



# **CYNGOR TREF CAERWYS TOWN COUNCIL**

---

## **Minutes of The Meeting of Caerwys Town Council**

**Held at Llys Y Goron Community Meeting Room**

**Holywell Road, Caerwys**

**On Tuesday the 21<sup>st</sup> March 2023, at 7.00pm**

### **1(A). 61/23**

#### **PRESENT**

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

Clerk & Financial Officer R. Phillip Parry

### **1(B). 62/23**

#### **APOLOGIES**

Councillor Peter Dooley  
Councillor Judith Standring  
Councillor Tracey Temple

### **1(C). 63/23**

#### **ABSENT**

None

### **2. 64/23**

#### **BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following:

Mrs. Susan Jones, Water Street, Caerwys; Mr. John P. Kiff, Pen Y Cefn Road, Caerwys; Mr. Richard Williams, Llandyrnog, formerly of Caerwys Hill, Afonwen.

### **3. 65/23**

#### **PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

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

#### **4. 66/22**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

#### **5. 67/23**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21<sup>ST</sup> FEBRUARY 2023**

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

#### **6(A). 68/23**

#### **PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS**

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 6(A). 45/23 (1) (pages 2 & 3)** – in relation to the Harp project. The Clerk advised that following the February meeting he had further written to Flintshire County Council seeking assistance with architectural services that had provisionally been offered. There had been no reply.

Councillors Susan Broadaway and Steve Cople, following the February Council meeting, had been forwarded by the Clerk a copy of the wooden bench brochure for Meifod Wood Products in Denbigh. The preferred bench named Alwen was discussed.

**Members agreed the following:** (1) The Clerk to forward to County Councillor Steve Cople the e-mailed correspondence seeking assistance with architectural services, to discuss with the Chief Officer (2) The Clerk to issue a Purchase Order for an Alwen 4ft wooden bench seat with Meifod Wood Products, at a cost of £120.83 plus VAT and delivery charge. (Councillor Jayne Morris kindly offered to store the bench seat until completion of the harp project)

- (2) Minute no: 6(A). 45/23 (2) (page 3)** – in relation to arranging a site meeting with Police Inspector Iwan Jones. Councillor Steve Cople advised that the Clerk had arranged for him to meet in Caerwys with Inspector Iwan Jones. During the site meeting the Inspector stated that the Police do not enforce parking obstructions, unless its an obstruction that may cause a serious danger. The Police have limited officer resources. The implementation of yellow lines would be enforceable by the County Council.

Councillor Cople further advised that the Inspector agreed to increase patrols in Caerwys. A recent Facebook page was referred to which included a police vehicle parked in the Town Square area.

Councillor Cople had written to the Chief Officer – Street Scene seeking a Traffic Regulation Order assessment be completed. This had been agreed. A link to a Wales initiative named Operation Snap – whereby photographs of suspected breaches of traffic regulations could be reported to the Police. The Clerk to forward the link to Councillors.

- (3) Minute no: 6(A). 45/23 (3) (page 3)** – in relation to the usage of the multi-use games area. The Clerk advised that a Public Notice had been published. Commencing from Friday 17<sup>th</sup> March for a period of six weeks, the multi-use games area floodlighting will be switched on at no cost to the users. The Institute Committee will invoice the Town Council, as agreed.

**Members agreed the following:** To further review in September Council meeting.

- (4) **Minute no: 6(A). 45/23 (4) (page 3)** – in relation to a request to Flintshire County Council - Street Scene to consider re-positioning white road markings and hatched areas at the junction with South Street and Pen Y Cefn Road. The Clerk advised that despite a request to Flintshire County Council, no reply or acknowledgement had been received.

**Members agreed the following:** The Clerk to forward to County Councillor Steve Copple the e-mailed correspondence seeking the re-positioning of the white lines and hatched areas, to discuss with the Chief Officer.

