



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 16th October, 2023, at 7.30pm.**

**1(A). 185/23
PRESENT**

Councillor Howard Morris (Vice Chair)
Councillor Brian Coleclough
Councillor B. Glyn Coleclough
Councillor Colin R. D'Arcy
Councillor Ray Faulder-Jones
Councillor David Palmer
Councillor Dylan H. Roberts
Councillor Wendy Sigsworth
Councillor Delyth Taylor

Clerk & Financial Officer R. Phillip Parry

**1(B). 186/23
APOLOGIES**

Councillor Jean S. Davies
Councillor Nicola Richardson
Councillor David G. Roberts
Councillor Bob Robinson

Councillor Simon Jones (Flintshire County)

**1(C). 187/23
ABSENT**

None

**2. 188/23
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

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

**3. 189/23
DECLARATIONS OF INTEREST**

There were no Declarations of Interest Declared.

4. 190/23

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 18TH SEPTEMBER, 2023

The Minutes were proposed as correct by Councillor Colin D'Arcy and seconded by Councillor Glyn Coleclough and formally agreed by the Members present.

5. 191/23

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Installation of wall mounted televisions in the Parish Hall Committee Room and Main Hall, together with the removal of the ceiling projector and white board in committee room: The Clerk provided the following update, with quotations received from Currys (Business) and Flintshire Aerials – as shown on screen:

- (a) Currys Televisions: Committee Room £790.88 - LG 70NANO766QA 70" Smart 4K Ultra HD HDR LED TV / Main Hall £1,265.88 - LG 86UR81006LA 86" Smart 4K Ultra HD HDR LED TV / Delivery charge £16.67 = £2,073.43 VAT £414.69 = Total £2,488.12

- (b) Flintshire Aerials: Committee Room: Supply and install 70" to wall with large mounted bracket with separate HDMI Socket. Remove existing white board and ceiling mounted projector as discussed at a cost of £350.

Flintshire Aerials: Main Hall: Supply and install 86" to wall with large wall mounted bracket with separate HDMI Socket and cabling. Also extend and in case in trunking new electrical extension power lead at a cost of £350.

- (c) The Clerk advised that the Halkyn Mountain Cinema Group would be pleased to receive the projector.

Members agreed the following: (1) The Clerk to order the two televisions from Currys (to be paid upon receipt of invoice) – models as outlined above (2) Accepted the two quotations from Flintshire Aerials, as outlined above (3) Council were pleased to donate the ceiling projector to the Halkyn Mountain Cinema Group.

- (2) Halkyn Parish Hall – Land Registry Name Amendment: The Clerk advised the following:
 - (1) Contacted the Land Registry to discuss the change of name of the Halkyn Parish Hall. Forms to be completed but require a copy of the Business Rates demand which shows the correct name of the Hall. Due to the change of Parish Hall treasurer this was proving difficult. A request has been made to Flintshire County Council
 - (2) The Parish Hall name has been amended by the Charity Commission to Halkyn Parish Hall.

- (3) Ysgol Rhos Helyg – New Notice Board: The Clerk advised that the School have not yet identified a suitable notice board.

6(A). 192/23

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 Anti social behaviour

Pentre Halkyn: 1 x Anti social behaviour / 1 x Theft

Rhes-Y-Cae: No offences reported.

Rhosesmor: 1 x Violence

The Nant: 1 x Vehicle crime

The Wern: 1 x Anti social behaviour / 1 x criminal damage

- (2) Natural Resources Wales: Notification of online workshops on Monday 23rd October during the afternoon and evening to discuss a new National Park in North East Wales based on the existing Clwydian Range and Dee Valley Area of Outstanding Natural Beauty (AONB). Councillors were forwarded the link should they wish to register to attend.
- (3) Notification from the Arboricultural Officer at the Grosvenor Estate seeking the Council's views in relation to the removal of a number of trees adjacent to the former School in Rhosesmor. Whilst the Estate have a policy of replanting trees this could not occur in this area due to the SSSI registration. However, the Estate would consider planting a small group of apple trees in the southern area of Rhes Y Cae.

Members agreed the following: No objection to the removal of the trees in Rhes Y Cae. The Council would be pleased if replacement trees are planted, but leave the actual replanting area and species to the Arboricultural Officer.

- (4) Flintshire County Council: Invitation to attend the annual virtual meeting between the County Standards Committee and Town & Community Councils, on Monday 6th November at 6.00pm.

Members agreed the following: Councillors' David Roberts and Howard Morris to attend, together with the Clerk.

- (5) Flintshire County Council: The Clerk advised that the yearly letter seeking if this Council requires any items for winter preparations, such as salt bins, rock salt and snow shovels.

Members agreed the following: No areas identified.

- (6) The Clerk recollected Members to an e-mail forwarded from Flintshire County Council, which attached a copy of a Community Review. The County under Section 22 of the Local Government (Democracy) (Wales) Act 2013 every ten years to report on a community review having regard to the Local and Democracy and Boundary Commission for Wales. The review questionnaire was shown on screen.

Members agreed the following: Completed the questionnaire.

- (7) The Clerk advised that Flintshire County Council were required to complete a review of polling districts and polling places in the County of Flintshire under the Representation of the People Act 1983. The last review took place in 2019. The County have produced a list of

polling places together with a questionnaire to be completed by Town and Community Councils in Flintshire. There are four polling places within this Council area, namely: Halkyn Parish Hall: Pentre Halkyn Community Centre: Rhos Y Cae Village Hall: Rhosesmor Village Hall. The Clerk advised Members as to the questions contained in the questionnaire.

Members agreed the following: Replies agreed by Council to enable to Clerk to complete the on-line questionnaire.

