



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

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**Minutes of the Meeting of Halkyn Community Council,  
Held in the Halkyn Parish Hall,  
On Monday the 15<sup>th</sup> January, 2018, at 7.30pm.**

**1(A). 01/18  
PRESENT**

Councillor B. Glyn Coleclough (Chair)  
Councillor Mrs. Nicola Richardson (Vice Chair)  
Councillor Colin Barker  
Councillor Brian Coleclough  
Councillor L. Howard Morris  
Councillor David G. Roberts  
Councillor Dylan Roberts  
Councillor G. T. Robinson  
Councillor Mrs. Delyth Taylor  
Councillor John Thomas

Clerk & Financial Officer R. Phillip Parry

**1(B). 02/18  
APOLOGIES**

Councillor Miss. Jean S. Davies (Community & County)  
Councillor David A. Hughes  
Councillor Mrs. J. Wendy Sigsworth

Councillor Colin Legg (Flintshire County)

**The Chairman Councillor Glyn Coleclough, welcomed Members to the meeting, and wished everyone a Happy New Year.**

**2. 03/18  
DECLARATIONS OF INTEREST**

**There were no Declarations of Interest Declared.**

**3. 04/18  
TO APPROVE THE FOLLOWING MINUTES OF THE MEETINGS HELD ON THE 20<sup>TH</sup>  
NOVEMBER, 2017**

(a) **Community Council Meeting:** The Minutes were proposed as correct by Councillor Brian Coleclough and seconded by Councillor David Roberts and formally agreed by the Members present.

(b) **Halkyn Parish Hall Trustees & Management Committee – Annual General Meeting:** The Minutes were proposed as correct by Councillor Colin Barker and seconded by Councillor Brian Coleclough and formally agreed by the Members present.

The Clerk read out a copy letter sent to the Halkyn Parish Hall Management Committee, from Councillor Mrs. Wendy Sigsworth. The letter advised, that Mrs. Sigsworth did not wish to continue in the role as Treasurer to the Parish Hall Management Committee. The Management Committee had been provided with an up to date accounts spreadsheet. Mrs. Sigsworth further advised, that she was willing to continue as a member of the Management Committee, and would assist a new Treasurer with the hand over.

Councillor Colin Barker advised the Members, that he also wished to relinquish his position a Chair of the Halkyn Parish Hall Management Committee.

Both Councillors' Mrs. Wendy Sigsworth and Colin Barker, were thanked for their commitment to the Parish Hall, over a substantial number of years.

#### **4(A). 05/18 MATTERS ARISING**

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

**Minute no: 4. 207/17 sub minute number: 4. 183/17 & 4. 164/17 (page 2)** in relation to the installation of a bus shelter in The Windmill. The Clerk advised, that he had been in further contact with Flintshire County Council, in relation to the installation. Unfortunately, the maintenance team assigned to install the bus shelter, are assisting highway maintenance, and in particular, pot hole repairs.

**Minute no: 4. 207/17 sub minute numbers: 4. 183/17 & 5(B). 166/17(d) (pages 2 & 3)**, in relation to letter to Flintshire County Council Highways and North Wales Police – concerning increasing accidents around Springfield Hill, Pentre Halkyn. The Clerk advised, whilst the Police observations were received, unfortunately, despite using the newly created e-mail address to progress outstanding matters with Flintshire County Council, there had been no reply. The Clerk further advised, that he would escalate the matter with the Office of The Chief Executive.

**Minute no: 4. 207/17 sub minute number: 11. 915/17 (page 3)** in relation to the installation of goal posts in Rhes Y Cae. The Clerk advised in relation to the following: **(1)** Following a letter sent to the Grosvenor Estate, the Clerk had received the following reply: **(i)** the Estate are not opposed to the erection of goal posts **(ii)** The area would require de-registering from the Common's Register – which the Estate would facilitate. To consult with the Halkyn Graziers **(iii)** Requires discussion with Natural Resources Wales – in relation to the SSSI and SAC **(iv)** The Estate would require a plan identifying the area – whereby the Estate would consult with Flintshire County Council. **(2)** The Clerk read out a letter from Natural Resources Wales – which covered several paragraphs.

