



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 16th January, 2017, at 7.30pm.**

**1(A). 01/17
PRESENT**

Councillor David A. Hughes (Chair)
Councillor B. Glyn Coleclough (Vice Chair)
Councillor Colin Barker
Councillor Brian Coleclough
Councillor L. Howard Morris
Councillor Mrs. Nicola Richardson
Councillor G. T. Robinson
Councillor Mrs. J. Wendy Sigsworth
Councillor John Thomas
Councillor Miss. C. Alex Wilcox

Councillor Colin Legg (Flintshire County Councillor)

Clerk & Financial Officer R. Phillip Parry

**1(B). 02/17
APOLOGIES**

Councillor Mrs. Delyth Jones - Taylor

**1(C). 03/17
Standing Orders were suspended:**

(i)

The Chair Councillor David Hughes welcomed PCSO 3660 Laura Williams to the meeting. PCSO Williams advised the Members that she was the PCSO for the area – which covered from Cilcain, across to Caerwys, Brynford and the Halkyn Community Council areas. The PCSO advised that there had been no recent reported criminal offences. The Clerk advised in relation to the criminal damage in Halkyn Village (1) broken window in red telephone box sited on Halkyn Village Green (2) damaged caused to the gate of the bus shelter – opposite the Halkyn Parish Hall. The Clerk emphasised that as telephone box and bus shelter were not the responsibility of the Community Council – the damage perhaps should have been reported by BT and Flintshire County Council. The Clerk read out an e-mail from a resident of Pentre Halkyn, who enquired in relation for a contact PCSO – as the resident wished to report anti-social behaviour in Pentre Halkyn. The Clerk confirmed that he has passed on contact details for PCSO Williams. The Clerk asked that if the

PCSO was not able to attend a Council meeting, if a monthly report of criminal activities could be e-mailed to him – which historically had been the case. The PCSO agreed to provide reports each month.

Council Members discussed with PCSO Williams the following: **(1)** PCSO presence in the various villages within the Community Council area. The PCSO advised that regular patrols are made across the area – generally in an unmarked police vehicle. However, the PCSO did show her presence by walking around the area **(2)** Anti-social behaviour on the mountain – in particular off-road biking – in a number of areas – including Rhes Y Cae, during the evening the night prior to the Council meeting. Four youths were seen off-road with a vehicle. Councillor Colin Barker advised that he had telephoned 101 to report off-road bikers in a local quarry. PCSO Williams asked that any instances of off-road vehicles, anti-social behaviour should be reported to the Police by using the 101 system.

The Chair thanked PCSO Williams for attending the meeting, and wished her well in her duties for the area.

(ii)

The Chair Councillor David Hughes welcomed Mr. Ian Williams (Flintshire County Council - Street Area Manager to the meeting).

The Clerk advised Mr. Williams that the Council had invited him to the meeting, following the attendance of the Halkyn Ranger at the January, 2017 meeting. The Council Members had discussed with the Ranger, their concerns in relation to the following: the installation of red dog bins, together with black rubbish bins. Concerns were previously expressed that the area of Bellis Pond, was in particular, a concern – whereby people allowed their dogs to foul and fail to clean up – together with rubbish in general. Although the concern related to a number of areas across Halkyn Mountain in general. Mr. Williams suggested that he together with a number of Councillors carry out an Environmental Audit. This would entail visiting all the areas within the community, and identifying any concerns; such as, grass cutting, hedges hanging over the roadway, road signage, pot holes – including areas for the possible installation of red and black bins. Mr. Williams advised that following the identification of areas for red and black bins, the Grosvenor Estate would have to be approached, to seek their observations, together with their agreement to the installation of the bins. Mr. Williams asked that all instances of dog fouling be reported to the County Council – whereby Enforcement Officers will attend.

Members agreed the following: Councillors' Colin Barker (Halkyn), John Thomas and G. T. Robinson (Rhousesmor & The Wern) – to meet with Mr. Williams to carry out an Environmental Audit. Pentre Halkyn and Rhes Y Cae to be arranged in the future.

Mr. Ian Williams provided the following update: **(1)** Church Hill, Halkyn – the leaves will be cleared **(2)** Rhousesmor Hill – the chevron signs will be cleaned **(3)** Carriageway repairs (pot holes) in Rhousesmor and Rhes Y Cae will be dressed.

