



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

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## **Minutes of the Meeting of Halkyn Community Council, Held Virtually by Video and Telephone Conference, On Monday the 20<sup>th</sup> January, 2025, at 7.30pm.**

### **1(A). 01/25 PRESENT**

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

County Councillor Frances Lister (Flintshire County Council)

Clerk & Financial Officer R. Phillip Parry

### **1(B). 02/25 APOLOGIES**

County Councillor Simon Jones (Flintshire County Council)

### **1(C). 03/25 ABSENT**

None

### **2. 04/5 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

- The Clerk advised in relation to the following concern received: Condition of the road named Middle Mill that travels through the area of Pant Y Gof, Halkyn to Northop. These concerns included pot holes, running water together with the general condition of the muddy road. Apparently large vehicles travel along this lane which has resulted in the road edges being eroded and creates areas of slippery mud, the road has become quite dangerous.

The Clerk further advised that he had written County Councillors' Simon Jones and Fran Lister providing details of the concern to discuss with County Highways.

County Councillor Fran Lister kindly offered to take this matter forward with Highways.

### **3. 05/25**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest Declared.

### **4. 06/25**

#### **TO APPROVE THE MINUTES OF THE MEETINGS HELD ON THE 9<sup>TH</sup> DECEMBER, 2024**

(A) Halkyn Community Council

(B) Halkyn Parish Hall Trustees & Management Committee

Both sets of the above Minutes were proposed as correct by (A) Councillor Glyn Coleclough and seconded by Councillor Wendy Sigsworth (B) Councillor Wendy Sigsworth and seconded by Councillor Glyn Coleclough and formally agreed by the Members present.

### **5. 07/25**

#### **PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS**

The Clerk referred to the following matters from previous Minutes:

- (1) **Community Award Presentation:** Councillor Howard Morris advised that the joint presentation had been made to John and Vicky Thomas. Councillors were shown on screen a photograph of John and Vicky Thomas with their Community Award Certificate and Glassware who were surrounded by their local walking group.
- (2) **Request for Bus Shelter in Halkyn:** The Clerk advised that he had written to the County Transport Officer as advised by County Councillor Simon Jones – who was copied into the mail. There had been no reply from the Officer. The Clerk further advised that he would ask Councillor Jones to endeavour to make contact with the Officer.
- (3) **Convex Mirror:** The Clerk enquired with Councillor David Palmer if a site meeting had taken place with the Grosvenor Estate Agent in relation to the installation of a convex mirror. Councillor Palmer advised that a site meeting would be arranged during the early part of 2025.
- (4) **Footpaths on Halkyn Mountain:** The Clerk enquired with Councillor David Palmer if a site meeting had taken place with a County Footpath Officer in relation to concerns with a number of footpaths in the area. Councillor Palmer advised that a site meeting would be arranged during the early part of 2025.
- (5) **Grosvenor Estate:** The Clerk confirmed that an invitation had been extended to the new Grosvenor Estate Agent for the Halkyn Mountain area to attend either the February or another listed meeting of the Community Council. The Clerk advised that no confirmation had been received. The Clerk advised that the invitation would be left on file.
- (6) **Speed Indicator Signage:** The Clerk advised that he had written to two County Highway Officers seeking that the maintenance contracts for the two Pentre Halkyn Speed Indicator signs be extended as they have been covered up since the implementation of the 20mph speed limit in September 2023. The original contract was agreed in early 2022.

The Clerk had received a telephone call from one of the Highway Officers who confirmed, that a bid for funding had been sent to the Welsh Government to either replace or re-calibrate the signage – with the two signs in Pentre Halkyn included. However, to-date the maintenance contract extension has not been provided in writing.

- (7) **Halkyn Parish Hall:** The Clerk advised that a letter had been received from the Land Registry dated the 9<sup>th</sup> January and received to-day confirming that the registered deeds of the Parish Hall had been amended with the correct address. The original application was lodged with the Land Registry on the 4<sup>th</sup> March, 2024. The Clerk confirmed that he had advised the Parish Hall Management Committee and provided a copy of the amended registration notice.

### **Pending Matters:**

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

- **Street Lighting Electricity Supply:** Despite further contact from this Council and others in the area no reply has been received from the Welsh Government Procurement Office. The concern has been escalated.

**6(A). 08/25**

### **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 Violence

**Pentre Halkyn:** 1 x Anti social behaviour / 1 x Criminal damage / 4 x Violence

**Rhes-Y-Cae:** 1 x Anti social behaviour

**Rhosesmor:** No offences reported

- (2) Flintshire County Council: Notice of road closure on 2<sup>nd</sup> February 2025 for 1 day, at B5123 Berth Ddu Junction to Church Junction (between its junctions with St Pauls Church and Rhos Helyg County Primary School).

