



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 21st May, 2018, at 7.00pm.**

1(A). 86/18

PRESENT (ANNUAL AND GENERAL MEETINGS)

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

Clerk & Financial Officer R. Phillip Parry

1(B). 87/18

APOLOGIES

Councillor Miss. Jean S. Davies (Community & County)
Councillor Mrs. Nicola Richardson
Councillor David G. Roberts
Councillor John Thomas
Councillor Mrs. J. Wendy Sigsworth

Councillor Colin Legg (Flintshire County)

1(C). 88/18

APOLOGIES (ANNUAL AND GENERAL MEETINGS)

Annual Council Meeting

2(A). 89/18

ELECTION OF CHAIRPERSON FOR THE PERIOD 2018 / 2019

Councillor Mrs. Nicola Richardson was proposed by Councillor Brian Coleclough as Chair. The proposal was seconded by Councillor Mrs. Delyth Taylor. There were no further nominations. The

Clerk advised that due to Councillor Mrs. Richardson being unable to attend the meeting, the appointment would be listed on the Agenda for the June Council meeting.

Members agreed the following: To provisionally appoint Councillor Mrs. Nicola Richardson, as Chair for the year 2018 / 2019.

2(B). 90/18

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk advised that this item would appear on the June meeting Agenda.

3. 91/18

ELECTION OF VICE CHAIRPERSON FOR THE PERIOD 2018/ 2019

Councillor G. T. Robinson, was proposed by Councillor Brian Coleclough and seconded by Councillor Mrs. Delyth Taylor. There were no further nominations. Councillor G. T. Robinson accepted.

Members agreed the following: To appoint Councillor G. T. Robinson, as Vice Chair, for the year 2018 / 2019.

Councillor Robinson took the Chair for the meeting and thanked the retiring Chair – Councillor Glyn Coleclough, for his past year as Chair and his service to the Council.

4. 92/18

MINUTES OF THE ANNUAL MEETING HELD ON THE 15TH MAY, 2017

The Clerk advised the Members, that the Minutes of the 2017 Annual Meeting, were formally proposed, seconded and agreed at the 19th June, 2017 meeting, under Minute number: 3. 122/17.

Members agreed the following: Re-affirmed the approval of the above Minutes.

5. 93/18

COUNCILLORS' ATTENDANCES FOR 2017 / 2018

The Clerk provided the Members with a copy of the Register of Attendances of Councillors at Council Meetings for the period - April 2017 to March 2018.

Members agreed the following: Register of Attendances as correct.

6. 94/18

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: A number of amendments were made to the list for the period 2018 / 2019.

Note: See list of Councillors' names, who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (Page 10 below).

General Council Meeting

7(A). 95/18

ATTENDANCE BY: DOMESTIC ENERGY TEAM (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised, that the Officer was unable to attend due to ill-health and requested their attendance at the June Council meeting.

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

7(B). 96/18

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

8. 97/18

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16TH APRIL, 2018

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

9. 98/18

MATTERS ARISING

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

Minute no: 4. 70/18 sub minute numbers 4.49/18 & 1(c) 24/18 (page 2) in relation to the installation of a defibrillator in Halkyn. The Clerk advised the Members in relation to the following:

- (a) Following an application made to Tarmac towards funding for the defibrillator project, the Company have agreed a donation of £1,500.00. The Company are asking for a plaque to be displayed by one of the defibrillator units with the Tarmac name, together with photographs.
- (b) The Clerk advised that the Charity in the Conwy Valley were able to supply the following preferred Welsh Ambulance Service model defibrillator: Zoll AED Plus £800.00 / mild steel cabinet in a yellow colour £335.00 / stainless steel cabinet £499.99 / cost of electrician between £8.00 and £150.00 – all costs plus VAT. The charity suggested the stainless steel cabinet and would wish a £50.00 donation for their services.
- (c) The Clerk recollected to the Council Members that the present decision by the Council was to install a defibrillator on the outside wall of the Halkyn Parish Hall. Councillors' discussed the installation of defibrillators in Pentre Halkyn, Rhes y Cae and Rhosesmor. The Clerk advised that he would meet with a representative from the charity once the areas had been agreed by the Council. The Clerk suggested that perhaps the Rhosesmor Village Group be involved in identifying the area for the Rhosesmor defibrillator.

