



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 18th July 2023

1(A). 159/23

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 160/23

APOLOGIES

Councillor Lesley Roberts

1(C). 161/23

ABSENT

None

1(D). 162/23

ATTENDANCE AT MEETING BY: HANNAH BLYTHYN MS (DEPUTY MINISTER FOR SOCIAL PARTNERSHIP) (WELSH GOVERNMENT – DELYN MEMBER)

Standing orders were Suspended

The Mayor, Councillor Jayne Morris, welcomed Hannah Blythyn MS to the Council meeting. Members and Clerk introduced themselves individually. Hannah kindly provided an overview of her role both as MS and Deputy Minister within the Welsh Government.

As Hannah had been invited at the request of Councillor Steve Copple, the Mayor asked Councillor Copple to address both Hannah and Councillors. Councillor Copple stated; the Town of Caerwys is expanding and originally built in the period of horses and carts, whereby presently we have a serious concern with limited parking within the centre of Caerwys, including the side streets. Councillor Copple reflected on a report of parking concerns in an edition of the then Caerwys Chronicle in 1968. There is a requirement for these concerns to be coordinated, as it is not just a problem in Caerwys but across other areas in Wales. The Town Council have engaged with Flintshire County Council and the North Wales Police with no solution brought forward to alleviate the problem. (photographs were shown on screen identifying inconsiderate parking at the junctions of High Street & Water Street and North & South Streets). Councillor Copple sought assistance from Hannah to create some form of a structure and to promote safer parking. The centre of Caerwys is a conservation area, the introduction of yellow lines is too expensive and would not be enforced. An area of land could be purchased for car parking usage.

Hannah advised of her sympathy with the concerns and suggested the following:

- She will speak with colleagues in the Welsh Government to see what can be done to move forward to tackle the parking problem and to endeavour to put a mechanism in place, in particular, with the new forthcoming regulations
- A joint meeting with the County Council, Police and others
- There was also a requirement to educate people, including the younger generation
- A newsletter for residents

Both the Mayor, Councillor Jayne Morris, and Councillor Steve Copple thanked Hannah for her time and attendance and looked forward to hearing from her in due course.

Standing orders were Restored

2. 163/23

BEREAVEMENTS WITHIN THE COMMUNITY

Members stood in silence in memory of the following: Mr. John G. Owen, Lon Syr Herbert, Caerwys; Mrs. Ceridwen Parry, Maes y Dre, Caerwys (First Mayoress of Caerwys in 1974 / 1975 & Mayoress in 1989 / 1990); Ms. Helen L. Priestley, The Bungalow, Afonwen (Former Caerwys Town Councillor)

3. 164/23

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

❖ Number of concerns received from a resident of Pen Y Cefn, which included the following:

- Condition of the Pen Y Cefn highway, including damage to grass verges
- New signage required
- Bridleway overgrown and impassable
- Speeding vehicles
- Number of events held in the area
- Fly tipping
- Trees branch and hedges cut down during the nesting season
- Tree branches being dumped on grass verges
- Movement of caravans and other vehicles causing damage in the area

The Clerk advised that appropriate advice had been provided to the resident, including contact details for Street Scene, Rights of Way Officer and North Wales Police.

4. 165/23

DECLARATIONS OF INTEREST

The following Declaration of Interest was made: Councillor Steve Copple (Minute number: 7(F). 173/23 on page 6 below)

5. 166/23

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 20TH JUNE 2023

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

6. 167/23

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 6. 144/23 (1) (page 2)** – in relation to the Harp project. Councillor Steve Copple has received from the Harp Sculptor measurements to assist the County Technical Officer with the drawing of plans. The plans were shown on screen. Councillor Copple will further make contact with the County Technician and provide the additional details.
- (2) Minute no: 6. 144/23 (3) (page 2)** – in relation to outside electrical installation / connection points for the Council's Christmas lights. Councillor Andy Delooze advised of difficulty sourcing a suitable contractor for this type of work. Further enquiries will be made.
- (3) Minute no: 7(B). 146/23 (d) (page 3)** – in relation to the repair to the Council's notice board in Afonwen. The Clerk advised that a local joiner had removed the damaged board and was currently in the workshop to determine if the board could be repaired.
- (4) Minute no: 7(B). 146/23 (f) (page 4)** – in relation to the purchase of a strimmer and protective clothing for the Council's gardening contractor. The Clerk advised that Gaynor Griffith thanked the Council for the offer of a strimmer. The different types of strimmer will be perused.

Members were shown on screen a number of photographs provided by Gaynor Griffith in relation to work completed, together with an action plan for the future.

- (5) Minute no: 7(C). 164/23 (page 4)** – in relation to a request to Wales Audit to review the Auditor General for Wales' Audit Certificate and report for year ending 2022. The Clerk advised that the Audit Manager had acknowledged the request.

Members agreed the following: The Clerk to place in the pending file to await a decision by Wales Audit.

