



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference, On Tuesday the 15th March 2022, at 7.00pm

1(A). 49/22 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 Howard R. Griffiths
Councillor Michael W. Moriarty
Councillor Jayne E. Morris
Councillor Helen L. Priestley

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 50/22 APOLOGIES

Councillor Carole A. Harris
Councillor Carole Stephenson

2. 51/22 BEREAVEMENTS WITHIN THE COMMUNITY

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

3(A). 52/22 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

Standing Orders were suspended:

- (i) Virtual attendance by Marco Giudici (Resident of Caerwys) – in relation to the annual Keep Wales Tidy campaign. The Clerk advised that the resident had sent an e-mail containing apologies for their non-attendance. The Clerk read out an e-mail from the

resident, who wished the Town Council to consider holding the annual litter pick in conjunction with the Keep Wales Tidy / Spring Clean Cymru campaign. **(Minute number: 7(C). 59/22 on page 5 below)**

- (ii) Virtual attendance by Dan Williams (Flintshire / Aura Leisure – School Community Sports Coordinator)

The Mayor, Councillor Stephen Wilson, welcomed Dan Williams to the virtual meeting. Dan advised of a Welsh Government initiative with County Councils in Wales, with Aura Leisure delivering outside sports and activities to the youth. The scheme adapts and supports the needs of the youths - aged between 8 to 16 years.

Presently there are 18 weekly sessions across the County, with Mostyn for example, involved for a period of over two years with between 30 to 35 youths attending each week. Dan advised in relation to the activities which also includes outside organisations, such as the Police and Fire Services. Information was provided about other organised activities and further information, such as go-karting; no cost for activities outside this Council area; parental or guardian involvement in providing transportation to outside activities.

The Mayor thanked Dan for his informative address and advised that the Council will further discuss the project under an agenda item later in the meeting. The Clerk would make further contact with the Council's decision. **(Minute number: 12. 66/22 on page 8 below).**

- (iii) Request from a resident for three new street lights – to be sited on North Street, Caerwys.

Members were shown virtually an e-mail from a Caerwys resident who wished the Council to consider installing possibly three further street lights between Glan Llyn and the Piccadilly Inn, on North Street. Members viewed a Google street view of the area.

Members agreed the following: The Clerk to make the following enquiries with Flintshire County Council

- (i) To enquire with the County to consider installing additional street lighting in the area of North Street (Google street plan enclosed and area marked in red)
- (ii) To request the County Street Lighting Department to complete a luminance level survey for this particular area
- (iii) To seek the observations of the County in relation to the installation of solar street lighting.

3(B). 53/22

Standing Orders were restored:

4. 54/22

DECLARATIONS OF INTEREST

The following Declarations of Interest were declared: Susan Broadaway / Steve Cople / Jayne Morris / Steve Wilson **(Minute number: 15. 69/22 on page 11 below)**. Councillors are members of the Queen's Jubilee Committee.

5. 55/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 15TH FEBRUARY 2022

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

6. 56/22

MATTERS ARISING

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 3. 32/22 (1) (page 1 and 2)** – in relation to the former Pwllgwyn Hotel in Afonwen. The Clerk advised that whilst there had been no formal reply to the correspondence sent to the County Conservation Officer, a telephone call had been received. Chris Rees-Jones will attempt to make contact with the owner of the property and possibly arrange a site meeting.

The Clerk further advised that under a Freedom of Information request received from a resident, a copy of the original e-mail sent to the Conservation Officer was provided to a Member of the Welsh Government.

- (2) **Minute no: 7(B). 37/22 (pages 3 and 4)** – in relation to an increase of electricity energy supply for the Council's street lanterns. The Clerk recollected Members to an exchange of e-mails and in particular, an Excel spreadsheet which provided the current and increased supply cost from Scottish Power, together with supply costings from other suppliers - including the UK Government Procurement Department. Two national energy supply Companies advised that they were not providing quotations due to the current unstable energy market. The Clerk also referred to other information contained within the spreadsheet, in relation to lengths of contracts.

