



# **CYNGOR TREF CAERWYS TOWN COUNCIL**

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**Minutes of The Meeting of Caerwys Town Council  
Held at Llys Y Goron Community Meeting Room  
Holywell Road, Caerwys  
On Tuesday the 19<sup>th</sup> September 2023, at 7.00pm**

**No Council meeting was held in August**

**1(A). 183/23  
PRESENT**

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

Clerk & Financial Officer R. Phillip Parry

**1(B). 184/23  
APOLOGIES**

Councillor Andy Delooze  
Councillor Judith Standing

**1(C). 185/23  
ABSENT**

None

**2. 186/23  
BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following: Mr. R. Gwyn Hughes, Holywell Road, Caerwys.

**3. 187/23  
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

(1) Concern expressed by resident that the grass cutting on the football pitch adjacent to the play area in Chapel Street had not been completed fully. The grass had been cut up to the edges of the pitch perimeter but not the actual pitch. This resulted in the pitch not being playable by the youths during the summer holidays. A similar occurrence to last year. Members were shown a photograph of the part cut grass on screen (**Minute number 7(G). 198/23 (i) on page 7 below**).

(2) Letter received from resident who wished the following concerns to be brought to the attention of the Town Council:

- The developers of the properties being constructed on the former Summerhill Farm and in particular, on Pen Y Cefn Road, to be requested not to remove any further hedgerow.
- The Old Watering Trough in Caerwys requires remedial work
- To seek that Flintshire County Council cease their quest for a 20mph speed reduction.

The Clerk advised that he had replied as follows: (i) The removal of the hedge was granted during the planning process (ii) To provide further information as to the area of the watering trough (iii) The 20mph reduction is a Welsh Government initiative which will be in force from Sunday 17<sup>th</sup> September.

(3) Concern expressed from resident in relation to the mini roundabout on the B5122 road at the junction with the A55 flyover (Dragon's Rest). In particular, a request for white road arrow markings on each side of the carriageway – one to turn left and the second to drive over the flyover. Members were shown a Google street view of the junction. (**Minute number 7(G). 198/23 pages 7 & 8 below**).

#### **4. 188/22**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

#### **5. 189/23**

#### **TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS HELD ON THE:**

- (i) General Council Meeting held on Tuesday 18<sup>th</sup> July 2023
- (ii) Supplementary Minutes held on Tuesday 18<sup>th</sup> July 2023
- (iii) Extraordinary meeting held on Thursday 31<sup>st</sup> August 2023

The Minutes were proposed as correct by (i) Councillor Jonathan Duggan-Keen and seconded by Councillor Peter Dooley (ii) Councillor Steve Cople and seconded by Councillor Susan Broadaway (iii) Councillor Lynette Edwards and seconded by Councillor Lesley Roberts, with the three sets of minutes thereafter formally agreed by the Members present.

#### **6(A). 190/23**

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

The Clerk referred to the following matters from previous Minutes:

- (1) Visit by Hannah Blythyn MS / AS to the July Council meeting. The Clerk recollected Members to an e-mail received from the Welsh Government Member that was forwarded to Councillors. The mail advised that when responses had been received from Flintshire County Council and the Police further contact with the Town Council will be made.
- (2) Harp Project: The Clerk advised that a quotation had been received from Flintshire County Council for the groundworks to enable the Harp to be erected, at a cost of £4,302.18. The Town Council were still awaiting an updated scale marked plan to include with a planning application; Councillor Steve Copple has further sought this.

**Members agreed the following:** (1) Accepted the above referred to quotation from Flintshire County Council for £4,302.18 (2) Members suspended financial standing orders in relation to seeking more than one quotation for the following reasons: The site area for the Harp is County adopted highway; the County have provided the plans at no cost to this Council, which will ensure that the planning application is considered in an expedited manner. The Clerk to issue a Work Order, with a note advising – pending planning permission.

