



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

Minutes of the Meeting of Halkyn Community Council, Held Virtually by Video and Telephone Conference, On Monday the 16th May, 2022, at 7.00pm

Annual Council Meeting

1. 88/22

SIGNING OF DECLARATIONS OF ACCEPTANCE OF OFFICE (ALL COUNCILLORS)

The following Councillors' signed their Declaration of Acceptance of Office:

Councillors' Brian Coleclough, B. Glyn Coleclough, Colin R. D'Arcy, David G. Roberts, Dylan H. Roberts, Bob Robinson

The Clerk advised that as Councillor Ray Faulder-Jones had provided his apologies; this Declaration had been signed prior to the meeting.

Members agreed the following: Adjourned the Declaration of Acceptance of Office by Councillors' Jean Davies and Howard Morris, to be completed prior to or at the June 2022 Council meeting.

2(A). 89/22

APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2022 / 2023

Councillor Colin D'Arcy was proposed by Councillor Bob Robinson and seconded by Councillor David Roberts, as Chair of Council. There were no further nominations. Councillor D'Arcy accepted.

Members agreed the following: Councillor Colin D'Arcy be appointed as Chair of Council for the period 2022 / 2023.

The retiring Chair of Council, Brian Coleclough thanked the Councillors and Clerk for their support during the last year and expressed his best wishes to Councillor D'Arcy, during his term of office.

Councillor Colin D'Arcy thanked Councillor Brian Coleclough for his sterling year of service to the Council and Community.

Members agreed the following: The Clerk to write to the retiring Councillors, thanking them for their public service and commitment to the Council and residents of the Council area, together with the Council's best wishes for the future.

2(B). 90/22

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (CHAIR OF COUNCIL)

Councillor Colin D’Arcy read out the Declaration of Acceptance of Office and signed the document which was shown virtually to Members.

3(A). 91/22

PRESENT (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Colin R. D’Arcy (Chair)
Councillor David G. Roberts (Vice Chair)
Councillor Brian Coleclough
Councillor B. Glyn Coleclough
Councillor Dylan H. Roberts
Councillor Bob Robinson

Clerk & Financial Officer R. Phillip Parry

3(B). 92/22

APOLOGIES (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Jean S. Davies (Community & County)
Councillor Ray Faulder-Jones
Councillor Howard Morris

County Councillor Simon Jones

3(C). 93/22

ABSENT

None

4. 94/22

APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2022 / 2023

Councillor David Roberts was proposed by Councillor Glyn Coleclough and seconded by Councillor Brian Coleclough. There were no further nominations. Councillor Roberts accepted.

Members agreed the following: To appoint Councillor David Roberts, as Vice Chair for the year 2022 / 2023

5. 95/22

CO-OPTION OF VACANT COUNCILLOR SEATS (FOLLOWING UNCONTESTED ELECTION)

The Clerk advised Members that there were four Councillor vacancies (One in Pentre Halkyn Ward and three in Halkyn Ward). The Clerk further advised in relation to the procedures following an uncontested election, for the filling of vacant seats – under the Representations of the People Acts in 1983 and 1985 and Local Government (Wales) Measure 2011.

Members agreed the following: (1) The Clerk to advertise the vacant Councillor seats on the various public notice boards and Council web site (2) Appointed Councillor Brian Coleclough to receive applications and to provide any advice to prospective candidates (3) The vacancy to be listed on the June meeting agenda.

6. 96/22

MINUTES OF THE ANNUAL MEETING HELD ON THE 17TH MAY 2021

The Clerk advised Members, that the Minutes of the 2021 Annual Meeting were formally proposed, seconded and agreed at the 21st June, 2021 meeting; under Minute number: 3. 112/21.

Members agreed the following: Re-affirmed the above decision.

7. 97/22

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

The Clerk recommended to Councillors that this item be adjourned to a future date, when the Council have a full compliment of Members.

Members agreed the following: Adjourned to the July 2022 Council meeting.

