



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held at The Memorial Institute, South Street, Caerwys, On Tuesday the 18th February 2020, at 7.00pm

1(A). 30/20 PRESENT

Councillor Stephen Copple (Mayor)
Councillor Miss. Susan A. Broadaway
Councillor Jonathan E. Duggan-Keen
Councillor Howard R. Griffiths
Councillor Miss. Carole A. Harris
Councillor Michael W. Moriarty
Councillor Ms. Helen L. Priestley
Councillor Miss. Carole Stephenson
Councillor Stephen G. Wilson

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 31/20 APOLOGIES

Councillor Peter Dooley
Councillor Mrs Lynette M. Edwards

1(C). 32/20 Standing Orders were suspended:

1(D). 33/20

The Mayor, Councillor Steve Copple, welcomed Mr. Neil Hickie – Flintshire County Council Street Scene Supervisor to the meeting.

Mr. Hickie provided an update in relation to the previously reported matters:

- (a) Blocked gullies on A451 in Afonwen near bus stop on Denbigh side. Ticket issued.
- (b) Pot holes on B5122 travelling out of Caerwys. Some have been filled, but others have appeared recently. Further ticket issued.
- (c) Water leakage in Chapel Street. Welsh Water has again confirmed that there is no water mains pipe in the area. Investigations will continue.

- (d) Blocked gully outside Anwylfa, North Street, had been cleared but blocked again. Further ticket issued.
- (e) Parking concerns in Llys Y Goron, Holywell Road. Matter referred to Housing Officer.
- (f) A number of pot holes in the Pen Y Cefn area have been filled. Others still require attention. Ticket issued.
- (g) Replacement bin near to Select Convenience Stores in North Street. New bin on order.
- (h) Bryn Llwyd Yard entrance to B5122 road in North Street – concerns with flooding. The Clerk referred to the request for a site meeting. Mr. Hickie advised that there had been an internal date suggested in early March. **(Minute number: 5. 39/20 sub minute no: 11. 25/20 on page 4 below).**

Members brought the following concerns to the attention of Mr. Hickie:

- (1) Felingonglog Road, Afonwen - Pot holes (Ysceifiog Community Council area)
- (2) Drovers Lane – General condition of roadway
- (3) Corner of South Street (by Memorial Institute) - carriageway breaking up around manhole
- (4) B5122 Road (Entering Caerwys from A55) – new pot holes on each side of carriageway – a number quite deep
- (5) St. Michael’s Drive entrance – ponding in areas of recently laid tarmac
- (6) B5122 Road, Near to Marian Bach, Pen Y Cefn – extreme flooding on roadway – regular occurrences
- (7) A541 Road, Afonwen - Footpath from Village to Maes Mynan. Completely overgrown and impossible to use

The Mayor, Councillor Steve Copple, thanked Mr. Hickie for attending the meeting and for his report.

1(E). 34/20

The Mayor, Councillor Steve Copple, welcomed North Wales Police Inspector Steven Owens to the meeting.

Inspector Owens advised Members in relation to the operational aspects, including staffing model for the Flintshire South Police area. During the last eleven months there had been 12,805 calls received for Flintshire South, with 78 calls for the Caerwys Town Council area.

The following topics for discussion had been forwarded to Inspector Owens prior to the meeting:

- (1) Police cover in the area
- (2) Non-reply from 101
- (3) Drug concerns
- (4) Drunken behaviour in the area of Water Street - well after closing time at the Royal Oak pub. This has also escalated to other Streets – including Chapel Street play area
- (5) Loud and drunken youths roaming the streets - in particular, South Street - leaving cans of cider in gardens and planters – including above play area
- (6) Youths accessing the grounds of Ysgol Yr Esgob Primary School – especially outside School term time. Calls made to 101 to report unanswered, or don’t want to know. Drug paraphernalia has been found in the school grounds
- (7) Parking of vehicles on footpaths
- (8) Speeding vehicles on B5122 road – travelling through the Town.

Inspector Owens discussed the above list of concerns with Members, including other matters brought to his attention in the meeting. The Inspector advised that he would action the following:

- (a) Increased Police presence in the area
- (b) Licensing officers to visit outlets who have an alcohol

licence (c) Seek from Councillors and residents vehicle registration numbers of illegally parked vehicles, whereafter letters to owners would be sent.

The Mayor, Councillor Steve Copple, thanked Inspector Owens for attending the meeting and discussing the various concerns with the Council Members.