Members agreed the following: Due to the current electricity energy market conditions, it would be unwise to enter into a long-term contract. The Council will further review the situation in July 2022.

- (3) **Minute no: 10. 41/22 (ii) (page 5)** – in relation to seeking a review of the traffic regulations in Caerwys. The Clerk confirmed that the request was sent to the County the day following the February Council meeting. Whilst the request had been acknowledged, despite a further reminder from the Clerk, no formal reply had been received.
- (4) **Minute no: 13. 45/22 (page 6)** – in relation to the Clerk contacting County Highways, to request a copy of the adopted highway plan adjacent to the B5122 road travelling towards the A55 – in the area of the proposed statue and tree planting. A map had been provided which indicated the area is not adopted highway. The Clerk had further contacted Street Scene seeking clarification that the area is included in the County grass cutting schedule. Whilst the request had been acknowledged, despite a further reminder from the Clerk, no formal reply had been received.

7(A). 57/22

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, which had occurred within the Caerwys Town Council area:

Afonwen: No reports

Caerwys: 2 x Anti-social behaviour

- (1) Copy correspondence to North Wales Police from the Caerwys Bowling Club Committee. Youths are climbing over the fence and entering the wooden shelter, leaving behind general rubbish and empty bottles. A few days ago, numerous acts of vandalism had been caused to the green area with deep cuts to the grass; this will take months to repair. Damage also caused to the mower following items embedded into the grass. The Bowling Club have completed reports to the Police, whereby a site meeting with the Committee and Police will be held this week.
- (2) One Voice Wales: Letter and application form for membership – 2022 / 2023 at a cost of £224.00 with a 50% reduction to £112.00 for the first year.

Members agreed the following: Not to become a member of Once Voice Wales.

- (3) Town Square bus shelter glass theme painting. The Clerk advised that the theme painter has enquired if the Council wished an Easter design. The request had been forwarded to the Mayor and Deputy Mayor, as a decision was required due to booking aspects. The Mayor and Deputy agreed not to have an Easter theme, but a theme to celebrate the Queen's Jubilee – to be painted on the weekend prior to the event.

Members agreed the following: Confirmed the above decision.

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

- ❖ Flintshire County Council: New hub for apprentices
- ❖ One Voice Wales: Survey report in relation to multi location meetings
- ❖ Flintshire County Council: Campaign named: #FCCBeKindOnline – will be launched on Tuesday 8th February to coincide with Safer Internet Day.
- ❖ Boundary Commission for Wales: Secondary consultation commencing 17th February. Members to make representations on a personal basis.
- ❖ Flintshire County Council: Guide to Town and Community Council elections in Wales
- ❖ Hannah Blythyn MS: February newsletter
- ❖ Independent Remuneration Panel for Wales: Annual Report 2022
- ❖ Flintshire County Council: Draft Assessment of Well-being in Flintshire. Members to complete on-line survey on a personal basis
- ❖ HyNet North West: Pre-application publicity, in relation to the Liverpool Bay CCS proposals to develop and install a new carbon dioxide pipeline between – Ince and Flint and repurpose an existing pipeline between Flint and Point of Ayr. Information forwarded to Councillor Gareth Sharps, who had attended a prior virtual meeting

- ❖ Mold Plastic Reduction Group: Newsletter number 18
- ❖ Flintshire County Council: Notice received from County Councillor Tudor Jones in relation to a road closure in Water Street, Caerwys – from 28th March 2022 for three days
- ❖ Flintshire County Council: Welsh Government ‘Ending Physical Punishment in Wales’
- ❖ Bentyg Cymru Wales’ Library of Things
- ❖ Flintshire County Council: Queen’s Jubilee celebrations – applying for licences. Information forwarded to the Jubilee Committee
- ❖ Flintshire County Council: Notice received from County Councillor Tudor Jones in relation to a road closure in Maes Mynan are of Afonwen – from 18th March 2022 for six days

