



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

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## **Minutes of the Meeting of Halkyn Community Council, Held in the Halkyn Parish Hall, On Monday the 21<sup>st</sup> October, 2024, at 7.00pm.**

### **1(A). 186/24**

#### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (JENNIFER PARRY)**

Co-opted Councillor Jennifer Parry signed their Declaration of Acceptance of Office, following being co-opted to the Council at the September, 2024 Council meeting. The Declaration was witnessed and signed by the Clerk.

The Chair of Council Councillor Howard Morris welcomed Councillor Parry to the meeting.

### **1(B). 187/24**

#### **COMMUNITY AWARD (PRESENTATIONS)**

The Chair of Council Councillor Howard Morris welcomed to the meeting Lynn Fearnhead and Natalie Griffiths, two recipients of this year's Community Award. Councillor Morris referred to John and Vicky Thomas who received a joint award but were on holiday and would be presented with their award in due course.

Councillor Morris stated the following: Lynn and Natalie - you both were nominated by more than one resident of this Council area for a Community Award. However, whilst there were many comments made in the nominations for you both - for instance to yourself Lynn, for your volunteering services in this area over a good number of years and also with the Rhosesmor Village Events Committee, together with your volunteering in the Community Shop in Rhosesmor.

Natalie, your nomination also refers to your volunteering in the Rhosesmor Community Shop and also to your other wider community work, such as assisting with the Easter Bunny and Halloween events and other events in the area.

You are both clearly worthy winners of the 2024 Community Award - and on behalf of the Halkyn Community Council and Residents of the area, please accept these crystal glass engraved bowls together with framed certificates. Congratulations to you both.

### **1(C). 188/24**

#### **PRESENT**

Councillor Howard Morris (Chair)  
Councillor Delyth Taylor (Vice Chair)  
Councillor Brian Coleclough  
Councillor Colin R. D'Arcy

Councillor Matthew Lister  
Councillor David Palmer  
Councillor Jennifer E. Parry  
Councillor David G. Roberts  
Councillor Wendy Sigsworth

County Councillor Frances Lister (Flintshire County Council)

Clerk & Financial Officer R. Phillip Parry

**1(D). 189/24**  
**APOLOGIES**

Councillor B. Glyn Coleclough  
Councillor Nicola Richardson  
Councillor Bob Robinson

County Councillor Simon Jones

**1(E). 190/24**  
**ABSENT**

None

**2. 191/24**  
**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

- Bus shelter in Berth Ddu outside primary school: The area within the bus shelter was covered in sheep droppings. The area has been cleaned by a local school pupil. Members were shown photographs on screen. Councillor Delyth Taylor provided additional information. County Councillor Fran Lister advised that there were concerns with sheep across the area, including an adjoining village and referred to the Grazier's Association. Discussion in relation to the previous Halkyn Mountain JCB Committee.

**Members agreed the following:** (1) County Councillor Fran Lister to discuss with Street Scene to endeavour to alleviate the concern (2) The Clerk to write to the youth and express the thanks of the Council for the action taken to clean the area around the bus shelter.

**3. 192/24**  
**DECLARATIONS OF INTEREST**

There were no Declarations of Interest Declared.

**4. 193/24**  
**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16<sup>TH</sup> SEPTEMBER 2024**

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

**5. 194/24**  
**PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS**

The Clerk referred to the following matters from previous Minutes:

- (1) **Request for bus shelter in Halkyn:** The Clerk read out to Members a reply from Natural Resources Wales in relation to their views for a bus shelter in Halkyn, as follows: ‘Whilst the area for the siting of a proposed bus shelter is owned by the Grosvenor Estate, the area is within the SSSI and SAC of Halkyn Mountain. Should the Grosvenor Estate agree then an application to Natural Resources Wals for a Section 28 Assent would be required.

**Members agreed the following:** The Clerk to write to the Grosvenor Estate seeking their views as to the provision of a bus shelter in Halkyn.

- (2) **Convex Mirror:** The Clerk advised that a mapping list of services had been received from Flintshire County Council which had been sent to Councillor David Palmer. Councillor Palmer advised that there were a number of services identified and he would peruse the maps and report further at the November Council meeting.
- (3) **Code of Conduct Training:** The Clerk recollected Members to their preferred Code of Conduct training dates that were to be held on Tuesday 22<sup>nd</sup> and Thursday 24<sup>th</sup> of this week.
- (4) **Concern with overgrown pathways on Halkyn Mountain:** The Clerk advised that the County Footpath Officer had kindly agreed to meet with Councillor David Palmer in Halkyn. Councillor Palmer advised that he would arrange the site meeting with the Footpath Officer and report at the November Council meeting.
- (5) **Concerns with loud music in the Halkyn area:** County Councillor Fran Lister advised that the previous events had held a temporary events licence. There are no currently no licences issued for further events.

