



# **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 18<sup>th</sup> June, 2024, at 7.00pm**

### **1(A). 126/24**

#### **PRESENT**

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

Clerk & Financial Officer R. Phillip Parry

### **1(B). 127/24**

#### **APOLOGIES**

Councillor Susan A. Broadaway

### **1(C). 128/24**

#### **ABSENT**

None

### **2. 129/24**

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

There were no reported bereavements within the community, between the May and June Council meetings.

### **3. 130/24**

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

- (1) Complaint received from resident to a further non-collection of the Saturday bin service by the County Council. The resident is registered for an assisted collection. The Clerk had made contact with the County Council to ascertain as to why this resident is apparently frequently has mis-collections. County Councillor Steve Copple also made contact with the County seeking an explanation.
- (2) A number of complaints received in relation to the lack of grass cutting on the football pitch adjacent to the children's play area. The Clerk advised that whilst the surrounding area to the pitch was cut by one County contractor, the actual pitch is cut by a second contractor. The grass cuttings are left in situ. The Clerk further advised that whilst this concern was reported to the County Council, County Councillor Steve Copple had escalated the concern to senior management. **(Councillor Coople provided a report under Minute number 9. 141/24 on page 6 below)**
- (3) The Clerk brought to the attention of Members a letter received from a non-resident who wished the County Council to install a pedestrian crossing in the Town Square area. The letter was written to the Chief Executive of Flintshire County Council, with a number of public bodies copied into the mail.

The Clerk advised that he had forwarded the letter by e-mail to a County Highways Officer seeking their views. The Officer had replied and advised the following: The construction of the Town Centre and locations whereby such a crossing point could be potentially be erected or installed. One such area could be by the shop (convenience store), but this would entail the entrance to the Town Square to be closed to enable the installation of the infrastructure. The County Technical Officer will survey the area and provide a report.

The Clerk recollected Members to a previous request for a crossing in the Town Square area, whereby the County had previously stated 'It would not be feasible to place one crossing on a crossroads – which would require four crossings and will not be practicable in the centre of Caerwys. The audible sound the controls emanate would be a disturbance in a residential area'

The Clerk advised that the County Council had replied to the resident and stated the following: 'The location within Caerwys will be assessed. Each request is assessed using the Flintshire County Council's safety scheme matrix and in accordance with Welsh Government criteria. These requests are scored, ranked and prioritised for future funding from the Welsh Government'.

- (4) Complaint received from a resident in Pen Y Cefn in relation to the Parafest event. The resident was concerned as to the noise effect on their livestock including a number of horses. Concern was also expressed that music and other licences were not being adhered to. The Clerk provided Members with the full content of the complaint. The Clerk had replied to advise that a Local Government Act had removed the power of Town & Community Councils in Wales to both receive and provide their views on various licensing applications, which included musical entertainment and liquor licensing. A web link to the Flintshire County Council Licensing information page was forward to the resident.

#### **4. 131/24**

#### **DECLARATIONS OF INTEREST**

The following interests were declared:

Councillors Steve Copple and Jayne Morris (Minute number 7(D). 138/24 on pages 5 & 6 below)

## 5. 132/24

### TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21<sup>ST</sup> MAY, 2024

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

## 6(A). 133/24

### PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Harp Project Planning Application:** The Clerk recollected Members to correspondence from the Planning Officer which advised that the Harp Project planning application had been granted and had been sent to be signed off by a line manager, this was dated the 23<sup>rd</sup> April. Two months later the formal grant certificate had not been received.

**Members agreed the following:** County Councillor Steve Copple to make contact with the Planning Officer to ascertain as to the unacceptable delay.

- (2) **Caerwys Children's Play Area – Site Meeting:** The Clerk advised that a site meeting had been held at the children's play area on the 6<sup>th</sup> June, with the following in attendance: Mr. Richard Roberts (Aura leisure), Councillors Andy Delooze, Richard Dolphin, Lesley Roberts, together with the Clerk.

Councillor Lesley Roberts provided the following report: During the site meeting there were five areas within the grounds that were suitable for either new play equipment and upgrading of the current facilities. Councillor Roberts provided a plan suitably marked with the five areas which was shown on screen. The various options included new equipment, levelling of the football pitch and larger goal posts with stop-ball netting; upgrade to the existing multi games court and change floodlights to LED, together with adult gym equipment and a children's adventure trail. Councillor Roberts also reported that the funding available of £48,500.00 could be spent over a seven year period with match-funding available on a yearly basis.

Councillor Lesley Roberts further advised that Richard Roberts would prepare plans and costings for the five possible areas which will be produced to this Council for consideration in due course.

- (3) **Caerwys Town Council Banner at Caerwys Agricultural Show:** The Clerk recollected to Members the resolution made in the May meeting to purchase a banner with the Council's name to be displayed at the annual Caerwys Agricultural Show. The cost of the banner was £60.00 plus VAT of £12.00 – total £72.00. The purchase had been agreed by the Mayor and Deputy Mayor.