General Council Meeting

8. 98/22

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

The following items had been received:

- (i) Concerns with footpath numbers 40 and 41 – in the area of Pen Y Bryn Henblas Quarry. Increase of vehicles using the footpaths, which has resulted in deterioration of the pathways. The Clerk advised, that the concerns had been reported to the County Rights of Way Team, who had acknowledged and stated, a visit and inspection of the pathways will be arranged. The Team also advised, that a similar complaint had been received from a member of the public.
- (ii) Telephone call received on afternoon of this Council meeting advising, that moles were again in the area of the Council Cemetery, adjacent to St. Mary's Church, Halkyn.

Members agreed the following: The Clerk to arrange with the Councils mole-catcher to visit the Cemetery.

9. 99/22

DECLARATIONS OF INTEREST

Councillor Brian Coleclough in relation to the Chair of Council's retiring allowance. (**Minute number: 17. 114/22 on page 9 below**).

10. 100/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18TH APRIL, 2022

The Minutes were proposed as correct by Councillor Bob Robinson and seconded by Councillor Glyn Coleclough and formally agreed by the Members present.

11. 101/22

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 5. 73/22 (1) (page 2)** – in relation to vehicle activated signage in Pentre Halkyn. The Clerk advised that he had received a telephone call from Lee Shone (Highway Technician) who advised that the signs would be installed towards the end of this week.

Members agreed the following: Councillor Colin D’Arcy to visit the installation areas and report back to the Clerk.

- (2) **Minute no: 5. 73/22 (3) (page 2)** – in relation to the purchase of Commemorative Queen’s Jubilee boxed mugs. The Clerk advised that the cardboard boxes to hold the Jubilee mugs had been delivered to the Halkyn Parish Hall. The mugs were due in the next two weeks.

Members agreed the following: Once the mugs arrive the Clerk to arrange for Councillors to attend at the Hall to assist with the packing.

- (3) **Minute no: 6(B). 75/22 (b) (page 3)** – in relation to the wooden bus shelter in The Windmill. The Clerk advised that a quotation had not been received to-date.
- (4) **Minute no: 6(B). 75/22 (c) (i) (page 4)** – in relation to the previously accepted quotation from All Electric for work in Halkyn Parish Hall. The Clerk advised that the original quotation was issued to the Parish Hall Management Committee in January of this year. The quotation had expired. A new quotation had been received at an extra cost of £69.00 plus VAT.

Members agreed he following: Agreed the increase cost.

- (5) **Minute no: 6(D). 72/22 (page 4)** – in relation to the renovation costs of a seat in Halkyn. The Clerk advised that the Council’s joiner was still collating the costs from others and would be available for the June Council meeting for consideration.

12(A). 102/22

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: No offences reported

Pentre Halkyn: 3 x Violence / 1 x Anti social behaviour

Pentre Halkyn (A55 area): 1 x Criminal damage / 1 x Public order

Rhes-Y-Cae: No offences reported

Rhosesmor (Wern area): 1 x Violence

- (2) Flintshire County Council – Code of Conduct mandatory training for all Councillors. The Clerk had e-mailed Councillors prior to the meeting a list of the following training dates: Tuesday 24th May; Monday 30th May; Tuesday 14th June. The training to be held virtually between 6.00pm to 8.00pm.

Members agreed the following: Provided the Clerk with their availability dates for the above training.

- (3) Rob Roberts MP (Delyn) – Congratulating Councillors on being either re-elected or newly elected and stated ‘Town & Community Councillors are fundamental in the day to day running of our communities’.

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

- ❖ Flintshire County Council: Burning of brash in the area of the Wern during week commencing 25th April
- ❖ Halkyn Mountain Nature Group: Wildlife exploration afternoon and launch of new wildflower booklet, on Saturday 21st May between 1.00pm and 5.00pm at Halkyn Parish Hall.
- ❖ Pentre Halkyn Queen’s Jubilee Celebrations: Poster advertising the event – which stated that the Halkyn Community Council provided financial assistance.

