



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held Virtually by Video and Telephone Conference,
On Monday the 19th October, 2020, at 7.30pm.**

1(A). 132/20

PRESENT

Councillor B. Glyn Coleclough (Acting Chair)
Councillor Colin Barker
Councillor Colin R. D'Arcy
Councillor L. Howard Morris
Councillor David G. Roberts
Councillor Mrs. J. Wendy Sigsworth
Councillor Mrs. Delyth Taylor

Clerk & Financial Officer R. Phillip Parry

1(B). 133/20

APOLOGIES

Councillor Brian Coleclough
Councillor Miss. Jean S. Davies
Councillor Mrs. Nicola Richardson
Councillor Dylan Roberts
Councillor G. T. Robinson
Councillor John Thomas

2. 134/20

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

3. 135/20

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21ST SEPTEMBER,
2020**

The Minutes were proposed as correct by Councillor David Roberts and seconded by Councillor Colin D'Arcy and formally agreed by the Members present.

4. 136/20

MATTERS ARISING

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

Minute no: 4. 115/20 sub minute numbers: 4.97/20 & 4.80/20 & 9.55/20 (i) (page 2) in relation to Vehicle Activated Signage in Pentre Halkyn. The Clerk advised, that he had been copied into an e-mail between Highway Officers, which confirmed, that the traffic monitoring cables will be placed in the Pentre Halkyn area. Whilst no timescale was provided, Councillor Colin D'Arcy would advise the Clerk when the equipment has been installed.

Minute no: 4. 115/20 sub minute numbers: 4.97/20 & 4.80/20 & 9.55/20 (ii) (page 2) in relation to Lottery funding for a bilingual concert to be held in Halkyn Parish Hall. The Clerk advised, that the Wales Lottery had written to confirm; that the funding could be carried forward to complete the project until 31st August, 2021. The Lottery further confirmed, that the funding could be utilised for other community support.

Members agreed the following: To continue with the bilingual concert in Halkyn Parish Hall, when allowed.

Minute no: 4. 115/20 sub minute number: 5(C). 102/2- (4) (page 2) in relation to Speed Watch in the Pentre Halkyn area. The Clerk advised, that he had been contacted by the North Wales Police, who had provided details of a web page on the Police site, relating to 'Community Speed Watch'. Whilst perusing the details, it became apparent, that the initiative had to be from the residents of the Community, not the Council.

Members agreed the following: Accepted Councillor Colin D'Arcy's offer that he make enquiries in the Pentre Halkyn area, to seek the views of residents in setting up a Community Speed Watch Committee / Group.

Minute no: 4. 115/20 Pending matter (page 2) in relation to the levelling of the first two rows in the Council Cemetery, adjacent to St. Mary's Church, Halkyn. Councillor Howard Morris advised, that he was receiving difficulty in contacting the contractor. Councillor Morris will endeavour to make progress before the November Council meeting.

5(A). 137/20 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 Freel, in relation to reported criminal offences within the Community:

Halkyn: 1 x Suspicious Circumstances – Numerous calls to local Councillors reporting a group of people in vans with trailers set up on the junctions near The Windmill. Police attended and established that these people were filming for a locally written and produced film to highlight the history of the area.

Pentre Halkyn: Anti social behaviour: 2 youths on top of the Community Centre / Youths congregating by the Post Office at weekends – being cheeky to people.

Rhes-Y-Cae: No offences reported.

Rhosesmor: No offences reported.

- (2) Flintshire County Council – Winter maintenance preparation for rock salt requests. The Clerk recollected to Members, that this was a yearly request for the County to fill any Community Council owned salt bins, together with the purchase of snow clearing equipment.

Members agreed the following: Not to purchase snow clearing equipment; due to the number of areas within the rural community.

- (3) Flintshire County Council – Virtual meeting of the County Forum to be held on 10th November at 6.30pm. Invitation set to Councillors’ Colin D’Arcy and David Roberts, as the Council’s representatives on the Forum.
- (4) Flintshire County Council – Invitation for Councillors to attend the virtual meeting of the Annual Standards Committee, on Monday 2nd November, at 6.00pm.
- (5) Independent Remuneration Panel for Wales – draft annual report for 2021. Comments to the report are required to be sent by the 23rd November.
- (6) Awel Y Mor Offshore Wind Farm Consultation. Invitation for Council Members to attend a virtual consultation in November. Councillor David Roberts expressed his interest to attend.
- (7) Welsh Government – On-line question and answer session on the reopening of Community Centres in Wales. Information sent to the Halkyn Parish Hall and Pentre Halkyn Community Centre Management.