### **Pending Matters:**

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

- (i) **Street Lighting Electricity supply:** Awaiting further contact from the Welsh Government Procurement Office.
- (ii) **Land Registry:** Awaiting registration completion certificate to correct name and address of Halkyn Parish Hall.

### **6(A). 195/24 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:

**Halkyn:** 1 x Violence

**Pentre Halkyn:** 2 x Anti social behaviour / 1 x Public order

**Rhes-Y-Cae:** 1 x Criminal damage

**Rhosesmor:** No offences reported

**The Nant:** 1 x Other theft / 1 x Violence

## **The Wern:** 1 x Violence

- (2) The Clerk brought to the attention of Members the statistics provided by Flintshire County Council (Aura Leisure) following the Children's Summer Play Scheme held in Rhosesmor over a six week period. Members viewed on screen the report together with the number of attendances, which totalled 656 (average of 109 each week)
- (3) Independent Remuneration Panel for Wales: Draft Annual Report 2025 – 2026. The Clerk recollected Members to Determination 7 – in relation to the mandatory payments to Town & Community Councillors.
- (4) Citizen's Advice, Mold: Letter received seeking that Council Members encourage pensioners within the community to make contact with Citizen's Advice who will assist with a benefits check
- (5) Invitation from Police Inspector Iwan Jones (Flintshire South Inspector), for two Councillor representatives to attend a Police Consultative meeting to be held in Mold Police Station on 7<sup>th</sup> November at 4.00pm. The invitation had been forwarded to Councillors' Matthew Lister and Delyth Taylor, as this Council's representatives.

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

- ❖ Connah's Quay Low Carbon Power: Notification of statutory consultation commencing 8<sup>th</sup> October to 19<sup>th</sup> November
- ❖ Natural Resources Wales: Further virtual consultation in relation to discuss a proposed new national park in Wales. Councillors to register their interest to attend personally
- ❖ One Voice Wales: Welsh Government inquiry into the role, governance and accountability of the Community and Town Council sector. Councillors to complete on a personal basis as a local Councillor
- ❖ Estuary Voluntary Car Scheme: Information in relation to the scheme which has been in existence for almost 30 years
- ❖ Flintshire County Council: County budget information.

## **6(B). 196/24**

### **CLERK'S REPORT**

- (a) The Clerk advised that Councillor Dylan Roberts had resigned from his Councillor position (Halkyn Mountain Ward). The resignation e-mail was read out to Members and the Clerk confirmed that both the Chair and Vice Chair and Vice Chair of Council has received a copy.

The Clerk confirmed that a Public Notice under the Local Government Act, 1972 (Section 87(2)) dated the 19<sup>th</sup> September had been displayed on the Council's web site, Halkyn and Rhosesmor notice boards with a copy sent to the Office of the County Returning Officer. Following the closing date of Wednesday 9<sup>th</sup> October, the Returning Officer had written advising that this Council could fill the vacancy by co-option.

The County Returning Officer had advised the Council, that there had been no call for an election, whereby the Community Council could now issue a further Public Notice to advertise a Councillor Vacancy by Co-option.

The Clerk discussed with Members the advertising of the vacancy, and in particular, there was not enough time to place an acceptable timescale closing date prior to the November Council meeting – and with no meeting held in December, the Expression of Interest in the position closing date would be one week prior to the January 2025 Council meeting.

**Members agreed the following:** The Clerk to advertise the vacancy from early November with a closing date one week prior to the January 2025 Council meeting. Should there be more than one Expression of Interest received, the Clerk to prepare ballot papers.

**(a) Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2024**

The Clerk advised that the Audit Wales Certificate had been received for the year 2023 / 2024. The report had been forwarded to the Chair and Vice Chair of Council. Members were shown the report on screen. The Clerk further advised that the Town Council had received an unqualified report, as detailed below:

‘On the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return’  
Other matters and recommendations: There was one recommendation in relation to charitable donations which could not be incorporated in the current year and will be effective from the 2025 / 2026 Council year. There were no further matters to be drawn to the Council’s attention.

The Clerk confirmed that the Audit Wales Report had been uploaded to the Council’s web site, together with the following Public Notice: Notice of conclusion of audit and right to inspect the annual return for the year ended 31 March 2024. (Public Audit (Wales) Act 2004 Section 29 Accounts and Audit (Wales) Regulations 2014. This public notice was also displayed on the Council’s public notice board.

**Members agreed the following:** Were pleased to receive the Audit Wales Unqualified Certificate and confirmed the recommendation will be actioned as noted above.

**6(C). 197/24**

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30<sup>TH</sup> SEPTEMBER 2024**

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 Chair, Councillor Howard Morris.