7(B). 58/22

CLERK’S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council’s bank account:
- £51.00 each received from Dyserth, Halkyn and Whitford Councils (total £153.00) - being a quarter share of the Council’s photocopier hire.
- (b) Two Freedom of Information requests received: (1) Seeking the number of British Muslims employed by the Council, including other information (2) Copy of e-mail sent to Flintshire County Council Conservation Officer, in relation to the former Pwllgwyn Hotel in Afonwen.
- (c) The Clerk advised that the national Association of Local Councils had agreed the 2021 salary increase for Clerk’s in early March 2022. The increase takes effect from the 1st April 2021. Members were shown virtually the agreement documents, including the Clerk’s current salary scale. The Clerk further advised that the 12 months increase back payment, following deduction of PAYE was reflected in the accounts section of these minutes. The Clerk sought that the salary standing order was amended to show the monthly increase.

Members agreed the following: (1) Confirmed the National Association of Local Councils directive (2) The Clerk’s salary standing order be amended accordingly, commencing from April with the first increase on the 1st May 2022.

7(C). 59/22

TO ARRANGE ANNUAL LITTER PICK

Members agreed the following: (1) Annual Litter pick to be held on Saturday 9th April at 10.00am (2) The Clerk to purchase a further supply of hi viz vests and litter pickers to the value of approximately £200.00 (3) To register the event with Keep Wales Tidy / Spring Clean Cymru (4) The Clerk to advertise the event (**Minute number: 3(A). 52/22 (i) pages 1 & 2 above**)

7(D). 60/22

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 (*update in italics*):

- (1) Dead badger on Pen Y Cefn Road. *Removed within a few hours*
- (2) Six gullies on Pen Y Cefn road reported as full. *Cleared within a few days*
- (3) Number of gullies blocked on A541 road in Afonwen. *Cleared within a few days*
- (4) Request from the Town Mayor, Councillor Steve Wilson, for the Town Square area rubbish bins to be fitted with an opening at the top for cigarette ends. *The current bins cannot be altered for this purpose. Two new bins with a section for cigarette ends will be exchanged in due course*
- (5) Request from an Afonwen resident for the Council to clear away branches and wood shavings that had been left on site following the cutting down of trees in Afonwen. The Clerk had replied advising that the embankment area adjacent to the unadopted road travelling towards the Craft Centre and railway bridge, is in the ownership of the former British Railways.

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

- (1) Road gully on B5122 Caerwys Hill outside the garage entrance to Llwyn Onn (one gully has apparently been repaired) but there is a second one just slightly up the hill
- (2) Road Narrows sign – on Pen Y Cefn Road – just past the new housing estate has been twisted.
- (3) Give Way sign – on Holywell Road just past the Nook Hill cross roads has been damaged by possibly the grass cutter.
- (4) Red dog bin on pathway to the rear of St. Michael’s Drive. This was reported many months ago, whereby it was advised that a new bin would be ordered.
- (5) Wall damaged in Pen Y Cefn with stones fallen onto roadway – travelling down the road at the junction of Ty Ceirw travelling towards Glyn Ganol (Google street map and other map provided).

The Clerk advised that the above concerns would be brought to the attention of StreetScene.

8. 61/22

TOWN MAYOR’S REPORT

(A) The Town Mayor, Councillor Steve Wilson, advised Members of his attendance at the following:

- Holywell Town Council Civic Sunday
- Caerwys Queen’s Jubilee Meeting
- Caerwys Town Hall Annual General Meeting

(B) To Receive Report: Caerwys Memorial Institute

Councillor Wilson, as Chair of Caerwys Memorial Institute Trustees advised in relation to the following completed installations: New kitchen, central heating boiler and Wi-fi. The future projects for the building include:

- ❖ Installation of steel ramp to create an access friendly external entrance to the kitchen area
- ❖ Replace the kitchen floor
- ❖ Redecorate the middle and committee rooms
- ❖ Bars on radiators
- ❖ Installation of new windows
- ❖ Paint external walls

9. 62/22

COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)

Councillor Tudor Jones provided the following written report.