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

- ❖ Flintshire County Council: Further press release in relation to the Welsh Government's 20mph legislation
- ❖ Flintshire County Council: Clarification in relation to the speed limit of B5123 road – travelling from Pentre Halkyn through Halkyn and Berth Ddu to Rhosesmor
- ❖ Flintshire County Council: Notification in relation to a number of road traffic signage being removed and replaced in the area of Berth Ddu and Pant Y Gof.
- ❖ Flintshire County Council: Notification in relation to the removal of speed signage and repositioning of a 60mph speed sign outside Ysgol Rhos Helyn in Berth Ddu. (Correspondence forwarded to Head teacher)
- ❖ Independent Remuneration Panel for Wales (Draft Annual Report) – February 2024

6(B). 193/23

CLERK'S REPORT

- (1) The Clerk read out a request from PCSO Tiffany Davis (North Wales Police – Mold Police Station), seeking the Council's views on purchasing and distributing Smart Water kits at a discounted price from £59.50 to £9.99 from a Company named DeterTech to all senior citizens households within the Council area. The kits contain a translucent liquid with each bottle containing a synthetic code which is registered to a specific property / person. The scheme would protect households and mark the location as a 'no-go' zone for criminals.

Members agreed the following: Whilst the Council support the initiative, considering the number of properties with elderly and vulnerable residents, the task for the Council would be too onerous to organise. The Clerk to inform the PCSO.

- (2) The Clerk recollected to Members that the November Council meeting is the Annual Joint Meeting between the Council as Trustees of the Halkyn Parish Hall and the Hall Management Committee. The meeting would commence at 7.00pm. Copies of the Public Notice advertising the meeting have been placed on the notice board outside the Hall building and forwarded to the Management Committee.

(3) Audit Wales: Annual Return for the Year Ended 31 March 2023

The Clerk recollected Members to an e-mail forwarded on the 29th September which enclosed a copy of the above referred to annual return. The Auditor General's Report and Audit Opinion was Unqualified and there were no recommendations. The Clerk confirmed, that a copy of the full annual return had been placed on the Council's web site and public notice board. A Public Notice under the Public Audit (Wales) Act 2004 Section 29 /

Accounts and Audit (Wales) Regulations 2014 had also been uploaded to the Council's web site and copy placed on Council's public notice board.

6(C). 194/23

CLERK'S CONTRACT OF EMPLOYMENT

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The Clerk's Contract of Employment was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

6(D). 195/23

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2023

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September, 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 Vice Chair of Council, Councillor Howard Morris.

6(E). 196/23

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 – 2023/ 2024 (G) RETENTION OF DOCUMENTS ETC., SCHEDULE (H) CEMETERY REGULATIONS (I) FIXED ASSET REGISTER – 2023 / 2024 (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 – 2023 / 2024 (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

The Clerk recollected Members to the above policies, and in particular, the policies that required reviewing each year.

(Councillors were able to peruse the above policies from a link provided by the Clerk to the Council's Microsoft cloud folder).

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). 197/23

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

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

- Cattle grid in Berth Ddu. Metal tubs appear to be loose.

The following update report has been received from Street Scene:

- ❖ Inspection will be arranged to the cattle grid in Berth Ddu.

Members brought the following concerns to the attention of the meeting:

- (1) Church Lane, Rhosesmor: Pot holes that have been filled-in require further attention
- (2) Junction 32B off A55 to Britannia Inn. 30mph sign is not visible and has been turned
- (3) Further request made to Council for a pavement from the bottom of Rhosesmor Hill – B5123 at junction with A541 in Rhydymwyn – travelling towards Mold to meet up with existing pavement

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

7. 198/23

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. 199/23

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

There were no reports

9(A). 200/23

PLANNING APPLICATIONS

The following planning application was considered by Members at the meeting:

Application number: FUL/000887/23 – for extension to existing static caravan park – 18 static caravans with parking to each unit, at Glasdir View, A5026 Road, The Nant.

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

9(B). 201/23

PLANNING DECISIONS

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

- (1) Application number: NMA/000776/23 – for non-material amendment following a grant of planning permission, at Plas Newydd Farm, Halkyn. Approved

- (2) Application number: DET/000503/23 - for approval of details reserved by condition No. 5, at Old Church School, Halkyn. Approved
- (3) Application number: FUL/000416/23 – for proposed two storey extension (in part retrospective), at Halkyn Old Hall Mews, Pentre Road, Pentre Halkyn. Approved
- (4) Application number: LBC/000417/23 – for Listed Building application, for proposed two storey extension, at Halkyn Old Mews, Pentre Road, Pentre Halkyn. Approved

10. 202/23

TO CONSIDER: BUS SHELTER IN THE WERN (CLLR BRIAN COLECLOUGH)

Councillor Brian Coleclough advised Members that he had received a request for a bus shelter in the Wern Y Gaer area. A number of school children catch the bus each morning in Wern Y Gaer whereby this particular area on Halkyn Mountain has no bus shelter.

Members agreed the following: The Clerk to write to Flintshire County Council (Transportation) seeking their views to a bus shelter being sited in the Wern y Gaer area. A Google street map identifies a possible area at the crossroads which the Clerk was requested to attach to the correspondence to the County.

11. 203/23

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: 02/10/2023			
	BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2023 – payment dated: 06/10/2023	855.63		855.63
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	Direct Debit: HSBC Bank (charges) Payment due: 16/10/2023	7.40		7.40
	Direct Debit: Scottish Power (September - Street Lighting Electricity Account payment due: 18/10/2023	463.26	23.16	486.42
	BACS: Curry Business. Purchase of two television sets (as per minute number: 3. 191/23 (1) (a) on page 2 above) (Invoice received)	2,073.43	414.69	2,488.12

12. 204/23

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

13. 205/23

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.....**