- (3) Afonwen Notice Board: The Clerk advised Members that a quotation for a new board had been received from Apex Joinery (NW) Limited at a cost of £940.00 plus VAT £188,00 – total £1,128.00. The quotation was shown on screen.

**Members agreed the following:** The Clerk to issue a Work Order to Apex Joinery (NW) Limited for the sum of £1,128.00 (inc VAT).

- (4) Audit Wales: The Clerk provided Members with a reply received from Mr. Deryck Evans (Audit Manager), in relation to an audit report. The Clerk further provided chronological information together with replies from Freedom of Information requests to Audit Wales with one outstanding.

Members discussed at length together with other information received.

**Members agreed the following:** (1) The Clerk to write to Audit Wales to formally seek a further appeal by an independent panel (2) The Clerk to seek a number of further Freedom of Information requests from Audit Wales (3) The Clerk to further contact legal sources.

- (5) Memorial Institute Annual General Meeting: The Clerk advised that the meeting was listed to be held on Tuesday 10<sup>th</sup> October at 7.00pm. The Town Council's two Councillor representatives – Councillors Lesley Roberts and Judith Standring had been notified. (It was noted that Councillor Standring would be on holiday).
- (6) Overhanging tree branches in area of public conveniences: The Clerk advised Members that a quotation had been received from Davies, Land & Sea (Lloc) for the removal of the tree branches which overhang into a neighbouring property had been received for the sum of £300.00 plus VAT. The quotation had been sent to the Mayor and Deputy for consideration, which had been accepted and a Work Order issued.

**Members agreed the following:** Confirmed the quotation from Davies Land & Sea at a cost of £300.00 plus VAT.

- (7) Community Award: The Clerk advised that the two recipients named Sandra Evans and Roland Ward had confirmed their acceptance of the award. Whilst Roland Ward will attend the Civic Service to be presented with the award, Sandra Evans is not able to attend and will attend the November Council meeting to receive her award.

The Clerk to forward to Members a number of web site links for Councillors to consider the type of award to be presented.

- (8) Pedestrian Safety on B5122 Road: The Clerk recollects Members to an e-mail received from Councillor Susan Broadaway who expressed her concerns for pedestrian safety on the hill travelling from Caerwys to Afonwen. The e-mail had been sent to a County Highways Officer, whereby the reply received had been forwarded to all Members.

#### **6(B). 191/23**

#### **TO CONSIDER QUOTATIONS: CHRISTMAS STREET LIGHTING ELECTRICAL CONNECTION INSTALLATIONS (CLLR ANDY DELOOZE)**

The Clerk recollects Members to their decision made in the extraordinary Council meeting held on Thursday 31<sup>st</sup> August, and in particular, the following: To seek further quotations for electrical connections for supply to outside Christmas lighting in the areas of the Public Conveniences and Memorial Institute. The contractors to confirm their NICEIC (Electrical Qualification).

The Clerk advised that one contractor had supplied a quotation (viewed on screen) with one contractor confirming their above qualification.

**Members agreed the following:** The Clerk to seek a further quotation.

#### **7(A). 192/23**

#### **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 Other theft / 1 x Public order / 1 x Violence

**Caerwys:** 2 x Anti-social behaviour / 3 x Other crime / 3 x Violence

- (2) Flintshire County Council: Invitation for Councillors to attend the Annual Joint Meeting between the County Standards Committee and Members of Town & Community Councils. To be held virtually on Monday 6<sup>th</sup> November at 6.0pm.

**Members agreed the following:** The Mayor, Councillor Jayne Morris, together with the Clerk, will attend the above virtual meeting.

