



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 20th January, 2020, at 7.30pm.**

**1(A). 01/20
PRESENT**

Councillor G. T. Robinson (Chair)
Councillor Brian Coleclough (Vice Chair)
Councillor Colin Barker
Councillor Colin R. D'Arcy
Councillor Miss. Jean S. Davies (Community & County)
Councillor L. Howard Morris
Councillor Mrs. Nicola Richardson
Councillor David G. Roberts
Councillor Mrs. J. Wendy Sigsworth
Councillor John Thomas

Clerk & Financial Officer R. Phillip Parry

**1(B). 02/20
APOLOGIES**

Councillor B. Glyn Coleclough
Councillor Dylan Roberts
Councillor Mrs. Delyth Taylor

Councillor Colin Legg (Flintshire County)

The Chair of Council - Councillor G. T. Robinson welcomed Members to the meeting, and wished everyone a Happy New Year.

**2. 03/20
DECLARATIONS OF INTEREST**

There were no Declarations of Interest Declared.

**3. 04/20
TO APPROVE THE MINUTES OF THE MEETINGS HELD ON THE 18TH NOVEMBER,
2019**

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

4. 05/20

MATTERS ARISING

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

Minute no: 1(D). 170/19 (page 2) in relation to the installation of LED lighting in Halkyn Parish Hall. The Clerk advised that the installation was complete. Mr. Andy Wood – Chair of the Hall Management Committee, had confirmed, that the work had been completed in a professional manner and that there were no outstanding concerns.

Minute no: 4.173/19 sub minute number: 4.151/19 (page 2) in relation to legal guidance from the Society of Local Council Clerks. The Clerk read out to Members the legal advice received in relation to financial assistance to Churches, including towards the upkeep of non-Council owned Cemeteries, which had been received. The legal advice confirmed, that the notice issued by the National Association of Local Councils, also covered financial assistance for the upkeep / grass cutting at Cemeteries – that the Council are not allowed to provide any funding. The Clerk had forwarded a copy of the legal advice to Reverend Hugh Burgess.

Minute no: 4.173/19 sub minute number: 9. 162/19 (page 2) in relation to obtaining three estimates to level the first two rows of internment plots at the Council Cemetery adjacent to St. Mary's Church, Halkyn. Councillor Howard Morris provided the following update: One Company has visited the Cemetery whereby the Clerk will in the near future receive a quotation.

Minute no: 4.173/19 sub minute number: 10.163/19 (page 2) in relation to quotations for the refurbishment of the memorial seat – sited on land to the front of the former Rhes Y Cae School. The Clerk advised, that the seat had been removed from its present position to a new location within the children's play area. This had been carried out by the contractors employed by Flintshire County Council during the installation of new play equipment and confirmed in an e-mail received from Aura Leisure. The Company had not been authorised to carry out the removal – whereby the legs of the seat have been cemented into the ground. This action has caused difficulty whereby the seat was to be taken to a workshop to enable the metal to be cleaned and painted.

Aura Leisure have arranged a site meeting to discuss with the Council's joiner, as to the best way forward to rectify the situation.

Pending matter from previous Minutes: in relation to obtaining estimates for the refurbishment and additional names on the Rhosesmor Memorial. The Clerk recollected to Members, the difficulty in obtaining quotations – whereby four companies have been approached over the past many months, including reminders being issued. One quotation had been received from Delyn Memorials, as follows: Remove & replace 4 x existing slate name plaques £480.00 and supply 4 x new green slate plaques £1,040.00 – copy existing inscriptions & add further names £540.00 plus VAT £412.00 – Total £2,472.00.

Members agreed the following: To accept the quotation for the sum of £2,060 plus VAT £412.00 – Total £2,472.00 from Delyn Memorials.

Pending matter from previous Minutes: in relation to the Rhes Y Cae play area match funding project with Flintshire County Council. The Clerk advised that whilst the Community Council had agreed funding of £10,000.00 towards the £20,000.00 play area project, the full amount had not been spent on equipment. The Clerk provided details in relation of two additional items to complete the project total to £20,000.00 – which included replacing the old artificial grass surfaces below the existing swings with grass-mat safer surfacing at a cost of £4,000.00, together with replacing the play area boundary fence (roadside section) with a longer lasting rigid mesh system with metal posts, all coated green in keeping with the area - at a cost of £3,000.00.

Members agreed the following: The replacement of the grass and fence – as above.

Pending matter from previous Minutes: in relation to concerns with sheep gaining access across the cattle grid to the grounds of Halkyn Parish Hall. The Clerk recollects Members to the previous discussion with the Management Committee, and read out correspondence from Flintshire Countryside Services, together with the Halkyn Ranger. The Clerk further advised in relation to a video sent by the Hall Caretaker, which showed sheep crossing the cattle grid. Councillor Mrs. Wendy Sigsworth advised, that following the installation of a new cattle grid in Halkyn, sheep are also able to cross.

Members agreed the following: The Clerk to advise the Halkyn Parish Hall Management Committee, that the Council are not able to offer any solution to alleviate the concern with sheep crossing the cattle grid.