Councillor Mrs. Richardson advised, that she had met on site with Ms. Ceirios Davies (Natural Resources Wales), whereby the points raised in the correspondence to the Clerk were discussed – including the provision of a Method Statement. Councillor Brian Coleclough advised, that the area of land being discussed, was not part of the SSSI. This had been confirmed a number of years previously.

**Members agreed the following:** (1) the Clerk to advise Flintshire County Council Play Area Manager, to confirm that the Council wish to move forward with the installation of goal posts (2) The Clerk to seek a quotation from Flintshire County Council – for the installation of goal posts (3) Councillor Mrs. Nicola Richardson to contact the Graziers Association (4) Councillor Mrs. Richardson, to liaise with NRW in relation to the Method Statement.

**Minute no: 9(B). 218/17 (pages 5 & 6)** in relation to a project with other local Councils, to replace the Council's street lighting units to an LED energy efficient system. The Clerk advised, that a further meeting with the Electrical Company, had been arranged for Wednesday 24<sup>th</sup> January. Representatives from the other Community Councils will be present. The Clerk confirmed, that he had provided the Electrical Company with details of the Council's present street lighting information.

#### **4(B). 06/18**

#### **TO FURTHER DISCUSS: CLOSURE OF GATE TO PLAY AREA – ON B5123 ROAD IN RHOSISMOR**

The Clerk advised the Members, that following a Public Notice, in the last edition of the Halkyn Mountain News, he had received a number of positive comments, which were in agreement, that the gate to the play area on the B5123 road in Rhosesmor, be permanently closed. There were no negative comments received.

The Clerk further advised, that it had been provisionally agreed, that the Community Council, enquire with the County to consider replacing the existing gate to the play area on Northop Road – with a more secure and robust model. Councillor Mrs. Delyth Taylor advised, that she had visited the Rhydymwyn play area, which has a similar secure gate – whereby a photograph had been sent to the Clerk. Councillor Mrs. Taylor stated, that the installation of a more secure / safety gate would be of great benefit to the Rhosesmor play area.

**Members agreed the following:** (1) The Clerk to formally request Flintshire County Council, that the gate to the Rhosesmor play area – adjacent to the B5123, is permanently locked (2) The Clerk to request Flintshire County Council, that a similar access gate (as Rhydymwyn play area) is installed in the Northop Road entrance to the play area (3) To advise the County Council, that the Community Council, are amicable to providing some financial assistance towards a new gate.

#### **5(A). 07/18**

#### **CORRESPONDENCE**

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

- (1) North Wales Police – report from PCSO Laura Williams. The following offences had been reported to the Police - during the last month: (1) reports of motorbikes on the common (2) Quadbikes near the mast area without any lights on. The perimeter fence to the masts had been cut.
- (2) Flintshire County Council – Match funding scheme – improvements to Children's Play Areas 2017 / 2018. The Clerk advised, that the application made to the County Council towards match funding for play area equipment - the Community Council had been awarded the sum of £5,000.00. The Clerk further advised, that the application to the County Council, was to match fund the sum of £10,000.00 – whereby, a sum of £20,000.00 would be distributed between the Rhosesmor and Pentre Halkyn Play areas for new equipment.

**Members agreed the following:** To utilise a further £5,000.00, from reserves, to bring the Community Council's contribution to £15,000.00 – with a total of £20,000.00, to be spent between the two play areas. The Clerk to contact Flintshire County Council to advise, and to ensure that the project plans contain improved toddler play equipment.

- (3) Flintshire County Council – Town & Community Council's Summer Play Scheme Programme 2018. The County Council confirmed that they have received funding towards the cost of the scheme. The three-week scheme for Pentre Halkyn and Rhosesmor would cost £1,309.00 at each site (Total £2,618.00). The Clerk advised, that this figure was the same as last year and the Community Council had provisionally, agreed to fund the project for 2018. **Members confirmed their provisional agreement to fund the 2018 Summer Playscheme.**
- (4) Flintshire County Council – Notification from the Chief Officer (Governance), that a Member of the Standards Committee will be visiting all Town & Community Councils, as an observer during the next 12 months.
- (5) Notification from Welsh Assembly Government in relation to the 'Appropriate sum under Section 137 of the Local Government Act 1972'. The notice advised that the appropriate sum under the above Section had increased from £7.57 to £7.86 per elector. The Clerk advised that on the current Electoral Register, there were: 389 registered electors in Halkyn / 916 in Pentre Halkyn / 328 in Rhes Y Cae / 702 in Rhosesmor.
- (6) Citizens Advice, Mold – Proposed rural project – Information and Advice Service. The Clerk advised that the Advice Centre were applying for funding to provide support and advice to the rural communities in relation to digital communication and the roll out of universal Credit. The Chief Executive of the organisation was seeking a letter of support from the Council, to include with their project funding application.