- Another quiet month as the County winds down for the forthcoming election period and also a quiet month for resident contacts but planning applications have increased.
- (i) General County Budget was settled and the Council Tax set to increase by 3.9%. This is 3.3% for the County and the remainder includes funding for Police, Rescue services, local Councils and the Coroners Service. During negotiation, the County were looking to keep costs below 5% without depleting the reserves so that forthcoming costs such as the increase in teachers' pay for which the Government may well not put in any financial support at all. The County will also ensure that no County workers will receive less than the Fair Pay recommendation.
- (ii) My thanks to Cllr. Steve Wilson for his feedback on how to apply for a defibrillator.
- (iii) All Council tenants will receive a survey form through the post. This Tenant Satisfaction Survey will be arranged by a company called Strategic Research & Insight (SRI). Please reassure tenants that this is a legitimate survey and recommend that it is completed and returned. The survey is also available on-line at www.flintshirehousing2022.co.uk Not being a .gov.uk domain may make some think it's a scam; it isn't.
- (iv) Most resident contacts this month relate to housing issues such as repairs, the need for housing, garden maintenance and bin collections.
- (v) The Town Hall Committee has been assisted with identifying the link via Welsh Government to seek funding support for the provision of Community Broadband Access at the Town Hall.
- (vi) Environmental Audit. Cllr. Tudor Jones made a significant contribution to the Environment debate at County by seeking an assurance that a full audit was conducted to ensure a true picture of the Council's actions were recorded e.g. With 5,000 trees being planted at Wepre, how will the County know the number that grow to maturity and will the number of lost trees e.g. blown over by storms, removed because of Ash die-back etc. be balanced against new plantings as planting new trees but losing a greater number is no real contribution towards the target of net-zero carbon.

10. 63/22

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Lynette Edwards advised of her attendance at the Mid and North Wales Association of Local Councils. Topics discussed included: Port of Holyhead; West coast train line; Council tax; Next meeting in April.

- (ii) Councillor Susan Broadaway advised in relation to a recent meeting of the Naked Takeaway. Whilst the project in Caerwys had changed, Councillor Broadaway will still attend the meetings until a future review.

11(A). 64/22

PLANNING APPLICATIONS

The following planning application was considered by Members at the meeting:

- Application number: 064188 – for erection of a 3-bay garage with room above to front of property with a storage shed in retrospect, at Tangnefedd, Denbigh Road, Afonwen.

Comment by Council: The Members felt that they were unable to comment on the development, for the following reasons:

- (1) Where is the 3-bay garage and 'storage shed' located within the application site as they are not indicated on the submitted Site and Location Plan Rev A displayed on FCC's planning website.
- (2) What is the height of the 3-bay garage? This information is not provided on the submitted plan of the building.
- (3) The 3-bay garage appears to be a significant structure. What information has the applicant put forward to establish a need for requiring a building of such size.
- (4) What are the dimensions, design and materials used for the constructed 'storage shed' as no plan is submitted? Would this structure fall within 'permitted development'?

11(B). 65/22

PLANNING DECISIONS

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

- ❖ Application number: 063122 – for erection of 2 detached live / work units, at former Centre Point Garage, Denbigh Road, Afonwen. Refused.

12. 66/22

TO FURTHER DISCUSS: COMMUNITY SPORTS PROGRAMME (CLLR HELEN PRIESTLY)

Councillor Helen Priestley recollects Members to the information provided by Dan Williams (Flintshire / Aura Leisure – School Community Sports Coordinator) at the commencement of the meeting (**Minute number: 3(A). 52/22 (ii) on page 2 above**).

A lengthy discussion was held.

Members agreed the following: (1) On a trial basis to hold 9 sessions at a cost of £75.00 each – to commence following the Easter term school holiday period (2) The Clerk to seek a Service Level Agreement / Contract, whereby given the time factor, the Mayor and Deputy Mayor to peruse the contract initially. Thereafter, the Clerk will advise Councillors seeking their formal agreement, or other (3) To pay the overhead night time lighting costs for the multi-use games area should it be required.