**6(B). 09/25**

### **CLERK'S REPORT**

- (a) The Clerk advised Members in relation to the following deposit to the Council's bank account:
- £16,666.67 - Flintshire County Council: Third precept payment for financial year 2024 / 2025
- (b) Flintshire County Council Code of Conduct training for all Councillors. The Clerk advised that all Councillors had now either attended the virtual training or viewed the training video
- (c) 2025 Council meeting dates sent to all Councillors.

- (d) The Clerk advised that he had completed a Digital Health questionnaire which had been commissioned by the Welsh Government and carried out by One Voice Wales for Town & Community Councils in Wales. The Clerk advised that a Digital Health Check report had been received with the Clerk providing details.

**Members agreed the following:** Noted the recommendations contained in the report.

- (e) The Clerk advised that the Pentre Halkyn defibrillator was deployed on Christmas Day. The First Responder had requested the purchase of new pads together with a spare set. The reimbursement to the Clerk is reflected in this evening's payments of accounts.
- (f) The Clerk recollects Members to the December 2024 minutes whereby the national increase in Clerk's salary was advised and back dated from the 1<sup>st</sup> April, 2024. The back pay less HMRC is included within the list of payments for this evening's meeting. The Clerk wished Council to authorise the salary standing order to be amended to reflect the monthly pay increase from February and payable from the 1<sup>st</sup> March, 2025.

**Members agreed the following:** Authorised the amendment to the Clerk's salary standing order, as above.

**6(C). 10/25**

**TO RECEIVE AND APPROVE: QUARTERLY STATEMENT OF ACCOUNTS TO THE 31<sup>ST</sup> DECEMBER, 2024**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2024, 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 Howard Morris.

**6(D). 11/25**

**TO RECEIVE, CONSIDER AND APPROVE: BUDGET FOR THE FINANCIAL YEAR 2025 / 2026**

- (1) To increase the current precept for the forthcoming financial year from £50,000.00 to £53,000.00 – an increase of £3,000.00. The Clerk advised, that the Band D property charge would be £39.01, an increase of £2.06p a year (5.58% - 17p extra per month).
- (2) The Chair of Council Howard Morris to sign the estimates for the end of the financial year 2024 / 2025, including the precept requirement for 2025 / 2026.
- (3) The Clerk to advise Flintshire County Council, in respect of the Community Council's financial requirements (precept) for 2025 / 2026.

**6(E). 12/25**

**TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2024 / 2025**

The Clerk advised that this 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 2024 / 2025 accounts.

**6(F). 13/25**

**CO-OPTION OF HALKYN COMMUNITY COUNCILLOR**

The Clerk recollects Members to a Public Notice advertising the Councillor vacancy which had been displayed on the Council's web site, notice boards including the latest edition of the Halkyn Mountain News.

The Clerk further advised, that following the closing date of 12 Noon on Monday 13<sup>th</sup> January, 2025, one Expression of Interest had been received; this was read out in full to the Members and shown on screen.

**Members agreed the following:** To co-opt David Case a resident of the Halkyn area, as a Community Councillor.

**6(G). 14/25**

**TO CONFIRM RENEWAL: BANK STANDING ORDERS / BACS PAYMENTS**

The Clerk advised Members, that under the Financial Regulations, the payments made by Bank Standing Order and fixed monthly payments by BACS, were required to be re-confirmed every two years. Presently, the following payments are made, as follows: Standing Order: Scottish Power and HSBC Bank monthly charges. BACS payments: Quarterly payments to HMRC in either December or January, March, July & October / Fixed monthly payments - Clerk's Salary, Allowance and Cemetery administration.

**Members agreed the following:** Confirmed, the above payments.

**6(H). 15/25**

**CLERK'S ANNUAL APPRAISAL – 2024**

The Clerk advised, and the Chair of Council - Councillor Howard Morris confirmed, that the Clerk's annual appraisal had been completed for year 2024.

**6(I). 16/25**

**STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

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

- (1) Noise concerns with the wind turbine in grounds of Ysgol Rhos Helyg, Berth Ddu. During the inclement weather, and in particular, during high winds the blades are creating unacceptable noise (Concern reported by Councillor on behalf of residents).
- (2) B5123 Road in area of The Red Lion, Rhosesmor. Concern with the debris left on highway following hedge cutting. The drains in the area have recently been cleared, the hedge cuttings will block the drains again (Concern reported by Councillor on behalf of residents).
- (3) Fallen Tree Branches & Stones on B5123 Road - Halkyn Castle Woods area. Recent storms and high winds have brought down sizeable branches. The area contains newly broken branches over the foot way and some stones on the foot way / road due to the wall being damaged by falling wood. Parts of previously fallen trees have shifted and potentially are going to fall on the highway.

A number of photographs were provided to Street Scene with the above details. County Councillors' Simon Jones and Fran Lister were copied into the correspondence (Concern and photographs provided by a Councillor).

County Councillor Fran Lister kindly agreed to take the above concerns forward.