Pending Matters:

The Clerk referred to the following matters from previous Minutes:

- (i)** Completion of work in the Multi Use Games Area in the Memorial Institute recreational site. The Clerk recollects Members to a photograph sent that had been received from Aura Leisure – which showed the completed work (photograph shown on screen at meeting also). The Clerk advised that the photograph and cost of the joint project with Flintshire County Council to refurbish the area would be included in the Council's report for the August edition of the Caerwys Chronicle.

- (ii) The Clerk advised that the Council were still awaiting a date for the Memorial Institute Annual General Meeting, whereby once notified the two newly appointed Councillor Trustee Representatives would attend.

Members agreed the following: The Clerk to write to the Chair and Secretary of the Memorial Institute Trustees seeking the date of the AGM and to seek if the Town Council could be of assistance to the Trustees.

7(A). 168/23 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: 2 x Anti-social behaviour / 3 x Violence

Caerwys: 1 x Other crime / 1 x Other theft / 1 x Violence

- (2) Exchange of e-mails between County Councillor Steve Copple and Flintshire County Council in relation to road closure on B5122 road – between Afonwen and Caerwys. Councillor Copple provided further information which included the Town Council not being notified of the closure, signage concerns, together with last minute cancellation. The closure will be replanned whereby the Town Council will be notified.

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

- ❖ Llais Cymru: Consultation ‘Have your say – to Health and Social care service in Wales’
- ❖ Flintshire County Council: (1) Information in relation to the forthcoming 20mph speed restriction in Wales (2) Further information forwarded from County Councillor Steve Copple
- ❖ Flintshire County Council: Green Dog Walkers Campaign
- ❖ Flintshire County Council: Local Toilet Strategy
- ❖ Clwydian Range & Dee Valley Area of Outstanding Natural Beauty: Request to complete a survey questionnaire
- ❖ Flintshire County Council: Children’s Summer Play Scheme
- ❖ Flintshire County Council: Feedback information following visits to Town & Community Councils in Flintshire by Independent Members of the Standards Committee
- ❖ North Wales Police: Street Safe facility information received from PCSO Helen Holden
- ❖ Flintshire County Council: Received from County Councillor Steve Copple in relation to an increase in helicopters in the area – between 24th July to 4th August
- ❖ Welsh Blood Service: Blood donation dates and venues in Flintshire for July and August

7(B). 169/23
CLERK'S REPORT

- (a) Request from property owner adjacent to the public conveniences for the following:
- (i) To remove the ivy from the adjoining fence
 - (ii) To remove branches from trees in the area of the conveniences that overhang into the properties garden

The Clerk advised that he had asked the Council's contractor to clear the ivy, which has been completed.

The Clerk had requested the County Tree Officer to inspect the trees, in particular, as the trees are sited within the Caerwys Conservation area. Following inspection, the Tree Officer provided photographs (shown on screen to Councillors) together with the following report:

'The ash, to the left, as you look at the PC from the road has some of its upper crown overhanging the garden and then there is the ash to the right adjacent to the young rowan which overhangs but only by a minor amount.

Because the work would be minor I consider that it won't be necessary for the town council to make a formal Conservation Area notification to carry out the work, subject to the work being carried out in accordance with the British Standard BS3998:2010 Tree Work Recommendations and within a year'.

Members agreed the following: The Clerk to seek a quotation from Davies, Land & Sea (Grounds Maintenance) in Lloc.

7(C). 170/23
CLERK'S CONTRACT OF EMPLOYMENT

The Clerk advised Members that contained in an audit report for another Council that the Clerk is employed by was a recommendation that the Clerk provide that Council with an opt-out agreement under the UK Working Time Regulations. The Clerk provided the Mayor as Chair of Caerwys Town Council with a signed opt-out letter dated the 10th July 2023.

7(D). 171/23
TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2023

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2023, together with copies of the Council bank account statements (electronic copies sent prior to the meeting). The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to date.

Contained in the statement of accounts were two outstanding Work Orders to Flintshire County Council for the removal of a wooden box sited on a wooden pole in the Town Square area, together with the inspection of all the Town Council's 101 street lights under BS7671.

Members agreed the following: (1) Approved the Statement of Accounts, whereby the document was agreed to be signed by the Mayor / Chair of Council, Councillor Jayne Morris (2) The Clerk to

make further contact with Flintshire County Council Street Lighting and to re-issue the Work Orders.

7(E). 172/23

VACANCY: CAERWYS TOWN COUNCILLOR

The Clerk advised that a Public Notice had been placed on the Council's notice board and web site under the Local Government Act 1972 Section 87 (2), with a copy provided to the Office of The Flintshire County Returning Officer. The Clerk further advised that the Returning Officer had confirmed there had been no call for an election, therefore the Town Council could commence the process to fill the vacancy by co-option.

Members agreed the following: The Clerk to advertise the casual vacancy on the Council's notice board, web site and place a Public Notice in the next edition of the Caerwys Chronicle. The Council to consider any applications received at the September Council meeting. Should there be more than one application, then a ballot will be held at the above meeting.