- (5) **Minute no: 6(B). 46/23 (page 3)** – in relation to a Community Award. The Clerk advised the following time-line: (i) Public Notice in the April edition of the Caerwys Chronicle (ii) Public Notices to be displayed on the Council's web site and notice boards during the first week of April (iii) Councillors will be sent copies of the Community Award Policy and Nominations form to distribute – during the first week of April (iv) Closing date for nominations – 12 Noon on Monday 10<sup>th</sup> July (v) Nominations to be listed for Council consideration on Tuesday 18<sup>th</sup> July Council meeting.

- (6) **Minute no: 7(B). 49/23 (2) (page 5)** – in relation to correspondence sent to the Head of Flintshire Planning. The Clerk advised that a curt reply had been received from County Planning which County Councillor Steve Copple had been copied into. Both the Clerk and Councillor Copple suggested that the matter be left on file. **Members agreed.**

- (7) **Minute no: 7(B). 49/23 (23 (page 5)** – in relation to a damaged notice board in Pen Y Cefn. The Clerk advised that whilst the board in Pen Y Cefn had been repaired the joiner would complete a maintenance survey of all the Council notice boards in late August to September.

**Members agreed the following:** The Clerk to place the item on the September Council meeting agenda.

- (8) **Minute no: 10. 53/23 (i) (page 7)** – in relation to inviting pupils from Ysgol Yr Esgob to attend a future Council meeting. The Clerk brought to the attention of Members a reply from the Head teacher of Ysgol Yr Esgob who thanked the Council for their invitation which will meet the new curriculum for Wales. A staff member of the School Council will make arrangements with the Clerk for a future visit.

#### **6(B). 69/23**

#### **TO FURTHER DISCUSS: YOUTH / TEENAGE SHELTER (ADJOURNED FROM FEBRUARY MEETING (CLLR ANDY DELOOZE))**

Councillor Andy Delooze recollected Members to the decision at the February Council meeting under Minute number: 12. 55/23 – whereby he was to complete a survey amongst the teenagers of the Town Council area.

Councillor Delooze advised that both himself and Councillor Lesley Roberts had consulted with some of the teenagers and also identified a number of potential sites; with one site being favoured. Councillor Delooze had sourced a number of possible structures and together with purchase, installation and other possible costs could be in the region of £10,000.00 to £15,000.00.

**Members agreed the following:** To await the meeting of the Memorial Institute Trustees.

#### **7(A). 70/23**

#### **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 Public Order / 1 x Violence

**Caerwys:** 2 x Anti-social behaviour / 1 x Criminal damage / 1 x Other crime / 1 x Public order

- (2) Independent Remuneration Panel for Wales Annual Report for 2023. The Clerk recollected to Members information forwarded, whereby the report provided details in relation to allowances and reimbursement amounts allowed by Town & Community Councillors in Wales. The Clerk advised that the information will be again referred to in the April Council meeting. The requirement of a policy was noted.
- (3) One Voice Wales and The Society of Local Council Clerks: Training needs survey 2023. The Clerk advised that an on-line questionnaire had been completed.
- (4) Welsh Government: Results from a survey conducted late last year in relation to the Digital Health of Community and Town Councils. Councillors were provided with a bilingual link to a Cabinet Written Statement whereby a report named LGCDO was available. The Clerk recollected Members that the survey results had been forwarded to Councillors prior to the meeting and provided the following information:  
Only 21.7% of all Town and Community Councils in Wales submitted a response (159 out of 732). The Clerk was pleased to confirm, that he was one Clerk that did complete the survey on behalf of this Council. The Clerk further confirmed that the Council web site is up to-date with all the requirements contained under the various Wales Measures and Local Government Acts, together with the web site being to an accessibility standard. This Council is also able to hold hybrid meetings.

