



# **CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL**

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## **Minutes of the Meeting of Halkyn Community Council, Held Virtually by Video and Telephone Conference, On Monday the 25<sup>th</sup> April, 2022, at 7.30pm.**

### **1(A). 67/22 PRESENT**

Councillor Colin R. D'Arcy (Vice Chair)  
Councillor B. Glyn Coleclough  
Councillor Mrs. Nicola Richardson  
Councillor David G. Roberts  
Councillor Dylan Roberts  
Councillor G. T. Robinson  
Councillor Mrs. Delyth Taylor

Clerk & Financial Officer R. Phillip Parry

### **1(B). 68/22 APOLOGIES**

Councillor Colin Barker  
Councillor Brian Coleclough  
Councillor Miss. Jean S. Davies  
Councillor L. Howard Morris  
Councillor Mrs. J. Wendy Sigsworth  
Councillor John Thomas

### **1(C). 69/22 ABSENT**

None

### **2. 70/22 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No attendance at meeting by public, no questions, comments or representations received prior to meeting.

### **3. 71/22 DECLARATIONS OF INTEREST**

There were no Declarations of Interest Declared.

#### 4. 72/22

### TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21<sup>ST</sup> MARCH, 2022

The Minutes were proposed as correct by Councillor Delyth Taylor and seconded by Councillor G T Robinson and formally agreed by the Members present.

#### 5. 73/22

### PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 5. 52/22 (1) (page 2)** – in relation to vehicle activated signage in Pentre Halkyn. The Clerk advised that he had held a virtual meeting with a Highway Officer, who stated, that the installation of the signage would take place during the latter part of week commencing 28<sup>th</sup> March. Councillor Colin D’Arcy confirmed, that the signage had not been installed.

**Members agreed the following:** The Clerk to further contact the Highway Officer, and express the Community Council’s concern with the further installation delay.

- (2) **Minute no: 5. 52/22 (4) (page 2)** – in relation to the Clerk contacting the Grosvenor Estate, to endeavour to ascertain responsibility for the white stones that are sited across the Halkyn Mountain. The Clerk advised that following further contact with the Grosvenor Estate, who had provided a copy of the Winter 2015 edition of the Halkyn Mountain News. Page 4 contained a report from the County Councillor, which referred to the white stones, and stated the following: ‘Unfortunately and unwisely (the painting of these stones) has now ceased to be an essential responsibility of the County Council’
- (3) **Minute no: 6(D). 56/22 (page 4)** – in relation to the purchase of Commemorative Queen’s Jubilee boxed mugs and in particular, prior to an order being placed, the number of school children within the Community Council area. Councillor Delyth Taylor advised, that the County Schools Admissions Office had stated, there were 399 children within the Community Council area. The addresses of the school children could not be provided under the GDPR – with Councillor Delyth Taylor offering to arrange distribution.

**Members agreed the following:** (1) The Clerk to order 12 boxes (432 mugs) of Commemorative Queen’s Platinum Commemorative Mugs, with the bilingual name of Halkyn Community Council, at a cost of £2,516.80 VAT £ 503.36 – total cost £3,020.16 (2) To purchase 450 appropriate sized cardboard mug holding boxes at a cost of £189.00 VAT £37.80 – total cost £226.80 (3) Thanked Councillor Delyth Taylor for offering to arrange the distribution of the mugs (4) Councillors to arrange to box the mugs in due course.

- (4) **Minute no: 6(E). 57/22 (ii) (page 5)** – in relation to road signage on the corner of the B5122 and Rhes Y Cae turning in Halkyn. The Clerk advised that the Street Scene Officer had notified, that the current signage was in a metal format that is currently not used, and had offered to meet with the resident on site to discuss. The Clerk had arranged this meeting.
- (5) **Minute no: 6(E). 57/22 – Update from Street Scene (page 5)** – in relation to dust residue concerns by residents in Rhosesmor. The Clerk advised that the concern had been reported to Flintshire County Council, with a request for equipment to be installed in the area to monitor the dust levels. The County Customer Services had replied, stating the following: ‘The request would be dealt with accordingly’

**6(A). 74/22**

**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 following criminal offences had been reported to the North Wales Police, that had occurred within the Halkyn Community Council area:

