Carole Stephenson

1(C). 79/21 HRH PRINCE PHILIP DUKE OF EDINBURGH

The Mayor, Councillor Steve Copple, read out the following message: On behalf of Caerwys Town Council and the people of our community. I would like to share the sentiment of loss and sorrow which has been felt right across our nation in mourning the death of His Royal Highness The Duke of Edinburgh. Our thoughts are with Her Majesty the Queen and her family at this sad time.

2. 80/21 BEREAVEMENTS WITHIN THE COMMUNITY

There were no reported bereavements within the community, between the March and April Council meetings.

3. 81/21

DECLARATIONS OF INTEREST

The following Declaration of Interest was made; Councillor Jonathan Duggan-Keen, in relation to providing a quotation for building a new Town Council web site, new domain name, Clerk's e-mail address, including annual hosting. **(Minute number 6(F). 89/20 on page 5 below).**

4. 82/21

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16TH MARCH 2021

The Minutes were proposed as correct by Councillor Jayne Morris and seconded by Councillor Steve Wilson and formally agreed by the Members present.

5. 83/21

MATTERS ARISING

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5. 61/21 (1) (page 2)** – in relation to a request by the Caerwys FLUSH Committee; for the felling of one or more trees at the rear of the public conveniences. The Clerk advised that the County Tree Inspector had replied advising that whilst he did not have any objection to the felling of the trees, as the trees are within a conservation area, a planning application would be required. The Clerk recollects Members to their decision at the March Council meeting, whereby it was agreed not to fell any trees.
- (2) Minute no: 6(A). 62/21(1) (page 2)** – in relation to the Clerk writing to the North Wales Police and Crime Commissioner. The Clerk recollects to Members the reply received from the Commissioner that had been forwarded by e-mail.

Members agreed the following: To await, in anticipation, the resurrection of the Police & Town & Community Forum meetings by the new Police Inspector in Mold.

- (3) Minute no: 6(B). 63/21 (page 4)** – in relation to The Old Court, Caerwys. The Clerk brought to the attention of Members further legal advice received from the County Solicitor, together with a copy of a County Council Policy: Managing Customer Behaviour.

Members agreed the following: The Clerk to agenda the above policy for the May Council meeting.

- (4) Minute no: From previous minutes** – in relation to a School Governor representative from this Council. The Clerk read out an e-mail to Members received from Mrs. Sue Clisham, Headteacher. The Headteacher advised that whilst only one Councillor representative is required from either the Caerwys or Ysceifiog Councils, the Caerwys Town Council will be able to nominate a member in the future, following a resignation and or re-appointment.

6(A). 84/21

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 following criminal offences, that had occurred within the Caerwys Town Council area, had been reported to the North Wales Police:

Afonwen: 1 x Criminal damage / 1 x Public Order

Caerwys: 1 x Drugs / 1 x theft / 1 x Public order / 1 x Burglary / 1 x Vehicle crime / 5 x Other crimes.

- (2) Request from PCSO Connor Freel, seeking if Councillors have any concerns that he can assist with.

Members agreed the following: There were no matters of concern at the present time.

- (3) Flintshire County Council: Notification of a definitive map modification order 2020 on footpath number 2 in Afonwen (Maes Y Coed Terrace to A541 road). A copy of the Order had been sent to Members prior to the meeting for perusal. The Clerk advised that the Order stated the following: 'Public Footpath no 2 in the Community of Caerwys has been depicted incorrectly and the aim of the Order is to correct this anomaly'.

The Clerk further advised that any objections to or representations concerning the Order must be made in writing by 11th May 2021 and must include particulars of the grounds relied upon.

Members agreed the following: Support the Map Modification Order.

- (4) Invitation forwarded to Council members from the Clwydian Range & Dee Valley AONB for a Councillor representative to attend their Spring meeting of the AONB Champions, Local County Members and Town & Community Councils. The meeting to be held virtually on 29th April at 7.00pm.

The Clerk advised that Councillor Mike Moriarty had expressed his intention to attend the virtual meeting, as he had attended previous meetings.

The following correspondence was forwarded by e-mail to Members:

- ❖ Flintshire County Council: Summer Play Scheme update, including links to a recruitment process for the appointment of supervisors and team leaders.
- ❖ Welsh Government: Local Government and Election (Wales) Act 2021: Further update, including holding of future meetings.
- ❖ Flintshire County Council: Vacancy information for an Independent Member of the Flintshire Standards Committee.
- ❖ Mold Plastic Reduction Group: Newsletters numbers 8 and 9.