Council Members brought the following to the attention of Mr. Williams: **(a)** Leaves on Pentre Road – near the Cricket Club entrance, including surface water which does not appear to clear away in a timely manner **(b)** The cattle grid on the approach to Halkyn from Pentre Road, needs to be cleared / cleaned **(c)** The drains in Shone's Lane, Berth Ddu – are completely blocked **(d)** a number of pot holes in many areas **(e)** the cattle grid on the road from Rhes Y Cae to Moel Y Crio – required clearing out **(f)** on the Rhes Y Cae road from the Pentre Halkyn area – near the left hand bend and a vehicle passing area – there are a number of pot holes – which are full of water. The pot holes are deep and are dangerous for vehicles who pull over, and in particular, the riders of motorbikes **(g)** the condition of the road in The Nant.

The Clerk enquired with Mr. Williams in relation to the installation of the bus shelter in The Windmill – and in particular, as to when the installation will take place. Mr. Williams advised that there had been a delay with the Transportation Department authorising the installation. This had now been agreed, and the installation will take place before the end of January.

The Chair thanked Mr. Williams for attending the meeting; for providing his report and taking forward the issues brought to his attention.

(iii)

The Chair Councillor David Hughes welcomed Mr. Darell Jones (Flintshire County Council - Operations North & Street Lighting Manager, to the meeting).

The Clerk advised Mr. Jones of the Council's concerns in relation to the street lighting maintenance, and in particular, the street lighting repairs, together with the non-receipt of invoices. There had been a good number of instances over the last year whereby many reported street lights, were not repaired in a timely manner. There were a number of occasions that street lights had to be reported on two to three occasions. The Council were unaware that street lights had not been repaired, as the Community Council do not receive regular invoices. The Council are only made aware of continuing faults, when advised by Councillors and or residents. The Clerk advised that he had written to Mr. Jones in December, asking that all invoices are issued to date – as he wished to produce to the Council Members, an estimated end of year financial report and advise the Members in relation to the budget for 2017 / 2018. This was not achievable, as no reply had been received from the December request. There was a similar occurrence a year ago, whereby County Councillor Colin Legg was asked to intervene. The Clerk referred to Council concerns in relation to a number of street lights that had been advised by Flintshire Lighting – as requiring attention by Scottish power. Some of these lights, two in Rhes Y Cae had been faulty for several months – whereby someone was placing posters on telegraph poles – stating that County Councillor Colin Legg was not doing his job by not getting the street lights repaired. Copies of these posters were sent to Mr. Jones, but no reply had been received and the lights are still faulty.

Mr. Darell Jones advised the Council Members, that he was unaware that invoices were not being sent to the Council, and also that both faulty and lights that required attention from Scottish Power – that the Clerk was not being updated. Mr. Jones further advised that he would ensure that 'systems are in place' and the Clerk is updated in the future and was sorry for the inconvenience that had been caused.

Mr. Jones provided the Members with details in relation the contract, and suggested that all fault reporting is advised to the County Customer Services – by calling 701234 with reference number: CTX07. Mr. Jones advised in relation to faults that re-occur within a 12 month period – which are not chargeable; inspection of all the Community Council street lights – with a subsequent RAG report being issued; invoices being issued monthly; the County being the electricity supplier to the Community Council.

The Chair Councillor David Hughes, thanked Mr. Jones for attending the meeting – and advised that the Council Members would discuss later in the meeting, the inspection, maintenance and electricity supply. The Clerk would further contact Mr. Jones to advise of the Councils decision.

1(D). 04/17

Standing Orders were restored:

2. 05/17

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

3. 06/17

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21ST NOVEMBER, 2016

The Minutes were proposed as correct by Councillor Glyn Coleclough and seconded by Councillor Mrs. Wendy Sigsworth and formally agreed by the Members present.

4. 07/17

MATTERS ARISING

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

Minute no: 4. 198/16 sub minute number: 4. 175/16 & 4. 154/16 etc., (page 3), in relation to Halkyn Parish Hall laptop repairs, inclusion the provision of laptop from Flintshire County Council.

The Clerk advised that the Parish Hall laptop had been repaired. Councillor G. T. Robinson advised that the laptop was now in use in the Halkyn Library. The Clerk advised that the Flintshire County Council laptop had not been received.