12(B). 103/22 CLERK’S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council’s bank account:
- £16,666.66 - Flintshire County Council: First precept payment for financial year 2022 / 2023
 - £1,304.00 – Flintshire County Council: Cemetery grant.
 - £1,214.40 - HM Revenue & Customs: VAT Refund for financial year 2021 / 2022
- (b) E-mail received from Natural Resources Wales (NRW), in relation to a post on the Halkyn Mountain Community Facebook page, which advertised a tidy up of the Clay Ponds in Rhosesmor and were seeking volunteers. NRW were concerned that the organiser had not received permission from the landowner and NRW consent, including a Protected Species Licence. Following contact with a Rhosesmor Councillor, the details for the NRW Officer had been provided to the event organiser.
- (c) Application by Christchurch, Rhes Y Cae, to agree the location for the lighting of the Rhes Y Cae Beacon for the Queen’s Jubilee weekend, in the area of The Voel, together with a request that the Community Council reimburse the cost of insurance for the event. Safety barriers will be erected with a risk assessment completed.

The Clerk recollects to Members, that the Beacon was originally donated for the Millennium celebrations in 2000, and has been used for Royal events since. This Council have previously assisted financially with the lighting aspect.

Members agreed the following: (1) Area of The Voel is a suitable site for the lighting of the beacon (2) To re-imburse the insurance cost.

12(C). 104/22

TO RECEIVE: INTERNAL AUDITOR'S REPORT – 2021 / 2022

The Clerk advised Members, that the Internal Auditor's Report for the year 2021 / 2022 had been received. The report was shown virtually to Members, whereby a copy had been sent by e-mail to the Chair and Vice Chair prior to the meeting.

The Clerk further advised Members in relation to the contents of the report, which stated the following: 'No internal control issues identified. The Council has maintained a robust set of books and accounts for the financial year'.

Members agreed the following: The Internal Audit report be accepted. The Clerk was thanked for his work.

12(D). 105/22

WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2022

The Clerk advised Members that Sections in the above document named: Accounting statements for 2021-22, together with the Annual Governance Statement 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 Council Approval and Certification Section was now required to be signed by the Clerk and formally approved by Council for signature by the Chair. Members were shown a virtual copy of the return.

Members confirmed the following: The Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk. As the Council meeting was held by video conference, the Clerk to obtain the signature of the Chair of Council on the Annual Return in due course.

12(E). 106/22

TO ARRANGE THE ANNUAL CEMETERY INSPECTION

The Clerk recommended to Councillors that this item be adjourned to a future date, when the Council have a full compliment of Members.

Members agreed the following: Adjourned to the July 2022 Council meeting.

12(F). 107/22

TO FURTHER DISCUSS: HOLDING OF FUTURE COUNCIL MEETINGS

The Clerk recollects Members to previous discussions and in particular, the Welsh Government Wales Measure – that meetings of the Council cannot be held entirely face to face, whereby equipment was required to 'hear and be heard'. Whilst the Government decision had been made without any consultation with Town & Community Councils in Wales, the Government have provided funding to One Voice Wales to provide a report on the difficulties and financial aspects to implement this measure.

Members agreed the following: The Clerk to purchase the necessary equipment and wi-fi access (if required) with a view to commencing hybrid meetings in September. If required, the cost to be considered in-between meetings by the Chair and Vice Chair of Council.

12(G). 108/22

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

The Clerk advised in relation to the following concern(s) that had been reported to StreetScene, since the last Council meeting:

- No matters of concern had been received and reported since the last Council meeting.

The Clerk provided the following update from Mr. Neil Hickie (StreetScene) Officer

- No update in relation to previously reported concerns had been received from Street Scene.

Members brought the following concern(s) to the meeting:

- ❖ The previously reported pot holes in the area of Shone's Lane, Berth Ddu, have not been repaired.

The Clerk advised that he would further contact Street Scene.

13. 109/22

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.

14. 110/22

COUNTY COUNCILLORS' REPORTS (COUNCILLOR JEAN DAVIES & SIMON JONES)

The Clerk advised the following:

- ❖ Councillor Jean Davies is still hospitalised. The Clerk has an appointment with Councillor Davies at the hospital later this week to facilitate the signing of the Declaration of Acceptance of Office.
- As Councillor Simon Jones has only recently been elected as County Councillor, there was no report.