6(B). 85/21

CLERK'S REPORT

- (a) The Clerk advised Members in relation to receipt of the following: Flintshire County Council, Non-domestic rates bill 2021 / 2022 – Caerwys Public Conveniences. Net liability for the year £0.00. A copy of the notice had been sent to the FLUSH Committee.
- (b) The Clerk recollected Members to the exchange of e-mails, which agreed to an 'Easter Theme' being painted on the Town Square bus shelter for the sum of £100.00. The Clerk

further advised that the painting had received a positive response from residents with almost 200 likes on a local Facebook page.

Members agreed the following: Confirmed their agreement to the above fee of £100.00.

(c) Complaints received by a Town Councillor in relation to the change of use of land near J31, A55 Road, Caerwys, as follows:

(i) Park View Garage, Caerwys. Area of land accessed from the B5122 Road, (NGR: SJ 1227 7577), that is being used for what appears to be the storage of a quantity of caravans. (Flintshire Enforcement reference number: 213165).

(ii) Ffrith y Garreg Wen, Caerwys. Area of land adjacent to the B5122 Road, (NGR: SJ 1275 7551), where it has been observed that up to some 10 light pick-up trucks / 4x4s - one observed to be displaying the legend 'Environmental Services' on its side - being parked on the land in addition to substantial piles of tree trunks / boughs. The land in question is believed to be in the ownership of Mostyn Estates. (Flintshire Enforcement reference number: 213166).

(d) Complaint received, together with photographs, from more than one member of the public in relation to the inconsiderate parking of two vehicles at the top of Holywell Road, with the junction of North Street. Residents were concerned that vehicles were parked too close to the junction, whereby turning left from North Street, vehicles had to manoeuvre instantly into the opposite side of the road to avoid a collision.

The Clerk advised that whilst the complaints and photographs were forwarded to PCSO Connor Freel, one of the vehicles had been reported to the Police on two separate occasions previously.

(e) Correspondence received from a resident in Afonwen, in relation to concerns at the Marl Quarry, a listed Site of Special Scientific Interest. A copy of the correspondence, which included a number of photographs, was sent to Members prior to the meeting. Members discussed the concerns and virtually viewed photographs of the quarry area.

Members agreed the following: The Clerk to write to Natural Resources Wales to also enclose a number of photographs.

(f) The Clerk addressed Members in relation to the Town Council Crest whereby when displayed alongside other Town Council Crests it is not distinguishable as being the Caerwys Town Crest. Members were shown virtually a copy of a Service Level agreement whereby other public bodies were immediately recognisable from either their Town Crest or Logo; the Caerwys Council Crest was not.

The Clerk sought the assistance of Councillor Jonathan Duggan-Keen, who had kindly provided the bilingual wording, "Cyngor Tref Caerwys / Caerwys Town Council", surrounding the Town Crest. Members were shown a copy virtually.

Members agreed the following: To the bilingual Caerwys Town Council crest to be used as appropriately. Members thanked Councillor Duggan-Keen for the artwork.

6(C). 86/21 STREET LIGHTING

- (i) The Clerk advised that a lamp on the A541 road in Afonwen, near a property named Plas Yn Haf, remains faulty.
- (ii) The removal of the wooden box on a wooden electricity pole adjacent to Bell House, Caerwys, by Flintshire County Council, is still outstanding.

6(D). 87/21

TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2020 / 2021

The Clerk, as Financial Officer, had provided Members by e-mail, prior to the meeting, with copies of the end of year Statement of Financial Accounts, for the year ending 2020 / 2021. The Clerk advised Members further, in relation to the budget analysis, together with the end of year balances. The Clerk recollects Members to the grant received from the Welsh Government via Flintshire County Council of £12,000.00, which has subsequently increased balances during the financial year.

Members agreed the following: Approved the end of year accounts for the financial year 2020 / 2021. As the Council meeting was held by video conference, the Clerk to obtain the signature of the Mayor on the Statement of Accounts in due course.