5(A). 06/20

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:

Rhes-Y-Cae: 1 x Theft – rear tail light has been removed from vehicle.

Rhosesmor: 1 x Suspicious Circumstances – Female walking a dog whereby a male has shot a shotgun approximately 15 feet away. As the dog bolted the shooter has said they were shooting up in the air – and subsequently left on a quad bike.

- (2) The Clerk recollects to Members the last Flintshire County Forum meeting, whereby a presentation had been provided in relation to a Micro-care project that had received funding within the County. The Micro-care Team wish to attend a meeting of the Community Council to provide further information to the Council Members.

Members agreed the following: To invite the Micro-care Team to the 17th February Council meeting – with the meeting to commence at 7.00pm

- (3) Notification from Welsh Assembly Government in relation to the appropriate sum under Section 137. From the 1st April, 2020 - the present sum of £8.12 per elector, will be increased to £8.32 per elector.
- (4) Flintshire County Forum dates for 2020 – forwarded to Councillors' Colin D'Arcy and David Roberts – as the Council's representatives on the Forum.

- (5) Flintshire County Council - Summer Play Scheme 2020. The Clerk advised that the cost of this year's scheme would be £1,428.90, however, the subsidised funding of £900.00 by the Welsh Government had not been confirmed to-date. The Community Council hold two Summer play Schemes at Pentre Halkyn and Rhosesmor.

Members agreed the following: To include the £1,428.90 x 2 together with the current shortfall of £900.00 x 2 – in the budget for 2020 / 2021.

5(B). 07/20

CLERK'S REPORT

- (i) The Clerk advised Members of a deposit to the Council's bank account, the sum of £16,333.33, being the third payment of the 2019 / 2020 precept for the current financial year, received from Flintshire County Council.
- (ii) The Clerk advised that HSBC were deducting the sum of £20.00 from the Council's Business Reserve account each month, which to-date totalled £80.00. The Clerk had contacted the Bank, who apologised and have now transferred the money back into the account.
- (iii) The Clerk advised that he had reported a request from a resident of Och'r Y Bryn, Halkyn, seeking that the Grosvenor Estate prune a number of tree branches, to alleviate leaves falling into the residents garden.
- (iv) **Maintenance and repair costs:** The Clerk advised that the Council's street lighting contractor had sent a revised list of maintenance and repair costs.

Members agreed the following: The Clerk to monitor the increased costs.

5(C). 08/20

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2019

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2019, 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 signed by the Chair of Council – Councillor G. T. Robinson.

5(D). 09/20

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2020 / 2021

The Clerk as Financial Officer, provided 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 2020. The spreadsheet further provided Members, with details of recommended allocations for each of the Council's budget headings for 2020 / 2021 – based on previous spending.

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

- (1) To increase the precept for the forthcoming financial year to £50,000.00 – an increase of £1,000.00. The Clerk advised, that the Band D property charge would be £37.07, an increase to the current charge of £1.06p a year (2.94% = between 8p and 9p a month increase) – per Band D household.
- (2) Earmarked Reserves £21,472.00 / General and Ring-fenced Reserves £17,267.00 / To transfer £16,698.84, from the 2020 / 2021 budget to General Reserves.
- (3) The Chair of Council G. T. Robinson, signed the estimates for the end of the financial year 2019 / 2020, including the precept requirement for 2020 / 2021.
- (4) The Clerk to advise Flintshire County Council, in respect of the Community Council's financial requirements (precept) for 2020 / 2021.

5(E). 10/20

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2019 / 2020

The Clerk advised that this matter is an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council's Internal Auditor.

Members agreed the following: To re-appoint JDH Business Services Ltd., as the Council's Internal Auditor for the end of year 2019 / 2020 accounts.

5(F). 11/20

CLERK'S ANNUAL APPRAISAL – 2019

The Clerk advised and the Chair of Council – Councillor G. T. Robinson confirmed, that the Clerk's annual appraisal had been completed for year 2019.

5(G). 12/20

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

Members brought the following concerns to the meeting:

- (1) Pant Y Gof – Blue Bell to Middle Mill area. The road markings on the junctions are not clear.
- (2) Flooding on Northop Road – below Pen Y Parc Farm.

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

6. 13/20

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. 14/20

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

Councillor Miss Jean S. Davies advised in relation to the following: An anonymous letter received from a Pentre Halkyn resident. Whilst these type of letters are not normally referred to or recorded,

Councillor. Miss. Davies stated, that a number of points raised were valid, whereby a copy of the letter had been sent to Street Scene, seeking a site meeting. The valid points raised in the letter included: Condition of the village in general; filthy pavements; blocked drains – together with other items, including speeding traffic – which have been previously notified to the North Wales Police and is included on the agenda for the January Council meeting 2020.

8(A). 15/20

PLANNING APPLICATIONS

The following planning applications had been received:

- (a) **Application number: 060661** – for proposed erection of rear extension including all internal alterations and all other works relation to toward completion, at Bryn Maen, Buxton Lane, Pentre Halkyn

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

- (b) **Application number: 060749** – for a single storey rear extension, at Noddfa, Wern Road, Rhosesmor.

