



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 15th January, 2024, at 7.30pm.**

No Council meeting was held in December

1(A). 01/24

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 02/24

APOLOGIES

Councillor Jean S. Davies
Councillor Ray Faulder-Jones
Councillor Dylan H. Roberts

Councillor Simon Jones (Flintshire County)

1(C). 03/24

ABSENT

None

2(A). 04/24

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

ATTENDANCE OF NEIL HICKIE (FLINTSHIRE STREET SCENE)

The Clerk advised that Neil Hickie had sent his apologies advising that he was unable to attend the meeting, due to the following statement issued by the County:

‘Street Scene Officers will not in the future attend Town & Community Council evening meetings. This is due to ‘non-essential spend’.

The Clerk recollected Members that they wished to discuss with Neil Hickie a number of outstanding issues.

Members agreed the following: The Clerk to advise Neil Hickie of the outstanding concerns and seek an update.

2(B). 05/24

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 06/24

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

4. 07/24

TO APPROVE THE MINUTES OF THE MEETINGS HELD ON THE 20TH NOVEMBER, 2023

(A) Halkyn Community Council

(B) Halkyn Parish Hall Trustees & Management Committee

Both sets of the above Minutes were proposed as correct by Councillor Colin D’Arcy and seconded by Councillor Delyth Taylor and formally agreed by the Members present.

5. 08/24

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Halkyn Parish Hall – Land Registry name amendment:** The Clerk advised that there was still difficulty in obtaining from the Land Registry the appropriate form to be completed. Following a number of telephone calls to the Land Registry a link to a form had been received, but was clearly not the correct form. The Clerk will further make contact with the Land Registry.
- (2) **Bus Shelter in Wern Y Gaer:** The Clerk advised that following a number of copy e-mails sent to County Councillor Simon Jones, who thereafter made contact with Flintshire County Transportation, it was confirmed, that the information provided to the Clerk was incorrect. The County will place the request for a bus shelter for consideration in the 2024 / 2025 budget.
- (3) **Request for white arrow markings on A5026 Road in The Nant:** The Clerk advised that following a number of copy e-mails sent to County Councillor Simon Jones, who thereafter made contact with Flintshire County Highways, the following was advised: ‘The site has been assessed and the signs are sufficient at this location. However, the Street Scene Officer will arrange for arrows to be painted on the carriageway to show direction of travel’.

- (4) **Halkyn Mountain Joint Consultative Board:** The Clerk advised that Brynford Community Councillor Nigel Acott had provided the following update: Reply from Tom Woodall (Flintshire Access and Natural Environmental Manager), who advised ‘that although the County could not undertake any management on the common or administer the group, the County would be interested in attending meetings’. Councillor Acott is awaiting a reply from the Grosvenor Estate.
- (5) **Rhosesmor Children’s Play Area – Accessible Play Equipment:** The Clerk advised that the County Play Officer confirmed the following: The interest by the Community Council to assist financially with the installation of an item of assessable play equipment will be given priority for the 2024 / 2025 match funding programme.
- (6) **Natural Resources Wales:** The Clerk advised that there had been no reply from Natural Resources Wales, following a request to explain as to why no public meeting was held in the Halkyn Mountain area, in relation to the North East Wales National Park Designation Project. The Clerk will send a reminder.

Pending Matters:

The Clerk advised, that the following matter remain in the pending file:

- ❖ **Ysgol Rhos Helyg – Notice Board:** The Clerk advised that the Headteacher was currently in the process of sourcing a suitable notice board and will advise the Council further in due course.

6(A). 09/24 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:

October

Halkyn: 1 x Other crime / 1 x Other theft

Pentre Halkyn: 3 x Anti social behaviour / 1 x Public order / 1 x Vehicle crime / 1 x Violence

Rhes-Y-Cae: 5 x Anti social behaviour / 3 x Violence

Rhosesmor: 2 x Violence

The Nant: 1 x Criminal damage

November

Halkyn: 2 x Violence

Pentre Halkyn: 1 x Anti social behaviour / 1 x Drugs / 1 x Other crime / 4 x Violence

Rhes-Y-Cae: 2 x Anti social behaviour / 1 x Public order

Rhosesmor: No offences reported

- (2) Flintshire County Council – County Standards Committee: Notification in relation to a vacancy for a Member of the Standards Committee to represent Town & Community Councils in Flintshire. The Clerk provided further information in relation to the vacancy together with the nomination process.

Members agreed the following: The Clerk to advise the Flintshire Chief Officer (Governance), that there were no volunteer Councillors for the position.

- (3) Welsh Government: Appropriate sum under Section 137 (4)(a) of the Local Government Act 1972 – Expenditure Limit for 2024 / 2025. An increase from the current sum of £9.93 to £10.81 per elector.

