



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference, On Tuesday the 21st June 2022, at 7.00pm

1(A). 124/22

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

The following Councillors signed their Declarations of Acceptance of Office, following being co-opted to the Council at the May 2022 Council meeting:

Councillors Andy Delooze and Judith Standring.

1(B). 125/22

PRESENT

Councillor Lynette Edwards (Mayor)
Councillor Jayne E. Morris (Deputy Mayor)
Councillor Susan A. Broadaway
Councillor Steve Cople (Town & County)
Councillor Andy Delooze
Councillor Jonathan Duggan-Keen
Councillor Gwen Jones
Councillor Judith Standring

Clerk & Financial Officer R. Phillip Parry

1(C). 126/22

APOLOGIES

None

1(D). 127/22

ABSENT

None

2. 128/22

BEREAVEMENTS WITHIN THE COMMUNITY

Members expressed their condolences in relation to the following: Mr. David Merrills, North Street, Caerwys; Miss. Carole Stephenson, South Street, Caerwys, former Caerwys Town Councillor.

3. 129/22

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

Standing Orders were suspended:

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

4. 130/22

DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. 131/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18TH MAY 2022

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

6. 132/22

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 12. 106/22 (1) (page 3)** – in relation to a review of traffic regulations in Caerwys. The Clerk recollects to Members the reply received from County Highways, which stated, that there are a number of outstanding reviews across the County, whereby it will take some months to complete the Caerwys review. The Clerk advised that he had placed the matter in the file for the September Council meeting.
- (2) Minute no: 12. 106/22 (2) (page 4)** – in relation to the commissioning of a wooden harp, bench seat and planting of two trees, and in particular, to a site meeting held on Wednesday 8th June. In attendance: Cllr Lynette Edwards – Mayor; Cllr Jayne Morris – Deputy Mayor (replacing Cllr Steve Copple); Cllr Susan Broadaway and Phillip Parry – Clerk; Derrick Charlton (Flintshire - Rights of Way); Darell Jones (Highways Engineer); Neil Hickie (Street Scene)

The Clerk recollects Members to the above referred to site meeting, with Councillor Susan Broadaway providing Members with details following the site meeting. The County Officers agreed that the best position for the project would be towards the centre of the triangle, however, this area of land requires investigation as to its suitability due to possible rocks and underground water. Planning permission under permitted development, as the area is adopted highway, will also be required.

Councillor Broadaway also advised that the Street Scene Officer was to visit Afonwen following the meeting to view two possible areas for the one tree to be planted – either adjacent to the bench seat by the bus shelter, or in the layby area across the road.

Councillor Steve Copple provided an overview of the project and stated that professionals will be required to draw plans and complete the underground inspection.

Members agreed the following: The Clerk to enquire with the County Council, to see if they are able to assist with an architect to draw up plans and other professionals to investigate the underground aspect.

- (3) **Minute no: 13(G). 113/22 (ii) (page 7)** – in relation to receiving permission from Flintshire County Council to the siting of new wooden planters on the upgraded pavement area surrounding the Town Square.

The Clerk advised that a site meeting had been held by Moira Westwood (Highway Adoption Officer) and Neil Hickie (Street Scene). Confirmation had been received in writing, that the planters were permitted.

Councillor Cople advised that the planters required to be levelled on the sloping pavement.

Members agreed the following: Councillor Jayne Morris to discuss with Gaynor Griffith and to provide the cost to complete the levelling. The Mayor and Deputy Mayor to agree, or other, the cost in-between meetings.

- (4) The Clerk recollects Members to the Community Outdoor Sports Programme, that is held once a week, that this Council is funding. The Clerk enquired if Members were aware of any feedback. Councillor Jayne Morris advised that she had received positive feedback. Attendance figures were not known.

7(A). 133/22 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, that had occurred within the Caerwys Town Council area:

Afonwen: 1 x Criminal damage

Caerwys: 1 x Anti-social behaviour / 1 x Robbery / 3 x Violence

- (2) Flintshire County Council: Request from the Chief Officer (Governance), asking if the Town Council wish to nominate a Councillor to be considered as the Flintshire Town & Community Council representative, to sit on the Standards Committee.