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

- (c) **Application number: 060449** – for Outline application for the erection of 2no dwellings and formation of access, at Maes Yr Haf, School House, Rhes-Y-Cae.

Comment by Council: Providing that the application complies with planning policy, then no objections raised. However, the Council wish that should the application be successful, that a full planning application will take into consideration the character of the buildings in the surrounding area (**See also Minute number: 8(C). 17/20 (ii) on pages 6 and 7 below**)

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

8(B). 16/20

Members formally confirmed the above decisions.

8(C). 17/20

The following planning application number: 060635 was dealt with by the Members at the meeting, together with an additional comment to application number: 060449:

- (i) Application number: 060635 – for amendment to submitted application, for first floor extension to provide third bedroom and a bathroom, at Ivy House, Halkyn.

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

- (ii) Application number: 060449 – for Outline application for the erection of 2no dwellings and formation of access, at Maes Yr Haf, School House, Rhes-Y-Cae.

Additional Comments by Council: The Community Council are concerned: (a) the visibility aspect from the road adjoining the area of land – whereby a number of accidents have occurred

recently (b) The name ‘School House’ is misleading. (See also Minute number: 8(A). 15/20 on page 6 above)

8(D). 18/20

PLANNING DECISIONS

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

- (a) Application number: 060499 – at Brookside Works, The Nant, Rhydymwyn. Approved
- (b) Application number: 060500 – at Brookside Works, The Nant, Rhydymwyn. Approved
- (c) Application number: 060224 – at Dee House, Halkyn. Approved
- (d) Application number: 060390 – at Land side of The Bungalow, Rhosesmor. Approved

9. 19/20

TO CONSIDER: VEHICLE ACTIVATED SPEED SIGNAGE IN FOUR AREAS IN PENTRE HALKYN (CLLR COLIN D’ARCY)

Councillor Colin D’Arcy addressed Members in relation to his concerns with speeding traffic in a number of areas in Pentre Halkyn, as follows: (1) Brynford Road, Pentre Halkyn – Near 30 mph sign (before dip into Pentre Halkyn) (2) B5123 - by Willowfield Estate, Pentre Halkyn – Near to 30mph sign - travelling towards Pentre Halkyn Village (3) B5123 Pentre Road, Pentre Halkyn - travelling from Pentre Halkyn – Near to 30mph sign (4) Martins Hill, Pentre Halkyn – travelling down from the Cattle Grid area (5) Church Hill.

Councillor D’Arcy requested that the Community Council approach Flintshire County Council, seeking that speed activated ‘Slow Down’ signage is installed.

The Clerk advised, that as Councillor D’Arcy had notified the agenda items a few weeks previously, the Clerk had written to the County Council seeking their views. Whilst an acknowledgement had been received, there had been no further response.

Members agreed the following: Upon Councillor D’Arcy’s request, the Councillor will contact the relevant Officer directly in Flintshire County Council, to discuss and report to the Community Council in the February meeting.

10. 20/20

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	BACS: All Electric Ltd (Greenfield) payment of 50% of accepted quotation Re: installation of LED lighting in Halkyn Parish Hall	1,586.41	317.28	1,903.69
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November. Payments dated 2 nd December 2019			
	Direct Debit: Scottish Power (November - Street	120.96	6.05	127.01

	Lighting Electricity Account) Payment dated 18 th December, 2019			
	BACS: All Electric Ltd (Greenfield) payment of remaining 50% of accepted quotation following completion – including extra work Re: installation of LED lighting in Halkyn Parish Hall	1,622.41	324.48	1,946.89
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December and Quarterly payment for Cemetery administration). Payments dated 2 nd January 2020			
	Standing Order: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December, 2019. Payment dated 8 th January, 2020. NOTE: Amount due £728.91 less £305.09 credit held by HMRC.	423.82		423.82
	<u>Payments for consideration at meeting:</u>			
	Direct Debit: Scottish Power (November - Street Lighting Electricity Account) Payment date 20 th January 2020	124.92	6.25	131.17
649	Halkyn Parish Hall Trust (Halkyn Library charge for September, October & November £357.50 / Community Council meeting room hire £30.00)	387.50		387.50
650	Society of Local Council Clerks (Quarter payment with other Councils - membership fee of £227.00)	56.75		56.75
651	R. P. Parry – Clerk. Re-imburement of full purchase cost of £191.66 plus VAT £38.33 – new colour printer - as agreed by Chair and Vice Chair in-between meetings. Caerwys, Dyserth & Whitford Councils to pay quarter share each of £47.91 to Halkyn Council - VAT to be re-claimed by Halkyn Council)	191.66	38.33	229.99
652	Rhys W. Williams (Cemetery & other grass cutting – 2019)	995.00		995.00

11. 21/20

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
653	Urdd Eisteddfod (Denbighshire) (Application for annual donation) Section 145 LGA 1972	100.00

654	Caerwys Agricultural Show (Application for annual donation) Section 144 of the LGA 1972	250.00
655	Wales Air Ambulance (Application for annual donation) Section 137 LGA 1972	500.00

12. 22/20

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.....**