



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 16th May, 2016, at 7.30pm.**

**1(A). 84/16
PRESENT**

Councillor David A. Hughes (Chair)
Councillor B. Glyn Coleclough (Vice Chair)
Councillor Brian Coleclough
Councillor Mrs. Delyth Jones - Taylor
Councillor L. Howard Morris
Councillor G. T. Robinson
Councillor John Thomas
Councillor Miss. C. Alex Wilcox

Clerk & Financial Officer R. Phillip Parry

**1(B). 85/16
APOLOGIES (FOR BOTH ANNUAL AND GENERAL MEETINGS)**

Councillor Colin Barker
Councillor Mrs. Sharon Davies
Councillor Paul B. Davies - Cooke
Councillor Mrs. Nicola Richardson
Councillor Mrs. J. Wendy Sigsworth

Councillor Colin Legg (Flintshire County Councillor)

ANNUAL COUNCIL MEETING

**2(A). 86/16
ELECTION OF CHAIRPERSON FOR THE PERIOD 2016 / 17**

- (a) Councillor David A. Hughes was proposed by Councillor Brian Coleclough, and seconded by Councillor Miss. Alex Wilcox, as Chair of the Council for the ensuing year of 2016 / 2017. There were no further nominations. Councillor David Hughes accepted. **The Members unanimously agreed to appoint Councillor David A. Hughes, as Chair.**

- (b) The retiring Chair Councillor Mrs. Delyth Jones-Taylor, stated that she had enjoyed her term of Office as Chair, and wished Councillor David Hughes her best wishes. Councillor Mrs. Jones-Taylor thanked the Councillors and Clerk for their support.
- (c) The newly appointed Chair - Councillor David Hughes thanked Councillor Mrs. Jones-Taylor for her sterling work over the past 12 months.

2(B). 87/16

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

Councillor David A. Hughes signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

3. 88/16

ELECTION OF VICE CHAIRPERSON FOR THE PERIOD 2016 / 17

Councillor B. Glyn Coleclough was proposed by Councillor Howard Morris as Vice Chair, and seconded by Councillor Mrs. Delyth Jones-Taylor. There were no further nominations. Councillor Glyn Coleclough accepted. **The Members unanimously agreed to appoint Councillor B. Glyn Coleclough, as Chair.**

4. 89/16

MINUTES OF THE ANNUAL MEETING HELD ON THE 18TH MAY, 2015

The Clerk advised the Members, that the Minutes of the 2015 Annual Meeting, were formally proposed, seconded and agreed at the 15th June, 2015 meeting, under Minute number: 4. 122/15. **The Members re-affirmed their decision.**

5. 90/16

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 2016 / 2017.

Note: See list of Councillors' names, who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (Pages 8 and 9 below).

6. 91/16

COUNCILLORS' ATTENDANCES FOR 2015 / 2016

The Clerk provided the Members with a copy of the Register of Attendances of Councillors at Council Meetings for the period - April 2015 to March 2016. **The Members agreed the Register of Attendances as correct.**

GENERAL COUNCIL MEETING

7. 92/16

DECLARATIONS OF INTEREST

The following Declaration of Interest was declared:

Councillor Miss. Alex Wilcox in relation to planning application number: 055117, at Halkyn Old Hall, Windmill, Halkyn (**Minute number 13(A). 101/16 (3) on page 6 below**).

8. 93/16

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18TH APRIL, 2016

The Minutes were proposed as correct by Councillor Brian Coleclough and seconded by Councillor Mrs. Delyth Jones-Taylor, and formally agreed by the Members present.

9. 94/16

MATTERS ARISING

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

Minute no: 4. 67/16 – sub minute no: 4. 47/16 and 5(b) (page 3), in relation to an application to the Land Registry, to register an area of land in The Nant, Nr. Holywell. The Clerk advised the Members that the Land Registry has refused the application on the grounds that the Council had not provided any documentary title to the land. Councillor Brian Coleclough advised that he would obtain statements from people who used the area.

Minute no: 4. 67/16 – sub minute no: 4. 47/16 and 12/20 (page 3), in relation to the notice board repair in Berth Ddu. Councillor G. T. Robinson advised the repair had not been fully completed. The Clerk advised that he would contact the joiner to ascertain the present position.

Minute no: 4. 67/16 – sub minute no: 4. 47/16 and 9(A). 36/16 (page 3), in relation to the Service Level Agreement for the Halkyn Library with Flintshire County Council. The Clerk advised that a signed copy of the agreement had been returned by the County. A copy had been provided to Councillor G. T. Robinson.

Minute no: 8(A). 76/16 8(B) (page 6), in relation to a request for a new street light in the area of Wern Y Gaer. Councillor Mrs. Delyth Jones-Taylor advised the Members, that there were no wooden poles in the area that could accommodate a lantern.

The Members agreed the following: The cost to install a new lantern, in particular, the underground cabling aspect would be cost prohibited for the Council.

