



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 16th June 2026, at 7.00pm

1(A). 100/26

PRESENT

Councillor Jayne E. Morris (Mayor)
Councillor Lynette Edwards (Deputy Mayor)
Councillor Susan A. Broadaway
Councillor Jonathan Duggan-Keen
Councillor John Johnson
Councillor Gwen Jones
Councillor Judith Standring

Clerk & Financial Officer R. Phillip Parry

1(B). 101/26

APOLOGIES

Councillor Steve Copple (Town & County)
Councillor Janet Legget-Jones

1(C). 102/26

ABSENT

None

2. 103/26

BEREAVEMENTS WITHIN THE COMMUNITY

There were no reported bereavements within the community, since the last meeting of the Council.

3. 104/26

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

- ❖ Concern received from resident in relation to speeding traffic along the B5122 Road in South Street. The resident had reported the concern to the North Wales Police who advised that the concern was the responsibility of Flintshire County Council. The Clerk had replied to advise the following:

The Police are partially correct that parking on yellow lines the enforcement aspect is within the remit of the Flintshire County Council - under the Civil Contravention (Civil Enforcement) - where the parking on yellow lines are treated as a civil offence under local authority management and a Penalty Charge Notice (PCN) can be issued. However, the following is within the Police jurisdiction: Under Section 22 of the Road Traffic Act 1988, Leaving a Vehicle in a Dangerous Position is an offence to leave a vehicle in such a position that it is likely to cause danger to other road users. Rule 243: Instructs drivers not to stop or park opposite or within 10 metres (32 feet) of a junction, or on a bend, to ensure clear visibility for all motorists. This is either with or without yellow parking restrictions in situ.

The Clerk clarified to the resident: The County Council issue a Penalty Charge Notice (PCN), whereby the Police issue a Fixed Penalty Notice (FPN). The resident was advised to continue reporting to the Police and to seek a reference number on each occasion.

4. 105/26

DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. 106/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 19TH MAY, 2026

The Minutes were proposed as correct by Councillor John Johnson and seconded by Councillor Lynette Edwards and formally agreed by the Members present.

6. 197/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Children's Play Area:** The Clerk advised that the Play Area Sub-committee Members: Councillors Susan Broadaway, Steve Copple and Jayne Morris, together with the Clerk had met with Richard Roberts (Play Design Officer) at the Children's play area on 2nd June.

Councillors Susan Broadaway and Jane Morris provided an update in relation to suggested play equipment. Richard Roberts (Play Design Officer) will provide Council with photographs of the suggested items together with costings for perusal by the Council Members.

The wooden bench seat in memory of Councillor Helen Priestly following installation requires additional secure fixing.

Members agreed the following: To seek a quotation from Gwella (Flintshire Leisure) to safely secure the bench seat.

- (2) Harp Interpretation Plaque:** Councillor John Johnson provided the following report. There was difficulty in securing the interpretation plaque to a stone wall given the uneven surface and secure fixings concern. The interpretation plaque has been sited on one of the tree guards; the board is now more visible. A photograph of the interpretation plaque in its new position was shown on screen.

Pending Matters:

The Clerk advised that the following matters remain in the pending file:

- (i) Caerwys Carbon Reduction Plan
- (ii) Street Lighting / Government Procurement Contract

**7(A). 108/26
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 Anti social behaviour

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

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

- ❖ Flintshire County Council: Local Nature for funding support – forwarded from County Councillor Steve Copple
- ❖ Flintshire County Council: Community Review – Final Recommendation Report. It was noted that there was no change to the Caerwys Town Council area.

**7(B). 109/26
CLERK'S REPORT**

- (a) The Clerk advised that the Annual Return for Year Ending 31st March 2026 had been submitted to Wales Audit. A Public Notice of appointment of the date for the exercise of electors' rights is displayed on the Council's notice board and uploaded to the Council's web site.
- (b) The Clerk addressed Council Members to the current financial grant policy for local Committees and Groups that has been in place for the last four years. The Clerk referred to the increase to hire costs in both the Memorial Institute and Town Hall with additional and statistical information.

Members agreed the following: Increased the standard financial donation to local Committees and Groups that are registered within the Town Council area from £250.00 to £300.00.