**Halkyn:** 1 x Criminal Damage / 1 x Public Order

**Pentre Halkyn:** 3 x Violence / 1 x Anti Social Behaviour / 1 x Criminal Damage

**Rhes-Y-Cae:** No offences reported

**Rhosesmor:** (Wern area) 1 x Violence

- (2) Flintshire County Council (County Returning Officer): Election of Town & Community Councillors / Date of Election: Thursday 5<sup>th</sup> May, 2022. Statement of Persons Nominated.
- (3) Flintshire County Council (Chief Officer – Governance): Notification of Code of Conduct training for Councillors, to be held virtually on the following dates: Tuesday 24<sup>th</sup> May; Monday 30<sup>th</sup> May; Tuesday 14<sup>th</sup> June – held between 6.00pm and 8.00pm. Under Section 67 of the Local Government and Elections (Wales) Act 2011 (Community Council Training Plans) the training should be regarded as compulsory, whether or not any Councillor has attended training previously.

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

- ❖ Holywell Leisure Centre: Information from Dr. Mark Rowlands (Trustee)
- ❖ Flintshire County Council: Car parking charges payable by phone
- ❖ Natural Resources Wales: North Wales Wildlife Trust project poster

**6(B). 75/22**

**CLERK'S REPORT**

- (a) The Clerk advised that the yearly Service Level Agreement from Aura Leisure, to provide the Library Service in Halkyn Parish Hall had been received for consideration. The Agreement dated from 1<sup>st</sup> April to 31<sup>st</sup> March, whereby the budget cost had been agreed by Council for this new financial year.

**Members agreed the following:** The Clerk to sign the Service Level Agreement on behalf of the Community Council, to continue the provision of the library service for this financial year 2022 / 2023.

- (b) The Clerk advised that the wooden bus shelter sited in The Windmill area in 2017 – now requires staining.

**Members agreed the following:** The Clerk to obtain a quotation for the staining of the bus shelter, for consideration at the May Council meeting.

**(c) HALKYN PARISH HALL**

The Clerk brought to the attention of Members, the following quotations that had been previously discussed with the Parish Hall Management Committee:

- (i) All Electric Contractors Ltd (Greenfield). Quotation for the sum of £496.97 plus VAT £99.39 – Total £596.36 – for urgent replacement of the fire and burglar control unit.

**Members agreed the following:** Agreed the quotation, the Clerk to issue a Work Order.

- (ii) Wall-Lag (Wales) Ltd (Mold). Quotation for loft insulation (72m<sup>2</sup> plus 300mm layer) at £612.00 plus VAT at 5% - Total £642.60

**Members agreed the following:** (1) Agreed the quotation, the Clerk to issue a Work Order  
(2) Members took into consideration the £500.00 limit for quotations and suspended Financial Standing Orders and agreed, that as the meterage cost was available on a number of local companies web sites, the cost from Wall Lag (Wales) was reasonable. Council also took into consideration, that the Company were registered suppliers to Flintshire County Council.

**6(C). 76/22**

**TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2021 / 2022**

The Clerk, as Financial Officer, had provided Members by e-mail prior to the meeting, with copies of the end of year Statement of Financial Accounts - for the year ending 2021 / 2022. The Clerk advised Members further, in relation to the budget analysis, together with the end of year balances, including a number of outstanding work orders that had not been completed to date, which total £3,508.00.

**Members agreed the following:** Approved the end of year accounts for the financial year 2021 / 2022. As the Council meeting was held by video conference, the Clerk to obtain the signature of the Vice Chair of Council on the Statement of Accounts in due course.

**6(D). 77/22**

**TO FURTHER DISCUSS: RENOVATION COSTS OF SEAT IN HALKYN**

The Clerk advised that the Council's joiner had viewed the metal bench seat and provided the following information. The seat requires moving from its current position and transported to a metal workers shop, once there the back and bottom of the seat rail would require to be straightened and re-aligned to its original design. Thereafter, the seat transported to a power coating specialists, to blast the surface clean of all the old lead paint; then apply a suitable undercoat to all areas and finish with a satin black powder coat. The seat to be collected and repositioned to an agreed location and securely fixed. The cost would be in the region of £960.00 to £1,100.00 – depending on the secure fixing.

The Clerk further advised, of correspondence received from a resident who wished the seat to remain in its present position.

**Members agreed the following:** (1) The Clerk to seek a firm quotation for consideration at the May Council meeting, to include the fixing cost to either the existing concrete base, or a new base  
(2) the seat to remain in its current position once repair and other work is completed.

