



# **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> November 2021, at 7.30pm.**

### **1(A). 222/21**

#### **PRESENT**

Councillor Stephen G. Wilson (Mayor)  
Councillor Susan A. Broadaway (Deputy Mayor)  
Councillor Stephen Cople  
Councillor Jonathan E. Duggan-Keen  
Councillor Lynette M. Edwards  
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). 223/21**

#### **APOLOGIES**

Councillor Carole Stephenson  
Councillor Howard R. Griffiths

### **1(C). 224/21**

#### **Standing Orders were Suspended**

### **1(C) (i). 225/21**

#### **Virtual Attendance at Meeting by PCSO Connor Freel (North Wales Police)**

The Mayor, Councillor Steve Wilson, welcomed PCSO Connor Freel (North Wales Police) to the virtual meeting.

The following concerns were discussed with PCSO Freel:

- Inappropriate parking of vehicles in a number of areas, including junctions of North, South, High and Water Streets.
- Males riding motorised bikes who appear to be in the age group of 12 to 13.

- Touring caravans being dumped in the Flintshire countryside.
- Increasing number of drug and other criminal offences in the Afonwen area.

PCSO Freel advised of his availability to attend any local events or assistance with any initiatives.

The Mayor, Councillor Steve Wilson, thanked PCSO Freel for his attendance at the virtual meeting.

**1(C) (ii). 226/21**

**Virtual Attendance at Meeting by Neil Hickie (Flintshire Street Scene)**

The Mayor, Councillor Steve Wilson, welcomed Neil Hickie (Flintshire County Council Street Scene) to the virtual meeting.

Neil provided the following update to a number of previously reported concerns by this Council:

**(Update in italics)**

- (1) Resurfacing of B5122 road - travelling towards A55 just past junction to St. Michael's Drive. *Road will be closed towards end of November to complete the work.*
- (2) Disabled parking bay on Caerwys Town Square. *This will be completed tomorrow (Wednesday 17<sup>th</sup> November).*
- (3) Damaged / sinking gully outside Llwyn Onn on B5122 Caerwys Hill (this has been reported twice previously) *Listed for repair.*
- (4) Bryn Aur and Holywell Road junction – large pot hole (this has been reported twice previously) *Listed for repair.*
- (5) Pot hole in Drovers Lane – Near former Summerhill Farm House (this has been reported twice previously) *Listed for repair.*
- (6) Pot hole on B5122 travelling from Caerwys towards the A55 – opposite unofficial layby (this has been reported twice previously) *Listed for repair.*
- (7) Drovers Lane - recently constructed cobblestone area outside Summerhill Farmhouse adjacent to new footpath. Is this County Council adopted highway? *This section of footway does not form part of the Adopted Highway.*
- (8) Holywell Road and junction to Llys Y Goron. On the left-hand side an invasive weed is growing. The residents have endeavoured to remove, but it keeps growing back. As this is County Council land can it be professionally removed. *Referred to Property Services.*
- (9) Salt bin in Chapel Street (Cllr Tudor Jones has requested this due to the water leakage). *Suitable location identified but vehicle parked too close to wall to install.* Councillor Duggan-Keen offered to assist with tracing vehicle owner.
- (10) Footpath on A541 from Afonwen Village to Maes Mynan area. *To be discussed with County Councillor Tudor Jones*
- (11) Could you please provide Councillor Tudor Jones with the grass and hedge cutting schedule for the Caerwys area. *Will discuss with Cllr Tudor Jones.*

- (12) Further concerns from residents in relation to overgrown hedge on the Marian Walkway to Memorial Institute. This has been reported previously. *Hedge is listed to be cut imminently.*
- (13) Pot hole classed as dangerous between Marian Prysau and Caerwys Hall entrance. *Completed due to the urgency.*

**Members brought the following concerns to the attention of Neil Hickie:**

- (i) Request for the salt bin at the end of the road in Maes y Dre to be moved over the wall. Currently the salt bin is adjacent to the wall facing Maes Y Dre; the bin cannot be accessed due to parked cars. If moved to the other side of the wall it will be easily accessible.
- (ii) Another gully requires attention – travelling down the B5122 Road and near to the driveway entrance to property named Llwyn Onn.
- (iii) Could Flintshire complete an air quality survey, in particular in the Town Square area. There appears to be potential pollutants that leave a film on surfaces. *Neil will make enquiries with the County Environmental Services Team.*
- (iv) Item 7 above - could a bollard be placed at the end of the new footpath which would assist in alleviating the concerns raised, in particular, as the area does not have a street light. *Neil will make enquiries.*

The Mayor, Councillor Steve Wilson, thanked Neil Hickie for his attendance at the virtual meeting.

