



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 20th February, 2024, at 7.00pm

**1(A). 29/24
PRESENT**

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

Clerk & Financial Officer R. Phillip Parry

**1(B). 30/24
APOLOGIES**

Councillor Andy Delooze

**1(C). 31/24
ABSENT**

None

**2. 32/24
BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following: Mr. Robert Bryn Jones (Bryn The Rhos), Pen Y Cefn.

**3. 33/24
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

A number of complaints received together with photographs of a damaged car in Holywell Road. Pedestrians were concerned with the jagged edges of the vehicle which was also jacked up. One

complainant was concerned that tools were left on the pavement whilst the car was being worked on, which resulted in pedestrians being required to walk on the narrow section of road. The reports and photographs had been sent to the Police, who advised the vehicle owner / house occupier would be visited. (photographs were shown on screen).

4. 34/24

DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. 35/24

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16TH JANUARY 2024

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

6. 37/24

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Faulty Street Lantern in Afonwen:** The Clerk advised that despite the original request including a reminder no quotations had been received for two options to replace a faulty street lantern electricity supply cable in Park View, Afonwen.

Members agreed the following: Were disappointed that the street lighting Company had not provided quotations; the Clerk to make further contact.

- (2) Storage of outside Christmas illuminations:** The Clerk advised that despite the original request including a reminder, the street lighting company had not been in contact with Councillor Andy Delooze.

Members agreed the following: Were disappointed that the street lighting Company had not contacted Councillor Andy Delooze; the Clerk to make further contact.

- (3) Ysgol Yr Esgob Primary School:** The Clerk advised that the primary School had provided a number of dates and times that pupils could visit a specially arranged Council meeting in Llys Y Goron.

Members agreed the following: The visit to be arranged for Monday 4th March at 1.30pm. The Clerk to arrange refreshments.

- (4) Town Square Plaques:** The Clerk advised that the Mayor, Councillor Jayne Morris, together with himself had taken measurements of the following plaques sited on the stone wall surrounding the Town Square tree: Royal Charter (1990), Millennium (2000) and Town Square tree planting (1968). Photographs of the plaques were shown on screen.

The Clerk further advised that the actual bilingual inscriptions have faded to the extent that whilst the English words were readable the Welsh was difficult.

Members agreed the following: The plaques English words to be professionally translated. The Clerk to arrange a quotation with the Mayor and Deputy to agree, or other, in-between meetings the quotation cost.

- (5) Hannah Blythyn AM:** The Clerk recollected Members to an exchange of e-mails forwarded from Hannah Blythyn MS, whereby a meeting had been arranged with Inspector

Iwan Jones (North Wales Police), Katie Wilby (Flintshire County Council), together with Hannah Blythyn MS and Caerwys Town Council Members. The meeting to be held on Friday 1st March at 2.30pm in the Llys Y Goron meeting room. The Clerk was asked to enquire if the attendees at the meeting would also visit the centre area of Caerwys.

- (6) **Additional Leisure Equipment:** The Clerk provided Members with information received from Aura Leisure in relation to additional leisure equipment within the current play area grounds in Chapel Street. Members perused a planning agreement whereby the sum of £49,500.00 was allocated under a Section 106 agreement for additional equipment.

Pending Matter:

The Clerk advised that the following matter remains in the pending file:

- **Harp Project:** The Clerk recollected Members to an exchange of e-mailed correspondence, and in particular, a request from the Planning Officer for the Harp project planning determination period to be increased for a further month. This was due to Flintshire County Highways seeking further information as to land ownership in the area of the sighting of the harp.

The Clerk advised that whilst the request has been agreed, County Councillor Steve Cople had written to the Chief Planning Officer seeking an explanation as to the reason Highways had requested further information outside the closing date for comment, which has resulted in an unnecessary delay, and in particular, the project will, if granted, be completed during the next financial year and cause this Council a budget carry over position. Councillor Cople provided further information.

7(A). 38/24

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 Anti-social behaviour / 1 x Violence

Caerwys: 1 x Other theft / 1 x Public order / 1 x Violence

- (2) Flintshire County Standards Committee: The Clerk recollected Members to previous correspondence in relation to the appointment of a Town & Community Councillor representative to the Standards Committee.

Five nominations had been received by the Flintshire County Chief Officer – Governance. This Council was requested to choose its preferred nomination. Each candidate had provided pen-portraits which had been sent to each Council Member prior to this evening's meeting. The pen-portraits were also shown on screen.

Members agreed the following: Councillor Rosalyn Griffiths (Saltney Town and Broughton & Bretton Community Council) – as this Council's preferred candidate nomination.

- (3) Notification of meeting – West Flintshire Town & Community Councils on Monday 12th February at 6.00pm.

(4) Flintshire County Council: Notification in relation to two temporary road closures:

- (i)** Pen Y Cefn Crossroads to Toll House Crossroads – between its junctions with Pen Y Cefn Road and B5122 – from 23rd February for approximately two days to a maximum of five days.
- (ii)** Top of Caerwys Hill to Afonwen – on the 15th March for one day (subject to a maximum of five days).