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

- ❖ Denbighshire County Council: Welsh Government consultation in relation to a Fairer Council Tax. Councillors to complete the survey on a personal basis
- ❖ Area of Outstanding Natural Beauty (Area Coordinator): Presentation in relation to Ash Dieback disease
- ❖ Flintshire County Council: Draft Resources and Waste Strategy Consultation
- ❖ Flintshire County Council: Consultation in relation to Draft Supplementary Planning Guidance
- ❖ Independent Remuneration Panel for Wales: Consultation for Council Members to complete
- ❖ Independent Remuneration Panel for Wales: Reporting the allowance form the 2024 / 2025 budget
- ❖ One Voice Wales: Digital Health of Town & Community Councils in Wales. Councillors to register personally to access the free training module
- ❖ Flintshire County Council: Notification of temporary road closure on 28th February (for 2 days) from Smithy junction to Jamaica junction – between the junctions with Castell Road South and Plas Newydd Farm junction

6(B). 10/24

CLERK'S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:
- £16,666.67 - Flintshire County Council: Third and final precept payment for financial year 2023 / 2024
- (4) The Clerk advised that all Councils in Wales had received a notification from the National Association of Local Councils, which advised in relation to a pay increase agreement for Council Clerk's and back dated to the 1st April, 2023. The Chair and Vice Chair had been sent a copy of the agreement. The Clerk advised that the back-pay was provisionally included in the accounts section of this evening's meeting – from April to December.

Members agreed the following: Accepted the national agreement whereby the Clerk's salary standing order to be amended for the January payment (paid on 1st February, 2024), to reflect the monthly national increase.

- (5) The Clerk advised that the Grosvenor Estate (Arboriculturist) had advised that following inspection a number of trees in the Catch area of Halkyn, including a tree in the Village Green area of Halkyn require urgent removal due to ash dieback disease.
- (6) The Clerk advised that upon request from Councillor Brian Coleclough the Clerk had written to Councillor Wendy Sigsworth, to express the appreciation from the Community for researching the additional information to the names entered into the Memorial Plaques in Halkyn, Rhosesmor and Rhes Y Cae, together with the display of poppies.
- (7) The Clerk advised Members in relation to an interment in an ashes plot over 30 years ago. The Clerk provided further information.

Members agreed the following: The Exclusive Rights purchase cost of £110.00 - for a new ashes plot to be provided with no fee payable.

6(C). 11/24

TO RECEIVE AND APPROVE: QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2023

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2023, together with copies of the 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 agreed to be signed by the Chair of Council – Councillor David Roberts.

6(D). 12/24

TO RECEIVE, CONSIDER AND APPROVE: BUDGET FOR THE FINANCIAL YEAR 2024 / 2025

- (1) The current precept for the forthcoming financial year to remain as present at £50,000.00. The Clerk advised that the Band D property charge would be £36.95, an increase of £0.28p a year (0.76% - 2 / 3p extra per month). The rise in the Band D property charge was increased due to a reduction of Band D properties from 1,363.63 to 1,353.13.
- (2) The Chair of Council David Roberts to sign the estimates for the end of the financial year 2023 / 2024, including the precept requirement for 2024 / 2025.
- (3) The Clerk to advise Flintshire County Council in respect of the Town Council's financial requirements (precept) for 2024 / 2025.

6(E). 13/24

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2023 / 2024

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 2023 / 2024 accounts.

6(F). 14/24

TO CONSIDER: FUTURE COMMUNITY AWARDS

The Clerk recollects Members to the Community Award initiative held during 2023 and enquired if the Council wished to hold a similar award during 2024.

Members agreed the following: To hold the Community Award on a yearly basis. The Clerk to place on the April agenda to arrange the process timeline.

6(G). 15/24

CLERK'S ANNUAL APPRAISAL – 2023

The Clerk advised, and the Chair of Council - Councillor David Roberts confirmed, that the Clerk's annual appraisal had been completed for year 2023.

6(H). 16/24

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

- ❖ The Clerk brought to the attention of Members items contained in an action plan received from Neil Hickie.

Members brought the following concerns to the meeting:

- (1) Pot hole: B5123 – Northbound and approximately 150m north of Rhos Helyg School
- (2) Trees overhanging adjacent to Fron Oleu, Rhos Y Cae. Whilst residents in the area are complaining, the bin waggon staff have also complained. An ambulance also received difficulty in the area
- (3) Pant Corner: The safety barrier near entrance to Tarmac Quarry is now rotten; could it be replaced
- (4) Pot Holes. There are a number travelling on the B5123 – from Rhosesmor down the hill towards the A541 Mold to Denbigh Road
- (5) Pot holes: Church Lane, Rhosesmor
- (6) Berth Ddu Rubbish bin. The bin had been damaged and removed by the County. Could this be replaced and perhaps a red dog bin could be provided also in this location, rather than the previous bin requested in Shone's Lane

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

7. 17/24

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. 18/24

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

In the absence of both County Councillors, there were no reports

9(A). 19/24

PLANNING APPLICATIONS

The following planning application had been received:

- Application number: COU/001015/23 – for Change of use of an existing detached garage, to a proposed self-contained, 2 bedroom ancillary accommodation (granny annex), at Bryn Golau, Brynford.

