



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

Minutes of the Meeting of Halkyn Community Council, Held in the Halkyn Parish Hall, On Monday the 19th January, 2026, at 7.30pm.

No Council meeting was held in December

1(A). 01/26 PRESENT

Councillor Delyth Taylor (Chair)
Councillor Brian Coleclough (Vice Chair)
Councillor David Case
Councillor B. Glyn Coleclough
Councillor Howard Morris
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(B). 02/26 APOLOGIES

Councillor Colin R. D'Arcy
Councillor Matthew Lister
Councillor Nicola Richardson
Councillor Bob Robinson

County Councillor Simon Jones (Flintshire County Council)

1(C). 03/26 ABSENT

None

2. 04/26 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 05/26

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

4. 06/26

TO APPROVE THE MINUTES OF THE MEETINGS HELD ON THE 17TH NOVEMBER 2025

(i) Halkyn Community Council

The above Minutes were proposed as correct by Councillor David Roberts and seconded by Councillor David Case and formally agreed by the Members present.

(ii) Halkyn Parish Hall Trustees & Management Committee

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

5. 07/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Halkyn Parish Hall – Vesting of Premises:** The Clerk advised that a meeting had been held with the Council's legal representative Mr. Duncan MacAllister, Councillor David Case and the Clerk to this Council on the 29th January.

Councillor David Case provided Members with an update from the meeting, including provisional timescale.

- (2) Street Lighting Electricity Supply:** The Clerk advised that several national electricity suppliers had been approached seeking a quotation for supply to this Council's street lighting. All energy suppliers advised that they had ceased providing street lighting supply due to new guidance received from OFGEM (Energy regulator for Great Britain).

The Flintshire County Council Street Lighting Manager – Darell Jones has kindly approached the Welsh Government Procurement Department on behalf of several Flintshire Town & Community Councils seeking if each Council can be included in the Wales-wide Procurement Contract.

- (3) Meeting with Ken Skates MS (Welsh Government Minister):** The Clerk advised that a meeting arranged by County Councillor Simon Jones had taken place in Halkyn Parish Hall on Wednesday 10th December. In attendance were Hannah Blythyn MS, County Councillor Simon Jones, Halkyn Community Councillors' Brian Coleclough (Vice Chair) and Howard Morris. Councillors Coleclough and Morris provided details from the meeting and were concerned that there had been no further contact from Hannah Blythyn.

The Council were informed that there had been a further meeting held which was featured in a Flintshire newspaper. No Member of Halkyn Community Council had been invited.

Members agreed the following: The Clerk to write to Ken Skates MS (Cabinet Secretary for North Wales and Transport) to enquire as to the present position to alleviate concerns on the A55 road in the area of The Nant in Pentre Halkyn.

6(A). 08/26

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: No offences reported

Pentre Halkyn: 2 x Violence / 1 x Vehicle crime

Rhes-Y-Cae: No offences reported

Rhosesmor: 1 x theft

- (2) The Clerk advised in relation to correspondence received from the Office of Hannah Blythyn MS (Welsh Government), to a request for additional street lighting in the area of the Rhosesmor children's play area and along the B5123 road. The Clerk read out an acknowledgement reply to the MS Member.

Members agreed the following: Appointed two Councillors to survey the area and identify any positions whereby additional lanterns could be erected, in particular, on existing wooden poles. The two appointed Councillors to report back to the Council – which would generally be the next monthly meeting, however, on this occasion the February Council meeting is to be cancelled, therefore, the Council will discuss further at the March meeting.