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

- ❖ Flintshire County Council: Link to new County Facebook page.
- ❖ Natural Resources Wales: Virtual sessions for Town & Community Councils to discuss a proposed new National Park in Wales. Councillors to register their attendance directly.
- ❖ County Councillor Steve Copple: Flintshire County Council e-mailed information:
 - (i)** Presentation attachment containing formula used by the Welsh Government to allocate funding to County & Borough Councils in Wales.
 - (ii)** Response by County Council to recent Amber Weather Warning and decisions taken to close schools and other services during inclement weather.
 - (iii)** Proposed relocation of the Air Ambulance in North Wales and, in particular, how to comment on the relocation.

7(B). 39/24

CLERK'S REPORT

- (a)** The Clerk advised that the two doors from the newly installed notice board in Afonwen were found to be lying on the ground. The resident who reported the damage to the Clerk advised that on the day the damage was noticed the weather was fine and suggested that the doors could not have blown off due to wind.

The Clerk advised that the Council's joiner had visited and will provide a quotation to either refix the doors or possibly new doors may be required. The Clerk had reported the damage as criminal damage to the Police under Crime Reference Number: Q010284 (photograph of the notice board was shown on screen)

- (b)** The Clerk advised that the Government Cabinet Office have offered all Town & Community Councils in Wales an official framed portrait of King Charles III. As this Council does not have their own Council Chamber the Clerk had approached the Chair of the Llys Y Goron Community Centre seeking their views as to the portrait being displayed in the meeting room; the reply was positive. The Mayor and Deputy were consulted and authorised the Clerk to order the King's portrait.
- (c)** The Clerk recollected to Members the various themes, generally seasonal, that are painted on the Town Square bus shelter and enquired with Members if they wished seasonal and or other themes during 2024.

Members agreed the following: Easter and Christmas themes at a cost of £100.00 each from Katy Bincham (FacePainter).

7(C). 40/24

TO CONSIDER: CIVILITY AND RESPECT PLEDGE

The Clerk advised Members that a request had been received from the Flintshire County Monitoring Officer – Governance, seeking all Town & Community Councils to consider signing up to a national pledge named Civility and Respect. The Clerk recollects Members to the web site link sent prior to the meeting which provided information in relation to the pledge, together with a statement that was to be confirmed by Council. The pledge was supported by The National Association of Local Councils, Society of Local Council Clerks and One Voice Wales.

Members agreed the following: To sign up to the Civility and Respect Pledge and confirmed the contents of the pledge statement. The Clerk to complete the Council's registration.

7(D). 41/24

TO ARRANGE ANNUAL 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 16th March at 10.00am. The Clerk to issue the usual Public Notices.

7(E). 42/24

TO DISCUSS: REMAINING FUNDS IN BANK ACCOUNT OF FORMER CAERWYS YOUTH CLUB

The Clerk discussed with Members the closure of the Caerwys Youth Club some three years ago. Whilst the Club was administered by a Management Committee, the Clerk was the only current Member – as Treasurer and Secretary, a position held for over thirty years. Held in a Nat West Bank account were monies totalling £1,272.04, which had remained since the Club's closure and had been audited each year. The Clerk wished Council to consider accepting the bank balance into the Town Council's bank account, in particular, as the funds held were received from the Town Council over a period of years towards the running costs and equipment purchases.

Members agreed the following: To accept the balance of £1,272.04 held in the Caerwys Youth Club bank account, and to ring-fence for future youth projects / services. The Clerk advised that following the transfer of funds, the account would be closed.

7(F). 43/24

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) Conifer tree branches fallen into Holywell Road during severe wind. The Clerk advised that following reporting to Flintshire, the branches were removed within a couple of hours.
- (2) Concern expressed by County Councillor Steve Copple in relation to electrical cabling work being carried out in South Street, in particular, the untidiness in the area together with a request for the whole pavements to be retarmacked following completion of the work (photographs shown on screen). Councillor Steve Copple provided further information.
- (3) Residents of Cwrt Melyd were concerned with road markings that appeared at the entrance to the estate – on the Holywell Road side junction and near to the electrical building. The concern related to the electrical work being carried out in the area of South Street, whereby the residents of Cwrt Melyd had not been advised if the work also included the entrance area

to Cwrt Melyd. The County Council confirmed that the current work was not scheduled in this area. Councillor Susan Broadaway provided further information and confirmed that a new underground cable was to be brought into the electricity sub-station by Scottish Power.