1(F). 35/20

Standing Orders were restored:

2. 36/20

BEREAVEMENTS WITHIN THE COMMUNITY

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

3. 37/20

DECLARATIONS OF INTEREST

The following Declaration of Interest was made: Councillor Steve Wilson - application by Caerwys Memorial Institute Committee for annual grant for financial assistance (**Minute number: 12. 52/20 on page 9 below**).

4. 38/20

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18TH FEBRUARY, 2020

The Minutes were proposed as correct by Councillor Howard Griffiths and seconded by Councillor Jonathan Duggan-Keen and formally agreed by the Members present.

5. 39/20

MATTERS ARISING

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

Minute no: 5.08/20 sub minute numbers: 5(A).203/19 & 5.179/19 & 5.136.19 (page 2) – in relation to internet banking with NatWest Bank. The Clerk advised, now that the Business Reserve account had been opened with NatWest, the next stage was to complete a Digital and Direct Banking Application Form. The form was required to be signed by all current bank signatories.

Members agreed the following: The Clerk to complete the above referred to form and to obtain Councillors' signatures - are per the current mandate.

Minute no: 5.08/20 sub minute numbers: 5(A).203/19 & 5.179/19 & 5.156 (page 2) – in relation to the upgrade of the Children's play area. The Mayor, Councillor Steve Copple, advised in relation to the delay in completing the project – due to the weather. The Clerk advised that following complaints due to older youths apparently removing the perimeter safety fence surrounding the new play equipment, a number of play items had been temporarily removed to avoid damage.

Minute no: 5.08/20 sub minute number: 6(B).206/19 (ii) (page 3) – in relation to the electrical installation of a defibrillator in the Red phone box in Pen Y Cefn. The Clerk advised that BT had confirmed the electricity supply was now connected to the phone box. The electrical contractor had been informed and will connect the defibrillator housing unit.

Minute no: 5.08/20 sub minute number: 8.213/19 (page 3) – in relation to the County Council’s housing improvement scheme in Caerwys. County Councillor Tudor Jones advised Members that Officers had inspected a number of properties in Caerwys.

Minute no: 6(A). 09/20 (4) (page 4) – in relation to Flintshire County Council – Summer Play Scheme 2020. The Clerk advised that the County had received confirmation of a grant from the Welsh Assembly Government to subsidise the play scheme for each Town & Community Council in Flintshire - at a cost of £900.00 for each Council.

Minute no: 6(E).13/20 (page 5) – in relation to the budget for the financial year 2020 / 2021. The Clerk advised that following the agreed increase in precept for the above financial year – the accounts spreadsheet and ear-marked reserves information had been updated. Members were provided with a copy of the updated document.

Minute no: 11.24/20 (page 10) – in relation to the Town Council enrolling as a member of the Flintshire Tourism Association. The Clerk advised that the Council’s membership had been confirmed, which was at no cost for the first six months. Councillor Miss. Susan Broadway advised that the next meeting of the Association had not been arranged to-date.

Minute no: 11.25/20 (page 10) – in relation to a site meeting between the Town Council Members with Flintshire County Council Officers, to discuss concerns in relation to flooding at the entrance to Bryn Llwyd Yard, together with the condition of the Town Square road surface. The Clerk advised that despite an original request for a site meeting, together with a number of reminders, apart from an acknowledgement, no meeting date had been offered.

Members agreed the following: Expressed their concern that the request had not been actioned. The Clerk to further contact County Highways (**Minute number: 1(D). (h) 33/20 on page 2 above**).

6(A). 40/20 CORRESPONDENCE

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

- (1) The Clerk read out a report received from PCSO Connor Freel in relation to reported criminal offences within the Community:

Caerwys: 1 x Suspicious Circumstances. Two males entered the grounds of a property.

Afonwen: 1 x Criminal Damage. Itinerants broke padlock to gate and set up camp in Maes Mynan Hall.

- (2) Flintshire County Council - Wildlife and Countryside Act 1981 - notification of proposed Map Modification Order to Public Footpath No: 2 in the Community of Caerwys – located near to Maes Y Coed Cottages, Afonwen.

Members agreed the following: To support the Map Modification Order. Requested that, where the course of the footpath is shown to correctly run between points A and B on the Definitive Map, this is waymarked along the relevant section of the footpath itself when the Modification Order becomes effective. Also requested for the Ordnance Survey be notified of the modification in order that they can show the change of route of the footpath on any future revision of their maps of the area.