**6(D). 198/24**

**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 – 2024/ 2025 **(g)** Retention Of Documents Etc., Schedule **(h)** Cemetery Regulations **(i)** Fixed Asset Register – 2024 / 2025 **(j)** Retention of Documents Policy Statement **(k)** Social Media **(l)** Annual Investment Strategy – 2024 / 2025 **(m)** Model Local Resolution Protocol **(n)** Model Publication Scheme / General Data Protection Regulation (Notice & Consent) (GDPR) **(o)** Social Media **(p)** Biodiversity Duty Plan **(q)** Welsh Language Policy **(r)** Equal Opportunities Policy **(s)** 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 prior to the meeting 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(E). 199/24**

#### **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**

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

**Members brought the following concerns to the meeting:**

- (1) Between the following junctions in The Nant area: No white lines from B5123 to A5026 roads
- (2) A5026 Road in The Nant: The promised white lines for directional traffic still not completed
- (3) Junction of B5123 road and A541 road at Rhydymwyn (Bryn Aur junction): No white lines at junction following pot hole repairs
- (4) Cemex Quarry: Trees on Rhes Y Cae road are encroaching onto the highway
- (5) B5123 Road travelling from Rhosesmor to the A541 junction in Rhydymwyn: A number of pot holes
- (6) B5122 Road near Pump House in Rhosesmor: Grid is blocked with water running down the hill

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

#### **7. 200/24**

#### **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. 201/24**

#### **COUNTY COUNCILLORS REPORTS (COUNCILLORS' SIMON JONES & FRANCES LISTER)**

**The Clerk provided the following report on behalf of Councillor Simon Jones:**

- (i) Speed indication signage: Councillor Jones had written to a County Technical Officer on more than one occasion enquiring as to the reason for the delay in uncovering the speed indication signage. To date there had been no reply.
- (ii) The Clerk had advised Councillor Jones that the zip wire equipment in the Halkyn children's play area will be replaced during the current year's match funding with Flintshire County Council.

**County Councillor Frances Lister advised in relation to the following:**

- (a) Roadside drains have been cleared in the Halkyn, Pentre Halkyn and Rhosesmor areas. It was reported that there were still blocked drains in the following areas: Rhosesmor, including near the Red Lion – which results in water cascading down the hill: A number of drains blocked in The Nant area.
- (b) Speeding vehicles on Pentre Road and in Rhosesmor Village. Go Safe have been asked to visit on more frequent occasions. Councillor Lister is in the process of arranging a trial Community Speed watch.
- (c) Councillor Brian Coleclough expressed his concerns that when calling the Flintshire County Council main telephone switchboard, when the Welsh option is chosen the staff member who answers the call does not speak Welsh. The meeting was advised, that this was due to a number of new staff appointments who at this time were not able to converse in fluent Welsh.

**9(A). 202/24**

**PLANNING APPLICATIONS**

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

**9(B). 203/24**

**PLANNING DECISIONS**

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

- (1) Application number: ET/000731/24 – for approval of Details Reserved by Condition No. 4, at Tan Yr Allt, Rhosesmor. Approved
- (2) Application number: LDP/000648/24 – for proposed single storey extension to rear of cottage, at Ael Y Bryn, Rhosesmor. Approved

**10. 204/24**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<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 September & Quarterly payment for Cemetery administration: Payments dated: 01/10/2024			
	<b>BACS:</b> H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI – payment dated: 07/10/2024	1,175.85		1,175.85
	<b>Direct Debit:</b> HSBC Bank (charges) Payment dated: 16/10/2024	5.00		5.00
	<b>Direct Debit:</b> Scottish Power (September - Street Lighting Electricity Account payment dated: 17/10/2024	461.85	23.09	484.94

	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	One Voice Wales (Cllr Matthew Lister – New Councillor Induction)	31.50		31.50
	Flintshire County Council (Children’s Summer Play Scheme in Rhosesmor)	3,831.60		3,831.60
	Halkyn Parish Hall (Hire fees for library £357.50 and Council meetings £20.00)	377.50		377.50
	Creative Engraving 3 x Community Award Crystal Bowls, including artwork, engraving, presentation boxes & delivery fee	398.60	79.72	478.32
	R P Parry – Clerk (Re-imburement of 3 x Community Award presentation frames from Max Spielmann – as per receipt	43.74	8.76	52.50
	Councillor Jennifer Parry (Councillor Allowance)	208.00		208.00

**11. 205/24**

**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>	
	Urdd Gobaith Cymru (Flint & Wrexham Branch) (Application for financial assistance) (Section 145 LGA 1972)	£300.00
	Halkyn Parish Hall Management Committee (Application for financial assistance towards a Community & Christmas event) (Section 19 LGA 1976)	£500.00

**12. 206/24**

**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.....**