Comment by Council: No objection to the application in principle. However, the following condition is requested for consideration: Condition preventing the separation of the building from the existing dwelling in the future. Without such a condition a precedent for such outbuilding conversions across the community could be set.

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

9(B). 20/24

Members formally confirmed the above decision.

9(C). 21/24

The following planning application(s) were considered by Members at the meeting:

- ❖ No planning applications received from Flintshire County Council for consideration at meeting

9(D). 22/24

PLANNING DECISIONS

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

- (1) Application number: FUL/000917/23 - for detached double garage, at Bryn Y Gaer, Rhosesmor. Approved
- (2) Application number: FUL/000919/23 - for erection of new oak timber frame garage with slate roof to South West corner, at The Sawmill, Rhosesmor. Approved
- (3) Application number: FUL/000392/23 - for erection of a new house to replace an old house destroyed by fire, at Bryn Gwiog Cottage, Hendre. Approved
- (4) Application number: COU/000493/23 - for temporary change of use of small 4 berth touring caravan from ancillary use to home, at Top Pen-y-Parc Farm, Pant Y Goff, Halkyn. Approved
- (5) Application number: FUL/000544/23 - for alterations and extensions to existing dwelling, at Arfryn, Buxton Lane Junction to Chapel Lane junction, Pentre Halkyn. Approved

10. 23/24**TO DISCUSS: CONDITION OF ADOPTED HIGHWAY – IN AREA OF BLACK LION FARM TO THE GRAIG, RHYS Y CAE (CLLR GLYN COLECLOUGH)**

Councillor Glyn Coleclough advised Members in relation to a number of complaints received from residents to the condition of an adopted highway in area of Black Lion Farm to The Graig, Rhys Y Cae, also known as Ffordd Gefn.

Councillor Coleclough further advised that he has visited the area and was surprised by the condition of the actual road, verges and a grassed area. Due to the pot holes / lack of tarmac vehicles have to manoeuvre into the grass verges which thereafter causes damage. In this area there is also a grassed ‘mini roundabout’ which makes it difficult for both delivery and refuse collection vehicles. Due to the size of vehicles this area has become churned up and the remnants are carried down the road by the vehicles which further exacerbates the road condition. Councillor Nicola Ricardson confirmed the condition of the roadway and surrounding areas.

Members agreed the following: (1) The Clerk to write to County Highways to seek a survey of the road is carried out and thereafter would be pleased to be advised as to the actions to be taken by the County Council to alleviate the concern (2) To copy the correspondence to County Councillor Simon Jones and Neil Hickie (Street Scene).

11. 24/24**APPROVAL OF ACCOUNTS FOR PAYMENT**

| Cheque Number | Payee | Net £ | Vat £ | Total £ |
|----------------------|---|--------------|--------------|----------------|
| | <u>December Payments</u> | | | |
| | <u>Payments made – to be confirmed:</u> | | | |
| | Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated: 01/12/2023 | | | |
| | Direct Debit: HSBC Bank (charges) Payment dated: 16/12/2023 | 6.60 | | 6.60 |
| | Direct Debit: Scottish Power (November - Street Lighting Electricity Account payment dated: 18/12/2023 | 463.26 | 23.16 | 486.42 |
| | Audit Wales: Annual external audit for 2022 /2023 | 200.00 | | 200.00 |
| | Caerwys Computer Clinic (Yearly hosting fee for Council web site) | 280.00 | | 280.00 |
| | (Above payments approved by two Councillor bank signatories) | | | |
| | <u>January Payments</u> | | | |
| | <u>Payments for conformation and consideration at meeting to be paid by BACS:</u> | | | |

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|--|-----------|-------|-----------|
| Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December and quarterly payment for Cemetery administration. Payments dated: 02/01/2024) | | | |
| BACS: H. M. Revenue & Customs. Clerk's PAYE & Council NI - October, November & December 2023. Payment dated: 12/01/2024 | 1,027.39 | | 1,027.39 |
| Flintshire County Council: Match-funding in Rhosesmor children's play area – as previously agreed by Council | 14,500.00 | | 14,500.00 |
| Halkyn Parish Hall: Hire fees for Library – September to November £357.50 / Council meeting room hire – October & November £20.00 | 377.50 | | 377.50 |
| R P Parry – Clerk (Clerk's National salary increase – backpay from April 2023 to December 2023) | | | |
| Direct Debit: HSBC Bank (charges) Payment due:15/01/2024 | 5.00 | | 5.00 |
| Direct Debit: Scottish Power (December - Street Lighting Electricity Account payment due: 18/01/2024) | 477.01 | 23.85 | 500.86 |

12. 25/24

APPLICATIONS FOR FINANCIAL SUPPORT

| Cheque Number | Name of organisation | Amount granted £ |
|----------------------|---|-----------------------------|
| | <u>Authorised to be paid by BACS:</u> Urdd National Eisteddfod (Application for grant towards Eisteddfod in Maldwyn (Montgomery) (Section 145 LGA 1972) | £250.00 |

13. 26/24

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.....