- (3) Flintshire Citizens Advice – Annual Report 2018 / 2019

(4) The following information had been forwarded to Members by e-mail:

- Flintshire County Council – Environmental Enforcement Policy
- Independent Remuneration Panel for Wales – Draft Report for 2019.

6(B). 41/20

CLERK'S REPORT

- (a) The Clerk advised Members that Councillor Peter Dooley had relinquished his position as Deputy Mayor. The Clerk further advised that whilst Councillor Dooley is on occasions working away from home, he will attend as many Council meetings as he is able.

Members agreed the following: Accepted the resignation, which will remain unfilled until the annual meeting of the Council, to be held in May 2020. Members thanked Councillor Dooley for his time as Deputy Mayor, together with his Mayoress, for representing the Town Council at a number of events.

- (b) The Clerk advised that three cheques for the sum of £69.00 each had been received from Dyserth, Halkyn and Whitford Councils – as their one third share of the annual photocopier hire – less VAT - which would be reclaimed by Caerwys Town Council. The sum of £207.00 had been banked.
- (c) The Clerk advised that due to pre-booked room hire at Caerwys Town Hall, the Clerk had provisionally booked Sunday 1st November, for the Council's Civic Service Reception.

Members agreed the following: (1) Conformed the date of Sunday 1st November for the 2020 Civic Service (2) The Clerk to pre-book the 2021 Civic Reception in the Town Hall for Sunday 7th November.

- (d) The Clerk advised that following the installation of a number of kissing gates on public footpaths in the Caerwys area, whereby the Town Council agreed to pay for three – at a cost of £900.00, the County have advised that another seven kissing gates are to be installed in the Ty Ucha area. The Clerk further advised that the County wish to take some promotional photographs at the newly installed kissing gates area and invite the Mayor to be part of the 'photoshoot'.

Members agreed the following: Looking forward to perusing the photographs in due course.

- (e) The Clerk recollects to Members an outstanding concern in his pending file, in relation to Old Court, High Street, Caerwys. The Mayor, Councillor Steve Cople, together with the Clerk had met with Mr. Chris Rees-Jones, the County Conservation Officer and his colleague in May of 2019. Following the site meeting at The Old Court, Mr. Rees-Jones advised that he was in discussion with colleagues to seek enforcement action – due to the decaying condition of the building. The Clerk advised that whilst he had further contacted Mr. Rees-Jones on a number of occasions, it was only a few days ago – following another reminder, that Mr. Rees-Jones had finally contacted the Clerk. Mr. Rees-Jones stated in his reply that he understood the owner of the premises was in the process of appointing an architect to discuss a potential scheme of works. The Clerk further advised that a reply had been sent to Mr Rees-Jones, which stated, that the owner of the premises has apparently been in the process of an architect appointment for some time.

6(C). 42/20

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

As Mr. Neil Hickie was in attendance at the meeting, this agenda item was dealt with under
(Minute number: 1(D). 33/20 on pages 1 and 2 above)

7(A). 43/20

TOWN MAYOR'S REPORT

The Town Mayor, Councillor Steve Cople, advised Members of his attendance at the following:

- (a) West Flintshire Town & Community Councils Working Group in Holywell
- (b) Ysgol Yr Esgob, Caerwys - School Governors meeting
- (c) 'Caerwys Cares' – Volunteer Group in Caerwys

7(B). 44/20

PLASTIC FREE CAERWYS

Councillor Miss. Susan Broadaway advised that she had been in contact with a similar group in Mold, whereby the Clerk had provided Council Members with a copy of the Community Toolkit (Plastic Free Communities). A Public meeting had been arranged in Caerwys Town Hall for Tuesday 10th March, at 7.00pm, whereby a member of the Mold Group has been invited. The Clerk will advertise the event and write to local businesses seeking their attendance.

7(C). 45/20

COMMUNITY AWARD

General discussion in relation to the Council arranging a Community Award. Suggestions included nominations from residents, yearly award at either the Civic Sunday or Annual meeting of the Council.

Members agreed the following: In principle, to further consider a Community Award.

7(D). 46/20

MAYOR'S NAME BOARD

The Clerk advised that Mr. George Gallagher had attended the meeting earlier in the evening and provided a quotation and further photographs of a Mayors' name board from a company in Chester. It was noted the quotation was for the names of Mayor's since 1964 to the present date, with no further room for additions.

The Clerk had written to the Town Hall Trustees seeking their views to a board being erected on an internal wall of the Hall. The Clerk read out the reply from the Chair of Trustees.

Members agreed the following: In principle, to commission a Mayors' Name Board. The Clerk to seek the assistance of the Caerwys Wood Carving Group.