15(A). 111/22

PLANNING APPLICATIONS

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

- (a) Application number: 064294 – for proposed extension and alterations, at Fron Farm, Windmill.

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

- (b) Application number: 064274 – for erection of a two storey rear extension (previously approved under Ref: 058272), at Arfryn, Rhosesmor.

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

- (c) Application number: 064461 – for erection of a single storey annex accommodation for parent, at Keepers Cottage, Bryn Y Gelli, Rhydymwyn.

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

- (d) Application number: 064370 – for demolition of attached store to north facing elevation, erection of two storey and single storey extension to east facing elevation. Demolition of conservatory and outbuildings and erection of a new detached garage, at Treetops, Pant Y Gof, Halkyn.

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

15(B). 112/22

PLANNING DECISIONS

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

- (a) Application number: 063754 – amendments to existing listed building for proposed alterations, at Gwysaney Saw Mills, Rhosesmor. Approved.
- (b) Application number: 063786 – for demolition of existing garage and the erection of a larger detached garage, at 1 Bryn Rodyn, Rhes Y Cae. Approved.

16. 113/22

TO DISCUSS: INSTALLATION OF YELLOW PARKING RESTRICTION LINES ON THE A5026 - IN THE NANT (CLLR GLYN COLECLOUGH)

Councillor Glyn Coleclough advised in relation to continual weekday parking of generally heavy vehicles in the vicinity of the entrance to Billy Jeans Café – a popular stopping place for the haulage industry on the A5026 road that runs alongside the A55 roadway. Whilst a number of vehicles park in a considerate manner, which does not particularly either obstruct or cause a nuisance, the area at the junction to the Cornist Lane and either side of the entrance to the Café area, vehicles park on the actual highway. This causes extreme difficulty for other road users, in particular, whilst endeavouring to exit Cornist Lane onto the A5026 – whereby vehicles, including cyclist have no option but to enter the middle of the roadway to gain a view to exit the lane into the main road. This is a dangerous manoeuvre. Whilst the concern is each weekday there appears to be an influx of lorries between the hours of 10.30am to 1.30pm. Councillor Coleclough suggested that the installation of yellow parking restriction lines could assist to alleviate the concern.

Members agreed the following: The Clerk to write to Flintshire County Council Highways, seeking that a review of the current situation is completed with a view to the installation of parking restrictions. To also suggest a site meeting is held between Highway Officers and at least two Community Councillors.

17. 114/22

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<p><u>Payments made / due – to be confirmed:</u></p> <p>Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for</p>			

April) Payments dated: 03/05/2022			
BACS: Communications Corp (Clerks & Councils Direct) 432 X Queen's Jubilee Commemorative Mugs (as agreed in April meeting (Payment dated: 04/05/2022) (Authorised by two Councillor bank signatories)	2,516.80	503.36	3,020.16
BACS: Re-imbusement to R P Parry – Clerk: Lightening Packaging Supplies) Carboard presentation boxes – for above mugs (as agreed in April meeting (Payment dated: 04/05/2022) (Authorised by two Councillor bank signatories) – as per receipt	189.00	37.80	226.80
Direct Debit: HSBC Bank (Charges) Payment made: 16/05/2022	5.80		5.80
Direct Debit: Scottish Power (April - Street Lighting Electricity Account payment due: 18/05/2022)	463.26	23.16	486.42
<u>Payments for consideration at meeting to be paid by BACS:</u>			
Retiring Chair of Council allowance (Councillor Brian Coleclough) (Note: Councillor Coleclough Declared an Interest. (Minute number: 9. 99/22 on page 3 above)	400.00		400.00
BHIB Councils Insurance (Annual Community Council Insurance Policy Renewal)	757.62		757.62
JDH Business Services (Internal Audit)	247.50	49.50	297.00

18. 115/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

19. 116/22

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.....