- (c) The Clerk advised that he had written to County Highways seeking an update in relation to the replacement Speed Indication (SID) signage that is now defunct opposite the Piccadilly Inn. A reply confirmed that a new sign had been included in funding received and will be installed later in June to early July.
- (d) **Street Lighting:** Street lantern hanging off pole at junction with Water Street and Bryn Aur. Reported to the Council's street lighting contractor with photograph.

**7(C). 110/26
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:

- The dogs on lead notice is faded on Footpath 402/10 on Pen Y Cefn Road. Request for the sign to be replaced.

The Clerk provided the following update from Mr. Ben Corran (StreetScene) Officer. *Update in italics*

- (1) Bryn Aur pothole. *This was raised by Andy Lightfoot on receipt of your enquiry, Completed by Service Delivery 21/5/2*
- (2) Golf Club Potholes. *These do not meet the current criteria for recordable highway defects; however, a ticket was submitted to Service Delivery to carry out maintenance. We have asked for the area to be patched.*
- (3) Street Name Plate for Holywell Road. *A works ticket has been raised and submitted to Service Delivery.*
- (4) Rocks on Verge South Street. *Glasfryn hall will be contacted to discuss the concerns raised by the Town Council. Will be proposed that the stones are removed – with arrangements for verge markers to be installed as to prevent vehicle encroachment.*

Members brought the following concern(s) to the meeting:

- (i) There were no concerns reported by Members.

8. 111/26

TOWN MAYOR'S REPORT

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

- Rhyl Civic Sunday

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

- ❖ Caerwys Agricultural Show

9. 112/26

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

There was no report from County Councillor Steve Copple.

10. 113/26

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) **Memorial Institute:** Councillor John Johnson advised of his attendance at a recent meeting of the Memorial Institute; the following was discussed: New advertising campaign / Marketing plan / Increase to bookings / Seeking alternative insurance policy and electricity costs for the flood lights / Accounts update / Application to be made for a Post Code for the building / Purchase of cushions for existing chairs.
- (ii) **North & Mid Wales Association of Local Councils:** Councillor Lynette Edwards advised of their virtual attendance of the Association, with the following items discussed: Railway meeting in Shrewsbury to be re-arranged; Improvements to the North Wales coast railway service with additional train journeys.

11(A). 114/26**PLANNING APPLICATIONS****The following planning application had been received:**

- ❖ Application number: ADV/000415/26 – for proposal advertisement consent to install four nonilluminated sponsorship signs 1000 x 500mm placed on the roundabout using a powder coated two posts and plate, passive sign system, one sign located facing each road entrance at, Roundabout 25, Caerwys interchange/NW Expressway, Pen Y Cefn.

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

(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

11(B). 115/26

Members formally confirmed the above decision.

11(C). 116/26

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

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

11(D). 117/26**PLANNING DECISIONS**

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

No planning decisions received from Flintshire County Council

12. 118/26**APPROVAL OF ACCOUNTS FOR PAYMENT**

Payee (Authorised to be paid by BACS)	Net £	Vat £	Total £
<u>Payments made – to be confirmed:</u>			
BACS: Café on the Corner (Town Mayor’s buffet 50% paid by Council): Payment made on 22/05/2026	62.50	12.50	75.00
BACS: Sandra Evans (FLUSH Committee) Reimbursement of Public Convenience items – as per receipts: Payment made on 22/05/2026	104.92	13.39	118.31
Above two payments authorised by two Councillor bank signatories			
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for May) Payments dated 01/06/2026			

Direct Debit: Scottish Power (May - Street Lighting Electricity Account) Payment dated: 04/06/2026	368.08	18.40	386.48
<u>Payments for consideration at meeting to be paid by BACS:</u>			
Gleaming 2017 Ltd (Bus shelter glass cleaning)	20.00		20.00
Gaynor Griffith (Environmental Services for May)	175.00		175.00
(All invoices listed have been 'examined, verified and certified' by the Clerk)			

13. 119/26

APPLICATIONS FOR FINANCIAL SUPPORT

Name of organisation (Authorised to be paid by BACS)	Amount granted £
Cor Meibion Caerwys Choir (Application for annual grant) (Section 145 LGA 1972 – provision of entertainment and support of the arts)	£300.00
History Points (Application for funding to provide further QR codes)	*
* Council Members were amicable to consider financial assistance for additional QR codes, following receipt of project details together with costings.	

14. 120/26

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.....