Members agreed the following: To nominate Councillor Jayne Morris.

- (3) Flintshire County Council: Match Funding Scheme for improvements to Children's play areas 2022 / 2023. The correspondence advises that the Caerwys Multi Use Games Area (MUGA) is in need of investment. The Clerk advised that Flintshire had received a quotation for the work at a cost of £7,890.00, whereby match funding of 50% would be required by the County from Caerwys Town Council.

Discussion by Members in relation to the cost of the project, current condition of the surface together with the lifespan of the suggested work.

Members agreed the following: To fund the MUGA repair to include Jet washing and paint area in two colours – to add tennis, basketball, and football markings, at a cost to Caerwys Town Council of £3,945.00. The Clerk to enquire with Aura Leisure the following:

- Is the current surface of the MUGA in a reasonable condition for jet washing.

- Once the area has been jet washed and colour markings placed, what is timescale before this type of work is required again in the future.

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

- (a) HyNet Pipeline (Ince near Stanlow to Flint) Consultation to be completed by Councillors on a personal basis
- (b) Flintshire County council: Office of National Statistics – results of 2021 census to be published on the 28th June
- (c) Awel Y Mor Offshore Windfarm. Update information
- (d) St. Michael’s Church, Caerwys. Invitation to attend the Queen’s Jubilee Service
- (e) Queen’s Jubilee: Theme painting on Town Square bus shelter glass - photographs
- (f) Flintshire Local Development Plan: Consultation on Matters Arising
- (g) Welsh Government: Bilingual copies of an updated Good Councillors Guide – 2022

7(B). 134/22

CLERK’S REPORT

- (1) The Clerk advised that the following Public Notice had been displayed on the Council’s web site and notice boards on the 1st June, as required by Audit Wales. Notice of Appointment of the Date for the Exercise of Electors’ Rights – Financial Year Ending 31st March 2022.
- (2) The Clerk advised that during the site meeting with Flintshire Officers held in relation to the positioning of the proposed wood harp and other items, the improvements to public footpath gates / styles was referred to. The Clerk further advised that the Chief Officer (Public Rights of Way) had stated the County would consider a further match-funding project with the Town Council.

Members agreed the following: Were agreeable to enter into a further match funding project to enhance the public footpaths in the area. The Clerk to seek costings and work details.

7(C). 135/22

CO-OPTION OF VACANT COUNCILLOR SEATS – FOLLOWING UNCONTESTED ELECTION

The Clerk advised Members that the following Public Notice had been displayed on the Council’s web site and notice boards; under the Local Government (Wales) Measure Act 2011, Section 116, in relation to the co-option of three Council Members, with a closing date of 12 Noon on Friday 17th June. One Expression of Interest had been received by the nominated Councillor Jonathan Duggan-Keen. Members viewed the written application virtually.

Members agreed the following: Proposed, seconded, and agreed to Co-opt Lesley Roberts as a Caerwys Town Councillor.

7(D). 136/22

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

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

- (1) A number of enquiries received in relation to the erection of concrete fence posts in the area of St. Michael's Close, Caerwys, whereby this area of land is on the County Council grass cutting schedule and therefore may be adopted highway.
- (2) Concerns with the grass cutting in the area of the junior football pitch adjacent to the children's play area. The perimeter of the pitch had been cut but not the centre, which impacted the use of the actual pitch area. This initially had been reported prior to the Easter holiday period and again recently.

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

- ❖ Item 2 above. There are two grass cutting teams, one team cuts the surround of the pitch (also the Marian Common area) and the second team cut the centre of the football pitch (and Marion).
- **Note:** the centre of the pitch was cut following the second request.

Members brought the following concerns to the meeting:

- (1) Pen Y Cefn Road. Travelling from Caerwys towards Pen Y Cefn, there are a number of triangle signs on both sides of the road which have been obliterated by foliage. Could these signs be made more visible?
- (2) Pen Y Cefn Road. Could a new sign or more be erected – in the area of the new housing estate and or along the road – which alerts to pedestrians in the area.