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

- ❖ Flintshire County Council: Land Inspection Strategy
- ❖ Flintshire County Council: Notification of Footpath Diversion Order on path number 29 in the area of Wern Farm, Pen y Cefn. Information also forwarded to the local walking group
- ❖ Flintshire County Council: Notification of felling of trees and other work in Heron's Lake Park, Afonwen
- ❖ North Wales Fire & Rescue Authority: On-line consultation on improving the future of emergency cover

- ❖ Police & Crime Commissioner's Annual Report. Received from County Councillor Steve Copple
- ❖ Flintshire County Council: Statutory consultation to identify exceptions to the 20mph speed limit
- ❖ Ombudsman Wales: Annual Report for 2022 / 2023
- ❖ Flintshire County Council: Received from County Councillor Steve Copple – information in relation to exceptions to the 20mph speed limit in 30mph areas within this Council area
- ❖ Flintshire County Council: Additional information in relation to the 20mph hub on the County web site
- ❖ Flintshire County Council: School buildings made from reinforced autoclaved aerated concrete (RAAC) received from County Councillor Steve Copple
- ❖ Flintshire County Council: Feedback letter from members of the County Independent Standards Committee following further visits to Town & Community Councils
- ❖ Flintshire County Council: Notice of variation of car park charges received from County Councillor Steve Copple. Further information received with new tariff charges
- ❖ Flintshire County Council: Townlynx Bus Company
- ❖ Flintshire County Council: Notice of road closure in Holywell Road, Caerwys on the 25<sup>th</sup> October for two weeks
- ❖ Clwydian Range and Dee Valley (AONB): Notification of public meetings to discuss a proposed fourth National Park in Wales
- ❖ Green Dog Walkers: Received from County Councillor Steve Copple

## **7(B). 193/23**

### **CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:
- £13,750.00 - Flintshire County Council: Second precept payment for financial year 2023 / 2024.
- (b) The Clerk discussed with Members the vehicle speed activated sign sighted almost opposite the Piccadilly Inn. This sign was installed by the Welsh Government some 12 to 14 years ago following complaints from this Council due to the substantial increase in traffic travelling to and from the Vale of Clwyd. Whilst the signage has not been faulty since installation, the actual bulbs are of a lower dimness when flashing the speed limit of 30mph. With the introduction of a 20mph speed limit on this road a few days ago, the Clerk enquired with Members as to the future of the signage.

**Members agreed the following:** To leave the sign in situ. The Clerk to place on the March 2024 agenda for review

- (c) Councillor Andy Delooze reported to the Clerk damage caused by a vehicle apparently knocking into an electricity wooden pole in the area of the public conveniences in Drovers Lane. Photographs were supplied. The Clerk contacted the Flintshire County Council out of hours as both electricity and telephone wires were loosely dangling into the road. The incident was also reported to Scottish Power who attended and made safe.

The Clerk advised that the Flintshire County Council out of hours service is administered by a company in Carmarthenshire. This company telephoned the Clerk to advise that despite calling the Flintshire Out of Hours Officer for over two hours, the dedicated mobile phone was switched off. County Councillor Steve Cople provided further information.

- (d) Proposed road works in South Street. Signage together with construction vehicles appeared in South Street without notification. Following enquiries made by County Councillor Steve Cople it appeared that new cabling was to be installed. The work will commence once the required permits have been agreed between the County and the contractor.

(e) **STREET LIGHTING:**

- (1) The Clerk advised that during the street lighting inspections by Flintshire County Council, two lights were reported as faulty. Councillor Duggan-Keen was made aware of a lantern arm that had been found damaged – near the entrance to Ashgrove, North Street.

The two faulty lights had been rectified by Flintshire County Street Lighting, with the faulty arm replaced by this Council's street lighting contractor.

- (2) Two faulty street lights reported by resident sited either side of the former Post Office on the A541 in Afonwen.

**7(C). 194/23**

**CO-OPTION OF A CAERWYS TOWN COUNCILLOR**

The Clerk recollected Members to a Public Notice displayed on the Town Council's web site, public notice boards and the Caerwys Chronicle, advertising the vacant Councilor position, with a closing date of 12 noon on Friday 8<sup>th</sup> September. The Clerk advised that one application had been received. Members perused the written Expression of Interest which was shown on screen.