6(E). 88/21

NOTICE OF APPOINTMENT OF THE DATE FOR THE EXERCISE OF ELECTORS' RIGHTS

The Clerk advised that the above Public Notice was displayed on the Council web site and one notice board within the Council area, on the 2nd April 2021. The commencement date for inspection of accounts and documents is from 20th August 2021 to 17th September 2021.

6(F). 89/21

TO DISCUSS: TOWN COUNCIL WEB SITE

The Clerk recollects to Members that the current Town Council web site was created initially in 2004 some 17 years ago – with the name Caerwys-town.com. Holywell Town Council were the first council in Flintshire with a web site and Caerwys the second. The web site hosting and self-build web site has been hosted by an American company named Register.com, whereby the web site displays both the information required under the Wales Government Act, together with Community details.

The Clerk advised that Register.com have upgraded their self-build web site systems, which will result in a substantial increase of fees. The customer service aspect of this company has also diminished over the past two years.

The Clerk produced three quotations for the build of a new web site, domain name and hosting costs, which would also include a new Clerk's e-mail address. Members viewed virtually a number of specialist web sites which deal with community and parish councils. The quotations varied from set up costs of £350.00 to £829.00 and annual fees of up to £300.00.

Members agreed the following: Accepted a quotation from Caerwys Computer Clinic (1) To build a new web site, to include the information contained in the current web site, a new domain name of www.caerwys-town.wales - together with a new Clerk's e-mail address, at a cost of £350.00 (2) A yearly hosting, domain name and assistance at a cost of £175.00.

Note: Councillor Jonathan Duggan-Keen, declared an interest (**Minute number 3. 81/21 on page 2 above**) and left the virtual meeting whilst the other Members came to a decision.

6(G). 90/21

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised in relation to the following matters that had been reported to StreetScene, since the last Council meeting:

- (i) Dead badger on Pen Y Cefn Road. The Clerk advised that the badger had been removed the day following the report.
- (ii) Complaint received from Councillor: A small amount of building rubbish deposited at the side of Lon Y Porthmyn / Drovers Lane, near to its junction with Pen Y Cefn Road, Caerwys - approximately 2.4m (8ft) from its junction with the Pen Y Cefn Road as travelling in a westerly direction. The rubbish consists of small lumps of tarmacadam, stones, a plastic base that appears to be a support for a safety barrier and a few pieces of plastic deposited under the hedge bordering the carriageway and sited to the left-hand side of Lon Y Porthmyn / Drovers Lane.

Members brought the following concerns to the attention of the meeting:

- (1) Junction of B5122 and A541 in Afonwen (Bottom of Caerwys Hill). A number of pot holes.
- (2) A541 in Afonwen – travelling towards Denbigh just past the former Pwllgwyn Hotel. Potholes.
- (3) Is it possible to have a mirror on the junction of B5122 at the Memorial Institute corner with Pen Y Cefn Road? This would assist with vehicles turning right, across the oncoming traffic and would improve pedestrian safety.
- (4) The Caerwys name sign and 30mph sign were removed by the County for safe keeping during the initial new housing estate building site commencement. Are you able to advise as to when the signs will be returned?

The Town Council wish to thank Neil Hickie (Street Scene Manager for the area) for arranging the installation of the red dog bin at the Croes Wian Crossroads in Pen Y Cefn. Comment was also referred to the grass cutting in the children's play area, which is excellent.

7(A). 91/21

TOWN MAYOR'S REPORT

The Town Mayor, Councillor Steve Copple, advised Members of the following:

- (a) Presentation of a cheque for the sum of £300.00 from the Mayor's Charity account to the Mold Office of North East Wales 'Mind'.
- (b) Virtual meeting held with Officers from Flintshire County Council to discuss the previously agreed report in relation to pedestrian safety and other Highway concerns in Caerwys. The meeting was positive. Whereby the County Council have agreed to draw up plans for consideration, including the sourcing of funding outlets towards an agreed scheme. Another virtual meeting will be held in May.

The above virtual meeting was attended by Councillors Steve Copple and Howard Griffiths, together with County Councillor Tudor Jones, who was thanked for arranging the meeting.

7(B). 92/21

TO FURTHER DISCUSS: EAR-MARKED RESERVES 2021 / 2022 (ADJ FROM MARCH MEETING)

The Mayor, Councillor Steve Copple, thanked Members for their contribution to the list of various projects; whereby the following had been ranked in the top three:

- Town Square
- Play area
- Ysgol y Esgob School (Environment / Insect garden)

Councillor Copple re-iterated that all the items contained in the additional list of ear-marked projects are worthy, whereby they will be further discussed at future Council meetings.

