



# **CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL**

---

**Minutes of the Meeting of Halkyn Community Council,  
Held in the Halkyn Parish Hall,  
On Monday the 15<sup>th</sup> May, 2017, at 7.30pm.**

## **ANNUAL COUNCIL MEETING**

**1. 86/17**

### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (ALL COUNCILLORS)**

**The following Councillors' signed their Declaration of Acceptance of Office:**

Councillor Colin Barker, Councillor B. Glyn Coleclough, Councillor David A. Hughes, Councillor L. Howard Morris, Councillor Mrs. Nicola Richardson, Councillor G. T. Robinson, Councillor Mrs. J. Wendy Sigsworth, Councillor Mrs. Delyth Taylor, Councillor John Thomas.

**2(A). 87/17**

### **PRESENT (ANNUAL AND GENERAL MEETINGS)**

Councillor B. Glyn Coleclough (Chair)  
Councillor Mrs. Nicola Richardson (Vice Chair)  
Councillor Colin Barker  
Councillor David A. Hughes  
Councillor L. Howard Morris  
Councillor G. T. Robinson  
Councillor Mrs. J. Wendy Sigsworth  
Councillor Mrs. Delyth Taylor  
Councillor John Thomas

Clerk & Financial Officer R. Phillip Parry

**2(B). 88/17**

### **APOLOGIES (ANNUAL AND GENERAL MEETINGS)**

Councillor Brian Coleclough

**3(A). 89/17**

### **ELECTION OF CHAIRPERSON FOR THE PERIOD 2017 / 2018**

Councillor B. Glyn Coleclough was proposed by Councillor Colin Barker as Chair. The proposal was seconded by Councillor Mrs. Delyth Taylor. There were no further nominations. Councillor B. Glyn Coleclough accepted.

**Members agreed the following:** To appoint Councillor B. Glyn Coleclough, as Chair for the year 2017 / 2018.

**3(B). 90/17**

**SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor B. Glyn Coleclough signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

Councillor Coleclough, thanked the Members for his election, and welcomed the Members to their new Term of Office.

**4. 91/17**

**ELECTION OF VICE CHAIRPERSON FOR THE PERIOD 2017 / 2018**

Councillor Mrs. Nicola Richardson, was proposed by Councillor Delyth Taylor, and seconded by Councillor Mrs. Wendy Sigsworth. There were no further nominations. Councillor Mrs. Richardson accepted.

**Members agreed the following:** To appoint Councillor Mrs. Nicola Richardson, as Vice Chair, for the year 2017 / 2018.

**5. 92/17**

**MINUTES OF THE ANNUAL MEETING HELD ON THE 16<sup>TH</sup> MAY, 2016**

The Clerk advised the Members, that the Minutes of the 2016 Annual Meeting, were formally proposed, seconded and agreed at the 20<sup>th</sup> June, 2016 meeting, under Minute number: 3. 114/16. **The Members re-affirmed the decision.**

**6. 93/17**

**COUNCILLORS' ATTENDANCE FOR 2016 / 2017**

The Clerk provided the Members with a copy of the Register of Attendances of Councillors at Council Meetings for the period - April 2016 to March 2017. **Members agreed the Register of Attendances as correct.**

**7. 94/17**

**NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES**

The Clerk provided the Members with a copy of the previous year's list of Councillors' names who served on Local Committees and Outside Bodies.

**Members agreed the following:** There were no amendments and agreed the present list be confirmed for the year 2017 / 2018.

**Note:** See list of Councillors' names, who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (**Page 9 below**).

**8(A). 95/17**

**CO-OPTION OF TWO HALKYN MOUNTAIN WARD COMMUNITY COUNCILLORS**

The Clerk advised the Members, that the following two names had been placed by Members, to be considered to be co-opted to the Community Council: Mrs. J. Wendy Sigsworth and David Grant Roberts.

**Members agreed the following:** the co-option of: Mrs. J. Wendy Sigsworth and David Grant Roberts.

#### **8(B). 96/17**

#### **CO-OPTION OF TWO PENTRE HALKYN WARD COMMUNITY COUNCILLORS**

The Clerk advised the Members, that the following two names had been placed by Members, to be considered to be co-opted to the Community Council: Mrs. Jean S. Davies and Dylan Roberts.