**Members agreed the following:** To provide a letter of support. The Clerk to formally write to the Chief Executive.

- (7) Notification from the Post Office, in relation to an outreach service to the villages of Halkyn and Pentre Halkyn. The service had commenced on the 17<sup>th</sup> October, in Halkyn – with a date to be set for Pentre Halkyn.
- (8) Notification from Holywell Town Council, to the date of the next Working Group meeting, to be held on Tuesday 30<sup>th</sup> January, at 6.00pm in the Town Council offices.
- (9) The Clerk referred to the following four e-mails, that had been forwarded to Council Members, for information, since the last meeting:
  - Flintshire County Council – A well-being plan for Flintshire.
  - Planning Law Commission – Planning law in Wales.
  - Welsh Assembly Government – Assembly Electoral Reform.
  - North Wales Police Commissioner – Survey link to Police precept for 2018 / 2019.

## **5(B). 08/18**

### **CLERK'S REPORT**

- (i) The Clerk advised the Members, of a deposit to the Council's bank account, the sum of £16,333.34, being the third and final payment of the 2017 / 2018 precept for the current financial year, from Flintshire County Council.

- (ii) E-mail received from a resident of Halkyn, seeking the installation of a red dog bin near to his home. The request was being made, due to unacceptable dog waste in the area. The Clerk advised, that he had forwarded to request to Mr. Ian Williams – Flintshire Street Scene.
- (iii) E-mail received from a resident of Pentre Halkyn, in relation to the damage being caused by off road bikes in an area of Halkyn. The Resident had provided photographs of the damaged common area. The Clerk advised, that he had forwarded the photographs to the North Wales Police, including the Halkyn Ranger.
- (iv) E-mail received from a resident of a village adjoining the Halkyn Community area. This resident had also kindly attached photographs of off road bike damage to the common in many areas. The Clerk advised, that he had forwarded the photographs to the North Wales Police, including the Halkyn Ranger.
- (v) E-mail received from a resident of Rhosesmor, who wished to complain in relation to the amount of sheep mess on the pavement near to St. Paul’s Church. The Clerk advised, that he had contacted Street Scene, together with the Halkyn Ranger – to make them aware of the situation.
- (vi) List of Council meeting dates for 2018 – copies provided to all Council Members.

**5(C). 09/18**

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER 2017**

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of December, 2017. **The Members approved the Statement of Accounts, and the document was signed by the Chairman Councillor Glyn Coleclough.**

**5(D). 10/18**

**TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2018 / 2019**

The Clerk as Financial Officer, provided the Members with an accounts spreadsheet, which contained the current financial balances (as per the above Minute), including an estimation of Council spending / balances, as at the end of March 2018. The spreadsheet further provided Members, with details of recommended allocations for each of the Council’s budget headings for 2018 / 2019 - based on previous spending. Included on the spreadsheet, were details of the current capital projects.

**Following discussion, it was proposed, seconded and agreed by the Members as follows:**

- (1) To retain the current precept for the forthcoming financial year - at £49,000.00. The Clerk advised, that the Band D property charge would be £36.13, an increase to the current charge of £0.15p a year.
- (2) The Chairman Councillor Glyn Coleclough, to sign the estimates for the end of financial year 2017 / 2018, including the precept requirement for 2018 / 2019.
- (3) The Clerk to advise Flintshire County Council, in respect of the Community Council’s financial requirements for 2018 / 2019.

**5(E). 11/18**

**TO UPDATE: CAPITAL PROJECT PORTFOLIO**

The Clerk recollect to the Members, the present items contained in the Community Council’s Capital Project Portfolio.

