



# **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 16<sup>th</sup> April, 2018, at 7.00pm**

**1(A). 65/18  
PRESENT**

Councillor B. Glyn Coleclough (Chair)  
Councillor Mrs. Nicola Richardson (Vice Chair)  
Councillor Colin Barker  
Councillor Brian Coleclough  
Councillor Miss. Jean S. Davies (Community & County)  
Councillor L. Howard Morris  
Councillor David G. Roberts  
Councillor Dylan Roberts  
Councillor Mrs. J. Wendy Sigsworth  
Councillor Mrs. Delyth Taylor  
Councillor John Thomas

Councillor Colin Legg (Flintshire County)

Clerk & Financial Officer R. Phillip Parry

**1(B). 66/18  
APOLOGIES**

Councillor G. T. Robinson

**1(C). 67/18**

**ATTENDANCE BY: DOMESTIC ENERGY TEAM – FLINTSHIRE COUNTY COUNCIL**

The Clerk advised, that the Officer was unable to attend and requested their attendance at the May Council meeting.

**Members agreed the following:** (a) To adjourn the attendance of the Officer from Flintshire Domestic Energy Team to the May Council meeting (b) May meeting to commence at 7.00pm.

**2. 68/18  
DECLARATIONS OF INTEREST**

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

### **3. 69/18**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 19<sup>TH</sup> MARCH, 2018**

The Minutes were proposed as correct by Councillor Brian Coleclough and seconded by Councillor Colin Barker and formally agreed by the Members present.

### **4. 70/18**

#### **MATTERS ARISING**

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

**Minute no: 4.49/18 sub minute number: 1(c). 24./18 & 10.38/18 (pages 2 and 3)** in relation to the installation of a defibrillator in Halkyn. The Clerk advised that he had contacted the Welsh Ambulance Service, who had provided details in relation to their preferred model. This matter was further discussed under (**Minute number: 10. 82/18 on page 6 below**).

**Minute no: 4.49/18 sub minute number: 4.28/18 and 4.183/17 (page 3)** in relation to the installation of a bus shelter in The Windmill. Councillor Glyn Coleclough advised, that he was experiencing difficulty in contacting the person from the manufacturing company. Councillor Coleclough further advised, that he would continue to endeavour to make contact.

**Minute no: 4.49/18 sub minute number: 4.28/18 and 11.91/17 (page 3)** in relation to the installation of goal posts in Rhos Y Cae.

The Clerk advised that he had received from the County Leisure Services Department, quotations for a number of different sizes of goal Posts – which had been sent to Councillor Mrs. Nicola Richardson. The Clerk further advised, that what-ever decision the Members arrived at, Natural Resources Wales will require a Method Statement – in relation to the installation of the goal posts. Councillor Mrs. Richardson advised the Members, in relation to the preferred goal posts.

**Members agreed the following: (1)** quotation for the installation of Senior Goal Posts with Sockets – concreted into the ground, at a cost of £1,336.65 **(2)** The Clerk to arrange a Method Statement from the Access & Environment Department, at County Hall, Mold.

**Minute no: 5(B). 51/18 (5) and (6) (page 4)** in relation to new signage at the Halkyn Parish Hall and Pentre Halkyn Community Centre. The Clerk advised, that the signage aspect had been further referred to the new Parish Hall Management Committee – who wished to agree the wording. The Clerk further advised, that the wording had been agreed and he would obtain a quotation.

**Minute no: 5(C). 52/18 (page 5)** in relation to the Cattle Grid at the entrance to Halkyn Parish Hall – to be filled with hardcore.

The Clerk advised that a quotation had been received from CRS Haulage, Halkyn, for the sum of £514.59 – which included VAT. Members discussed the quotation and in particular, the space in-between the top of the proposed hardcore and the cattle grid.

**Members agreed the following: (1)** The space between the hardcore and cattle grid to be no less than 4 inches. The Clerk to obtain a further quotation from the Haulage Company **(2)** The Chair and Vice Chair to agree, or other – the revised quotation in-between meetings.

**Minute no: 14(A). 63/18 (b) (page 8)** in relation to light pollution, which appeared to be emanating from the Pant Quarry. The Clerk advised that he had received a reply from Tarmac, who stated, that the Pant Quarry had not installed or re-positioned any lighting. Councillor Colin Barker advised,

that he was to attend a meeting in the Tarmac Quarry in the near future and would further discuss the lighting concern.

**Minute no: 14(A). 63/18 (c) (page 8)** in relation to the provision of a continuation footpath from the junction of B5123 (bottom of Rhosesmor Hill) and the junction with the A541 road (Rhydymwyn). The Clerk advised, that despite a reminder copy of the letter sent in March, there had been no further reply or acknowledgement from Mr. Steve Jones' department. The Clerk advised, that he would send a copy of the letter to County Councillor Colin Legg – asking that he visits the Highways department, during his next attendance in County Hall.

