



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 21st July 2026, at 7.00pm

1(A). 121/26

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 122/26

APOLOGIES

Councillor Lynette Edwards (Deputy Mayor)
Councillor Steve Copple (Town & County)

1(C). 123/26

ABSENT

None

2. 124/26

BEREAVEMENTS WITHIN THE COMMUNITY

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

3(A). 125/26

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

The Clerk advised in relation to the following resident's request:

- ❖ Request from resident for trees to be planted in the area of the children's play area to enable children to shelter from the sun. The Clerk had replied and advised the following: The

request had been discussed with the Flintshire County Children's Play Design Officer previously, who advised, that the trees would be a safety aspect for the children. Trees in children's play areas have to be planted well away from the immediate fall zones of equipment, such as swings and slides to avoid collision hazards and root lifting of the trees. This is particularly important when a grassed play area has rubber matting underneath – as the Caerwys play area does. The Play Design Officer had also previously stated, that the nearby trees were sufficient for shading purposes.

Standing Orders were suspended:

The Mayor, Councillor Jayne Morris, welcomed to the meeting, the following:

- (1) Councillor Joseph Caruana (Leeswood Community Council) to the meeting who is observing the proceedings.
- (2) Four Members of the ABC Performing Arts.

The Chair of the ABC Performing Arts Geoff Valentine advised that a new Committee had been formed with himself as Chair, together with a new Secretary and Treasurer.

Mr. Valentine further advised one of the aims of the new Committee is to build a weekly creative hub to be held in the Caerwys Town Hall. The hire cost of the Town Hall to cover the cost of four plays a year would be £1,380.00. Admission fees were advised including fundraising. The Council were also advised in relation to the current balance held in the ABC bank account.

The ABC Committee were advised that to seek a grant from the Town Council, the following would be required: An application in the form of an e-mail which provides full details to support the aims and objectives of the new Committee, income and expenditure (if available) or a forecast for the future, together with a copy of a bank statement.

The Mayor, Councillor Jayne Morris, thanked the new committee for attending the Council meeting and for providing their plans for the future.

3(B). 126/26

Standing Orders were restored:

4. 127/26

DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. 128/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16TH JUNE 2026

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

6. 129/26

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 provided a report from Richard Roberts (County Play Design Officer), as follows: (1) Continue to collate quotations for additional play area

equipment (2) Sought a quotation for Pickleball markings in the Multi Use Games Area from a specialist company (3) Requested a quotation for the installation of the wooden bench seat.

Pending Matters:

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

- (i) Government Procurement Contract in relation to the electricity supply for the Council's Street lighting.
- (ii) Complaint to OFGEM in relation to the increased cost for street lighting supply from Scottish Power. The Clerk advised that whilst a reply had been received, it was clear from the reply that the increase was inline with the rules set by OFGEM. The Clerk advised that the paperwork be filed accordingly.
- (iii) Carbon Reduction Plan: Councillor Janet Legget-Jones and the Clerk advised that the report in consultation with Flintshire County Council is in progress.

7(A). 130/26 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 Violence

Caerwys: 1 x Criminal damage / 2 x Violence

- (2) North Wales Police: Invitation to a Police Consultative Committee meeting in Mold. Councillor Susan Broadway attended as the Council's Police representative; Councillor Jonathan Duggan-Keen was unable to attend. Councillor Broadway provided a report following the meeting under Representative's Reports (Minute number 10. 137/26 on page 6 below)
- (3) Flintshire County Council: Consultation in relation to renew the Alcohol Control and Dog Control Public Spaces Protection Order (PSPO) in Flintshire – which runs from 24th June to 31st July 2026. Copy sent to Councillors prior to the meeting.

Members agreed the following: No additional comment.

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

- ❖ Flintshire County Council: Information in relation to Flintshire Connects (Forwarded from County Councillor Steve Copple)
- ❖ Flintshire County Council: Recycling collection update (Forwarded from County Councillor Steve Copple)

7(B). 131/26 CLERK'S REPORT

- (a) Notification from Street Scene that the Speed Indicator Signage on the B5122 road will be replaced in early July. The existing defunct signage (opposite the Piccadilly Inn) will be removed, whereby, the new sign will replace it.
- (b) Notification from the Flintshire County Play Design Officer that following a visit to the Caerwys children's play area by the maintenance team the following concern was highlighted: Repairs required to the stone wall / cement coping (photographs provided and shown on screen). The Clerk had forwarded the correspondence to the Memorial Institute Committee. However, the wall may possibly be in the ownership of Flintshire County Highways.

(c) CO-OPTION OF TOWN COUNCILLOR

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 co-option of a Caerwys Town Councillor 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.

7(C). 132/26

TO APPOINT A COUNCILLOR TO VERIFY, SIGN AND DATE BANK STATEMENTS

The Clerk recollected to Members that this process is required under the Council's Financial Regulations.

Members agreed the following: (1) Councillor Janet Legget-Jones appointed to verify, sign and date bank statements for the quarter: April, May and June 2026 (2) Councillor Legget-Jones confirmed to Members that the bank statement reconciliations agreed with the end of quarter - as per below Minute - to receive and approve the quarterly statement of accounts to the 30th June, 2026.

7(D). 133/26

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2026

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2026. (Electronic copies sent prior to the meeting to Councillors).

The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to date. The financial documents were shown on screen together with bank statements.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Mayor / Chair of Council, Councillor Jayne Morris.

7(E). 134/26

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:

- 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

- ❖ No update in relation to previously reported concerns had been received from Street Scene.

