



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 17th October, 2022, at 7.30pm**

**1(A). 187/22
PRESENT**

Councillor Colin R. D'Arcy (Chair)
Councillor David G. Roberts (Vice Chair)
Councillor Brian Coleclough
Councillor B. Glyn Coleclough
Councillor Howard Morris
Councillor David Palmer
Councillor Nicola Richardson
Councillor Dylan H. Roberts
Councillor Wendy Sigsworth
Councillor Delyth Taylor

Clerk & Financial Officer R. Phillip Parry

**1(B). 188/22
APOLOGIES**

Councillor Jean S. Davies
Councillor Ray Faulder-Jones
Councillor Bob Robinson

**1(C). 189/22
ABSENT**

None

**1(D). 190/22
Standing Orders Were Suspended**

- (i) The Chair of Council Councillor Colin D'Arcy welcomed Ms. Gill Murgatroyd (Flintshire Standards Committee) to the meeting. Members individually introduced themselves.

Ms. Murgatroyd advised Members that the visit was as an observer in her role as an independent member of the Flintshire Standards Committee. The visit was both an opportunity to raise the profile of the Standards Committee and to reinforce the Code of

Conduct of Town & Community Councils. All Town & Community Councils will be visited over the next couple of months, whereafter the County Monitoring Officer will provide feedback directly to the Clerk (including identifying any Councillor training) and also at the joint virtual meeting between Town & Community Councils and Flintshire County Standards Committee, on Monday 7th November.

- (ii) The Chair of Council Councillor Colin D’Arcy welcomed Neil Hickie (Flintshire Street Scene) to the meeting.

Neil provided the following updates to seven outstanding matters:

- (1) Dog bin in Shone’s Lane, Berth Ddu
- (2) Damaged road sign in Rhosesmor
- (3) Road markings in the area of the Cenotaph in Rhosesmor
- (4) Leylandii concerns in Hafod Drive
- (5) Finger post signage in Maes Alyn area
- (6) Buxton Lane. Landowner spoken to in relation to canopy bushes on roadway
- (7) Gully in Halkyn Village at Junction with B5123

Neil provided the following information in relation to current and future work:

- (i) Slurry sealing on a number of roads
- (ii) Work being completed on a property adjacent to the Football field in Pentre Halkyn
- (iii) Parking bays in Pentre Halkyn being re-hatched
- (iv) Fencing being replaced in Rhes Y Cae

The following items of concern were raised at the meeting:

- (a) Horses on the slip road travelling towards the A55. Neil advised that the area is the responsibility of the Wales Trunk Road Agency.
- (b) Buxton Lane: Poplars name sign has disappeared. Could this be replaced.
- (c) A number of signs in the area are obliterated by hedge / tree branches overgrowth
- (d) The Windmill name signage has disappeared from two locations

Damaged Street Lantern:

Advised that a street lantern adjacent to Bryn Awel in Pentre Halkyn, whereby the bracket requires attention. The Clerk advised that the concern would be reported to the Council’s street lighting contractor.

Dust concerns emanating from the Cemex Quarry:

Councillors discussed with Neil a number of complaints received in relation to the above concern, as follows:

The constant and unacceptable volume of dust emanating from the Cemex Quarry. Apart from the dust in general, apparently the lorries are being allowed to exit the quarry without the wheels being washed, together with a number of lorries which are exiting without any covering – this allows the dust particles to cascade onto the roads for miles around the quarry. It was also suggested that the road sweeper hired by the quarry; is not really effective.

Members agreed the following: The Clerk to request that the above concerns are placed on the pending Quarry Liaison meeting. Councillor Howard Morris as the Council’s representative on the liaison committee will discuss at the meeting.

The Chair of Council Councillor D'Arcy thanked Neil Hickie for attending the meeting.

1(E). 191 /22

Standing Orders Were Re-instated

2. 192/22

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 193/22

DECLARATIONS OF INTEREST

The following Declarations of Interest were Declared:

- Councillor Nicola Richardson: **Minute number: 12. 208/22 on page 8 below** in relation to an application for financial assistance by Halkyn Mountain News.
- Councillor Wendy Sigsworth: **Minute number: 12. 208/22 on page 8 below** in relation to an application for financial assistance by Halkyn Mountain News.

4. 194/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 26TH SEPTEMBER, 2022

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

5. 195/22

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 5. 167/22 (2) (page 3)** – in relation to the sale of Queen's Commemorative Mugs at the Halkyn Library. The Clerk advised that he had called into the library whereby a number of mugs have been sold and also a number have been provided to children from the community. The Librarian had kindly agreed to continue the sale until the end of the year.

Members agreed the following: Thanked the librarian for their assistance.