7(F). 173/23

COMMUNITY AWARD (NOMINATIONS)

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The nominations for a Community Award was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

Councillor Steve Copple declared an Interest in the above Community Award process (Minute number: 4. 165/23 on page 3 above)

7(G). 174/23

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

- (1) Holywell Road, Caerwys: Deep pot hole near junction with Bryn Aur (previously reported).
Will chase the repair up
- (2) Lon Y Ysgol, Caerwys. Hedge still causing concern for a disabled resident (reported previously and understood to have been reported to the School). *Email sent today to Sherratt Landscapes who maintain the school grounds*
- (3) South Street, Caerwys. Blocked drain opposite The Beeches and just past the small cottage.
Passed to Gully Emptyer supervisor for action

- (4) North Street, Caerwys: Blocked drain outside the Chemist and adjoining cottage. *Passed to Gully Empty supervisor for action*
- (5) Drovers Lane, Caerwys: Traffic sign badly rusted - at top of Drovers Lane and junction with Pen Y Cefn Road (reported previously). *Will take a look and raise work order*
- (6) Lon Y Ysgol and junction with Lon Sir Herbert, Caerwys: Large pot hole (no footpath in this area and dangerous during darkness). *Will chase up the repair*

Members brought the following concerns to the meeting:

- (1) Pen Y Cefn Road, Caerwys: Signpost badly corroded and obscured – South of Drovers Lane
- (2) Drovers Lane: Potholes in area of public conveniences
- (3) Corner of South Street with Pen Y Cefn Road: Blocked drain outside Glasfryn lodge
- ❖ Councillor Susan Broadaway placed on the Street Scene schedule in relation to pedestrian concerns on the B5122 road between Afonwen and Caerwys, and in particular, the lack of pavement together with a speed reduction limit request.

Councillor Broadaway was asked to place the concerns in an e-mail to the Clerk, who thereafter would forward to an appropriate Officer in Flintshire County Council, together with a copy to County Councillor Steve Copple.

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

8. 175/23

TOWN MAYOR'S REPORT

The Town Mayor, Councillor Jayne Morris, advised Members of their attendance at the following:

- (i) Connah's Quay, Flint and Prestatyn Town Council's Civic Services
- (ii) Service in St. Asaph Cathedral to celebrate the Freedom of the City to the Royal Welch Fusiliers
- (iii) Caerwys Classic Car Show
- (iv) Presented to Caerwys resident Alison (Ali) Dore a financial donation and thanked Ali for completing the Pan Celtic Race in aid of the Alzheimer's Disease charity

9. 176/23

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

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

Main Council Events

- ❖ County Plan for the next five years
- ❖ The County have joined the Public Services Board jointly with Wrexham County Borough Council
- ❖ The County are experiencing difficulty in recruiting staff

- ❖ Attended a Police & Crime Commissioner meeting in Colwyn Bay

Local matters

- Attended the Denbigh Civic Service, as Deputy Mayor of Caerwys
- Attended a meeting of the West Flintshire Town & Community Councils Group
- Discussed with Flintshire the air quality concerns in Caerwys, in particular in the Town Square area of the cross roads. The County will investigate
- Social housing issues in the area
- Concerns with the County’s planning of the road closure – as previously discussed

10. 177/23

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- ❖ Councillor Lynette Edwards advised of her attendance at a recent meeting of the North and Mid Wales Association of Local Councils. The AGM will be held in the near future whereby a report will be provided at the September Council meeting.

11(A). 178/23

PLANNING APPLICATIONS

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

No applications received from County Planning

11(B). 179/23

PLANNING DECISIONS

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

- (i) Application number: FUL:000411.23 – for single storey rear extension, at Willow Cottage, Caerwys. Approved
- (ii) Application number: LBC/000379/23 – for listed building application – full renovation to include extending the flat roof extension, at Glasfryn lodge, Caerwys. Approved
- (iii) Application number: DET/000054/23 – for discharge of conditions 4 (secondary glazing) & 8 (External landscaping) 059403, at Glasfryn lodge, Caerwys. Approved

12. 180/23

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<p><u>Payments made – to be confirmed:</u></p> <p>Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated 03/07/2023</p>			

	BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - April, May & June 2023 Payment dated 12/07/2023)	687.03		687.03
	<u>Payments for confirmation and consideration at meeting to be paid by BACS:</u>			
	Caerwys FLUSH (Reimbursement for (1) £480.00 – repainting the public conveniences (2) £62.59 – purchase of paint) (To be paid from ring-fenced monies)	542.59		542.59
	Canda Copying Ltd (Quarterly photocopier rental)	51.00	10.20	61.20
	Gaynor Griffith (Environmental Services for June / July)	150.00		150.00
	Direct Debit: Scottish Power (June - Street Lighting Electricity Account) Payment due 18/07/2023	341.46	17.07	358.53

13. 181/23

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	Theatr Clwyd, Mold (Application towards funding for the redevelopment of the theatre) Application adjourned to September Council meeting – for production of accounts and copy of first page of bank statement	

14. 182/23

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.....