**Members agreed the following:** the co-option of: Mrs. Jean S. Davies and Dylan Roberts.

### **GENERAL COUNCIL MEETING**

#### **9. 97/17**

#### **DISCLOSURE OF INTEREST**

The following Disclosure of Interest was Declared:

Councillor Mrs. Delyth Taylor completed and signed the Disclosure and Registration of Interest form and left the room during the Members deliberations. **(See Minute number: 15(c). 109/17(i) below on page 6).**

#### **10. 98/17**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 24<sup>TH</sup> APRIL, 2017**

The Minutes were proposed by Councillor Mrs. Delyth Taylor and seconded by Councillor Mrs. Nicola Richardson, as correct and formally agreed by the Members present.

#### **11. 99/17**

#### **MATTERS ARISING**

The Clerk referred to the following matters from the previous Minutes;

**Minute no: 4. 73/17 sub minute no: 4. 52/17 (page 2)**, in relation to the installation of a new bus shelter in The Windmill. The Clerk advised that Natural Resources Wales, had now requested further information, which the Clerk was able to provide. However, some information was required from Flintshire County Council, which the Clerk has requested.

**Minute no: 4. 73/17 sub minute no: 9. 61/17 (page 2)**, in relation to the public event with the Welsh Ambulance Service and Holywell & Flint Rotary Club. The Clerk advised that the Halkyn Mountain News would contain a full page advert in relation to the public event – due to be held in Halkyn Parish Hall, on Saturday 24<sup>th</sup> June.

**Minute no: 4. 73/17 sub minute no: 11. 63/17 (page 2)**, in relation to the provision of further red dog bins in Rhosesmor. **(This matter was discussed under Minute number: 12(A). 100/17 on page 4 below).**

**12(A). 100/17**  
**CORRESPONDENCE**

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

- (1) The Clerk referred to - **Minute number 14(A). 105/17 on pages 5 & 6 below**, in relation to the consultation by Flintshire County Council: 'Open Spaces land within your responsibility (the Community Council) for inclusion in a consultation on implementing of a Dog Control Public Spaces Protection Order (PSPO) in Flintshire. Following discussion with Mr. Ian Williams, Flintshire County Council Street Scene Manager, the Clerk confirmed the wording of the consultation letter. 'Dog control measures to be adopted by the County, the County were enquiring with the Community Council, as to the Council's 'Public Space' sites that fall with the Community responsibility (either owned or leased).

**Members agreed the following:** As the Community Council do not own or lease land that would fall into this category, the Members would wish the following areas be covered by the new PSPO:

- (a) The following Children's Play Areas: Halkyn, Pentre Halkyn, Rhes Y Cae and Rhosesmor.
  - (b) Rhos Hely School, Berth Ddu, Rhosesmor.
  - (c) The following places of Worship: Christchurch, Rhes Y Cae, St. Mary's, Halkyn, St. Paul's, Rhosesmor. (Closed Cemetery Near Britannia Pub in Halkyn).
- (2) Notification from Flintshire County Council, advising in relation to training courses for new Councillors. The dates were the 25<sup>th</sup> and 30<sup>th</sup> May, and 1<sup>st</sup> June. The Clerk advised that as the co-opted Council Members would not take their seats until the June Council meeting, therefore, they would be unable to attend.

**12(B). 101/17**  
**CLERK'S REPORT**

- (i) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £16,333.33, being the first payment of the 2017 / 2018 precept for the current financial year from Flintshire County Council.
- (ii) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £1,307.00, in relation to the Council Cemetery grant, from Flintshire County Council. The Clerk further advised, that last year's payment was £1,630.00 – whereby the figure in 2014 / 2015 was £2,288.00.
- (iii) The Clerk advised the Members in relation to a notice from the Wales Audit Office. The notice in relation to audit fees, together with the Auditor General's future governance themes for Community Councils, which will broadly follow a four year plan, although, this may be subject to change as issues emerge.
- (iv) The Clerk advised in relation to a request from a residents in the Halkyn Village Green area, that a bench seat be painted / stained. The Clerk had contacted the Halkyn Ranger, who advised that the bench seat were placed a number of years ago

by Flintshire Countryside Services. The Ranger further advised, that the bench would be stained in the near future.