13. 67/22**TO CONSIDER QUOTATIONS AND RECEIVE UPDATE:****(A) Commissioning of a Wooden Harp and Bench Seat (Cllr Steve Cople)**

Councillor Steve Cople advised that specific details for a wooden harp and wooden bench seat made from similar wood had been provided to a local sculptor. Awaiting quotation and formal drawing for consideration by Council.

(B) Planting of Trees & Plaque Installation – Queen’s Jubilee (Cllr Susan Broadaway)

Councillor Susan Broadaway advised Members that three trees (Sorbus aria Lutescens – Whitebeam) had been purchased from a local supplier and requested the Council to consider the areas of planting and plaque installation.

Members agreed the following: (1) Two trees to be planted in the area of the proposed wooden harp and bench seat in Caerwys (2) The third tree to be planted in Afonwen near the bus shelter and Council notice board (3) The Clerk to order two official A5 bilingual ‘The Queen’s Green Canopy Plaques’ at a cost of £119.00 each (to be affixed to the new proposed bench in Caerwys and existing wooden bench in Afonwen) (4) To seek the approval of Street Scene, once further details have been received and agreed for the above referred to wooden harp and bench seat.

14. 68/22**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	BACS: Cllr Susan Broadaway (Re-imburement for purchase of trees – as agreed previously by Council – as per receipt) Authorised by two Councillor bank signatories (Payment dated 21/02/2022)	71.25	14.25	85.50
	Standing Order: Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/03/2022	263.94	52.79	316.73
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for February) Payments dated 01/03/2022			
	BACS: H. M. Revenue & Customs. Clerk’s PAYE & Council NI - January, February & March (Payment dated 09/03/2022)	604.56		604.56
	<u>Payments for consideration at meeting to be paid by BACS:</u>			

H. M. Revenue & Customs. Clerk's PAYE & Council NI - Extra payment following national increase in salary	54.10		54.10
Gaynor Griffith (Environmental Services for February)	100.00		100.00
Mark Powell (Bus shelter glass cleaning – to March 2022)	140.00		140.00
Arrow County Supplies (Various items for Caerwys Public Conveniences)	210.75	42.15	252.90
R. P. Parry (Clerk) Payment of back pay from April 2021 to March 2022 – following national award and deduction of PAYE	129.00		129.00
R. P. Parry (Clerk) Travelling expenses from April 2021 to March 2022 (as per detailed auditor schedule)	54.90		54.90
Direct Debit: Scottish Power (February - Street Lighting Electricity Account) Payment due 18/03/2022	87.72	4.39	92.11

15. 69/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Llangollen International Eisteddfod (Application for annual grant) (Section 145 LGA 1972)	£100.00
	Teenage Cancer Trust (Cardiff) (First application)	See note *
	Note *: Application adjourned to the April Council meeting, for the Clerk to ascertain the number of persons in the Caerwys Town Council area, who have benefited from the services of the Trust during the last year	
	ABC Drama (Application for annual grant) (Section 145 LGA 1972)	£250.00
	Caerwys Bowling Club (Application for annual grant) (Section 19 - 3(a) LGA (Miscellaneous Provisions) Act 1976)	£250.00

	<p>Caerwys Women’s Institute (Application for annual grant) (Section 137 LGA 1972)</p> <p>Caerwys Town Hall (Application for annual grant) (Section 19 LGA 1976)</p> <p>Councillor Jonathan Duggan-Keen was appointed as Chair of Council, as the Mayor and Deputy had Declared an Interest in the following application</p> <p>Caerwys Queen’s Jubilee Committee (Application for financial assistance to celebrate the event) (Section 137 LGA 1972)</p> <p>Note **: Should there be any remaining funds, the Town Council request to be refunded</p> <p>Note ***: Declaration of Interest - Declared by the following Councillors: Susan Broadaway / Steve Copple / Jayne Morris / Steve Wilson (Minute number: 4. 54/22 on page 2 above)</p>	<p>£250.00</p> <p>£2,000.00</p> <p>£2,000.00 See Note ** and ***</p>
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16. 70/22

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.....