8. 93/21

COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)

County Councillor Tudor Jones, advised Members in respect of the following:

- (1) During the past month I have dealt with a number of housing issues in Caerwys regarding repairs and services.
- (2) More pensioner Council housing became available in Caerwys due to residents relocating to Plas yr Ynnen Extra Care facility in Holywell. Waiting list is now shorter but the demand remains high.
- (3) Maes Y Dre pensioner parking concerns. The County are unable to create parking areas on the grassed area outside the bungalows at the far end properties, due to the lack of turning space available. Potential for reserved bays being considered on the roadway.
- (4) A541 dangers due to speeding and overtaking near blind spots. Site meeting to be held at the reported danger spots.
- (5) Planning refusal on property in Pen Y Cefn. Very disappointing outcome.

9. 94/21

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- ❖ Councillor Susan Broadaway advised Members in relation to the Naked Takeaway project; the tiffin tins had been delivered to the Café on The Corner and were in use. The Project Group will be undertaking an advertising campaign.

10(A). 95/21

PLANNING APPLICATIONS

To confirm the following planning comment, provided to County Councillor Tudor Jones to include in his report to the Planning Committee. The amended comment was agreed by Members in-between meetings

- (a) Application number: 061974 – for retention of residential dwelling as built and proposed completion of dwelling, at Pen Uchaf Farm, Pen Y Cefn Road, Caerwys.

Comment by Council: At our meeting of 17th March 2021, Caerwys Town Council reaffirmed their previous comment to this application which offered no objections. We are very surprised and disappointed that the current application is recommended for refusal, as a similar application for the

same project was approved previously and work had started on this. This appears unfair. The premises are a ruin in the countryside and were to be made good to provide a home for a young local family. The design is in keeping with the local area and is similar in character to what existed previously. We trust the committee will take these points, and the support of Caerwys Town Council, into account when making their determination.

10(B). 96/21

Members formally confirmed the above decision.

10(C). 97/21

The following planning applications to be considered by Members at the meeting:

- (1) Application number: 062792 – for application for prior notification of proposed demolition, at Plas Isaf Holiday and Lodge Park, Afonwen.

Note: The above application is showing on the weekly list but not currently open for comment in the County Planning Portal, resulting in application form and documents not being available to peruse.

10(D). 98/21

PLANNING DECISIONS

The following planning decisions have been received from Flintshire County Council:

- (i) Application number: 062191 – for change of use to offices, at Maes Mynan Farm Bungalow, Afonwen. Approved.
- (ii) Application number: 061974 – for retention of residential dwelling as built and proposed completion of dwelling, at Pen Uchaf Farm, Pen Y Cefn Road, Caerwys. Refused – Departure.

11. 99/21

TO CONSIDER: MONTHLY SATURDAY MARKET ON CAERWYS TOWN SQUARE (CLLR HELEN PRIESTLEY)

Councillor Helen Priestley recollects to Members a number of successful street markets that had been held in Caerwys over the years, generally during the time of various Town celebrations. More recently a fishmonger was visiting the Town Square on a weekly basis, which was proving popular. Councillor Priestley wished the Town Council to consider holding a monthly, quarterly or seasonal street market.

Members agreed the following: (1) In principle, supported an occasional street market (2) The Clerk to enquire with Flintshire County Council as to their views and guidance.

12. 100/21

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	Standing Order: Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/04/2021	263.94	52.79	316.73

	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March) Payments dated 01/04/2021			
	BACS: Katy Bincham (Easter Theme Painting) (Payment authorised in-between meetings by two Councillor bank signatories) Payment dated 30/03/2021	100.00		100.00
	Direct Debit: Scottish Power (March - Street Lighting Electricity Account) Payment dated 19/04/2021	97.20	4.86	102.06
	<u>Payment for consideration at meeting to be paid by BACS:</u> Candy Copying Ltd (Quarterly photocopier hire)	51.00	10.20	61.20

13. 101/21

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

14. 102/21

Members agreed the payments of the above accounts as listed.

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

SIGNED BY THE MAYOR AS CHAIR.....

DATE OF APPROVAL.....