- (3) Flintshire County Council: Climate Toolkit Update and Climate Action Questionnaire. The Clerk advised that the questionnaire had been completed on behalf of the Council. The Clerk has registered to attend the Workshop in late January
- (4) Welsh Government: Appropriate sum under Section 137 (4) (a) of the Local Government Act 1972 – Limit for 2026 – 2027 – will increase from £11.10 per elector to £11.60 per elector

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

- ❖ HyNet (Carbon Dioxide Pipeline): Community Information event to be held at Northop Hall on Wednesday 10th December between 4pm and 7pm
- ❖ New National Park in Wales: Designation Order for proposed National Park in Wales
- ❖ Flintshire County Council Road Closure Notices:
 - (i) At Pentre Halkyn from 5th February 2026 for 4 days, subject to a maximum period of 5 days, no vehicles shall proceed; Buxton Lane - between its junctions with Brynford Road and Buxton Lane Jct Martins Hill for an approximate distance of 513.43 metres.

The reason for the closure is to facilitate vegetation clearance around overheads with associated works for National Grid

- (ii) From 17th February 2026 for 1 day, subject to a maximum period of 5 days, no vehicles shall proceed; Rhes-y-Cae Road - between its junctions with School House To Bryn Rodyn Junction and B5123 for an approximate distance of 57 metres. The reason for the closure is to facilitate heavy cable recovery
- (iii) From 15th January 2026 for 2 days, subject to a maximum period of 5 days, no vehicles shall proceed; Hersedd Crossroads To Pen Rhiw Junction - between its junctions with Moel Ffagnallt Wern Road and Tan-Yr-Gelli for an approximate distance of 430 metres. The reason for the closure is to facilitate a pole replacement with associated works for Openreach.

6(B). 09/26

CLERK'S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:

- £17,666.67 - Flintshire County Council: Third precept payment for financial year 2025 / 2026
- £40.00 - Flintshire County Council: Hire Fee for Parish Hall

(b) Street Lights:

Report received from Flintshire County Council Street lighting advising in relation to a faulty Community Council street light near Ysgol Rhos Helyg, Berth Ddu. The Clerk advised that the Community Council's street lighting contractor had repaired the lantern.

(c) Wales Audit 2024 / 2025

The Clerk advised that the Wales Audit return for year ended 31st March 2025 had been received. The Chair and Vice Chair had been sent a copy of the return following receipt in December 2025. Members perused a copy on screen.

Members noted the following Audit Opinion: 'Unqualified - 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'. Members also noted the recommendation together with the comment placed on behalf of the Community Council.

The Clerk further advised that the following Public Notice had been displayed on the Council's web site and notice board: Notice Of Conclusion Of Audit And Right To Inspect The Annual Return For The Year Ended 31 March 2025. Public Audit (Wales) Act 2004 Section 29 Accounts and Audit (Wales) Regulations 2014.

Members agreed the following: Accepted the audit report, noted the recommendation and thanked the Clerk for his financial work.

6(C). 10/26

TO APPOINT A COUNCILLOR TO VERIFY, SIGN AND DATE BANK STATEMENTS

The Clerk recollected to Members that this process is required under the Council's Financial Regulations.

Members agreed the following: (1) Councillor David Palmer appointed to verify, sign and date bank statements for the quarter: October, November and December, 2025 (2) Councillor Palmer confirmed to Members that the bank statement reconciliations agreed with the end of quarter - as per below Minute - to receive and approve the quarterly statement of accounts to the 31st December, 2025.

6(D). 11/26

TO RECEIVE AND APPROVE: QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2025

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2025. (Electronic copies sent prior to the meeting to Councillors). The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to date. The financial documents were shown on screen together with bank statements.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Chair of Council, Councillor Delyth Taylor.

6(E). 12/26

TO RECEIVE, CONSIDER AND APPROVE: BUDGET FOR THE FINANCIAL YEAR 2026 / 2027

- (1) To increase the current precept for the forthcoming financial year from £53,000.00 to £63,000.00 – an increase of £10,000.00. The Clerk advised that the Band D property charge would be £45.82, an increase of £6.81p a year (17.46% - £0.57p extra per month).

In reaching their decision to increase the precept, the Council Members took into consideration the following: Until a precept increase a year ago, the Council's budget had not been increased for a number of years. This has reduced the level of funds in the general, ear-marked and emergency reserves budgets. During the past four years the Council have utilised funds totalling £42,000.00 from their reserves to enhance the children's play areas of Halkyn, Pentre Halkyn, Rhosesmor and Rhes Y Cae.

