



# **CYNGOR TREF CAERWYS TOWN COUNCIL**

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## **Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference, On Tuesday the 16<sup>th</sup> March 2021, at 7.30pm.**

### **1(A). 56/21 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). 57/21 APOLOGIES**

Councillor Carole Stephenson

### **2(A). 58/21 BEREAVEMENTS WITHIN THE COMMUNITY**

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

### **3. 59/21 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **4. 60/21 TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16<sup>TH</sup> FEBRUARY 2021**

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

## **5. 61/21**

### **MATTERS ARISING**

The Clerk referred to the following matter from previous Minutes:

- (1) **Minute no: 6(B). 38/21(ii) (page 4)** – in relation to a request by the Caerwys FLUSH Committee for one or two trees to be removed from the rear of the public conveniences. The Clerk advised that there had been no reply from the County Tree Officer. However, the Officer is apparently wading through a backlog of e-mails following a leave period.

**Members agreed the following:** Taking into consideration that the public conveniences new roof has now been installed, the Council will not pursue the matter further.

**The Clerk advised there were other matters arising. These would be referred to under appropriate headings within these minutes.**

## **6(A). 62/21**

### **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 had been reported to the North Wales Police, that had occurred within the Caerwys Town Council area:

**Afonwen:** 1 x Violence

**Caerwys:** 1 x Theft / 3 x Anti-social behaviour / 1 x Criminal damage / 1 x Public order

The Clerk recollected to Members an e-mail sent on the 19<sup>th</sup> February from PCSO Connor Freel, who advised that the South Flintshire Neighbourhood Team Police Inspector and Sergeant had decided to cease the provision of monthly crime statistics for this Town Council area. The Clerk further advised that the new Police Inspector in Holywell has apparently written to the County Councillors in the area advising that he will consult only with the County Councillors. This area Inspector has also ceased reports to local Community Councils.

Members were perturbed to receive this information, which had been provided to the Council for at least the past 14 years. Whilst the Council appreciate that information can be obtained from the Police UK web site, this information is posted between four and six weeks following the alleged offences. The Members felt that as community elected representatives the information should be provided by the Police, which in turn would alert the Council Members to any areas of concern and that both Councillors and residents can be more vigilant.

**Members agreed the following:** The Clerk to write to the North Wales Police Commissioner to ascertain if the decision by the local Police Division is a global decision by the North Wales Police.

- (2) **Public Services Ombudsman for Wales:** New draft guidance on the Code of Conduct for members of Community & Town Councils in Wales. The Clerk advised that the notification had not been received direct from the Office of the Ombudsman but from a third party. The Clerk had written to the Office of the Ombudsman to express disappointment, in particular

as the draft code related to Councillors, whereby a number of Council Clerks had not received the notification from the third party.

- (3) Independent Remuneration Panel for Wales: Annual Report for 2021. The Clerk referred to Section 13 at 13.14 on page 42: Determination 42: All Community and Town Councils must make available a payment to each of their members of £150.00 per year as a contribution to costs and expenses. The Clerk had sent prior to the meeting to all Councillors a claim form and requested that Councillors complete the form and return to the Clerk, whereafter the payment will be made in April 2021.
- (4) Flintshire County Council: Local Development Plan Examination Hearing on Tuesday 13<sup>th</sup> April 2021. Information forwarded to Councillor Susan Broadaway.
- (5) Draft Local Government and Elections (Wales) Bill. The Clerk recollected to Members that a link to the Draft Bill had been set prior to the meeting by e-mail for perusal. The Clerk highlighted a number of proposed recommendations that were contained in the document, which included the following paragraphs, General Power of Competence and Promoting Access to Local Government.
- (6) Flintshire County Council: Notification that the Summer Play Scheme will be held commencing in July. Links to application forms for the appointment of Supervisors and Team Leaders were forwarded to Council Members, who were requested to forward to any interested members of the community.

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

- ❖ Flintshire County Council: Information in relation to the 2021 census that will take place on the 21<sup>st</sup> March of this year.
- ❖ Flintshire County Council: Information in relation to 'Be Mighty. Recycle'.
- ❖ Flintshire County Council: Information in relation to Parents and Carers.
- ❖ Copy of letter received from a resident in the Pen y Cefn area of Caerwys that had been written to the Wales Planning Inspector who allowed the appeal for the KFC planning application at the area known as the Singing Kettle Services, in Lloc.
- ❖ Copy of reply to above letter from Wales Planning Inspectorate.
- ❖ Mold Plastic Reduction Newsletter No: 7.
- ❖ Hannah Blythyn MS/AS: March update for Town & Community Councils.