The following correspondence was forwarded by e-mail to Members:

- ❖ Health Protection (Coronavirus Restrictions) (No 2) (Wales) Regulations 2020 – as amended on the 11th September, 2020.
- ❖ Welsh Local Government Association – Coronavirus update.
- ❖ Office of the North Wales Police Commissioner – Invitation to attend video conference.
- ❖ Visit Wales (industry News – News for the tourism industry in Wales).
- ❖ Flintshire County Council – Coronavirus Virus Flintshire Lockdown (Frequently asked questions).
- ❖ Wales Council for Voluntary Action – Guidance in relation to the re-opening of Community Centres in Wales. Information sent to Management committees of Halkyn and Pentre Halkyn Halls.
- ❖ Welsh Government – Frequently asked questions; Coronavirus Circuit-break – from Friday 23rd at 18.00 hours, until Monday 9th November.
- ❖ Flintshire County Council - Chief Officer (Street Scene & Transportation). Welsh Government update, in relation to the NE Wales Metro and the A494 / A55 / A548 Flintshire Corridor Improvements.

**5(B). 138/20
CLERK’S REPORT**

- (i) The Clerk advised, that at the November Council Meeting, the annual attendance by members of the Halkyn Parish Hall Management Committee are invited to attend. The Clerk had written to the Chair and Secretary formally inviting them to the meeting, which will commence at 7.00pm.
- (ii) The Clerk advised, that the National Association of Local Councils had reached a decision with Local Government in relation to the national pay award for Clerk's – from the 1st April, 2020 to March, 2021. Members viewed the notification virtually. The Clerk provided details in relation to the increase in yearly and monthly figures, including the back pay details from the 1st April – with the first increased payment from the 1st May, to the 1st October. Whereafter, the standing order will be utilised from the 1st November.

Members agreed the following: (1) Accepted the national agreement (2) Authorised the amendment of the Clerk's salary bank standing order from the 1st November (3) Authorised the back pay – as listed in the accounts payable schedule in these minutes.

5(C). 139/20

STREET LIGHTS

- (i) The following street light had been reported out of order: At the junction of the B5123 road with the Halkyn Village Green (travelling down hill passed the Blue Bell). The LED lamp is flashing which indicates that the fault is the lamp driver. The Clerk has requested a replacement from Snapfast.
- (ii) The Clerk advised in relation to a request from a Halkyn resident, on behalf of themselves and their neighbour, whose properties front the B5123 road, whereby Scottish Power have recently replaced the electricity pole. The LED street lantern has been placed much higher up the new pole than previously. This is causing the light to shine into the bedrooms at night, as the lantern is almost level with the top of the first floor windows. The resident had sent to the Clerk a number of photographs showing the new pole, which were viewed virtually by the Councillors. The Clerk advised, that the request was for the lantern to be lowered, together with a shade to the rear of the light. The Clerk further advised, that the cost of this would be £180.00 call out fee plus £8.00 for the shade.

Members agreed the following: That the request be granted; for the installation of a shade, together with the lowering of the lantern by approximately 4 feet.

(iii) Members discussed the four outstanding LED installations of street light, as follows:

- Moel Y Crio. Three remaining LED lamps sited off the roadside – on map number 11: 3 - lamps numbered between 6 to 9.
- Wern Y Gaer: One remaining LED lamp to be fitted sited on side of grass verge (photographs supplied).

Members agreed the following: Expressed their disappointment that Deeco Lighting had not completed the LED street lighting installation, as previously promised. The Clerk to further contact Deeco Lighting to establish a date when the lights will be installed.

5(D). 140/20

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2020

The Clerk, as Financial Officer, had provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September, 2020, together with copies of the two Council Bank account statements. The Clerk further provided Members, with a breakdown in relation to the budget headings, which included income and expenditure to-date.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Acting Chair of Council; Councillor Glyn Coleclough.

5(E). 141/20

TO REVIEW (AMEND / UPDATE) AND APPROVE, THE FOLLOWING POLICIES; (A) CODE OF CONDUCT (B) NATIONAL STANDING ORDERS (C) LOCAL STANDING ORDERS (D) FINANCIAL REGULATIONS (E) INTERNAL FINANCIAL CONTROLS (F) ANNUAL RISK ASSESSMENT – 2020 / 2021 (G) RETENTION OF DOCUMENTS ETC., SCHEDULE (H) CEMETERY REGULATIONS (I) FIXED ASSET REGISTER – 2020 / 2021 (J) RETENTION OF DOCUMENTS POLICY STATEMENT (K) ANNUAL INVESTMENT STRATEGY – 2020 / 2021 (L) MODEL LOCAL RESOLUTION PROTOCOL (M) GENERAL DATA PROTECTION REGULATION (GDPR) (N) SOCIAL MEDIA – A GUIDE FOR COUNCILLORS (WELSH ASSEMBLY GOVERNMENT)

Members agreed the following: Approved and updated the above policies, and to be further reviewed, if necessary, before the end of the financial year.

The Internal Audit report for 2019 / 2020, recommended a number of changes and updates to the Financial Standing Orders, together with the Council's Local Standing Orders. These changes were also approved.

5(F). 142/20

LOCAL AUTHORITIES (CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020

Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020. The Clerk recollected Members to the above regulation, and in particular, public access to Council meetings. The Clerk sought Council agreement as to the future permitted access to meetings.

Members agreed the following:

- Video access will be permitted under the ten minute (or longer by consent) rule, for members of the community to address Council, in relation to community matters.
- Audio access will be provided for the duration of the meeting, should there be no request to address the Council on any particular subject.