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

8(A). 137/22

TOWN MAYOR'S REPORT

The Town Mayor Councillor Lynette Edwards, advised Members of her attendance at the following:

- Jubilee Tea Party organised by the Caerwys Women's Institute
- Jubilee main street party and judged the fancy dress bike race
- Presentation of bouquet of flowers to Lesley Roberts (Secretary to Jubilee Committee)
- Distribution of Jubilee mugs to school children
- Buckley Civic Service
- Funeral of former Councillor Carole Stephenson

8(B). 138/22

TO ARRANGE DATE OF ANNUAL CIVIC SERVICE

The Clerk advised that the Civic Service had been provisionally booked for Sunday 6th November and was required to be confirmed.

Members agreed the following: Confirmed the Civic Service as Sunday 6th November 2022 at 3.00pm. The Clerk to formally advise the Offices of the Civic Dignitaries.

8(C). 139/22

TO CONSIDER: ANNUAL BEST KEPT GARDEN COMPETITION

The Mayor, Councillor Lynette Edwards, advised that she had been approached by a family who wished the Council to consider arranging an annual Best Kept Garden Competition in memory of a close family member. The family would provide a winning Cup.

Members discussed the request, including the previously held similar competition some years ago.

Members agreed the following: (1) The Clerk to place a Public Notice in the next edition of the Caerwys Chronicle, seeking interest from residents of the Town Council area to enter such a competition (2) To place this item on the July agenda.

9. 140/22

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

County Councillor Steve Copple, provided Members with the following report:

- Appointed to the following County Council Committees: Licensing and Constitution.
- Assisted residents with the following concerns: Housing issues and Council Tax Bands.

Councillor Copple was concerned with the length of time the current road / pavement improvements are taking and has requested from Highways, confirmation of the remaining work to be completed, together with a timescale.

10. 141/22

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Lynette Edwards advised that the Annual General Meeting of the North & Mid Wales Association of Local Councils, will be held at The Pavilion, Rhyl, on Friday 22nd July, 2022.

11. 142/22

TO DISCUSS: SUPPLY & PLANTING OF FLOWERS IN WOODEN PLANTERS AND BASE OF TOWN SQUARE TREE (CLLR JAYNE MORRIS)

Councillor Jayne Morris addressed Members concerning the planting of seasonal flowers in the Town Square planters and around the base of the tree, which has historically been completed by the County Council. Councillor Morris stated that the area is the centre point of the Town and wished the Town Council to consider carrying out this function itself, which would provide additional seasonal plants and weeding maintenance.

The Clerk advised that the current maintenance originates from the time of Delyn Borough Council, whereby under the transfer of duties to the then Clwyd County Council and thereafter to Flintshire County Council. Should the Town Council agree to relinquish the contract, the County have stated previously that they will not agree to any areas of garden maintenance to be placed back onto the County contract.

Members agreed the following: (1) Councillor Jayne Morris to collate further information, in particular as to the maintenance timescale and provisional costings (2) The Clerk to place the item on the July agenda for further consideration.

12(A). 143/22

PLANNING APPLICATIONS

The following planning application(s) were considered by Members at the meeting:

No planning applications received from Flintshire County Council

12(B). 144/22

PLANNING DECISIONS

The following planning decision(s) have been received from Flintshire County Council:

No planning decisions received from Flintshire County Council

13. 145/22

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	Standing Order: Snapfast Electrical (Monthly payment Re: Installation of LED Lights) Payment dated 01/06/2022	263.94	52.79	316.73
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for May) Payments dated 01/06/2022			
	BACS: Katy Bincham (Queen’s Jubilee Painting on Town Square bus shelter) Payment authorised by two Councillor bank signatories & dated 06/06/2022	100.00		100.00
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	Standing Order BACS: H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - April, May & June	614.91		614.91
	Gaynor Griffith (Environmental Services for May)	100.00		100.00
	Direct Debit: Scottish Power (May - Street Lighting Electricity Account) Payment due 22/06/2022	369.85	18.49	388.34

14. 146/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

15. 147/22

Members agreed the payments of the above accounts as listed.

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

SIGNED BY THE MAYOR AS CHAIR.....

DATE OF APPROVAL.....