**1(D). 227/21**

**Standing Orders were Re-instated**

**2. 228/21**

**BEREAVEMENTS WITHIN THE COMMUNITY**

There were no reported bereavements within the community, between the October and November Council meetings.

**3. 229/21**

**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No attendance at meeting by public, no questions, comments, or representations received prior to meeting.

**4. 230/21**

**DECLARATIONS OF INTEREST**

The following Declarations of Interest were declared:

- (i) Councillor Mike Moriarty - Minute number 11(A). 243/21 on page 9 in relation to planning application number: 063698 at Park View Garage.
- (ii) Councillor Jonathan Duggan-Keen – Minute number 12. 245/21 in relation to payment of invoices to Caerwys Computer Clinic.

**5. 231/21**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 19<sup>TH</sup> OCTOBER 2021**

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

## **6. 232/21**

### **MATTERS ARISING**

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 6. 204/21 (1) (page 2)** – in relation to the policy of Flintshire County Council in reporting to the police criminal damage to children’s play area equipment. The Clerk advised to the following reply from Aura Leisure: ‘A further site visit has taken place and the issue with the mechanism being disrupted has not further occurred. Should the issue arise again then the police will be informed’.
- (2) Minute no: 7(B). 206/21 (page 3)** – in relation to the clerk contacting the County Street Lighting Manager, to discuss street lighting connections. The Clerk read out the reply from the Street Lighting Manager to Members.
- (3) Minute no: 7(G). 211/21 (11) (page 5)** – in relation to a new cobblestone pavement area in Drovers Lane adjacent to a residential property. Members were shown virtually a copy of the adopted highway plan for Drovers Lane, which indicated the cobblestone pavement area was in the ownership of the property owner.
- (4) Minute no: 11(A). 215/21 (page 7)** – in relation to an enquiry made to Planning Enforcement to ascertain the position of building work in an outbuilding at Anwylfa, Caerwys. The Clerk recollects Members to an e-mail and letter received from the County Planning Enforcement Officer, who stated, that following a visit to the property no action will be taken.
- (5) Minute no: 12. 218/21 (pages 7 and 8)** – in relation to the following agreed items from the October Council meeting: **(1)** Work Order issued for the painting of the Town Square bollards **(2)** The County Conservation Officer confirmed, ‘No objection to the replacement like for like wooden planters’ on Caerwys Town Square. The Clerk confirmed that he had issued a Purchase Order for the planters **(3)** Contract for an Environmental Operative. Councillor Steve Copple had drafted an agreement for consideration by Council which was shown virtually **(4)** Quotation for the painting of the Town Square Bus shelter. The Clerk advised, that whilst the painter had provided a quotation, the following comment was attached; ‘the bus shelter does not require painting’.

**Members agreed the following:** **(1)** Confirmed the draft contract for the Environmental Operative **(2)** Not to proceed with the Town Square bus shelter painting.

## **7(A). 233/21**

### **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 Criminal damage / 1 x Violence

**Caerwys:** 5 x Violence / 2 x Anti social behaviour / 2 x Public order / 2 x Criminal

damage / 1 x Drugs (A55)

- (2) Welsh Government: Local Government and Elections (Wales) Act 2021 Section 47 Multi-Location Meetings. The Clerk advised that the Wales Government have commenced a questionnaire on Survey Monkey, in relation to the concerns expressed by Town & Community Councils in Wales, with the current restrictions to holding Council meetings. The Clerk confirmed that he had completed the survey.
- (3) Welsh Government: Electoral Arrangements for the County of Flintshire. No change to the Caerwys Ward.
- (4) Flintshire County Council: Request from Marianne Lewis (Planning & Development Officer) to attend the February Council meeting, to provide an update on the Micro-care project.

**Members agreed the following:** The attendance by Marianne Lewis at the February 2022 meeting and to commence at 7.00pm.