**Members agreed the following:** To co-opt Richard Dolphin.

**7(D). 195/23**

**TO CONSIDER FURTHER: FLOODLIGHTING DURING WINTER MONTHS IN THE MULTI-USE GAMES AREA) (ADJ FROM MARCH MEETING)**

The Clerk recollected Members to a previous decision whereby this Council covered the electricity cost to the Memorial Institute to enable the Multi-use Games Area to be floodlit during the winter months. The Clerk further recollected Members that it had been agreed at a previous meeting to review the funding for these winter's darker evenings.

**Members agreed the following:** To cover the electricity costs on a Friday and Saturday evening for two hours each. The timings to be altered as appropriate during the months from November to February. Councillor Lesley Roberts together with the Clerk to discuss at the Memorial Institute Annual General Meeting to be held on the 10<sup>th</sup> October.

**7(E). 196/23**

**TO CONSIDER FURTHER: COUNCIL NOTICE BOARDS REFURBISHMENT (ADJ FROM MARCH MEETING)**

The Clerk recollects Members that following the demolition of the Afonwen notice board Council agreed to consider the condition of the remaining notice boards in Caerwys and Pen Y Cefn.

**Members agreed the following:** (1) As the Pen Y Cefn notice board has recently been repaired, not to consider a replacement (2) The notice board in South Street Caerwys has been in situ for almost 20 years. The board leans with water ingress to both sections. The Clerk to seek a quotation from Apex Joinery (NW) Limited for a modern wooden notice board with the Council bilingual name on the top, together with other specifications.

**7(F). 197/23**

**TO CONSIDER FURTHER: COMMUNITY WINTER VOLUNTEER TEAM (ADJ FROM FEBRUARY COUNCIL MEETING) (CLLR ANDY DELOOZE)**

**Members agreed the following:** As Councillor Delooze was unable to attend the meeting, the item to be adjourned and placed on the October Council agenda.

**7(G). 198/23**

**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:**

- (i) Condition of grass cutting on the football pitch adjacent to the children's play area in Chapel Street had not been completed fully. The grass had been cut up to the edges of the pitch perimeter but not the actual pitch. This resulted in the pitch not being playable by the youths during the summer holidays. (Photograph supplied) and shown to Members on screen.
- (ii) Bus stop sign adjacent to Ashgrove, North Street, Caerwys. Reported as weathered with a replacement sought. (Photograph provided)

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

- Football pitch adjacent to children's play area: The County are unable to synchronise the tractor with the other teams equipment due to schedules. Experiencing difficulties with the gang mower being off the road; this will be replaced and next season this should not be a problem.

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

- (1) South Street: Surface drain fully blocked (photograph attached)
- (2) High Street: Surface drain blocked (photograph attached)
- (3) Junction of Drovers Lane with Pen Y Cefn Road: Road sign badly rusted
- (4) Caerwys Hill to Afonwen: Majority, if not, all drains appear to be blocked. Surface water during rainfall flows over the drains which are full of grass
- (5) B5122 Road with junction to roundabout to A55 flyover (Dragon's Rest). Request for arrow markings – right lane to drive straight ahead and left lane curved arrow to turn into slip road.

These arrows assist drivers and can be seen on the roundabout in Mold (Tesco) – travelling from the Wylfa area.

- ❖ The Clerk to invite Mr. Neil Hickie to the October Town Council meeting.

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

## **8. 199/23**

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

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

- Funeral Service of former Councillor Helen Priestley
- Ysgol Yr Esgob School Leavers Service at St. Michael's Church
- The following Civic Services: Chair of Flintshire County Council / Holywell Town Council / Rhyl Town Council / St Asaph City Council

## **9. 200/23**

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

County Councillor Steve Cople provided Members with the following report:

- ❖ Issued a short note on the budget shortfall and issues, this has been published in the Chronicle
- ❖ Further contacted Flintshire Highways on traffic order for Caerwys junctions, this will be included in 2024 work list
- ❖ Sought Street Scene intervention on blocked drains and soakaways near Barlows and Pen y Cefn Road, urgent pump outs were carried out and longer term work planned to improve the soakaway
- ❖ Chased planning permission activity on a property in South Street, this is progressing
- ❖ Completed a walk around with FCC Housing Officer, highlighted issues in Llys y Goron
- ❖ Further anti-social behaviour in the Llys y Goron area. The County have been asked to escalate with a meeting planned with Police and FCC

## **10. 201/23**

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

There were no reports specific to the Local Committees and Outside Bodies schedule, or Council Members who had attended meetings on behalf of the Council.

## **11(A). 202/23**

### **PLANNING APPLICATIONS**

- No applications received since the July Council meeting that required a comment prior to the September meeting.

## **11(B). 203/23**

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



- ❖ Planning application number: 000827/23 – for construction of detached pitched roof garage building and associated works, at Cobweb Cottage, Pen Y Cefn.

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

### 11(C). 204/23

#### PLANNING DECISIONS

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

- No planning decisions have been issued by Flintshire County Council

### 12. 205/23

#### TO DISCUSS: CONDITION / POSSIBLE FUTURE SUBSIDENCE OF B5122 ROAD – TRAVELLING FROM CAERWYS TO AFONWEN (CLLR JAYNE MORRIS)

Councillor Jayne Morris discussed her concerns with both the usage of this road by general vehicles, the increasing HGVs together with pedestrian safety. The deterioration of the road in parts is a serious concern. Members discussed in general the condition and additional usage of the road, together with the duty of care by the highway authority.

**Members agreed to the following:** The Clerk to write to County Highways seeking confirmation that under their duty of care, inspections are completed periodically. The Town Council would appreciate a copy of the last report, and if not recent, could an updated inspection please be carried out with the Town Council being provided with a copy of the report.

### 13. 206/23

#### APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>AUGUST</u></b>			
	<b><u>Below payments authorised by two Councillor Bank signatories - to be paid by BACS:</u></b>			
	<b>Standing Order: R. P. Parry - Clerk to Council</b> (Monthly salary & home working allowance for July) Payments dated 01/08/2023			
	Information Commissioner's Office (GDPR / Data Protection Renewal Certificate)	40.00		40.00
	Flintshire County Council (Children's Summer Play Scheme)	1,595.80		1,595.80
	Gaynor Griffith (Environmental Services for July / August)	150.00		150.00
	R P Parry – Clerk (Reimbursement of quarter share of stationery & ink purchases with other Councils) – as per receipt	107.76	21.55	129.31

Deeco Lighting (New lantern arm and refitting of bulb)	245.00	49.00	294.00
<b>Direct Debit:</b> Scottish Power (July - Street Lighting Electricity Account) Payment dated 17/08/2023	353.33	17.67	371.00
<b><u>SEPTEMBER</u></b>			
<b><u>Payments made – to be confirmed:</u></b>			
<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for August) Payments dated 01/09/2023			
<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
Mark Powell (Window Cleaner) 9 x bus shelter glass cleaning at £20.00	180.00		180.00
Gaynor Griffith (Environmental Services for July / August) - £150.00 / Reimbursement for following purchases: Planter flowers £120.00 & £25.20 / Work clothing £32.99 (as per receipts)	328.19		328.19
R. P. Parry – Clerk: Reimbursement of 5m HDMI Cable (as per receipt)	6.66	1.33	7.99
<b>Direct Debit:</b> Scottish Power (August - Street Lighting Electricity Account) Payment due 19/09/2023)	369.85	18.49	388.34
Arrow County Supplies (Items for Caerwys public conveniences) Order placed awaiting invoice prior to payment	337.63	67.53	405.16

#### 14. 207/23

#### APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<b><u>Authorised to be paid by BACS:</u></b>  Theatr Clwyd, Mold (Application for funding towards new building) Adjourned from July for further information	No grant

#### 15. 208/23

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.....**