Members agreed the following: (1) To install defibrillators in the following villages: Halkyn, Pentre Halkyn, Rhes y Cae and Rhosesmor (2) The Clerk to contact the Rhosesmor village group seeking their preference for the siting of a defibrillator (3) The Clerk to meet with a representative from the charity in the Conwy Valley – to identify sites in Pentre Halkyn and Rhes y Cae.

Minute no: 4. 70/18 sub minute number s4.49/18 & 4.28/18 & 4.183/18 (page 2) in relation to the installation of a bus shelter in The Windmill. Councillor Glyn Coleclough advised that he was

still receiving difficulty in contacting the manufacturing company in St. Asaph. Councillor Coleclough and Councillor Howard Morris would arrange the collection of the bus shelter themselves.

Minute no: 4. 70/18 sub minute numbers 4.49/18 & 4.28/18 & 11.92/17 (page 2) in relation to the installation of goal posts in Rhes y Cae. The Clerk advised in relation to the following:

- (a) The County Ecologist has agreed to provide a method statement – however, due to holiday leave, this will be completed in a few weeks upon return to the office.
- (b) Aura (Flintshire County Council) have contacted the Clerk to advise that the choice of goalpost size is one used for international matches. The Clerk has further contacted Councillor Mrs. Nicola Richardson, seeking that the goal post size is re-considered.
- (c) Aura have requested that the Community Council place the order direct with the manufacturing company in Lloc for the goal posts.

Minute no: 4. 70/18 sub minute number 5(B) 51/18 (page 2) in relation to new signage in Halkyn Parish Hall and Pentre Halkyn Community Centre. The Clerk advised, that despite contacting the sign company in Greenfield on a number of occasions, no quotation had been received. Councillor Howard Morris provided the Clerk with contact details for another company in Buckley. The Clerk had also obtained contact details of another sign making company in the Flint area – who supply Flintshire County Council.

Members agreed the following: The Clerk to contact the two further Companies.

Minute no: 4. 70/18 sub minute number 5(C) 52/18 (page 2) in relation to the cattle grid at the entrance to Halkyn Parish Hall. The Clerk advised that a revised quotation had been received, following the increase in the crushed stone to fill the underneath of the cattle grid. The new revised quotation was as follows: £469.07 plus VAT £93.81 = Total £562.88.

Members agreed the following: To accept the revised quotation.

Minute no: 4. 70/18 sub minute number 14(A). 63/18 (page 3) in relation to the provision of a footpath from the junction of B5123 – bottom of Rhosesmor hill and the junction of the A451 road in Rhydymwyn. The Clerk advised that despite a further reminder letter to Mr. Stephen O. Jones – Chief Officer (Street Scene & Transportation), there had been no acknowledgement or reply.

Members agreed the following: The Clerk to send a further copy of the original letter dated the 21st March to County Councillor Colin Legg – seeking his assistance.

10(A). 99/18 CORRESPONDENCE

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

- (1) The following report had been received from PCSO Connor Freal – in relation to reported criminal offences within the Community: Pentre Halkyn: a male caught in car having been driving whilst taking drugs; Rhosesmor: one suspicious circumstances; one anti-social behaviour; second report of suspicious circumstances: No reported offences in Halkyn and Rhes y Cae.

- (2) The Clerk referred to two e-mails sent to Members, in relation to the Flintshire County Council Bus Network Review.

Members agreed the following: Area 1 – and option number 3. (support services on the core bus network and implement local travel arrangements for the non-core network).

- (3) Notification from The Independent Review Panel, asking that all Town & Community Councils in Wales, to arrange an open day on the 24th May – to collect views from the residents in relation to the review of Town & Community Councils in Wales. The Clerk advised that the e-mail was dated the 27th April, whereby the Panel wished the open day less than three weeks later. The Clerk further advised, that he had written to the Review Panel, expressing dismay at the short time aspect.
- (4) The Clerk recollected to the Members an e-mail forwarded on the 2nd May – in relation to a Draft Planning Enforcement Policy for Public Consultation, which had been received from Flintshire County Council.

Members agreed the following response:

3.4 The following gives an indication..... Development where approval has been granted but it is not being carried out in accordance with the terms and conditions of the permission.

Comment by Council: Not enforcing planning conditions imposed by the committee should be flagged up to the committee itself, as they, our elected representatives, must have had reasons to impose the conditions in the first instance.