Minute no: 4. 198/16 sub minute number: 4. 175/16 & 4. 154/16 (page 3), in relation to IT training in Halkyn Parish Hall. The Clerk advised that there was funding from the allocated budget for one further IT training session. Councillor Robinson agreed to speak with the Librarian to liaise with the Library visitors – should they require follow up training. The Librarian to advises the Clerk.

Minute no: 4. 198/16 sub minute number: 4. 175/16 & 4. 154/16 etc., (page 3), in relation to the installation of a bus shelter in The Windmill. This matter had been discussed with Ian Williams – Flintshire County Council Street Scene. **(Minute number: 1(D). 03/17 (ii) top of page 3 above).**

Minute no: 4. 198/16 sub minute number: 4. 175/16 & 13/ 169/16 (page 3), in relation to the speed limit indicator signage in Rhosesmor. The Clerk read out to the Members a reply which had been received from Mr. Derek Charlton – Flintshire County Council Highways. The reply in brief stated: ‘following the review of all speed limits on the A and B classification network for which the B5123 formed part. The recently introduced 30mph speed limit along this route should negate the need for the vehicle activates signs previously installed – and it is our intention to remove the signs in due course.

Members agreed the following: The Clerk to write further to Mr. Derek Charlton – Flintshire County Council Highways, seeking that the signage remain in place until County Councillor Colin Legg had discussed the matter further with Mr. Charlton. Copy of letter to be sent to Councillor Legg.

Minute no: 4. 198/16 sub minute number: 5. (E). 180/16 (page 3), in relation to the adoption of the Red K6 Giles Scott telephone box on Halkyn Village Green. The Clerk advised that he had received a reply from the resident of a property bordering the Halkyn Village Green area. The residents stated, that whilst they had previously indicated an intention to ‘look after the red phone box’ should the Council adopt from BT – it was not now possible.

Members agreed the following: Not to proceed with the adoption of the red phone box at this stage.

Minute no: 4. 198/16 sub minute number: 5(E) 180/16 (pages 3 & 4), in relation to the installation of a defibrillator on the outside wall of Halkyn Parish Hall. The Clerk advised that a

representatives from Holywell Rotary Club and Welsh Ambulance Service, had confirmed their availability to attend the February Council meeting. The Members agreed the meeting to commence at 7.00pm.

Minute no: 9. 208/16 (page 6) - TO APPROVE THE MINUTES OF THE ANNUAL GENERAL MEETING OF THE HALKYN PARISH HALL TRUSTEES HELD ON THE 21ST NOVEMBER, 2016

The Minutes were proposed by Councillor Glyn Coleclough and seconded by Councillor Mrs. Wendy Sigsworth as correct, and formally agreed by the Members present – and signed by the Chair of the Trustees, Councillor David A. Hughes.

**5(A). 08/17
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 the Flintshire County Council Summer Play Scheme would cost £1,309.00 for 2017. This was an increase of £409.00 from the £900.00 cost of the previous year. Apparently the County Council have not received funding from Cardiff. As the Community Council held two Play Schemes – one in Pentre Halkyn and the other in Rhosesmor – the increase would be £818.00. The Clerk advised that during the budget agenda item, this increase will be further discussed.
- (2) The Clerk advised in relation to a Public Consultation – Change of Service notification, which had been received from the Head Post Office. The consultation related to the reduction of opening hours at the Pentre Halkyn Post Office. The present opening hours were: Monday to Friday 08:30 to 18:30 / Saturday 08:30 to 14:30 / Sunday 09:00 to 13:00. The proposed new hours: Monday to Friday 08:30 to 15:00 / Saturday 08:30 to 14:30 / Sunday 09:00 to 13:00.

Members agreed the following: The Clerk to advise the Head Post Office – as follows: ‘The Community Council understand the need for a reduction of hours. However, the Council are pleased that the Post Office services will continue to be available on each day of the week – and in particular, the services will still continue to be available on a Saturday and Sunday’

- (3) Notification from the Welsh Government that the limit on Section 137, had increased from £7.42 to £7.57 per elector. The Clerk was unable, at this time, to advise the Members as to the maximum amount the Council could allocated under this budget heading, as the 2017 Register of Electors had not been received.
- (4) The Clerk referred to an e-mail cascaded to Members on the 8th December, 2016 – which forwarded information and attachments, in relation to Flintshire County Council LDP Strategic Options Workshop meetings.
- (5) Invitation received from Clwydian Range & Dee Valley Area of Outstanding Natural Beauty – to attend a meeting in Froncysyllte, on Thursday 2nd February, 2017. Members were asked to contact the Clerk should they wish to attend.
- (6) Invitation to attend a discussion event from the Independent Remuneration Panel for Wales, to discuss the remuneration framework for Community and Town Councils – to be held in Llandudno, on 26th January between 10.30am to 12.30pm. Members were asked to contact the Clerk should they wish to attend.