**Members agreed the following:** Capital Project Portfolio to be updated as follows:

- £20,000.00 - £25,000.00 - upgrade street lighting to LED energy efficient units.
- £10,000.00 - Cemetery Refurbishment.
- £10,000.00 & £5,000.00 – Match funding with Flintshire – upgrade of Pentre Halkyn & Rhosesmor play areas.
- £3,000.00 - Halkyn Parish Hall – new cattle grid to entrance.
- £5,000.00 - Re-decoration of Halkyn Parish Hall
- £2,000.00 - New signage at Halkyn Parish Hall.

**The Chairman Councillor Glyn Coleclough, thanked the Clerk for the preparation and presentation of his financial reports. The Members agreed.**

## **6. 12/18**

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

There were no Representatives Reports.

## **7. 13/18**

### **COUNTY COUNCILLORS' REPORTS (COUNCILLOR MISS. JEAN S. DAVIES & COUNCILLOR COLIN LEGG)**

As both County Councillors had sent their apologies – there were no reports.

## **8(A). 14/18**

### **PLANNING APPLICATIONS**

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

- (1) Application number: 057771, for erection of single storey extension and attic conversion, at Terfyn, Waen y Gaer.

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

- (2) Application number: 057790, for erection of conservatory to south elevation, at Windyridge, Moel y Crio.

**Comment by Council:** Does the conservatory have an adverse effect, on the appearance to the landscape of the area.

- (3) Application number: 057750, for Listed building application of five painted timber windows, to replace cast iron windows in Garden Cottage, at Halkyn Old Hall.

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

- (4) Application number: 057751, renewal of planning permission Ref: 50282, to allow erection of 3no dwellings, at Bryn Awel, Pentre Halkyn.

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

- (5) Application number: 057837, for construction of raised decking areas and associated access ramp, at Springfield Hotel, Pentre Halkyn.

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

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

**8(B). 15/18**

**The Members agreed with the above decisions.**

**8(C). 16/18**

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

- No further applications had been received from Flintshire County Council Planning

**8(D). 17/18**

**PLANNING DECISIONS**

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

- (i) Application number: 057563 - for conversion of existing outbuilding to holiday accommodation etc., at, Pen y Orsedd Farm, Rhosesmor. Approved.
- (ii) Application number: 057575 - for approval of details reserved by condition no's 3 and 4, attached to permission number: 057116, at Moel y Crio Cottage, Foel Farm, Moel y Crio. Approved.

**9. 18/18**

**COMMUNITY LIGHTING**

**The following lamps had been reported out of order since the last meeting:**

- (a) Lamp: Near Ty Graig, the Catch, Halkyn.
- (b) Lamp: Near Copa'r Fran, The Catch, Halkyn.

The Clerk advised, that all the numerous underground faulty cables had been repaired by Scottish Power, including the installation of replacement lighting units and brackets by Flintshire County Council - had also been completed. All street lights in Rhes Y Cae were now working, including three lights in Moel Y Crio – which had been faulty for over two years. The repairs were reflected in an invoice included in payments for this evening's meeting.

**10. 19/18**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>To confirm payments made in-between November and January Council Meeting:</u></b>			
504	Flintshire County Council (October - Street Lighting Inspection and Maintenance) (Council Members were provided with a copy of the invoice schedule)	8,221.30		8,221.30

505	Scottish Power (November - Street Lighting Electricity Supply)	325.47	65.09	390.56
<b><u>Payments for consideration at January Council Meeting:</u></b>				
506	Scottish Power (December - Street Lighting Electricity Supply)	336.27	67.25	403.52
507	Flintshire County Council (November - Street Lighting Inspection and Maintenance)	409.90		409.90
508	H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December)	486.80		486.80
509	Society of Local Council Clerk's (Annual subscription renewal of £208.00 – shared between four Councils)	52.00		52.00
510	R. P. Parry – Clerk. Re-imburement of book of 100 postal stamps – as per receipt	65.00		65.00

**11. 20/18**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
511	Halkyn Parish Hall (Annual grant)	1,500.00
512	National Eisteddfod of Wales (Annual grant)	100.00
513	Llangollen International Eisteddfod (Annual grant)	100.00
514	Caerwys Agricultural Show (Annual grant)	250.00
515	Welsh International Sheepdog Trials (Nannerch)	200.00

**12. 21/18**

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

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

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

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