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

- ❖ Flintshire County Council: Local Development Plan (Further adoption information)
- ❖ Flintshire County Council: Notification of a road closure on the 21<sup>st</sup> March – from Groesffordd Farm to Fron Calcot Junction (The road is routed through the village of Pantasaph)
- ❖ Information received from a private identity in relation to the Welsh Government's 20mph default speed limit in Wales, due to commence on the 17<sup>th</sup> September 2023.
- ❖ North Wales Community Health Council: Notice of face to face and online events, inviting patients, their carers and their families to talk about their experiences of waiting for operations.
- ❖ County Councillor Steve Cople: County Council services during adverse weather conditions
- ❖ County Councillor Steve Cople: Information received from Flintshire County Council in relation to the 20mph national speed limit rollout in Wales – Standard Statements

- ❖ North Wales Police: Drug litter information
- ❖ Flintshire County Council: Letter from Gareth Owens (County Monitoring Officer) in relation to visits to Town & Community Councils by members of the Standards Committee.

## **7(B). 71/23**

### **CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:

Dyserth Community Council; Halkyn Community Council; Whitford Community Council. Payment received from each Council for £51.00 (total £204.00). One quarter share of yearly photocopier hire with this Council.

- (b) The Clerk advised following anti social behaviour on the Town Square area whereby vandalism to flower plants and damage occurred. Councillor Copple provided further information under agenda item 12 in these minutes.
- (c) Wind damage to wooden fencing on land adjoining public conveniences. Following perusal of the lease deeds, the Clerk identified the repair was not this Council's responsibility.
- (d) The Clerk provided information from the recently updated Register of Electors. The current number of residents entered within the Register totals 1007.

#### **(e) STREET LIGHTING**

- Faulty street light on A541 road in Afonwen (*now repaired*)

## **7(C). 72/23**

### **TO ARRANGE: ANNUAL TOWN LITTER PICK**

The Clerk advised that this was an annual agenda item.

**Members agreed the following:** To hold the Annual Town Litter Pick on Saturday 22<sup>nd</sup> April, at 10.00am. The Clerk to issue a Public Notice.

## **7(D). 73/23**

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

**The Clerk advised in relation to the following concern(s) that had been reported to StreetScene, since the last Council meeting:**

- No matters of concern had been received and reported since the last Council meeting.

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

- No update in relation to previously reported concerns had been received from Street Scene.

**Members brought the following concerns to the meeting:**

- (1) Pot Holes: A541 Junction with B5122 Road in Afonwen (Bottom of Caerwys Hill)
- (2) Pot Holes: Drovers Lane, Caerwys (opposite Pinfold)

- (3) T-Sign badly corroded: Junction of Drovers Lane and Pen Y Cefn Road. (Sign appears to be falling down)

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

## **8. 74/23**

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

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

- ❖ Commonwealth of Nations Flag of Peace ceremony, held in the grounds of St Asaph Cathedral.

## **9. 75/23**

### **COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)**

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

#### **County Council Activities**

- Major discussions on the new 23/24 budget, an alternative budget was proposed but rejected, the difference was minor but less than the accepted version. The new increase in total was 4.95%, this includes the police budget.
- Workshops for 20mph were held and attended, these explained the new WG rules and how they are to be applied and when, this becomes law in September.
- Street Scene response is low at the moment due to staff shortages, 49% down on normal.

#### **Local Activities**

- ❖ Requested action to Head of Street Scene for Caerwys Square refurbishment, this is being assessed.
- ❖ Requested a review of Traffic Regulation Orders for junctions in the Town Square area.
- ❖ Requested update on outstanding repairs to County Council owned property.

## **10. 76/23**

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

- Councillor Lynette Edwards advised of her attendance at an Executive meeting of the North & Mid Wales Association of Local Councils. The next general meeting will be held on 21st April.