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

- ❖ Flintshire County Council: Your Council News
- ❖ Flintshire County Council: Digital Flintshire – Have your Say – Consultation
- ❖ Flintshire County Council: Consultation of the review of Council Tax premium for long term empty properties and second homes. (Councillors to complete survey on a personal basis)
- ❖ Mold Plastic Reduction Group: Newsletter no: 14 - October

## **7(B). 234/21**

### **CLERK'S REPORT**

- (a) The Clerk advised that the fee of £25.00 from the Caerwys Bowling Club for use of the Town Crest had been received and banked. Following current Council policy, the fee will be returned as a financial donation, as reflected in the donations on the last page of these minutes.
- (b) The Clerk advised that he had attended the virtual Flintshire County Standards Committee, annual training, and meeting with Town & Community Councils in Flintshire on Monday 1<sup>st</sup> November.
- (c) The Clerk recollected to Members a previous agreement that the Town Council would provide a financial donation to the bugle player for their attendance at the Remembrance Sunday Service at the Memorial Institute. This was usually £25.00.
- (d) Report of damaged wooden table near children's play area in Memorial Institute grounds. The Clerk had advised the Chair and Secretary of the Trustees. The table was subsequently removed.
- (e) The Clerk recollected Members to a previous agreement for the building of a new Town Council and Community web site. The site has been completed, whereby Members viewed the site virtually. The Clerk further advised that the previous site was currently providing a

link to the new web site and would be left in situ for a year. New site at: [www.caerwys-town.wales](http://www.caerwys-town.wales)

## **STREET LIGHTS**

- (i) New LED lantern installed on the stand-alone street lantern sited on the Marian to Memorial Institute Walkway. Members were asked to observe the brightness of the light over the winter months, in particular, the illumination length time aspect. To be reviewed in February 2022.

Councillor Duggan-Keen advised, that the lamp is much brighter and appears to illuminate for a longer period of time during the evening. The Clerk advised that the review will be further listed for discussion at the February 2022 Council meeting.

- (ii) The Clerk recollects to Members their agreement under Minute number: 7(D). 202/21 of the October 2021 meeting whereby it was agreed to accept the quotation for £180.00 plus VAT for the testing, connection, and disconnection of the Town Square Christmas lights.

The Clerk advised, that following the incident whereby the electricity supply cable was detached from the Christmas lights transformer, Councillor Steve Copple had met with the electrical contractor on site to discuss the reconnection. The electrical contractor advises the following: In late November to provide a new cable from the bus shelter electricity supply, by fitting a pole to carry the cable to the transformers currently attached to the tree. To remove the cable during the first week of January, at a cost of £280.00, which includes the yearly testing of the lights.

**Members agreed the following:** (1) Accepted the above recommendation for the provision of an electricity supply to the Town Square Christmas lights (2) Accepted the revised quotation for £280.00.

### **7(C). 235/21**

#### **TO CONSIDER: THE FOLLOWING POLICY & STATEMENT UNDER THE ENVIRONMENT (WALES) ACT 2016 SECTION 6; BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY**

The Clerk recollects Members to an e-mail in relation to the above Policy, which attached a draft Biodiversity template that had been kindly produced for Town & Community Councils in Flintshire, by Sarah Slater (Flintshire County Council Biodiversity Officer). Two other biodiversity policies were also perused.

**Members agreed the following:** To provisionally adopt the Biodiversity template received from Flintshire County Council. Members were asked to consider expressing an interest in taking the lead with this biodiversity project. The policy will be placed on the Agenda for the January 2022 Council meeting.

### **7(D). 236/21**

#### **PRECEPT AND FINANCIAL ALLOCATIONS FOR 2022 / 2023**

The Clerk advised that this exercise was to enquire with the Members of the Council, if there were any items of expenditure, extra to the present allocation in the 'Earmarked Reserves' to be included in the next financial year. A copy of the current ear-marked reserves was provided to Members.

Members provided the following suggested items for further projects: To Progress with last year's list / Projector and screen for Town Hall & Memorial Institute / Maintenance allowance for ground works for additional Town enhancement - £800.00 / Purchase common equipment for common use e.g., festival tent & others / Additional Christmas decorations sited on Town Hall and other areas / Drop-in style Internet / iPad surgery for residents / Enhancement of the large grassed verge area on B5122 travelling towards the A55 near to St. Michael's Drive entrance on opposite side of road / Youth Club sessions by Aura Leisure at a cost of £85.00 per session plus flooding lighting costs; 40 sessions at £85.00 = £3,400.00 plus floodlights for say 24 sessions at £7.50 = £180.00 (Total £3,580.00) / New play area equipment £9,300.00 / Reinstate the £1,000.00 donation towards running costs to the Town Hall and Memorial Institute = Total £2,000.00.