10(A). 95/16

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 PCSO Carol Richards was unable to attend the meeting, and had provided the Clerk with the following report: Anti-social behaviour in relation to reports of off road bikes in various locations on the mountain.
- (2) Invitation from the Urdd Eisteddfod, for the Chair or a Member of the Council to attend a reception at the Eisteddfod, on Monday 30th May, 2016, at 1.30pm. The Chair Councillor David Hughes advised he was not available. Councillor G. T. Robinson provisionally agreed to attend. The Clerk to forward the information to Councillor Robinson.
- (3) The Clerk advised in relation to a request from Mr. Ian Williams, the Streetscene Supervisor for the area, in respect of a new road sign to be placed at the T junction, Near to Arfryn, Martins Hill, Pentre Halkyn – with the name of Martins Hill. **The Members agreed with the proposal.**

- (4) The Clerk advised in relation to the receipt of two Flintshire County Council speed limit orders, namely: B5101 in Llanfynydd and the B5129 in Sandycroft. **The Members agreed the following:** As the two roads are outside the Town Council area, no observations were made.
- (5) The Clerk advised in relation to the Annual St. David's Awards, which were open for nominations. The Clerk suggested that should any Member wish to receive further details, together with application form - to please contact him.
- (6) Invitation from the Governor of the new prison being built in Wrexham – named HMP Berwyn, to attend an update evening to be held in The Springfield Hotel, Pentre Halkyn, on June 1st between 7.00pm and 9.00pm. Councillor David Hughes, as Chair, provisionally agreed to attend. The Clerk to forward the information to Councillor Hughes.
- (7) The Clerk advised of a request from a resident in Halkyn, to replace a street light near to their home with a more energy efficient light. The Clerk advised the Members that he had informed the resident of the following: The Council were replacing street lights with more energy efficient LED models, but presently were only replacing faulty lights with LED fittings. As the Council administered some 131 street lights, it would cost in the region of £47,000.00 to change the complete lighting stock.
- (8) The Clerk referred to an e-mail received from a resident in Halkyn who wished to draw to the attention of the Council Members, their concerns with the number of members of the public using the common to play golf. In particular, in an area leading down to Halkyn Quarry, which appears to be a popular spot. The resident felt that it is dangerous with the golf balls being hit over their heads whilst walking their dogs. **The Members agreed the following:** The Clerk to contact Mr. Tom Birtles – Grosvenor Estates, to seek his views on the resident's concern.

10(B). 96/16

CLERK'S REPORT

- (i) The Clerk advised the Members in relation to his attendance at a Community Transport Workshop, he had attended in Theatr Clwyd, Mold on the 26th April. The Workshop advised in relation to the reduction in funding from the Welsh Assembly Government, with eventually zero funding from Flintshire County Council. The attendees were provided with maps of the County whereby areas were identified to work together to provide community based transport services, which will eventually feed into the core network of bus routes, known as 'hubs'.

The Workshop consisted of presentations from a local car & mini bus community charity, together with a volunteer community transport scheme, based in the North of England.

The Clerk advised in relation to a recently received e-mail from Flintshire County Council Transport Department, which referred to the above workshop. The communication was requesting an 'Expression of Interest' from Community Councils, who wish to become involved in a pilot scheme. The pilot scheme will require a number of neighbouring (or adjacent) Community Councils to work together, along with staff from the County Transport Service.

The Members agreed the following: The Clerk to advise the County Council as follows: Whilst the Community Council agree to become involved in the proposed pilot scheme, at this stage, the Members provisionally agree to be a member of a sub-regional group.

- (ii) The Clerk referred to the Councillors' attendance register book which was purchased approximately 12 years ago – and advised that there were only three pages left. The cost of a new register from Shaw's the Legal Stationers was £83.25 plus VAT. **The Members agreed that the Clerk purchase a new attendance register.**
- (iii) The Clerk provided the Members with a current copy of the Council's Asset Register. The Clerk advised that the present total is £12,502.00, with the Chair's Regalia to be added following the recent valuation of £4,200.00. The Clerk further advised that he would during the year be reviewing the asset register.

10(C). 97/16

INTERNAL AUDITOR'S REPORT - 2015 / 2016

The Clerk advised the Members that the Internal Auditor's Report for the year 2015 / 2016, 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 and Vice Chair.

10(D). 98/16

SMALLER LOCAL GOVERNMENT BODIES IN WALES - ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2016

The Clerk advised the Members that Sections in the above document named: Accounting statements for 2015-16, 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, and no concerns were raised. 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 David Hughes, together with the Clerk of the Council, both signed the above statement. (The Council Members thanked the Clerk for his work with both the Internal and External Audits).

11. 99/16

NATIONAL CODE OF CONDUCT FOR COUNCILLORS (TO CONSIDER AMENDMENTS)

The Clerk advised in relation to three changes to the Wales Code of Conduct for Councillors, that was requested by the Welsh Assembly Government. The changes were required to be agreed by Council before the 26th July, and were further required to be advertised in a newspaper. Flintshire County Council had contacted all Clerks to Town & Community Councils (T&CC's), to advise that they were willing to place the names of any (T&CC's), who adopt the amendments, in their County newspaper advert.