## **11(A). 77/23**

### **PLANNING APPLICATIONS**

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

- (1) Application number: FUL/000206/23 – for installation of low-profile conservation rooflights in the North and South roof slopes and the addition of an open sitting area in the South roof slope, at Welsh Baptist Chapel, South Street, Caerwys.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

- (2) Application number: FUL/000216/23 – for temporary siting of mobile horsebox and outdoor seating to be used as a café ancillary to Art Gallery, at Glasfryn Hall, Caerwys.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

- (3) Application number: FUL/000169/23 – for application for the variation of condition 3 attached to Ref 063408, at Glasfryn Hall, Caerwys.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

- (4) Application number: FUL/000212/23 – for temporary siting of pavement sign, at Glasfryn Hall, Caerwys.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

- (5) Application number: ADV/000213/23 – for temporary siting of pavement sign, at Glasfryn Hall, Caerwys.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

## **11(B). 78/23**

### **PLANNING DECISIONS**

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

- (1) Application number: TCA/000167/23 to reduce height of fir tree to 3m and prune sycamore1, Glasdir Terrace, Water Street, Caerwys. No Objections Raised
- (2) Application number: ADV/000724/22 – for Roundabout Sponsorship Signs Roundabout No 25, Crossways South (A55), Adjacent to Dragons Rest Cafe, Caerwys. Approved
- (3) Application number: DET/000727/22 – for Approval of Details reserved by conditions 3,4,5,6 & 7 – at Pwllgwyn Hotel, Afonwen. Approved
- (4) Application number: FUL/000599/22 – for Retention of an oak-framed balcony and double door Ty Ceirw, Pen Y Cefn Road, Caerwys. Permits

## **11(C). 79/21**

### **PLANNING APPEALS**

**The following notice of planning appeal to the Wales Planning Inspectorate has been received:**

- ❖ Planning Ref: FUL/000529/22 / Appeal Ref: CAS-02550P1W3L1, by Kevin Pickford, in relation to a 3 bay garage with room above in front of property with a storage shed in retrospect, at Tangnefedd, Afonwen.

### 12. 80/23

#### TO CONSIDER: PROVISION OF CCTV IN CAERWYS TOWN SQUARE (CLLR STEVE COPPLE)

Councillor Steve Copple addressed Members to the recent anti-social behaviour and vandalism that has occurred in the Town Square area over the past few weekends. Whilst a number of properties have CCTV installed, these are not of the quality required for the perpetrators to be recognised.

Councillor Copple had approached residents whose properties overlook the Town Square, whereby the residents were amicable to house CCTV equipment in their property, together with a camera(s) on their outside walls overlooking the square. The cost would be in the region of £500.00.

**Members agreed the following:** In principle, agree to the purchase of CCTV equipment subject to further enquiries with local residents to identify a property, together with a quotation in the name of Caerwys Town Council being received by the Clerk. The Council to consider further in the April meeting.

### 13. 81/23

#### 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 01/03/2023	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 01/03/2023			
	<b>Standing Order BACS:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - January, February & March 2023 Payment dated 006/03/2023	687.03		687.03
	<b><u>Payments consideration at meeting to be paid by BACS:</u></b>			
	Flintshire County Council: Match funding for upgrade to Multi Use Games Area (as previously agreed by Council)	3,945.00		3,945.00
	Snapfast Electrical (Remainder of LED street lighting payments: April 2023 to March 2024 & April 2024 to June 2024 (The Clerk provided Members with financial details in relation to the repayment period and outstanding balance, together with Council's decision made under	3,959.10	791.82	4,750.95



Minute number: 7(D) (i). 14/22 (3) dated 17 <sup>th</sup> January 2023). The Clerk to cancel the Nat West Bank Standing Order to Snapfast.			
Deeco Lighting (Street light repair – A541 Road in Afonwen)	320.00	64.00	384.00
Arrow Supplies (Public Conveniences supplies)	238.21	47.64	285.85
Gaynor Griffith (Environmental Services for March)	150.00		150.00
R. P. Parry (Clerk) Travelling expenses from March 2022 to March 2023 (as per detailed auditor schedule)	70.65		70.65
<b>Direct Debit:</b> Scottish Power (March - Street Lighting Electricity Account) Payment dated 17/03/2023.	151.70	7.59	159.29

**14. 82/23**

**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>	
	Llangollen International Eisteddfod (Section 145 LGA 1972 – provision of entertainment and support of the arts)	£100.00

**15. 83/23**

**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.....**