**6(E). 78/22**

**STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

**The following concern was brought to the attention of the meeting:**

- Pot holes in Shone's Lane, Berth Ddu. By the entrance near the junction with the B5123 and going up the hill.

**The Clerk advised that the above concern would be brought to the attention of Street Scene.**

#### **7. 79/22**

#### **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.

#### **8. 80/22**

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

- The Clerk advised, that there were no reports received.

#### **9(A). 81/22**

#### **PLANNING APPLICATIONS**

**The following planning application had been received:**

- (a) Application number: 064163 – for the erection of a 2 Storey flat roof extension to the rear of the property to extend existing bedroom and provide additional ground floor living room, at Tremafon, 7 Willowfield Estate, Pentre Halkyn.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

**(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

#### **9(B). 82/22**

**Members formally confirmed the above decision.**

#### **9(C). 83/22**

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

- (a) Application number: 064279 – for Change of use from Class B1 to C1 – proposed refurbishment and alterations to convert the Old Church School into an 8 bedroom holiday let, at Old Church School, Halkyn.

**Comment by Council:** In principle, have no objection to the application, however, the following concerns are expressed: (1) The limited number of off-road parking spaces as shown on the deposited plan (2) The access to the rear of the property from the B5123 Road, is on a hill and directly opposite the main Lych-gate entrance to St. Mary's Parish Church. During various services at this Church (Sunday and mid-week) there is traffic congestion on this busy road.

- (b) Application number: 064289 – for Listed Building application – as above application number: 064279.

**Comment by Council:** as above application number: 064279.

- (c) Application number: 064260 – for erection of single storey single pitched extension on the front to replace the current porch style entrance area, at Bryn Ffynnon, Halkyn.

**Comment by Council:** No objection to the application, as long as planning policies and planning guidance notes are complied with.

9(D). 84/22

**PLANNING DECISIONS**

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

- Application number: 063836 – for proposed replacement and enlargement of balcony to side elevation of existing building, at Top Y Parc Farm, Pant Y Gof, Halkyn. Approved.

10. 85/22

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March & Quarterly payment for Cemetery administration. Payments dated: 01/04/2022			
	<b>Direct Debit:</b> Scottish Power (March - Street Lighting Electricity Account) Payment dated: 19/04/2022	478.42	23.92	502.34
	<b><u>Payments for confirmation and consideration at meeting to be paid by BACS:</u></b>			
	Flintshire County Council (Vehicle Activated Signage in Pentre Halkyn – as previously agreed by Council) Payment dated: 31/03/2022	6,858.92		6,858.92
	Flintshire County Council (Pentre Halkyn Village name signs – as previously agreed by Council) Payment dated: 31/03/2022	651.50		651.50
	<b>Above two payments (1) Authorised by two Councillor bank signatories (2) Entered in 2021 / 2022 accounts (March 2022)</b>			
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Aura Leisure & Libraries (Service Level Agreement for Halkyn Library – 2021 / 2022)	3,734.38		3,734.38
	HSBC Bank – Monthly bank charge	5.00		5.00

	Rhys W. Williams (Grass cutting contract for Council Cemetery for 2021)	810.00		810.00
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**11. 86/22**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<b><u>Authorised to be paid by BACS:</u></b>	
	Wales Air Ambulance (Application for annual grant) (Section 137 LGA 1972)	£250.00
	Hope House Ty Gobaith Children's Hospice (Application for annual grant) (Section 137 LGA 1972)	£350.00
	Rhosesmor Village Hall Committee (Application for financial assistance towards Queen's Jubilee Celebrations in Rhosesmor) (Section 19 LGA 1976)	£500.00
	Pentre Halkyn Junior Football Club (Application for financial assistance towards Queen's Jubilee Celebrations in Pentre Halkyn) (Section 19 - 3(a) LGA (Miscellaneous Provisions) Act 1976)	£510.00
	Rhes Y Cae & Moel y Crio Sheepdog Trials and Show (Application for annual grant) (Section 144 of the LGA 1972)	£500.00 (see note)
	<b>(Note):</b> During Councillors discussion a point referred to in the application stated 'the show being the only one on the mountain' The Council wish to consider increasing the donation for next years show. However, the Council wish to discuss this with the committee, or a representative, as to how the increase in funding can assist.	

**12. 87/22**

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

**There being no further business, the Vice Chairman thanked everyone for attending and closed the meeting.**

**SIGNED BY THE CHAIRMAN.....**

**DATE OF APPROVAL.....**