- (7) Notification from Welsh Assembly Government in relation to raising awareness to the local government elections, due to be held in May 2017. The Clerk advised that a poster was enclosed with the information, which he would place on the public notice boards and the next edition of the Halkyn Mountain News.
- (8) Flintshire Citizens Advice report for 2015 / 2016 – was received.

5(B). 09/17

CLERK'S REPORT

- (a) The Clerk advised the Members of a deposit to the Council's bank account, the sum of £15,666.67, being the third and final payment of the 2016 / 2017 precept for the current financial year from Flintshire County Council.
- (b) The Clerk referred to the list of dates received by the Members in relation to the Community Council monthly meetings for 2017. The Clerk advised that the April Council meeting date (3rd Monday in the month), this year falls on the Easter weekend.

Members agreed the following: The April Council meeting to be held on Monday 24th April.

- (c) The Clerk advised that following a complaint received by a Council Member, he had written to the Planning Enforcement Section at County Hall, Mold. The complaint related to a development on land adjacent to the A5026 – travelling from The Nant – towards Hillcrest and Holywell.

It had been noted that a hedge has been removed, new gateways erected, including tarmacking of a roadway around the perimeter of a field. Items of equipment have been deposited on site, including a black post box, which has been positioned on a large green metal fence. It is assumed from the work that has been completed, that a development of some sort is in progress. The County Planning Portal has been perused, but no application can be traced. Whilst the area is in the jurisdiction of the Brynford Community Council, it is immediately adjacent to the Halkyn Community Council area. The County Council were asked for their observations. A copy of the letter has been sent to the Clerk to Brynford Community Council.

5(C). 10/17

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2016

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of December, 2016. **The Members approved the Statement of Accounts, and the document was signed by the Chair Councillor David Hughes.**

5(D). 11/17

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2017 / 2018

The Clerk as Financial Officer provided the Members with an accounts spreadsheet, which indicated the present financial balances (as per the Minute above), including an estimation as to the balances as at the end of March 2017. The spreadsheet also provided the Members with a suggested precept for the financial year of 2017 / 2018, based on previous spending and allocations.

After discussion, it was proposed, seconded and agreed by **the Members, to increase the precept for the forthcoming financial year to £49,000.00 – an increase of £2,000.00.** The Clerk advised that the Band D property charge would be £35.98-an increase of £1.66 a year (3p a month). The lower property bands would pay less per month.

The Chair Councillor David Hughes, signed the estimates for the end of the financial year 2016 / 2017, together with the precept allocation pro forma, advising Flintshire County Council in respect of the Community Council's financial requirements for 2017 / 2018.

5(E). 12/17

TO UPDATE 'PROJECT PORTFOLIO'

The Clerk recollects to the Members the present items contained in the Council Project Portfolio.

Members agreed the following: To update the Project Portfolio as follows: **(1)** Cemetery refurbishment £10,000.00 **(2)** Upgrade street lights £25,000.00 (which includes £2,000.000 for the inspection of all 131 street lights) **(3)** Halkyn Library £10,000.00 **(4)** Community Council Elections £5,000.000

6. 13/17

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

There were no representatives reports.

7(A). 14/17

PLANNING APPLICATIONS

The following planning applications have been received:

- (a) Application number: 056244, for approval of details reserved by condition no. 17 (drainage) attached to planning permission Ref: 055218, at Pant Y Pwll Dwr Quarry, Pentre Halkyn.

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

- (b) Application number: for out of hours work on Saturday 17th December, 2016 at Tarmac, Pant Asphalt – between 1200 to 1500 hrs.

Comment by Council: No objection.

- (c) Application number: 056229, erection of a new agricultural building with adjoining concrete yard areas and construction of a new access road and new entrance off Holywell Road to replace existing entrance, at Bryn Eithin Farm, Halkyn.

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

- (d) Application number: 056251, for the conservation of barn to dwelling (amendment to previously approved application Ref: 0539924, at Blackbrook Barn, Blackbrook Road, Sychdyn.