#### **5(A). 71/18**

#### **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 in relation to the contents of a report from PCSO Connor Freel – which provided details to the following reported criminal offences: **(a)** Off road biking – across the Halkyn mountain area **(b)** Halkyn area – road traffic incident / public order offence in The Britannia Pub / 1 x ASB **(c)** Pentre Halkyn area – robbery when taxi driver beaten and goods stolen by a male and female passenger / dangerous dog / road disruption **(d)** Rhes y Cae area – road traffic collision **(e)** Rhosesmor area – two thefts / one collision between a dog and motor vehicle.
- (2) Notification of County Forum meeting – Thursday 10<sup>th</sup> May in Connah's Quay.
- (3) Notification of Holywell Town Council working group – Tuesday 22<sup>nd</sup> May in Holywell.
- (4) The following information had been forwarded by e-mail to Council Members:
  - Welsh Assembly Government – Strengthening local Government: Delivering for People.
  - One Voice Wales – Copy of OVW response to the Welsh Assembly Community & Town Council Review.

#### **5(B-1). 72/18**

#### **CLERK'S REPORT**

- (a)** The Clerk advised in relation to a direct bank transfer by Flintshire County Council to the Community Council's bank account – the sum of £1,822.00. The payment related to a grant received by the County to assist with the Summer Play Scheme.
- (b)** The Clerk advised in relation to an e-mail received from a resident of Rhosesmor. The resident was concerned with the riding of horses on the mountain, in particular, the damage being caused. The Clerk further advised that he had forwarded the e-mail to the Halkyn Ranger. The Ranger had replied to advise, that the riding of horses on the mountain was welcomed, but the owner of the horses would be contacted and asked to alternate their routes.
- (c)** The Clerk advised in relation to an e-mail received from a resident in Halkyn, who was concerned that funding was not being utilised in the Halkyn play area. The Clerk had replied advised in relation to the funding spent in Halkyn, together with the other play areas over the past five years.
- (d)** The Clerk advised in relation to the date and time for the Internal Auditor to receive the end of year paperwork and accounts from the Community Council.

## **5(B-2). 73/18**

### **COUNCILLOR VACANCY IN PENTRE HALKYN WARD**

The Clerk advised, that the appropriate public notice had been displayed on the notice board in Pentre Halkyn – in relation to the Councillor vacancy in the Pentre Halkyn Ward. Following the public notice period, the Clerk will be advised further by the Office of the Electoral Officer.

## **5(C). 74/18**

### **TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2017 / 2018**

The Clerk, as Financial Officer, provided the Members with a copy of the end of year Statement of Financial Accounts for the year 2017 / 2018. The Clerk advised the Members further in relation to the accounts and the end of year balance.

#### **Members agreed the following:**

- (1) Approved the end of year accounts for the financial year 2017 / 2018, with the financial spreadsheet signed by the Chair of Meeting – Councillor Glyn Coleclough.
- (2) Approved the following reserves for the financial year 2018 / 2019: (i) Earmarked reserves £42,926.40 (ii) General reserves £10,000.00

The Members thanked the Clerk for his work with the accounts, together with the end of year presentation.

## **5(D). 75/18**

### **TO CONSIDER AND APPROVE:**

#### **(i) General Data Protection Regulation Policy**

The Clerk recollects to the Members, a number of e-mails forwarded over past months from various sources, in relation to the implementation of a new ‘General Data Protection Regulation Act’ (GDPR) – which becomes law on the 25<sup>th</sup> May. The Clerk advised, that the Society of Local Clerks’ (SLCC) had provided guidance notes, together with policy templates to ensure the smaller Town & Community Councils were compliant with the Act. The Clerk further advised the Members, in relation to the various policy templates.

#### **(ii) Appointment of Data Protection Officer**

The Clerk advised that under the GDPR, a Data Protection Officer (DPO) was required to be appointed. Whilst it had been noted that the Clerk of a Council may have an interest in certain areas of the Act, the SLCC recommend, that Clerks could be appointed to the smaller Councils as the DPO. The SLCC further advised, that an amendment to the GDPR Act, presently in its early Parliamentary stages, recommended that the Act specifies, that Clerks to Councils can be appointed as DPO.

**Members agreed the following:** (i) Confirmed their acceptance of the various policies issued from the Society of Local Council Clerks’ (ii) Confirmed the appointment of the Clerk to the Council – R. Phillip Parry – as the Council’s Data Protection Officer.