- (v) The Clerk brought the following to the attention of the Members, which had been received from County Councillor Colin Legg. (a) Councillor Legg will be discussing with County Highways, the speed limit concerns of residents in Rhys Y Cae (b) the notice board in Rhys Y Cae requires repair (c) the old notice board outside the former Rhys Y Cae School – could this be used for public notices.

**Members agreed the following:** (a) the Clerk to seek a quotation from the Council joiner, to repair the Rhys y Cae notice board. The quote to be considered in-between meetings by the Chair and Vice Chair. (b) the Clerk to enquire in relation to the usage of the notice board outside the former primary school in Rhys y Cae.

#### **12(C). 102/17**

##### **INTERNAL AUDITOR'S REPORT - 2016 / 2017**

The Clerk advised the Members that the Internal Auditor's Report for the year 2016 / 2017 had been received.

The Clerk further advised the Members in relation to the contents of the report. Copies of the report were provided to the Chair, Councillor Glyn Coleclough, together with the Vice Chair, Councillor Mrs. Nicola Richardson.

#### **12(D). 103/17**

##### **SMALLER LOCAL GOVERNMENT BODIES IN WALES - ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2017**

The Clerk advised the Members that Sections in the above document named: Accounting statements for 2016-17, together with the Annual Governance Statement (Part1) had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Clerk further advised, that the Annual Internal Audit report section had been completed by JDH Business Services. The Annual Governance Statement (Part 2) was now required to be signed by the Chair of the Council, together with the Clerk.

**The Members confirmed the following:** The approval of the Annual Governance Statement (Part 2). The Chair Councillor Glyn Coleclough, together with the Clerk of the Council, both signed the above referred to statement.

#### **13. 104/17**

##### **REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

There were no representatives reports.

#### **14(A). 105/17**

##### **Standing Orders were Suspended**

The Chairman Councillor Glyn Coleclough, welcomed Mr Ian Williams (Flintshire Streetscene) to the meeting.

- (a) The Clerk read out a letter in relation to a consultation by Flintshire County Council: 'Open Spaces land within your responsibility (the Town Council) for inclusion in a consultation on implementing of a Dog Control Public Spaces Protection Order (PSPO) in Flintshire'. Mr.

Williams provided further information in relation to the consultation. (See **Minute number 12(A). 112/17 (3), on pages 5 & 6 above**).

- (b) Mr. Williams advised the Members, in relation to the night-time closure of the B5123 road near St. Mary's Church, whereby the cattle grid was being replaced.
- (c) The Clerk referred to the previously agreed Environmental Audit, that was to be arranged with a number of Councillors some months ago – for Rhosesmor, Wern and Berth Ddu areas.

**Members agreed the following:** Councillor Mrs. Delyth Taylor, to liaise with Mr. Ian Williams, and to arrange the Environmental Audit, with Councillors' John Thomas and Bob Robinson. The Audit to also identify sites for the installation of new red dog bins.

**14(B). 106/17  
Standing Orders were Re-instated**

**15(A). 107/17  
PLANNING APPLICATIONS**

**The following planning application had been received:**

- (a) Application number: 056483, for the erection of an extension of garage at, 1 Lon Y Fron, Pentre Halkyn.

**Comment by Council:** Providing that it complies with relevant planning policies, then no objection to the proposal.

**(The above application was sent to the Chairman for consultation with the local Member(s) due to statutory time limits for observations).**

**15(B). 108/17  
The Members agreed with the above decision.**

**15(C). 109/17  
The following planning applications were dealt with by the Members at the meeting:**

**The following planning applications to be dealt with by the Members at the meeting:**

- (i) Application number: 056904, for ground floor extension to eastern elevation, at Lindfield, Rhosesmor.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

**Note:** Councillor Mrs. Delyth Taylor Declared and Interest in the above planning application, at Lindfield, Rhosesmor. (**Minute number: 9.97/17 on page 3 above**).

- (i) Application number: 056826, to extend previous approved front extension in-line with existing front of cottage, at Dunvant, The Catch, Halkyn.

**Comment by Council:** Providing that the application complies with planning policy, then no objections raised.

- (ii) Application number: 056903, for single storey extension (orangery) at rear of property at, Cupola Cottage, Halkyn.