- (2) **Minute no: 5. 167/22 (3) (page 3)** – in relation to parking restrictions in The Nant area. The Clerk advised, that despite a reminder, there had been no further response from the County Highway Officer. The Clerk will make further contact.
- (3) **Minute no: 5. 167/22 (4) (page 3)** – in relation to a request to Flintshire County Council to consider a one way system in the area of Buxton Lane. The Clerk advised, that despite a reminder, there had been no further response from the County Highway Officer. The Clerk will make further contact.
- (4) **Minute no: 5. 167/22 (ii) (page 3)** – in relation to the results from the speed monitoring tubes in the Pentre Halkyn area. The Clerk advised, that despite a reminder, there had been no further response from the County Highway Officer. The Clerk will make further contact.

6(A). 196/22
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: 2 x Anti social behaviour

Pentre Halkyn: 1 x Anti social behaviour / 1 x Burglary / 1 x Drugs / 1 x Theft / 1 x Theft from a person

Pentre Halkyn (A55 Road area): 4 x Violence

Rhes-Y-Cae: 1 x Other crime / 1 x Violence

Rhosesmor: No offences reported.

- (1) Independent Remunerational Panel for Wales: Notification of draft annual report for 2023 – which contains the following provision for Town & Community Councils in Wales: Proposed increase to the current allowance from £150.00 to £156.00, together with a payment of £52.00 a year for reimbursement for office consumables. Councillors to complete the survey on a personal basis.
- (2) Holywell Town Council: Correspondence in relation to a proposed half marathon to be held on Sunday 10th September, 2023. At this stage the Town Council are seeking this Council to confirm involvement with the event, together with an appointment of a Councillor to join a Working Group. Councillor Colin D’Arcy recollected Members that he was this Council’s representative on a previous joint working Group and was amicable to be appointed to this new Group.

Members agreed the following: Appointed Councillor Colin D’Arcy as this Council’s representative on the above referred to Working Group.

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

- Welsh Government: Independent survey in relation to digital support for Town & Community Councils in Wales; survey to be completed by Councillors on a personal basis.
- Welsh Government: Survey in relation to the Electoral Administration and Reform White Paper; survey to be completed by Councillors on a personal basis.
- Flintshire Local Voluntary Council: Information on ‘Warm Hubs’ within the County.

6(B). 197/22
CLERK’S REPORT

- (a) The Clerk advised that following the now full Council membership, the names and contact telephone numbers have been updated both on the Council’s web site and four Council notice boards sited in the various villages. Under the Wales Measure Act, the agenda is required to be displayed on the Council’s web site and in a conspicuous place within the Council area. All future agendas and public notices will be displayed on the Halkyn notice board.

- (b) Notification of the Annual General Meeting between this Council as Trustees of the Halkyn Parish Hall, with the Hall Management Committee, will be held at the commencement of the 21st November Council meeting and commence at 7.00pm. The Clerk confirmed, that appropriate Public Notices had been displayed, whereby the meeting was open to residents to also attend.
- (c) Halkyn Parish Hall repairs: The Clerk advised members that during a recent inspection of the building a number of areas whereby mortar was in a poor state at the gable ends was identified. Three areas of damaged facia was also identified. A quotation for a local contractor had been sourced by the all Management Committee for the sum of £540.00 plus VAT.

Members agreed the following: (1) Accepted the above referred to quotation (2) Financial Standing Orders were suspended for the following reasons: (ii) The quotation is just over the £500.00 limit for more than one quotation (ii) The contractor has completed work for the Council previously (3) Scaffolding is currently on site to complete other work, which can be utilised for these repairs.

6(C). 198/22

TO RECEIVE: ANNUAL COUNCIL COMMUNITY CEMETERY INSPECTION REPORT

The Clerk advised that the Annual Cemetery Inspection had taken place on Wednesday 5th October, with the following Councillors' in attendance: Brian Coleclough; Howard Morris; Nicola Richardson; Wendy Sigsworth, together with the Clerk.

The Clerk advised that all Memorial Stones were tested for safety, whereby none were found to be unstable.

The following was identified during the inspection: (Photographs of the below referred to hedge and tree were shown to Members).

- ❖ The hedge running alongside the first row of ashes interments requires cutting back
- ❖ The large tree branches which overhang the current interment area require trimming back

Members agreed the following: The Clerk to seek an estimate from the Council's grass cutting contractor, to cut the hedge and tree branches.

6(D). 199/22

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2022

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September 2022, together with copies of the Council Bank account statements (electronic copies sent prior to the meeting). 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 Chair of Council Councillor Colin D'Arcy.