**Members agreed the following:** Confirmed the purchase cost.

- (4) **Street Lantern Electricity supply:** The Clerk advised in relation to difficulty in obtaining quotations for a new electricity supply to the street lanterns, this was due to the number of other Councils across the country also attempting to source an alternative supply following the letter from Scottish Power that they would cease the contract in 2025. However, one quotation had been received which was £1,408.00 extra a year to the current annual cost. The Clerk further advised that he was working with other Clerks and would report further at the July Council meeting.

## 6(B). 134/24

### TO RECEIVE AND DISCUSS COUNTY HIGHWAYS REPORT: PARKING RESTRICTIONS IN CAERWYS (ADJ FROM MAY)

The Clerk recollects Members to the plans produced by Flintshire County Council which identified all road junctions from the area of St. Michael's Drive to the South Street junction with Pen Y Cefn Road (Memorial Institute corner). A plan marking the entrance to Llys Y Goron in Holywell Road was also included. All plans had been forwarded to Members prior to the meeting together with a junction analysis which had kindly been prepared by Councillor Steve Copple.

The plans together with the junction analysis were thoroughly debated with Councillors individually providing their comments.

**Members agreed the following:** The Clerk to advise County Highways as to the following junction areas for consideration for a Traffic Regulation Order (TRO): (1) Chapel Street / South Street (2) High Street / Water Street (3) Drivers Lane / Holywell Road.

The Town Council emphasise that these areas were agreed as requiring TRO's due to the ever increasing inconsiderate parking situation in Caerwys. The possible introduction of yellow lines are not additional parking restrictions, but will highlight the Traffic Management Act 2004 \* and Rule 243 of the Highway Code \*\*

\* The Traffic Management Act 2004 states that to park across a dropped kerb is a parking contravention

\*\* Rule 243 of the Highway Code, you must not park or stop your vehicle: Opposite or within 10 metres (32 feet) of a junction

#### **7(A). 135/24 CORRESPONDENCE**

**The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:**

- ❖ 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 Theft

**Caerwys:** 4 x Violence

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

- ❖ Welsh Government: Survey named 'Give Feedback' on roads with a 20mph speed limit review. Councillors to respond on a personal basis:
  - (1) Change from 20mph to 30mph
  - (2) Change from 30mph to 20mph
  - (3) Stay at 20mph
- ❖ Flintshire County Council: Notification in relation to the above Welsh Government speed limit review
- ❖ Welsh Government: Notification from Ken Skates MS, Cabinet Secretary for North Wales and Transport, in relation to the Welsh Government's 'Our Listening Programme on 20mph'
- ❖ One Voice Wales: Courses available named; Biodiversity 1, Biodiversity 2 and Nature Project Management. Councillors to advise the Clerk should they wish to attend

- ❖ One Voice Wales: Courses available over the following three months. Councillors to advise the Clerk should they wish to attend
- ❖ Flintshire County Council (Aura Leisure): Summer play scheme details (Councillors asked to upload to the various Facebook pages)
- ❖ Welsh Blood Donor Service: Request to upload a poster advertising the National Blood Donor week on a local Facebook page

## **7(B). 136/24**

### **CLERK'S REPORT**

- (a) Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2024. The Clerk confirmed the following:
  - (i) Requested information and documents have been submitted to Audit Wales
  - (ii) Notice of Appointment of the date for the Exercise of Electors' Rights. Date of announcement 4<sup>th</sup> June 2024, commencing on 1<sup>st</sup> July to 26<sup>th</sup> July. Public Notice placed on Council's notice board (photograph taken) and uploaded to Council's web site
- (b) Budget / Precept information sent to Council Members in relation to all Town & Community Councils in Flintshire
- (c) The Clerk advised in relation to a letter and cheque received from the Caerwys Brownie Guides, who are unable to recruit a new leader. The cheque for £300.00 is returning the balance of grant funding made by this Council.

**Members agreed the following:** Thanked the Caerwys Brownie Guides for the £300.00 which will be ring-fenced for future youth services / projects during this current and future year's budgets. The Members thanked both retiring Leaders for their service to the community.

## **7(C). 137/24**

### **TO DISCUSS: FACEBOOK POSTS, COMMENTS & REPLIES**

The Clerk advised Members that for the last couple of years he had sought the assistance of Councillors Lesley Roberts and Jonathan Duggan-Keen to upload public notices to the local Facebook page. The Clerk had consulted with both Councillors in creating a new Council Facebook page. Councillor Steve Copple advised Members that a Caerwys Town Council Facebook page was created a number of years ago but has been unused due to outrageous and malicious comments being posted.