Members brought the following concerns to the meeting:

- (1) Pothole (large): At junctions of Holywell Road and Bryn Aur (opposite Mount Pleasant).
Reported previously
- (2) Overgrown vegetation: From bottom of junction at Holywell Road travelling towards the rear entrance to St. Michael's Drive
- (3) Overgrown vegetation: St. Michael's Close
- (4) Water Street: Foul odour emanating from gullies in Water Street

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

8. 135/26

TOWN MAYOR'S REPORT

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

- Flint Town Council Civic Sunday

9. 136/26

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

County Councillor Steve Copple had provided the following report:

Local matters

- (1) Carried out walk around with FCC staff to look at issues with trees, footpaths and local raised matters.
- (2) Invited MP to discuss Caerwys hill traffic issues, awaiting a meeting date.
- (3) Have asked for demonstration of FCC pothole management system, and arranged a meeting on 28th July.

Main Council activities

- (1) Full Council recognises and values the critical contribution made by young carers and demonstrates its commitment to supporting them by becoming a signatory to the Carers Trust Young Carers Covenant by formally signing the Covenant, the Council would publicly reaffirm its commitment to improving the lives of young carers. It would strengthen joint working across council portfolios and with health and other partners, helping to support young carers, promote their wellbeing and enable access to the same life chances as their peers. Approved.
- (2) That Council approves the updated Wales Pension Partnership Inter Authority Agreement (IAA) as set out in Appendix A.

- (3) With effect from 30 June 2026, the Government has introduced a range of new requirements through legislation and statutory guidance which are intended to improve the governance arrangements in the Local Government Pension Scheme (referred to as the “Good Governance” requirements). Flintshire County Council is an LGPS administering authority responsible for administering the Clwyd Pension Fund. These changes were approved.
- (4) Each year, the Council is required to produce a Schedule of Remuneration that details the payments it will make for elected and co-opted members in accordance with the Democracy and Boundary Commission Cymru’s Annual Report. The schedule will be published on the Council’s website, and a copy sent to the Democracy and Boundary Commission Cymru. Approved.
- (5) Continuing debate on the closure of catholic schools, concerning financing in the future.
- (6) Notice of motion concerning the use of high use holiday accommodation
Outcome: This Council resolves: 11) To call upon the Welsh Government to introduce a licensing regime for large-scale visitor accommodation accommodating more than 10 guests; 12) To request that Welsh Government consider powers enabling local authorities to: a) impose licence conditions relating to noise management, outdoor entertainment areas, and neighbour liaison; b) require a named responsible manager for licensed premises; c) require management plans for higher-risk properties.
- (7) Notice of motion concerning the handling of the school closure (catholic): this heavily criticised the administration. This was not passed.
- (8) Tap and go signage at rail stations. This system was seen as defective and the cause of overcharging and FCC have been asked to write to Transport for Wales to correct errors.
- (9) Questions from members, 17 in total.
- (10) Various questions put to portfolio leaders.

10. 137/26

REPRESENTATIVES’ REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) **Police Consultative Committee (PCC):** Councillor Susan Broadaway, as the Council’s representative had attended a meeting of the PCC on the 16th July. The meeting had been called by Inspector Iwan Jones and was attended by other Police personnel, together with representatives from various Town and Community Councils and County Councillors in Flintshire South.

The topics discussed included the following:

New IT system for PCSO’s which records reports of crime and will assist the Officers in identifying repeated offences – whereafter, officers will visit the premises / Inspector Jones can be contacted direct by e-mail should the Council’s require assistance or advice – such as parking on yellow lines and instances of crime (which are different) / 24 hour response team – not on foot but will use a vehicle / Incidents in pubs a pub watch scheme, events to have security staff and CCTV. Could issue alcohol ban on outside areas if required / Anti social behaviour is visited if reported by public / Councils ie electric bikes & scooters / Will visit schools, together with regular Police surgery meetings / Will target drug users / Monitor safeguarding and domestic violence.

11(A). 138/26**PLANNING APPLICATIONS**

- ❖ No planning applications were received from Flintshire County Council

11(B). 139/26**PLANNING DECISIONS**

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

- Application reference number: ADV/000415/26 – for Advertisement Consent to install four non-illuminated 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, Caerwys. Granted.

12. 140/26**APPROVAL OF ACCOUNTS FOR PAYMENT**

Payee (Authorised to be paid by BACS)	Net £	Vat £	Total £
<u>Payments made – to be confirmed:</u>			
BACS: Sandra Evans (FLUSH) Re-imbursement of public conveniences items – as per receipts (Payment dated: 19/06/2026)	119.38	3.48	122.86
BACS: Deeco Lighting (Street light repairs) (Payment dated: 19/06/2026) (Above two payments authorised by two Councillor Bank signatories)	260.00	52.00	312.00
Direct Debit: Scottish Power (June - Street Lighting Electricity Account) Payment dated: 29/06/2026	325.43	16.27	341.70
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June: Payments dated 01/07/2026)			
BACS: H. M. Revenue & Customs. Clerk's PAYE & Council NI - April, May & June 2026: Payment dated 11/07/2026	1,259.43		1,259.43
<u>Payments for consideration at meeting to be paid by BACS:</u>			
Arrow County Supplies (Items for public conveniences)	304.55	60.91	365.46
Gaynor Griffith (Environmental Services for June)	175.00		175.00
One Councillor allowance to Member (As per Independent Remuneration Panel for Wales)	208.00		208.00

(All invoices listed have been 'examined, verified and certified' by the Clerk)			
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13. 141/26

APPLICATIONS FOR FINANCIAL SUPPORT

Name of organisation (Authorised to be paid by BACS)	Amount granted £
No applications received	

14. 142/26

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.....