6(E). 200/22

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 – 2022/ 2023 (G) RETENTION OF DOCUMENTS

ETC., SCHEDULE (H) CEMETERY REGULATIONS (I) FIXED ASSET REGISTER – 2022 / 2023 (J) RETENTION OF DOCUMENTS POLICY STATEMENT (K) COMMUNICATION AND ENGAGEMENT STRATEGY POLICY (SOCIAL MEDIA – A GUIDE FOR COUNCILLORS (WELSH ASSEMBLY GOVERNMENT) (L) ANNUAL INVESTMENT STRATEGY – 2022 / 2023 (M) MODEL LOCAL RESOLUTION PROTOCOL (N) MODEL PUBLICATION SCHEME / GENERAL DATA PROTECTION REGULATION (GDPR) (O) SOCIAL MEDIA – A GUIDE FOR COUNCILLORS (WELSH ASSEMBLY GOVERNMENT) & POLICY (P) BIODIVERSITY DUTY PLAN (Q) ACCESSIBILITY STATEMENT (THE PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) ACCESSIBILITY REGULATIONS 2018) (R) WELSH LANGUAGE POLICY (S) EQUAL OPPORTUNITIES POLICY (T) TRAINING PLAN

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

**6(F). 201/22
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.

Members brought the following concerns to the meeting:

- Concerns reported under **Minute number: 1(D). 190/22 (i) to (iv) on page 2 above.**

**7. 202/22
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. 203/22
COUNTY COUNCILLORS' REPORTS (COUNCILLOR MISS. JEAN DAVIES & COUNCILLOR SIMON JONES)**

The Clerk advised that there were no reports from both above county Councillors.

**9(A). 204/22
PLANNING APPLICATIONS**

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

- (a) Application number: FUL/000495/22 – for the erection of a substation, electric vehicle rapid charging hub (consisting of 8 high power chargers) and associated electrical equipment, at Unit 2, The Haven Garage, The Nant, Pentre Halkyn.

Comment by Council: Whilst the Community Council have no particular objection to the application in principle, as long as planning policies and planning guidance notes are complied with; concern is expressed with the following:

- Are the high power chargers acceptable in a residential area
- Fire safety aspect
- The units will reduce the car parking for the café facility and will increase inconsiderate

parking on the adjacent busy A5026 roadside verges

- (b) Application number: OUT/000474/22 – for demolition of existing workshop and office building and provision of new B2 starter units, at 1, Acre Farm, Pentre Halkyn.

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

- (c) Application number: FUL/000476/22 – for proposed modifications to existing patio area and erection of replacement fence to eastern boundary, at 12, Bryn y Gwynt, Pentre Halkyn.

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

9(B). 205/22

PLANNING DECISIONS

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

- (1) Application number: FUL/000416/22 – for Full - Building Works, at Tawelan, Rhes Y Cae. Approved.
- (2) Application number: FUL/000060/22 – for conversion of existing outbuilding and associated external, at Bryn Eryn Farm, Halkyn. Approved.
- (3) 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 outbuilding and erection of a new detached garage, at Treetops, Pant Y Gof, Halkyn. Approved.
- (4) Application number: 064294 – for extension and alterations, at Fron Farm, The Windmill, Halkyn. Approved.

10. 206/22

TO DISCUSS: WAYS TO COMMEMORATE THE LIFE OF HM QUEEN ELIZABETH II (CLLR WENDY SIGSWORTH)

Councillor Wendy Sigsworth addressed Members in relation to this Council commemorating the life of Her Majesty Queen Elizabeth II.

Members agreed the following: The Clerk to place the item on the January 2023 agenda. Councillors to seek the thoughts of residents and provide feedback in January.

11. 207/22

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: 01/10/2022 (Quarterly			

payment for Cemetery administration)			
Standing Order BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2022 – payment dated: 06/10/2022	790.35		790.35
BACS: Pill Morris (Pest Control) - Mole eradication in Council Cemetery	245.00		245.00
(Above approved by two Councillor bank signatories)			
<u>Payments for confirmation and consideration at meeting to be paid by BACS:</u>			
Direct Debit: HSBC Bank (Charges August to September)	5.80		5.80
Direct Debit: Scottish Power (September - Street Lighting Electricity Account payment due: 18/10/2022)	463.26	23.16	486.42

12. 208/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Samaritans (Rhyl) (Request for general financial assistance) (Section 142(2A) of LGA 1972)	£250.00
	Halkyn Mountain News (Request for financial assistance towards printing costs) (Section 137 LGA 1972) Note: Councillors' Nicola Richardson and Wendy Sigsworth Declared an Interest) Minute number: 3. 193/22 on page 3 above	£2,000.00

13. 209/22

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.....