**6(B). 63/21**

**CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:
  - £51.00 received from Dyserth, Halkyn & Whitford Community Councils = total £153.00; being a quarter share of the annual photocopier rental fee. (VAT paid and to be reclaimed by Caerwys Council)

- (b) The Clerk advised Members that the WebEx (Virtual meeting software) renewal was due shortly. The annual Microsoft 365 renewal was also due. The Clerk further advised that a subscription for a Microsoft 365 Business version had been taken out, which included Microsoft Teams (Virtual meeting software). The cost of this annual subscription between four Councils amounted to £26.04 plus VAT. By combining both subscriptions together, there was a total saving of over £80.00 which has been split between the various Councils.
- (c) **Bike Rack installation:** adjacent to Compton House, South Street: Flintshire County Council Street Scene Highway Operatives kindly installed the bike rack on Thursday 11<sup>th</sup> March.

Members were recollected that the installed Bike Rack was in the area allowed by Flintshire Planning under Permitted Development, in South Street, adjacent to Compton House.

At the commencement of the installation, a number of residents approached the two Flintshire Operatives, who were forcefully stopped from carrying out the work that had been allocated to them by their superiors. The Clerk to the Council subsequently received a telephone call from the operatives to advise of the above concern. Whereafter, the Clerk was submitted to a tirade of shouting and shrieking down the operatives mobile phone by two residents - simultaneously at times, whereby the Clerk had no option but to disconnect the call.

The Mayor, Councillor Steve Cople, advised Councillors that he was also the subject of 'a challenging doorstep conversation' at his home by one particular resident which was totally deplorable. The Town Council had taken advice from Flintshire County Highways, together with the County Conservation Officer, as to their thoughts for the positioning of the bike rack. The County Officers would not allow the bike rack to be placed in the Town Square area and suggested the position in South Street. County Planning thereafter granted the permission for the bike rack installation.

**Members agreed the following:** The forceful actions by residents to preventing the County Council Operatives from carrying out their legitimate duties was appalling behaviour. The verbal abuse of the Clerk in the course of his employment was unreasonable and totally disgraceful, as were the verbal actions towards the Mayor of Caerwys. **(Note: further comment below under The Old Court)**

**The Old Court, Caerwys:** Prior to the Council meeting the Clerk had forwarded a number of e-mails to Members that had been received from the joint owner of The Old Court, High Street, Caerwys. The correspondence from this person, once again, contained defamatory personal opinions towards Council Members, including threats to both Councillors and Clerk. Following scrutiny by North Wales Police, together with the County Solicitor in relation to the e-mailed content, appropriate advice had been received. The property owner has on a number of previous occasions been advised by the Clerk to contact the Office of the Wales Public Services Ombudsman, including the Flintshire County Solicitor, who will independently investigate any complaint against Caerwys Town Council. The Council Members wish that this action is taken rather than the sending of unsubstantiated allegations in e-mails.

**Members agreed the following:** This Council will not tolerate any form of harassment or haranguing of any of its Members or of the Town Clerk by any member of the public by any means, including written, verbal or by social media. The Council will take appropriate and proportionate action against the instigators of any such incidents, as advised by the County Solicitor and / or the Police at the time.

**6(C). 64/21**

**TO CONSIDER: STREET LIGHTING QUOTATIONS: BS7671 ELECTRICAL INSPECTIONS / GENERAL CALL-OUT AND REPAIRS CONTRACT**

The Clerk advised in relation to a further virtual meeting with the Flintshire Street Lighting Manager, together with information received from a Scottish Power Project Manager. The Clerk further advised that costs from two Electrical Contractors who specialise in Street Lighting repairs had been received. Whilst a third costing had been requested, no details had been received. Members perused the costings virtually, which were contained in a list of general fees charged by the contractors.

**Members agreed the following:**

- (1) To appoint Flintshire County Council Street Lighting Department to carry out the following: BS:7671 Electrical inspections on 101 Street Lanterns within the Town Council area; at a cost of £16.00 each lantern; Total £1,616.00. The Clerk to issue a work order.
- (2) To continue with the present contractor for general call-out and street lighting repairs.
- (3) In reaching their decision, Members took into consideration the Financial Regulations, whereby the Clerk had strived to obtain three quotations, which was difficult due to the specialist contractor aspect. However, the Members were of the opinion that as the BS:7671 inspection fee was contained in a price list, quotations were not specifically required, but by receiving more than one quotation, the Council had received best value for their public funds.

**6(D). 65/21**

**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:**

- (1) Bryn Sion Hill, Afonwen. Report and photographs received from Councillor Mrs. Lynette Edwards which revealed the tarmac on the road above a property named Semliki Cattery as cracking and sinking. Members were shown photographs virtually.

The Clerk advised that following the urgent report to Flintshire County Council Highways at a weekend the road has been closed to traffic within two hours. Whilst the road is currently closed to traffic, both telephone calls and e-mails have been received complaining that a number of vehicles are removing the bollards to gain access.