**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) Cattle Grid Crossing: Rhes Y Cae and near to Black Lion Farm. The surround fence requires attention and repair
- (2) Cattle Grid Crossing: Top of Martin's Hill in Pentre Halkyn. The surround fence is mangled and requires repair; the fence is also dangerous in parts with bits of wood protruding

County Councillor Fran Lister kindly offered to take this matter forward with Highways.

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

**7. 17/25**

**REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)**

- (i) **Hendre Tarmac Quarry:** Councillor Howard Morris as the Council's appointed representative on the Hendre Quarry Liaison Committee advised of his attendance at a recent meeting held in the quarry.

**8. 18/25**

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

**County Councillor Simon Jones advised in relation to the following:**

The Clerk advised that the following report had been received from County Councillor Simon Jones:

- ❖ Blocked drain on right hand side as descending hill near The Red Lion, Rhosesmor. Work has been completed to clear the blocked drain.

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

- Additional grit bins to be provided
- The County were able to keep the roads open during the recent adverse weather
- County budget for year 2025 / 2026

Councillor Lister kindly agreed to address the following concerns with the County Council:

- (1) Road condition at Pant Y Gof
- (2) Tree branch concerns on B5122 in are of Halkyn Castle
- (3) Road sweeper between Pentre Halkyn to Rhosesmor
- (4) Wind Turbine at Ysgol Rhos Helyg
- (5) Cattle grid on Martin's Hill

## 9(A). 19/25

### PLANNING APPLICATIONS

**The following planning applications had been received:**

- (1) Application number: FUL/000941/24 – for proposed replacement self-build dwelling and integrated garage, at Tan y Foel, Rhes-y-Cae.

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

- (2) Application number: FUL/001044/24 – for Variation of Condition 2 attached to application Reference: 048657 – at land to the rear of Stores House, Rhes Y Cae.

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

**(The above two applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

## 9(B). 20/25

**Members formally confirmed the above decisions.**

## 9(C). 21/25

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

- (i) Planning application number: FUL/001064/24 – for proposed siting of two static caravans (h10ft xw10ft x l32ft) for holiday lets, reducing the number of glamping pods by two (application number FUL/000281/22), at Top Pen y Parc Farm, Pant y Goff, Halkyn.

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

- (ii) Planning application number: FUL/000002/25 – for proposed erection of stone walling, at The Sawmill, Rhosesmor.

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

## 9(D). 22/25

### PLANNING DECISIONS

**The following planning decision has been received from Flintshire County Council:**

- ❖ Application number: FUL/000845/24 – for first floor rear extension, at Bluebell Cottage, Halkyn. Approved.

## 10. 23/25

### TO CONSIDER CHRISTMAS STREET LIGHTING (CLLR COLIN D'ARCY)

Councillor Colin D'Arcy discussed with Members the installation of Christmas lighting, and in particular, sited on lamp posts as do some Councils. The Clerk advised that the majority of this Council's street lighting units are sited on electricity poles, whereby the street lighting in towns are sited on tall highway standard columns which can accommodate Christmas lighting. Scottish Power do not allow Christmas lighting on their wooden poles.

General discussion by Members in providing festive lighting in the various villages covered by this Council, including possibly illuminated Christmas trees.

**Members agreed the following:** The Clerk to place on the July agenda for further discussion.

**11. 24/25**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>Direct Debit:</b> Scottish Power (November - Street Lighting Electricity Account payment dated: 18/12/2024	461.85	23.09	484.94
	<b>BACS:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December, 2024 – payment dated: 30/12/2024	1,175.85		1,175.85
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December) (Quarterly payment for Cemetery administration – October, November & December) Payments dated: 02/01/2025			
	<b>Direct Debit:</b> HSBC Bank (charges) Payment dated: 15/01/2025	5.00		5.00
	<b>Direct Debit:</b> Scottish Power (December - Street Lighting Electricity Account payment dated: 17/01/2025	478.42	23.92	502.34
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Flintshire County Council (Match funding for Halkyn & Rhosesmor Play areas £10,000 & £2,500)	12,500.00		12,500.00
	Halkyn Parish Hall (Library hire – September, October & November £330.00 / Council meeting room hire £30.00)	360.00		360.00
	R P Parry - Clerk (Re-imburement for purchase of 2 sets of Zoll defibrillator pads; one set for Pentre Halkyn defibrillator and one spare) – as per receipt from The Defib Store	90.00	18.00	108.00
	R P Parry - Clerk (National back pay from April, 2024 to January 2025 – following deduction of HMRC)			
	<b>(All invoices listed have been</b>			



	'examined, verified and certified' by the Clerk)			
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12. 25/25

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<p><b><u>Authorised to be paid by BACS:</u></b></p> <p>Holywell Leisure Centre (Application for annual grant) (19 - 3 LGA (Miscellaneous Provisions) Act 1976)</p>	£500.00

13. 26/25

**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.....**