8. 47/20

COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)

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

- (a) Caerwys Town and Ysceifiog Community Councils Report 'Improving Road Safety in Caerwys and Lixwm 2020'. The report had been sent to all Council Members by e-mail prior to the meeting. Councillor Jones referred to specific details in the report, whereby the next stage would be to arrange a meeting with Officers from Flintshire County Council Highways.

Members agreed the following: To e-mail any observations in relation to the report direct to County Councillor Tudor Jones.

- (b) Flintshire County Council budget for 2020 / 2021
- (c) Holywell Leisure Centre
- (d) Transport for Wales – Concerns in relation to new time-table which reduces services stopping in Flint Railway Station

9. 48/20

REPRESENTATIVES' REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Moriarty gave a verbal report of his attendance along with Councillor Wilson and the Town Clerk, at the County Forum meeting held on the 13th February at County Hall. Matters covered at that meeting related to FCC's budget for 2020-2021, the Local Government (Wales) Bill, which is likely to be enacted in Sept/Oct with little change, the Local Development Plan, the recent waste consultation (of which the outcome was to maintain the status quo) and FCC's Welsh Education Strategic Plan.
- (ii) The Clerk provided the following report on behalf of Councillor Mrs. Lynette Edwards – who had attended a meeting of the North & Mid Wales Association of Local Councils. The items discussed included: Business & Council Tax rates; Homeless people; Public Conveniences; Local Government Elections (Wales) Bill.

10(A). 49/20

PLANNING APPLICATIONS

The following planning applications were dealt with by Members at the meeting:

- (1) Application number: 060896 – for change of use – holiday lets to annexe, at Glan Llyn, North Street, Caerwys.

Comment by Council: In principle, Caerwys Town Council is supportive of the application providing:

- (a) Materials to be used are approved suitable due to the property being within the Caerwys Town Conservation Area; and
- (b) Adequate onsite vehicle parking is available in the interest of local road safety owing to construction of a nearby road junction from the Summerhill Farm development with the B5122, North Street, Caerwys. (PA Ref: 054007)

- (2) Application number: 060798 – for the erection of 2no. live/work units with associated off-road parking, at former Centre Point Garage, Denbigh Road, Afonwen.

Comment by Council: Concern is expressed by Caerwys Town Council about this proposed development with regard to the following matters:

- (a) The application site is a narrow parcel of land set back from the edge of the A541 Road. It is felt that the size and layout of 2 five bedroom dwellings with their respective detached work units would constitute overdevelopment of the site and fail to contribute to the local character and amenity of the area.

- (b) The application site is not within any settlement boundary and the proposed houses and work units fail to fill any small gap between a group of dwellings having a continuously developed frontage.
- (c) The proposed development is adjacent to the boundary of the designated Clwydian Range and Dee Valley AONB and would fail to maintain and enhance the locality due to the proposals for the site.
- (d) On the opposite side of the A541 Road from the application site is a property named the 'Pwll Gwyn', a Grade II listed building, whose setting would be adversely compromised by the proposed development.
- (e) The application site previously contained a petrol filling station, demolished some years ago. Owing to the nature of this past development, concerns are raised about potential contamination of the land as a result of such previous use.
- (f) The applicant fails to indicate within the submitted application how foul sewage from the development is to be dealt with.

10(B). 50/20

PLANNING DECISIONS

There were no planning decisions received from Flintshire County Planning.

11. 51/20

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 03/02/2020	263.94	52.79	316.73
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for January) Payments dated 03/02/2020			
	Direct Debit: Scottish Power (January - Street Lighting Electricity Account) Payment dated 17/02/2020	96.96	4.85	101.81
	<u>Payments for consideration at meeting:</u>			
036	Caerwys Memorial Institute (Hire of room for Council meetings – May 2019 to March 2020)	180.00		180.00

12. 52/20

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £

037	Age UK – Caerwys (Application for annual grant) (Section 19 LGA (Miscellaneous Provisions) Act 1976)	250.00
038	Clwb Bwthyn Bach (Ysgol Yr Esgob) (Application for annual grant) (Section 137 LGA 1972)	250.00
039	Caerwys Women’s Institute (Application for annual grant) (Section 19 LGA (Miscellaneous Provisions) Act 1976)	250.00
040	Caerwys Memorial Institute Committee (Application for annual grant) (Section 19 LGA 1976)	1,000.00
	Note: Councillor Steve Wilson Declared an Interest in the above application.	

13. 53/20

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.....