**Members agreed the following:** To include all the above items as following breakdown: **(1)** Items with no financial cost to be placed on a provisional ear-marked budget **(2)** Items with costings to be placed on specific ear-marked budget, with the exception of the play area equipment, at a cost of £4,650.00 – as match-funding will be available with Flintshire County Council during year 2022 **(3)** Ring-fenced and general reserves (includes property upkeep) – to be agreed in January 2022 budget setting.

#### **7(E). 237/21**

#### **STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

- See Minute number 1(C) (ii). 226/21 on pages 2 and 3 above).

#### **8(A). 238/21**

#### **TOWN MAYOR'S REPORT**

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

- Attendance at Remembrance Sunday held in the Memorial Institute.
- Caerwys Christmas Carols on The Town Square – will be held on Sunday 19<sup>th</sup> December at 5.00pm.
- The Mayor enquired with Members if they wished a Council Christmas Dinner to be held in The Piccadilly Inn. Members agreed. The Mayor will contact Councillors by e-mail to arrange.

#### **8(B). 239/21**

#### **QUEEN'S PLATINUM JUBILEE CELEBRATIONS REPORT**

- ❖ Virtual meeting held with a number of residents attending.
- ❖ Committee formed.
- ❖ Celebrations to be held over a two-day period.
- ❖ The Royal Oak and Piccadilly will be involved.
- ❖ Next meeting to be held in the Town Hall on 23<sup>rd</sup> November at 7.00pm

#### **8(C). 240/21**

#### **TO DISCUSS: LOCAL STANDING ORDERS - PARAGRAPH 6. RESOLUTIONS MOVED ON NOTICE (A) & PARAGRAPH 16. SUSPENSION OF STANDING ORDERS (A) & (B) RE: PROPOSING MOTIONS & DISCUSSING ITEMS NOT ON AGENDA**

The Mayor Councillor Steve Wilson, recollected Members to the importance of adhering to the various policies, in particular, keeping discussions to the agenda item.

## 9. 241/21

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

County Councillor Tudor Jones, provided Members with the following report:

**Ysgol yr Esgob:** Minor Planning issues Re; the contractor's requirements are being addressed but work is due to start on the Extra Care facility - Nursery and after school care.

**Pedestrian Safety scheme:** It's good to report again that the feedback remains positive. Currently preparing an additional scheme, using land already in Council ownership, to make improvements to pedestrian safety along the section of Pen y Cefn Road between the new estate and the school and where there is no pavement.

The design of this roadside area may be vital if the new Golf Course development were approved and thereby effectively creating a new and busy crossroads between home and school.

**Climate Change, surface water and sewerage overload:** With the increased frequency of heavy downpours that overwhelm our drainage system due to climate change it is important that we ask everyone to be more alert to problems. Welsh Water have been investigating the sewerage system in Lixwm following the recent overflow of sewerage onto farmland and into residential properties, entering up the WC.

Investigations have shown the following issues, tree roots compromising flow levels in pipes, gravel and other household waste not being flushed through, probably due to the reduced flow through the pipes.

Residents must ensure that they adhere to 'rules' for what goes down the toilet. Wet wipes of any kind should go in a bin. The manufacturers may call them flushable or biodegradable but they are the cause of many problems and end up at the sewage farm site by the skip load. Flushable wet wipes do not disintegrate like paper does.

To avoid suffering a flood of sewerage into Caerwys homes, I ask all residents to report matters early, it may be as simple as the water level in the toilet not falling as quickly as a normal flush. Don't wait to see the results of a sudden very heavy downpour. Your home can flood from the inside out.

**Fly-Tipping on a large scale:** Please be aware that there have been recent incidents of old touring caravans being dumped along country lanes in the County. Please report them immediately to the Police if they are a road hazard and to the County or local Councillor.

#### **General matters:**

**Planning applications** remain a monthly demand on time. It's good to see that the Glasfryn Hall Art Gallery project has received approval for another aspect of its provision, and I'll be supporting the application for the provision of a fully enabled toilet on site.

**Constituent matters** continue, many and varied.

## 10. 242/21

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

- (i) Councillor Susan Broadaway: Reported on a recent meeting of the Naked Takeaway Group. Six months since the commencement of the scheme, whereby a report will be submitted to the Wales Government.