**Comment by Council:** Concerns are expressed with the following: (1) Loss of privacy (2) Over dominance.

#### **15(D). 110/17**

#### **PLANNING DECISIONS**

**The following planning decisions have been received from Flintshire County Council:**

- (a) Application number: 056728, to fell 1no. sycamore and 1no. ash at lower Lodge, Pentre Halkyn. Approved.
- (b) Application number: 056119, for erection of permanent reception building to replace temporary portable structure with associated parking, at Fron Farm, Hendre. Approved.

#### **16. 111/17**

#### **COMMUNITY LIGHTING**

**The following lamp has been reported out of order since the last meeting:**

- (a) Lamp number: 25, Near Nythfa, Halkyn.

**The following lamps were were reported out of order at the meeting:**

- (b) Lamp number: 3, Near Llys Hywel, Rhes y Cae.
- (c) Lamp number: 2, Near bus stop in Rhes y Cae.
- (d) Lamp number: 17, in Rhys y Cae. During work by Scottish Power, the existing pole has been replaced and the lamp is on the pole with no electricity supply.
- (e) Lamp number: 1A, Near Warren Bank. Lamp arrears to have disappeared during the changeover to electricity poles by Scottish Power.

The Clerk advised that there have been numerous instances whereby Scottish Power remove the lamp, during changeover of poles – and do not advise the County. The Clerk advised that he would further discuss the street lighting contract, when he visited the Manager of the department.

#### **17. 112/17**

#### **TO ARRANGE ANNUAL INSPECTION OF COUNCIL CEMETERY**

- (a) The Annual Cemetery Inspection, was arranged for Wednesday 14<sup>th</sup> June, at 7.00pm.
- (b) Concern was expressed in relation to the condition of the bench seat at the entrance to the Council Cemetery at St. Mary's Church, Halkyn. The bench seat requires painting or staining.

**Members agreed the following:** The Clerk to seek a quotation from the Council joiner, to pint / stain the bench seat. The quote to be considered in-between meetings by the Chair and Vice Chair.

#### **18. 113/17**

#### **APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
465	Scottish Power (April Street Lighting Electricity Account )	325.47	65.09	390.56
466	JDH Business Services Ltd (Internal Audit)	164.00	32.80	196.80
467	David A. Hughes (Retiring Chair's Annual Allowance)	400.00		400.00

**19. 114/17  
APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	No applications received	

**20. 115/17  
The Members agreed the payments of the above accounts as listed.**

**There being no further business, the Chairman thanked everyone for attending and closed the meeting.**

**SIGNED BY THE  
CHAIRMAN.....**

**DATE OF  
APPROVAL.....**

**See page 9 below – for List of Council Members who serve on Local Committees and Outside Bodies for 2017 / 2018**



# Cyngor Cymuned Helygain Halkyn Community Council

## LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE

### BODIES FOR YEAR 2017 / 2018

NAME OF ORGANISATION	COUNCIL REPRESENTATIVES NAME(S)
Aberdo and Bryn Mawr Quarry Liaison	Councillor L. Howard Morris
Flintshire Local Access Forum	Councillor John Thomas
Halkyn Cemetery	Councillors' Colin Barker, Brian Coleclough, David A. Hughes, Mrs. J. Wendy Sigsworth, Mrs. Nicola Richardson
Halkyn Parish Hall Trust	(All Council Members)
Hendre Quarry Liaison	Councillor Colin Barker
Joint Consultative Committee	Councillors' Brian Coleclough, Mrs. J. W. Sigsworth
Pant Quarry Liaison	Councillor Colin Barker
Pant y Pwll Dwr Quarry Liaison	Councillor L. Howard Morris
Pentre Halkyn Community Centre	Councillors' Brian Coleclough, B. Glyn Coleclough, David A. Hughes, L. Howard Morris
Pentre Halkyn Playing Fields Assn	Councillors' Brian Coleclough, David A. Hughes
Planning Committee	(All Council Members)
Police Community Consultative Group	Councillors' Colin Barker or Mrs. J. Wendy Sigsworth
Rhosesmor Institute	Councillors' G. T. Robinson, John Thomas, Mrs. J. Wendy Sigsworth
Rhos Helyg School Governor	Councillor Brian Coleclough
Tiger Tim Liaison Committee	Councillor John Thomas