The Members agreed the following: To adopt the three changes to the Members Code of Conduct. The Clerk to advise Flintshire County Council. The Clerk to forward a copy of the amended Code to the Public Services Ombudsman for Wales.

12. 100/16

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

There were no representative's reports.

13(A). 101/16 PLANNING APPLICATIONS

The following planning applications were dealt with by the Members at the meeting:

- (1) Application number: 055299, for an extension to and change of use of outbuildings to dwelling at, Ael Y Bryn, Moel y Crio.

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

- (2) Application number: 055117, for the erection of agricultural building at, Halkyn Old Hall, Windmill, Halkyn

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

Declaration of Interest: Councillor Miss. Alex Wilcox declared a Declaration of Interest in planning application number: 055117. (**Minute number 7. 92/16 on pages 2 and 3 above**)

13(B). 102/16 PLANNING DECISIONS

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

- (a) Application number: 055050, for the erection of porch to front of dwelling at, Swallowdale, the Nant. Approved.
- (b) Application number: 055101, for removal of condition no 4 attached to planning permission number: 048283, relating to holiday accommodation restriction at, Rose Mount, Halkyn. Approved.

13(C). 103/16 PLANNING APPEALS

The following notices of planning appeal to the Welsh Assembly have been received:

- (a) **Planning reference number: 054664** – Appeal reference number: APP/A6835/D/16/3148003, at Copper View, Pentre Road, Pentre Halkyn – for the erection of first floor extension to side of dwelling etc.,

14. 104/16 COMMUNITY LIGHTING

The Clerk provided the following update in relation to two lamps that were awaiting repair. Lamp near to the Springfield Hotel, and lamp almost opposite Tiger Tim main lorry entrance. Both lamps require attention from Scottish Power – which is being arranged by Flintshire County Council street lighting department.

15. 105/16 TO ARRANGE THE ANNUAL INSPECTION OF THE COUNCIL CEMETERY

Members agreed to hold the Annual Cemetery inspection on Tuesday 14th May, 2016, at 7.00pm

16. 106/16**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
392	Scottish Power (April - Street Lighting Electricity Account)	324.36	64.87	389.23
393	JDH Business Services Ltd (Internal Audit)	156.00	31.20	187.20
394	Flintshire County Council (50% cost of Halkyn Parish Hall Library Service for 2015 / 2016)	4,041.00		4,041.00
395	Caerwys Computer Clinic (J. E. Duggan-Keen) (Council website renewal and hosting)	50.00		50.00
396	AON UK Limited (Annual Council insurance renewal)	603.89		603.89
397	Delyth Jones-Taylor (Retiring Chair's annual allowance) (Councillor Mrs. Delyth Jones-Taylor advised the Members, that the Chair's allowance will be donated to 'Cuddles' Special Care Baby Unit in Ysbyty Glan Clwyd, Bodelwyddan).	400.00		400.00

17. 107/16**APPLICATIONS FOR FINANCIAL SUPPORT**

Cheque Number	Name of organisation	Amount granted £
398	Rhosesmor Village Community Group (funding towards the purchase of Lifebuoy with stand £179.40 and 1 Caution – safety warning sign £18.66) – Total £198.06	£198.00

18. 108/16

The Members agreed the payments of the above accounts and financial support as listed.

19(A). 109/16

Standing Orders were suspended.

- (i) Councillor Howard Morris advised the Members in relation to complaints received in relation to off road bikers in the Windmill area. Other Councillors also referred to either their own personal experiences or complaints made to them by residents, in relation to off road usage by various forms of vehicles. The Clerk advised that any instances of off road vehicles should be reported to the North Wales Police, using the 101 call system. The more calls the Police receive, will eventually lead to joint surveillance with other agencies – as has occurred previously. The Clerk suggested that when he contacts Mr. Tom Birtles from the Grosvenor Estate in relation to the playing of golf on the Common, he will also refer to the off road vehicles. **The Members agreed.**

- (ii) Councillor Howard Morris advised the Members in relation to an overgrown hedge near the Red Lion, Rhosesmor (on same side as the pub). The Clerk advised that he would report the concern to Mr. Ian Williams – Streetscene Supervisor.
- (iii) Councillor David Hughes advised the Members in relation to the following concern: blocked gullies in the area between Willowfield and Maes Gwelfor, Pentre Halkyn. The Clerk advised that he would report the concern to Mr. Ian Williams – Streetscene Supervisor.

19(B). 110/16
Standing Orders were restored.

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

SIGNED BY THE
CHAIRMAN.....

DATE OF
APPROVAL.....

Cyngor Cymuned Helygain

Halkyn Community Council

LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE BODIES FOR YEAR 2016 / 2017

NAME OF ORGANISATION	COUNCIL REPRESENTATIVES NAME(S)
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Aberdo and Bryn Mawr Quarry Liaison Flintshire Local Access Forum Halkyn Cemetery Halkyn Parish Hall Trust	Councillor L. Howard Morris Councillor John Thomas Councillors’ Colin Barker, Brian Coleclough, David A. Hughes, Mrs. J. Wendy Sigsworth, Mrs. Nicola Richardson (All Council Members)
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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