- (2) Request from an Afonwen resident for the grass verges to be cleared of litter and other items from the area of Joycelyn Terrace to the bridlepath, above a property named Semliki on Bryn Sion Hill.
- (3) The Clerk recollected Members to a previous report in relation to numerous beer cans being deposited on the roadside verge between Babell and the Tollbar Cottage area junction of the B5122. A resident had contacted the Clerk to express their appreciation to Street Scene for the swift removal of the items. The Clerk advised that he has forwarded the compliment to Street Scene.
- (4) Give Way sign light at the junction of Caerwys High Street and North Street was defective.

- (5) Fly tipping in Caerwys, which had been reported directly by Councillor Steve Wilson to Flintshire County Council. It has not been removed. Further request made to Customer Services.

**The Clerk provided the following update from Mr. Neil Hickie (StreetScene) Officer**

- (a) Bryn Sion Hill, Afonwen. Contractors have been appointed to install an underground drainage system to alleviate the spring water gaining access to the road surface, and thereafter to reconstruct the road.

**7(A). 66/21**

**TOWN MAYOR'S REPORT**

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

- (a) A donation of £200.00 from the Mayor's Charity fund account had been made to the Mold Food Bank.
- (b) An official opening of the Bike Rack will be performed on Thursday 18<sup>th</sup>. Councillor Howard Griffiths had agreed to park his bicycle in the new rack.
- (c) The Mayor expressed his disappointment that Ysgol Yr Esgob School had not advised the School Governors in relation to the change of School Governor representative from this Council which had been agreed at the February meeting. The Clerk confirmed that both the Head Teacher and School Secretary had been officially notified.
- (d) The Mayor discussed with Members the installation of possibly a wooden sculpture to be sited in the Town. This could represent the 'Spirit of Caerwys' during the pandemic and could be funded by public subscription, with a donation from this Council. There is no action required from this Council at this time.

**7(B). 67/21**

**TO FURTHER DISCUSS: EAR-MARKED RESERVES FOR 2021 / 2022**

The Mayor referred to the draft ear-marked reserves spreadsheet, that had been sent previously to Members, seeking their thoughts in relation to the scoring and priority aspects for the projects. The spreadsheet was shown virtually. Councillor Copple wished Members to further consider the projects.

Members discussed the current items contained in the spreadsheet, including the contents of an e-mail received from a resident who wished the Council to further progress with Scottish Power, the undergrounding of the electricity wires in Bryn Aur, Caerwys.

Councillor Howard Griffiths advised that during the site meeting with Scottish Power it was made clear that their preference was the main road and not side streets. The Clerk advised that Scottish Power had made an application to the Lottery and Welsh Government for funding in a number of conservation areas, including Caerwys, to place overhead lines underground but these were not successful.

**Members agreed the following:** (1) To include the installation of a vehicle on-street charging point in the central area of Caerwys, in the spreadsheet (2) All Members to forward to the Mayor Councillor Copple their scoring and priority aspects for the projects; by Friday 26<sup>th</sup> March.

**7(C). 68/21**

**POLICE COVER IN THE CAERWYS TOWN COUNCIL AREA**

The Mayor, Councillor Copple, addressed Members in relation to the lack of Police presence in the area and also to the ceasing of reported offences that had been discussed earlier in the meeting. Councillor Jonathan Duggan-Keen, as the Council's representative on the Police Consultative Committee advised of his concern and in particular, that this Council is the level nearest to the community.

**Members agreed the following:** As this matter had been discussed under the Clerk's report, whereby the Office of the Police Commissioner will be contacted. The Council will await a reply.

## **8. 69/21**

### **COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)**

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

#### **Roads.**

Bryn Sion Hill closed to traffic after road surface gave way. FCC due to start work 17<sup>th</sup> March to rebuild road. 110m<sup>2</sup> of road to be dug out to depth of half a metre with further trench to accommodate a french drain. Then rebuilt and resurfaced.

The knock-on impact is that emergency work like this, delays other works already timetabled in the area such as flooding at entrance to Bryn Llwyd on North Street, the deteriorating exit road beyond the Piccadilly Inn and the flooding at Marian Bach. All these works remain on the works schedule.

#### **Pot Holes**

While winter slowly retreats the 'dab filling' of holes will continue. The programme for permanent fixing is being readied and it is good to report that the Welsh government is to make further money available to Flintshire in the region of £500,000 for the task.

#### **Crime Reporting**

Several local Councils in the area are disappointed that the regular report prepared by the PCSO and listing the events for all the surrounding areas together; was a better aid to understanding crime and potential links and trends over the wider rural community, than what is now being offered.