Councillors Lesley Roberts and Jonathan-Duggan Keen advised of a number of scenarios to create a new Facebook page for the Council, whereby they will work with each other and provide details at the July meeting.

## **7(D). 138/24**

### **TO CONSIDER: COMMUNITY AWARD APPLICATION(S) (MEETING TO BE CLOSED UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960))**

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.

**Councillors Steve Cople and Jayne Morris declared an Interest in the above Community Award process (Minute number: 4. 131/24 on page 2 above)**

**7(E). 139/24**

**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**

- Mr Neil Hickie advised the following: A monthly B road inspection has been completed with the defects reported for repair

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

- (1) Potholes x 6: Pen Y Cefn – on road travelling from entrance to Barlow’s Caravan Park towards Plas Pen Ucha (photographs provided)
- (2) Pothole x 1: Pen Y Cefn Road at junction with Drovers Lane (photograph provided)

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

**8. 140/24**

**TOWN MAYOR’S REPORT**

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

- Caerwys Agricultural Show

**9. 141/24**

**COUNTY COUNCILLOR’S REPORT (CLLR STEVE COPPLE)**

County Councillor Steve Cople advised that his report was limited this month due to various changes in County Hall following their Annual General Meeting held in May.

- (i) Concern with the County grass cutting service, in particular, in the area of the children’s football pitch adjacent to the play area in Chapel Street. Councillor Cople had escalated the lack of grass cutting to the Head of the Department, which is a concern across the County. Councillor Cople provided the contents contained in an e-mail reply from the Chief Officer (Streetscene and Transportation)

- (ii) Reduction of Street Scene budget, including staff shortage and machinery breakdowns, together with the weather over past months have impacted the Street Scene services
- (iii) Councillor Copple advised in relation to a number of more local concerns dealt with during the past month

## **10. 142/24**

### **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). 143/24**

### **PLANNING APPLICATIONS**

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

- (1) Application number: FUL/000359/24 – for proposed installation of 2 number conservation velux windows to the front elevation pitched roof, at Bwthyn Bach, 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/000368/24 – for amendment to submitted application for proposed installation of 4 solar panels to the rear of the roof and one 17kW heat pump, at Maes y Coed Farm, Afonwen.

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

## **11(B). 144/24**

### **PLANNING DECISIONS**

- No planning decisions received from County planning

## **12. 145/24**

### **TO DISCUSS: SCHOOL BUS SERVICES IN CAERWYS (CLLR ANDY DELOOZE)**

Councillor Andy Delooze addressed Members in relation to his concern with the number of school contracted coaches who transport pupils to various schools from the area, with the pick-up point at the Caerwys Town Square. The concern occurs particularly during the morning periods, and in particular, the health & safety aspect including the blocking of the highway – which is also a busy period for motorists using the B5122 road through the centre of Caerwys.

A number of photographs were shown on screen showing the school transport coaches taken on a typical morning period.

Following general discussion by the Town Council Members, the Council were unable to offer any alternatives to alleviate this concern, apart from possibly the coaches collection point for pupils might be located away from the Town Square.

**Members agreed the following:** The Clerk to write to County Councillor Steve Copple outlining the concerns with the number of school transport coaches in the Town Square area during the busy morning period. To enclose the photographs of the vehicles, together with an offer for Councillors

to attend a morning site meeting, whereafter, Councillor Copple to kindly forward to an appropriate Transportation Officer in County Hall.

**13. 146/24**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>BACS:</b> Café on The Corner (50% cost of Mayor’s Installation refreshments) Paid: 24/05/2024 – authorised by two Councillor bank signatories	143.75	28.75	172.50
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for April) Payments dated 03/06/2024			
	<b><u>Payments consideration at meeting to be paid by BACS:</u></b>			
	Caerwys Memorial Institute (Floodlights on MUGA during January to March on a Friday night – as previously agreed by Council) (12 ½ sessions at 2 hours)	250.00		250.00
	Caerwys Memorial Institute (Floodlights on MUGA during January to March on a Thursday – to facilitate Flintshire outdoor play sessions – as previously agreed by Council) (9 x sessions at 1 ½ hours)	135.00		135.00
	Gaynor Griffith (Environmental Services for May)	150.00		150.00
	PSS Auto Centre: Sign & graphics banner for Caerwys Agricultural Show	60.00	12.00	72.00
	<b>Direct Debit:</b> Scottish Power (May - Street Lighting Electricity Account) Payment due 18/06/2024)	368.91	18.45	387.36

**14. 147/24**

**APPLICATIONS FOR FINANCIAL SUPPORT**

Cheque Number	Name of organisation	Amount granted £
	<b><u>Authorised to be paid by BACS:</u></b>	
	Cor Merched Caerwys Ladies Choir (Application for annual grant) (Section 145 LGA 1972)	£250.00



**15. 148/24**

**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.....**

**DRAFT**