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: From South Street (Institute corner) along Pen Y Cefn Road to the top of Drovers Lane. In particular, the following areas: Pennant House and corner near Argoed
- (2) Pot Holes: Top of Holywell Road to North Street
- (3) Gully Cleaning / blocked drains: In area of bends on Pen y Cefn Road and Croes-Wian Crossroads (also known as Barlow's crossroads)
- (4) Gully Cleaning / blocked drains: Pen Y Cefn Road and Croes-Wian Crossroads - unnamed road travelling towards B5122. Farm on right hand side

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

- (5) County & Town Councillor Steve Cople provided an update following residents' concerns in relation to the current work being carried out in South Street, and in particular, the tarmacking of part pavement and unlevelledness of the area in general. Councillor Peter Dooley advised that the contractors had contacted a number of residents stating that the pavement is required to be re-dug for additional connections to a number of properties. Councillor Cople advised that he would consult with County Highways. (Photographs were shown on screen taken during the South Street works).

8. 44/24

TOWN MAYOR'S REPORT

- ❖ The Town Mayor, Councillor Jayne Morris, advised Members that a Mayor's charity event (Coffee & Cake) had been arranged for Saturday afternoon the 4th May. The event would be held in the Royal Oak marquee and include musical entertainment and a children's entertainer. More details will be issued nearer the event date.

9. 45/24

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

County Councillor Steve Cople provided Members with the following report:

County Business

Housing revenue Account: Council approve the HRA 30-year Financial Business Plan and budget for 2024/25 as set out in this report and attached appendices. Council agree that consideration should be given, in year, to utilise available reserves to top up the tenant hardship fund to a cap of £0.350m if required.

Treasury Review: The Treasury Management Mid-Year Report 2023/24 is attached as Appendix 1. As required by the Council's Financial Procedure Rules, this Mid-Year Report was reviewed by the Governance and Audit Committee on 22nd November and Cabinet on 19th December 2023 and accepted.

Review of polling stations: A review of these has occurred with very few amendments.

Budget Discussions: FCC have produced a budget that balances the books that will lead to 9.1% increase in council tax, this has been through scrutiny by elected members. MP Rob Roberts has written to the Senedd co-signed by elected members to ask once again for a fairer system. This has happened before with zero response.

Police commissioner meeting PCCP: Attended this meeting in Conwy where the new budget was approved, increase of about 4.5% and an update on police commissioner activities.

Local business

- (1) A quiet month with work on local planning applications, chasing street scene on road flooding near Barlow's, clarification on responsibilities for recent pavement works and lack of highways into planning applications. Response received from Andrew Farrow saying that he will investigate the matter.
- (2) An outcome of the West Flintshire Council meeting was that FCC were questioned on enforcement on listed buildings, events are in progress was the reply.
- (3) Residents have made their opinions on new solar panels made to FCC with little action taken, this discussion is ongoing.

10. 46/24

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- **North and Mid Wales Association of Local Councils:** Councillor Lynette Edwards reported on her attendance at a recent meeting of the Association held in Llandudno. Items discussed included; Transport for Wales Railway services on the coastal line and the Betsi Cadwallader Hospital Board.

11(A). 47/24

PLANNING APPLICATIONS

- No planning applications received from Flintshire County Council for consideration at meeting.

11(B). 48/24

PLANNING DECISIONS

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

- ❖ Application number: DET/001063/23 – for approval of Details Reserved by Condition 3 Planning Ref FUL/000206/23 (Condition 3 - No development shall take place until a scheme for biodiversity enhancement has been submitted to and agreed in writing by the Local Planning Authority) at, Y Capel, South Street, Caerwys. Approved.

12. 49/24

APPROVAL OF ACCOUNTS FOR PAYMENT

| Cheque Number | Payee | Net £ | Vat £ | Total £ |
|----------------------|-------------------------------------------------------------------------------------------------------|--------------|--------------|----------------|
| | Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for | | | |

| | | | |
|------------------------------------------------------------------------------------------------------------|--------|-------|--------|
| January) Payments dated 01/02/2024 | | | |
| <u>Payments for confirmation and consideration at meeting to be paid by BACS:</u> | | | |
| R. P. Parry (Clerk) Re-imburement of 1/4 share of Microsoft Renewal with other Councils (as per receipt) | 30.90 | 6.18 | 37.08 |
| Direct Debit: Scottish Power (January - Street Lighting Electricity Account) Payment due 20/02/2024 | 368.91 | 18.45 | 387.36 |

13. 50/24

APPLICATIONS FOR FINANCIAL SUPPORT

| Cheque Number | Name of organisation | Amount granted £ |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| | <u>Authorised to be paid by BACS:</u> | |
| | Holywell Leisure Centre (Application for annual donation) Section 19 – 3 (a) & (b) LGA (Miscellaneous Provisions) Act 1976 | £250.00 |
| | Marie Curie Cymru (Application for Great Daffodil Appeal – 2024) (Section 137 LGA 1972) | No grant (As funding to be utilised towards a Hospice in Cardiff) |
| | Caerwys Memorial Institute (Application for annual grant) (Section 19 LGA 1976) | £1,500.00 * |
| | * The Clerk was asked to write to the Chair of Memorial Institute Trustees advising the following: When applying for future funding could you kindly provide additional information, in particular, in relation to the current users of the building and how the Trustees intend to increase the bookings in the future. | |

14. 51/24

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.....