#### **Improvement projects for the Town.**

The Town Council has a matrix of ideas for improvements for the town and further ideas are welcomed. This should be considered alongside the Pedestrian Safety schemes already submitted to the County Council and due for first discussions in early April.

#### **Other matters.**

Homelessness; housing needs; housing repairs and planning matters are the major individual issues this month.

## **9. 70/21**

### **REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)**

- (i) Councillor Lynette Edwards, as the Council's representative on the North & Mid Wales Association of Local Councils, advised the following: A recent virtual meeting had been held, whereby a number of items were discussed including the North Wales Coast Transport (Trains) Liaison Committee.
- (ii) Councillor Susan Broadaway, as the Council's representative on the Naked Takeaway Circular Economy Steering Group, advised the following: A recent virtual meeting held; promotional flyers are in the printing process; the Tiffin tins will be received by the Café on the Corner in the near future; Service Level agreement between this Council and the

Café on The Corner is currently being prepared – and will be similar to the one signed between Caerwys and Mold Town Councils.

**Members agreed the following:** The Clerk to sign the above referred to Service Level agreement on behalf of this Council.

#### **10(A). 71/21**

#### **PLANNING APPLICATIONS**

**The following planning application and pre-planning consultation to be considered by Members at the meeting:**

- (1) Application number: 062561 – for two storey rear extension with balcony and internal alterations, at 5 Park Grove, Caerwys.

**Comment by Council:** Providing the proposals comply with policy HSG12 of the Development Plan, plus Supplementary Planning Guidance Note No 1, then no objection raised.

- (2) Pre-planning consultation within the area of Ysceifiog Community Council; for proposed development at Racecourse Poultry Farm, Babell. (Adjoining Councils are notified under Article 1 of the Town and Country Planning (Development Management Procedure (Wales) (Amendment) Order 2016.

To demolish and erect new poultry buildings and associated infrastructure, at Racecourse Farm, Babell.

**Comment by Council:** Request for various assessments and impact statement; to be included in the full planning application, as below:

1. Climate change assessment
2. Climate change impact
3. Environmental assessment
4. Landscape assessment
5. Pollution / Waste Assessment

#### **10(B). 72/21**

Planning Application number: 061974 - at Pen Uchaf Farm, Pen Y Cefn.

County Councillor Tudor Jones advised Council Members that he had requested the above application to be considered by the full Planning Committee.

**Comment by Council:** Caerwys Town Council reaffirmed their previous comment to this application, which offered no objections.

#### **10(C). 73/21**

#### **PLANNING DECISIONS**

**The following planning decision has been received from Flintshire County Council:**

- Application number: 062012 – for erection of agricultural building, at Wern Bach, Pen Y Cefn. Approved.

#### **11. 74/21**

#### **APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Standing Order:</b> Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/02/2021	263.94	52.79	316.73
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for February) Payments dated 01/02/2021			
	<b>Standing Order BACS:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - January, February & March 2021 (Payment dated 08/03/2021)	606.63		606.63
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	<b>Direct Debit:</b> Scottish Power (February - Street Lighting Electricity Account) Payment due 18/03/2021)	87.72	4.39	92.11
	R. P. Parry (Clerk) Re-imburement of 1/4 share of Microsoft 365 Business Office for 2021 / 2022; (includes Microsoft Teams for Video meetings) (as per receipt)	26.04	5.20	31.24
	R. P. Parry (Clerk) Re-imburement of 1/4 share of Viking / Office Depot Stationery and printer ink (as per receipt)	44.35	8.87	53.22
	R. P. Parry (Clerk) Travelling expenses from October 2019 to April 2020 (as per detailed auditor schedule)	58.30		58.30
	Deeco Lighting (replace damaged bracket stay on street lamp)	180.00	36.00	216.00
	Wilday Construction Ltd., Installation of new flat roof on Public Conveniences £3,240.00 – as previously agreed quotation / Additional installation and decoration of timber fascia to rear of building £50.00 / Install new planted on C4 graded tanalised timbers to existing roof structure and treat other timbers with wood preservative £400.00	3,690.00	738.00	4,428.00
	<b><u>Note:</u></b> The above contractor had sent to the Council photographs which identified the condition of the roof structure during the removal of the old roof. Members accepted the increase in cost, due to the new timbers installation.			

12. 75/21

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<p><b><u>Authorised to be paid by BACS:</u></b></p> <p>Macmillan Cancer Care (London) (Council Members agreed not to provide a grant. Previous financial assistance granted to Macmillan Cancer Care were received from their local office). The Clerk to advise the London Office that an application received from their local office may be considered favourably.</p> <p>Caerwys Women’s Institute (application for annual donation) Section 137 LGA 1972</p>	<p>£250.00</p>

13. 76/21

**Members agreed the payments of the above accounts and financial support 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.....**