6.2 All complaints..... All written complaints, which include emails, will be allocated to an officer and acknowledged in writing to the complainant within 5 working days of receipt, giving the name of the case officer and the unique reference number which should be used in all correspondence.

Comment by Council: Presently, complaints to the Enforcement Officer are not acknowledged or replied to, nor is the outcome of any investigation – if one has been has been carried out. The Draft Policy is not clear if Town & Community Councils will be notified when an investigation has been completed, together with the outcome. It would be beneficial to be made aware, if comments have been used or discarded and if the latter, the reason.

General Observation: How do Flintshire County Council propose to finance the Enforcement Policy taking into consideration, the potential increase in workload and staff resources, in this time of austerity?

10(B). 100/18 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 2018 / 2019 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 £1,356.00, in relation to the Council Cemetery grant, from Flintshire County Council.
- (iii) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £1,822.00, in relation to a grant towards the Summer Play Scheme for 2018.

- (iv) The Clerk advised of his attendance at a meeting of the Independent Remuneration for Wales seminar in Llandudno junction – on Wednesday 8th May.

10(C). 101/18

CO-OPTION OF COUNCIL MEMBER (PENTRE HALKYN WARD)

The Clerk advised, that following the display of a Public Notice in relation to the Councillor vacancy, the Flintshire County Council had written to the Clerk to advise, that there had been no call for an election. The Community Council were authorised to advertise a Co-option.

The Clerk further advised, that a second Public Notice had been displayed dated the 16th May, seeking letters of interest to the appointment of a Co-opted Councillor to be received by 12 Noon on Monday 11th June. The Co-option would be placed on the June Council meeting Agenda.

10(D). 102/18

TO RECEIVE INTERNAL AUDITOR'S REPORT

The Clerk advised the Members, that the Internal Auditor's Report for the year 2017 / 2018, 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 Acting Chair, Councillor G. T. Robinson and the Immediate past chair Councillor Glyn Coleclough.

10(E). 103/18

WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2018

The Clerk advised the Members that Sections in the above document named: Accounting statements for 2017-18, 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.

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

10(F). 104/18

NOTICE OF APPOINTMENT OF DATE FOR THE EXERCISE OF ELECTORS' RIGHTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

The Clerk advised that the following notice had been displayed 'Notice of Appointment of Date for the Exercise of Electors' Rights Accounts for the Year Ended 31 March 2018'. The Public Notice was to be displayed from 7th May to the 20th May, 2017.

10(G). 105/18

TO ARRANGE THE ANNUAL INSPECTION OF THE COUNCIL CEMETERY IN JUNE

The annual inspection was arranged for Tuesday 12th June, at 7.00pm.

11. 106/18

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

Councillor Brian Coleclough advised in relation to his attendance at a meeting of the Halkyn JCB. The JCB were in the process of being awarded a substantial grant to purchase five new cattle grids, together with other work to be completed on the mountain areas.

12. 107/18

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

In Councillor Miss. Jean Davies' absence, the Clerk read out the following report which had been received by e-mail:

- (i) Minute number: 7.77/18 page 5 – 16th April, 2018 minutes. The planning application in relation to the Paradise Pride project, will be refused planning permission.
- (ii) Concern expressed by a resident of Pentre Halkyn regarding the following: filthy pavements, litter, community centre scruffy and the everlasting potholes. Councillor Miss. Davies will contact the Street Scene Supervisor personally.

13(A). 108/18

PLANNING APPLICATIONS

The following planning applications had been received:

- (1) Application number: 058255 - for change of use of paddock to house camping pods for holiday lets, at Foel Farm, Rhosesmor

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

- (2) Application Number: 058300 - for the demolition of existing attached garage, erection of 2 storey side extension and single story rear extension, at Oaklea, Pentre Road, Halkyn

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

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

13(B). 109/18

The Members agreed with the above decisions.

13(C). 110/18

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

- ❖ Application number: 058411, for a Lawful Development Certificate for the existing use of residential property building works, at land side of 10 Willowfield Estate, Pentre Halkyn.

Comment by Council: As the application is for a Lawful Development Certificate, the Members agreed to pass no comment.