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

- (e) Application number: 056322, for Variation of Condition no. 1 – attached to planning permission Ref: 049756, to allow changes to layout, at Fron Farm, Rhys Y Cae Road, Hendre.

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

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

7(B). 15/17

The Members agreed with the above decisions.

7(C). 16/17

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

There were no further applications received from Flintshire County Council.

7(D). 17/17

PLANNING DECISIONS

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

Application number: 056165, for approval of details reserved by conditions no. 10 (materials) and 11 (stone elevations and coursing) attached to planning permission ref: 048657, at land to the rear of The Stores, Rhes Y Cae. Partially Discharged.

8(A). 18/17

COMMUNITY LIGHTING

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

- (a) Pentre Halkyn – Near to Ty Canol, Martin’s Hill.
- (b) Pentre Halkyn – Between the Post Office and Methodist Chapel.
- (c) Halkyn – Near Mersey View, The Catch.

8(B). 19/17

STREET LIGHTING MAINTENANCE, INSPECTIONS AND ELECTRICITY ENERGY SUPPLIER

The Clerk recollects to the Members, the details provided by Mr. Darell Jones (Flintshire County Council Street Lighting), in relation to maintenance and inspections that could be taken out under the present contract the Council held with the County Council. Mr. Jones also suggested that the Community Council could join the County Council contract for the electricity supply to street lights.

Members agreed the following: The Clerk to contact Mr. Darell Jones, to seek quotations for enhanced inspections and maintenance of street lighting, including further details and costs of a contract - whereby the County Council would supply the Community Council with street lighting energy. The Clerk to place the item on the agenda for the February Council meeting.

9. 20/17

APPROVAL OF ACCOUNTS FOR PAYMENT

| Cheque Number | Payee | Net £ | Vat £ | Total £ |
|----------------------|--|--------------|--------------|----------------|
| | <u>To confirm the following payments made in December, 2016</u> | | | |

| | | | | |
|--|--|--------|-------|--------|
| 435 | Scottish Power (November - Street Lighting Electricity Account) | 324.36 | 64.87 | 389.23 |
| 436 | Flintshire County Council (Street lighting inspection & maintenance – July to September) | 250.00 | | 250.00 |
| 437 | J. E. Duggan-Keen (Caerwys Computer Clinic) (Install BT Hub & ADSL in Parish Hall Library) | 40.00 | | 40.00 |
| 438 | J. E. Duggan-Keen (Caerwys Computer Clinic) (IT training) | 30.00 | | 30.00 |
| <u>Payments to be considered at January Council meeting</u> | | | | |
| 439 | Scottish Power (December - Street Lighting Electricity Account) | 335.15 | 67.03 | 402.18 |
| 440 | H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - via The Post Office) | 493.98 | | 493.98 |
| 441 | Gwyn R. Jones (Joiner – Rhos Y Cae) Repairs to Halkyn notice board | 36.11 | | 36.11 |
| 442 | R. P. Parry – Clerk (Re-imburement of book of postal stamps – as per receipt) | 64.00 | | 64.00 |
| 443 | Society of Local Council Clerks (Membership renewal fee £200.00 – 25% of fee) | 50.00 | | 50.00 |

10. 21/17

APPLICATIONS FOR FINANCIAL SUPPORT

| Cheque Number | Name of organisation | Amount granted £ |
|----------------------|--|-----------------------------|
| 444 | Halkyn Parish Hall (Annual application for financial assistance) | 3,000.00 |
| 445 | Caerwys Agricultural Show (As above) | 100.00 |
| 446 | Denbighshire & Flintshire Agricultural Show | 100.00 |

11. 22/17

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

12. 23/17

Standing Orders were Suspended

Councillor G. T. Robinson advised the Members in relation to the usage of the Rhosesmor Village Hall, and in particular, to the Hall's healthy bank balance. Councillor Robinson enquired if it would

be beneficial if a representative of the Rhosesmor Village Hall Committee, attended a future Community Council meeting. It was stated that whilst the Rhosesmor Hall was used more regularly than Halkyn Parish Hall, a good number of the hirers are not from the Rhosesmor area.

The Members agreed that Councillor Robinson, to invite a representative from the Rhosesmor Village Hall Committee to the March Council meeting. The meeting to commence at 7.00pm.

13. 24/17

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.....**