## 11(A). 243/21

### PLANNING APPLICATIONS

**The following planning applications were considered by Members at the meeting:**

- (1) Application number: 063614 – for Change of Use of part of existing outbuilding used as a store to create an accessible toilet for visitors (approved under planning application no 062184), at Glasfryn Hall, South Street, Caerwys

**Comment by Council:** No objection.

- (2) Application number: 063698 – for Change of Use from garage curtilage to container store (56 units), at Park View Garage, Crossways Road, Caerwys

**Comment by Council:** Objects to the application. The proposed area for the container facility is directly adjacent to the B5122 Road at Junction 31 of the A55. The A55 is a major route into North Wales, with traffic to the Vale of Clwyd travelling along the B5122 road. If allowed, the containers would be visually unattractive, create a significant detrimental effect on the character of the area in a natural open rural landscape which surrounds the site. The security lighting pollution is unacceptable in the open countryside.

**Note:** Declaration of Interest declared by Councillor Mike Moriarty, to the above planning application number: 063698 (**Minute number: 4. 230/21 on page 3 above**)

- (3) Application number: 063726 – for Application for removal or variation of a condition following grant of planning permission. (062901), at Ysgol Yr Esgob, Caerwys Hill, Caerwys

**Comment by Council:** No objection raised providing the safety of pupils, staff and other persons having to attend the school will not be compromised in any way during construction of the new facility

## 11(B). 244/21

### PLANNING DECISIONS

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

- (i) Application number: 062924 – for amendments to the existing alterations to the dairy to retain the internal works and glazed inner and adapt the existing inner door and installation of outer boarded doors, at Maes Y Coed Farm, Afonwen. Approved.
- (ii) Application number: 063345 – for installation of 14 no roof mounted photovoltaic panels to roof and installation of 16kw air source heat pumps to rear garden, at Old School House, High Street, Caerwys. Approved.
- (iii) Application number: 063290 – for construction of agricultural slurry lagoon, at Bryn Gwyn Hall, Pen Y Cefn, Caerwys. Prior Approval Required – Refused.
- (iv) Application number: 063408 – for partial change of use of part of the existing dwelling house to allow temporary art exhibitions ancillary to the existing art gallery, at Glasfryn Hall, Caerwys. Approved.

## APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>BACS:</b> Royal British Legion (Ysceifiog Branch) remembrance Sunday wreath (Payment authorised by two Councillor bank signatories)	25.00		25.00
	<b>BACS:</b> TaylorMade Planters (Purchase of 6 Town Square planters – as agreed in October Council meeting) (Payment authorised by two Councillor bank signatories)	1,024.95	204.99	1,229.94
	<b>Standing Order:</b> Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/11/2021	263.94	52.79	316.73
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for October) Payments dated 01/11/2021			
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Arrow County Country Supplies (Various items for Caerwys Public Conveniences)	163.97	32.79	196.76
	Flintshire County Council (Contribution to Children's Summer Play Scheme)	1,428.90		1,428.90
	Deeco Lighting (Replacement Town Square Victorian Lantern – as agreed quotation)	1,800.00	360.00	2,160.00
	Caerwys Computer Clinic (New Town Council web site & domain name £350.00 / Yearly hosting fee £175.00 – as agreed quotations)	525.00		525.00
	<b>Note:</b> Declaration of Interest declared by Councillor Jonathan Duggan-Keen, to the above planning payment for Caerwys Computer Clinic ( <b>Minute number: 4. 230/21 on page 3 above</b> )			
	R. P. Parry (Clerk) Re-imburement of fees: Ionos (Web Hosting) Transfer of Caerwys-town web site £9.00 plus VAT £1.80 / Web site builder £12.00 plus VAT £2.40 – as per receipts (To enable old web site to transfer to new web site for one year)	21.00	4.20	25.20

	<b>Direct Debit:</b> Scottish Power (October - Street Lighting Electricity Account) Payment due 18/11/2021)	97.20	4.86	102.06
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**13. 246/21**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<b><u>Authorised to be paid by BACS:</u></b>	
	Wales Air Ambulance (Application for annual donation) (Section 137 LGA 1972)	£200.00
	St. Kentigern Hospice (Donated fee from Alun Rhys Jones - bugle player at Remembrance Sunday Service at Memorial institute) £25.00 (Section 137 LGA 1972)	£25.00
	Caerwys Bowling Club Committee (Fee for Town Crest usage - returned as donation) £25.00 (Section 19 - 3(a) LGA (Miscellaneous Provisions) Act 1976)	£25.00

**14. 247/21**

**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.....**