13(D). 111/18

PLANNING DECISIONS

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

- (a) Application number: 058192 – for approval of details reserved by condition 12 etc., at land side of the Bungalow, Rhosesmor. Approved.
- (b) Application number: 057947 – listed building application at Rose Mount, Halkyn. Approved.
- (c) Application number: 057993 – conservation of existing Grade 11 listed saw mill into one dwelling, at Gwysaney Saw Mill, Rhosesmor. Approved.
- (d) Application number: 057950 – change of use of former Rhos Y Cae School into two self-contained holiday cottages. Refused.
- (e) Application number: 057992 – variation of condition 1 attached to planning number 056322, at Fron Farm, Hendre. Withdrawn.
- (f) Application number: 058101 – approve details reserved by condition 6 attached to planning number 056415, at Ael y Bryn, Moel Y Crio. Approved.
- (g) Application number: 058178 – proposed new escape door to first floor etc., at Britannia Inn, Halkyn. Withdrawn.

14(A). 112/18

COMMUNITY LIGHTING

The Clerk advised the Members in relation to the following:

- (a) The faulty light in Pentre Halkyn at the junction with Martin’s Hill. Flintshire County Council have reported that the lantern requires renewing together with a new bracket. The Clerk suggested that the lantern is not repaired, as it will be exchanged in the near future with a new LED lamp. The cost of the bracket is £271.00 – and suggested that this is completed in readiness for the new LED lamp.

Members agreed the following: The quotation for the renewal of the bracket at a cost of £271.00.

- (b) The Clerk advised that the four LED lanterns had been installed in Village Road, Rhosesmor. The Clerk had placed an article in the next edition of the Halkyn Mountain News, seeking the views of the residents – as to their preferred LED lantern – either white or with a light colour filter. The Clerk further advised, that a number of Council Members had been in contact to advise that their preferred colour is the white model. The Clerk further advised that Councillor Mrs. Wendy Sigsworth had suggested that consideration be made to the turning off the lights between midnight and 5.00am. the Clerk advised that each lamp would have to be fitted with a timer at a prohibitive cost.

Members agreed the following: the Clerk to place the item on the July meeting agenda – for further discussion following the article in the Halkyn Mountain News.

14(B). 113/18

TO DISCUSS: STREET LIGHTING MAINTENANCE & REPAIR CONTRACT

The Clerk advised that Flintshire County Council had been given notice to cease the street lighting and maintenance contract. This would be effective from 3rd June.

The Clerk recollected to the Members, that the new LED lamps were guaranteed for 10 years and therefore the Council would not require a monthly inspection contract.

Members agreed the following: Once the installation of the new LED lights has been completed, the Council will thereafter discuss a maintenance contract for other repairs, including any such annual inspection that may be required.

15. 114/18

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
535	Scottish Power (April - Street Lighting Electricity Supply)	325.85	65.17	391.02
536	Flintshire County Council (March - Street Lighting Inspection and Maintenance)	163.75		163.75
537	AURA Leisure & Libraries (Re-charge of Halkyn Library – April 2017 to March 2018. Flintshire County Council (Re-charge of Halkyn Library – April 2017 to August 2017) Previous invoice for £2,146.74 – credit note received).	2,504.53		2,504.53
538	JDH Business Services (Internal Audit)	169.00	33.80	202.80
539	Caerwys Computer Clinic (Halkyn Council web site renewal)	50.00		50.00
546	BHIB Insurance (Renewal of Council insurance policy)	599.52		599.52

16. 115/18

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	Reverend Hugh Burgess – application for Churchyard Maintenance, at :	
540	St. Mary’s Halkyn – plus £30.00 brown bin fee	300.00
541	St. Paul’s, Rhosesmor	270.00
542	Christchurch, Rhes y Cae	270.00
543	Rhes y Cae & Moel y Crio Sheepdog Trails	300.00
	Councillor Glyn Coleclough. Donations to the following Charities - to be paid in place of receiving the Chair’s allowance of £350.00 for 2017 / 2018:	
544	Wales Air Ambulance	175.00
545	R.A.B.I Clwyd branch	175.00
546	(Payment made in accounts for payment – as above)	

17. 116/18

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.....**

**LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE
BODIES FOR YEAR 2018 / 2019**

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, Mrs. J. Wendy Sigsworth, Mrs. Nicola Richardson
Halkyn Parish Hall Trust	(All Council Members)
Hendre Quarry Liaison	Councillors' Colin Barker, Dylan Roberts
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, L. Howard Morris
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