5(G). 143/20

TO CONSIDER QUOTATIONS: ROOF REPAIR TO 'THE FORMER BIER HOUSE' HALKYN

The Clerk advised, that three quotations had been received for the replacement roof on the Council owned building named locally as The Old Bier House. Members virtually perused the quotations. The Clerk further advised, that the cost to replace the rotten timber on the building apex, was £400.00 (no VAT).

Members agreed the following: Accepted the quotation from DP Healy (Roofing), at a cost of £2,000.00 (no VAT), together with the further quotation for the sum of £400.00 to replace the apex timber.

5(H). 144/20

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised, that there had been no reported concerns to Street Scene, since the September Council meeting.

The Clerk further advised, that the concern brought to the Council's attention at the September meeting, in relation to the overhanging tree canopy, in the area of St. Mary's Church, travelling towards the cattle grid. Whilst brought to the attention of Street Scene, the Clerk had been advised, that the area would be firstly inspected by the County Tree Officer.

Members brought the following concerns to the attention of the meeting:

- (1) A salt bin – near Fernroyd, Pant Y Gof, Halkyn, CH8 8DH (about 200 yards along the lane from the Blue Bell Pub), is damaged and is unable to hold any salt.
- (2) Tarmac pavement requires repair on the B5123 road in Rhosesmor – adjacent to the Cross Keys entrance. (Photograph of pavement sent with report).

The Clerk advised that the above concerns would be brought to the attention of StreetScene.

6. 145/20

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

There were no reports specific to the Local Committees and Outside Bodies schedule, or Council Members who had attended meetings on behalf of the Council.

7. 146/20

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

The Clerk read out an e-mail received from Councillor Miss Jean S. Davies, who advised in relation to the following:

- (i) Complaints received from Council owned property tenants in Pentre Halkyn, in relation to the length of time to complete repairs. Councillor Miss. Davies has been in contact with the Housing Department.
- (ii) On behalf of County Councillor Colin Legg; has resolved to a parents satisfaction, whereby a child has been allowed a school bus pass.

8(A). 147/20

PLANNING APPLICATIONS

The following planning applications had been received:

- (a) Application number: 061734 - for the removal of existing roof and construction of new pitched roof, raised from existing to create first floor, at Keats, Pentre Road, Pentre Halkyn.

Comment by Council: Subject to compliance with relevant policies and planning guidance notes, then no objections raised.

- (b) Application number: 061738 – for alterations and extensions to dwelling with external works, at Ty Newydd, Pant Y Goff, Halkyn.

Comment by Council: Whilst the Council have no objection, in principal, for alterations and extensions to this particular dwelling; subject to compliance with relevant policies and planning guidance notes. However, the Community Council have the following reservations in relation to the current submitted plans, as follows: The proposal is not of a design which is in keeping with the scale, character and appearance of the area. If allowed, the visual appearance would be an intrusion into the Halkyn open countryside, and in particular, will be detrimental to the surrounding protected site of special scientific interest.

An e-mail objection to the above application received by the Community Council, was forwarded to the Planning Officer.

(The above two applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

8(B). 148/20

Members formally confirmed the above decisions.

8(C). 149/20

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

No further applications were received.

8(D). 150/20

PLANNING DECISIONS

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

- (a) Application number: 061342 – for the erection of a two storey extension, at 10 Caer Onnen, Pentre Halkyn. Approved.
- (b) Application number: 061595 – for single storey extension to living room, at Bryn Haul, Wern Road, Rhosesmor. Approved.
- (c) Application number: 061128 – erection of extension to side of dwelling, at Ty Newydd, 12 Willowfield Estate, Pentre Halkyn. Approved.
- (d) Application number: 061646 – for demolition of existing side entrance and other works, at Catch Farm, Pentre Halkyn. Approved.
- (e) Application number: 061273 – for erection of two storey side extension and other works, at Warren Bank, Wern Y Gaer. Approved.

9. 151/20

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September Payments dated: 01/10/2020 (Quarterly payment for Cemetery administration – October)			
	Standing Order BACS: H. M. Revenue & Customs.	754.68		754.68

Clerk's PAYE & Clerk & Council NI - July, August & September 2020 – payment dated: 06/10/2020			
Direct Debit: Scottish Power (Street Lighting Electricity Account payment made: 02/10/2020). (This accounts relates to an amount owing due to a HSBC Bank error in not paying a previous invoice in 2019)	109.76	21.95	131.71
<u>Payments for consideration at meeting to be paid by BACS:</u>			
Direct Debit: Scottish Power (September - Street Lighting Electricity Account payment due: 19/10/2020)	120.60	6.03	126.63
Flintshire County Council (Contribution towards Summer Play Scheme in Pentre Halkyn and Rhosesmor)	1,743.28		1,743.28
R. Phillip Parry (Clerk to Council). Payment of back pay from 1 st May to 1 st October (Minute number: 5(B). 138/20 (ii) on page 4 above)	98.58		98.58

10. 152/20

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	Cerebral Palsy (Formally Bobath Children's Therapy) Cardiff	No grant

11. 153/20

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.....**