## **6. 76/18**

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

There were no representatives reports.

## **7. 77/18**

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

Councillor Miss. Jean Davies provided the following report:

- (a) Information Commissioners details (b) two new enforcement teams at Flintshire Planning (North & South) – which will result in a more structured support system.

Members discussed with Councillor Miss. Davies, their concerns in relation to an alleged development – adjacent to the A5026 – travelling from The Nant towards Holywell. Councillor Miss. Davies advised, that the planning department had been contacted by Brynford Community Council on a number of occasions – seeking enforcement.

**Members agreed the following:** The Clerk to write to Flintshire County Council Planning, supporting the enforcement request by Brynford Community Council. The Clerk to send a copy of the letter to the Clerk of the above Council.

## **8(A). 78/18**

### **PLANNING APPLICATIONS**

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

- (a) Application number: 058178 – for proposed new escape door to first floor to side gable and installation of new external escape staircase to side gable also, at Britannia Inn, Halkyn.

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

- (b) Planning Application Number: 058272 - proposed rear 2 storey extension and internal alterations, at Arfryn, Rhosesmor.

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

## **8(B). 79/18**

### **PLANNING DECISIONS**

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

- Application number: 057640, for erection of link extension, conversion of disused farm building to accommodate granny annex and alterations to existing sun room, at Lily Farm, Rhes y Cae. Approved.

## **9(A). 80/18**

### **COMMUNITY LIGHTING**

The Clerk advised that a lamp opposite Ty Canol, Pentre Halkyn, had still not been repaired. The Flintshire County Council lighting department had been asked for a report.

## **9(B). 81/18**

### **TO CONSIDER: QUOTATION TO REPLACE PRESENT STREET LIGHTING UNITS TO ENERGY EFFICIENT LED - LIGHTING**

The Clerk referred to Minute number: 9(B). 58/18 – whereby the Council had provisionally accepted a quotation, in relation to the replacement of the Council’s 131 street lanterns to energy efficient LED models.

The Clerk advised, that three further quotations had been received – which were brought to the attention of the Members.

**Members agreed the following:** (1) Confirmed the quotation from Snapfast, for the sum of £20,697.60 plus VAT for the installation of 131 LED lanterns (2) Agreed the installation of four LED test lanterns – two white and two with a coloured filter – on the B5123 road in Rhosesmor Village (3) the Clerk to advise Council Members by e-mail, when the ‘test’ lamps are in situ.

**10. 82/18**

**TO CONSIDER: INSTALLATION OF A DEFIBRILLATOR IN PENTRE HALKYN (CLLR L. HOWARD MORRIS**

Councillor Howard Morris addressed the Council Members, in relation to the installation of a defibrillator in Pentre Halkyn – whereby a plaque in memory of Councillor David Hughes could be placed alongside.

The Clerk advised, that a defibrillator requires an electricity supply. Therefore, it would have to be placed on a wall of a building. The Clerk further advised, that he had received the following information from the Welsh Ambulance Service (WAS). The WAS preferred defibrillator was a Zoll model as at cost of approximately £995.00, together with a cabinet at £300.00 – both plus VAT. There would be an electrician and planning application costs. The Clerk further advised in relation to a charity in the Conwy Valley who are able to supply a WAS preferred defibrillator, cabinet, electrician and provide training. Whilst the Charity would charge for the above, it would be slightly less than the above figures. The charity would seek a £50.00 donation towards their fund.

Members discussed the following: (a) signage on village place names advertising the location of defibrillators (b) funding from local businesses including the quarries.

**Members agreed the following:** (1) To proceed with installing defibrillators in Halkyn and Pentre Halkyn. Once installed, then to consider installation in Rhosesmor and Rhes y Cae (2) the Clerk to contact the charity in the Conwy Valley (3) Councillor Colin Barker, to discuss financial assistance from Tarmac, during his attendance at an imminent liaison meeting.

**11. 83/18**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
530	Scottish Power (March - Street Lighting Electricity Supply)	336.27	67.25	403.52
531	Flintshire County Council (February - Street Lighting Inspection and Maintenance)	245.80		245.80
* See note	<del>Flintshire County Council (Recharge of Library staff hours from April, 2017 to August, 2017)</del>  * <b>This account was not paid – as it contained VAT. The Clerk to contact County Hall to clarify.</b>	1,788.95	357.79	2,146.74

532	Halkyn Parish Hall (Library & meeting room hire, internet charges – December, January & February)	455.00		455.00
533	R. P. Parry – Clerk (Re-imburement of book of postage stamps – as per receipt)	67.00		67.00

**12. 84/18  
APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
534	Halkyn Pensioners' Christmas Party	200.00

**13. 85/18  
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.....**