The increase will support the general Council running costs at approximately 9.96%, together with the increased costs for both the children's summer play scheme at £660.00 and electricity at £3,400.00 which equate to 7.5% of the increase to the current Council budget.

- (2) The ear-marked reserves budget was updated.
- (3) The Chair of Council, Councillor Delyth Taylor, to sign the estimates for the end of the financial year 2025 / 2026, including the precept requirement for 2026 / 2027.
- (4) The Clerk to advise Flintshire County Council in respect of the Town Council's financial requirements (precept) for 2026 / 2027.

6(F). 13/26

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2025 / 2026

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 2025 / 2026 accounts

6(G). 14/26

TO CONSIDER: (DRAFT) COMMUNITY ENGAGEMENT POLICY

The Clerk recollected Members to a previous discussion in relation to a Community Engagement Policy. A draft policy was shown on screen that had been sent to all Councillors by e-mail prior to the meeting for perusal.

Members agreed the following: Confirmed the draft Community Engagement Policy. The Clerk to upload to the Council's web site.

6(H). 15/26

CLERK'S ANNUAL APPRAISAL – 2025

The Clerk advised, and the Chair of Council, Councillor Delyth Taylor, confirmed that the Clerk's annual appraisal had been completed for year 2025.

6(I). 16/26

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) Middle Mill Lane, Halkyn: Surface heavily deteriorated – between area of pond and cattle grid & beyond
- (2) B5123 Rhosesmor: Pot holes outside the former Post Office
- (3) B5123 Rhosesmor: Pot holes adjacent to Cross Keys Estate
- (4) Northop Lane: travelling from Rhosesmor – a number of pot holes

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

7. 17/26

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. 18/26

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

County Councillor Frances Lister advised in relation to the following:

- (i) Attendance at a Tarmac Quarry meeting in Hendre. Clay slipping has been monitored for the past two years and is now stable.

The closed road will re-open around summertime following work being completed.

- (ii) Current planning application at the Tiger Tim premises in Rhosesmor. Residents have formed an action group. Concern with the scale and size of the proposed new building, including safety, storage, highway and parking ,together with out of hours working.

Both County Councillors Frances Lister and Simon Jones have requested the application is determined by the full Planning Committee and not under delegated powers.

- (iii) Noise Pollution Complaints at a property in the area of St. Marys, Church, Halkyn. The County Pollution Department are investigating.

9(A). 19/26

PLANNING APPLICATIONS

The following planning applications had been received:

- (a) Application number: FUL/000977/25 – for proposed conversion of outbuilding to form annex, at Bryn Goronwy, Moel y Crio,

Comment by Council (Amended): Whilst the Halkyn Community Council have no objection, in principle, to the application - as long as planning policies and planning guidance notes are complied with. However, whilst the Design and Access statement refers - that the proposed dwelling remains part of the original dwelling curtilage and shares all utilities and vehicular access, the Community Council wish, that this is considered a planning condition should the application be successful.

- (b) Application number: FUL/001015/25 - Proposed extension and remodel of property from sides, at Hill Cottage, Wern y Gaer (junction to Moel y Crio).

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

- (c) Application number: FUL/001084/25 – for proposed roof terrace along with increased privacy screen at the rear of the garden, at 2, 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.

- (d) Application number: FUL/001055/25 – for proposed full planning permission for the demolition of existing warehouse and office building and erection of new storage facility with ancillary office space, reconfiguration/provision of parking, landscaping, alterations to internal road layout, installation of new pump house & sprinkler tanks and capping of mine shaft (retrospective element) at Tiger Tim, Rhosesmor.

Comment by Council: Whilst the Community Council have no objection to the proposals, in principle, as long as planning policies and planning guidance notes are complied with. However, the Council wish the following to be taken into consideration: To support the request by County Councillors' Fran Lister and Simon Jones, that the application is determined by the full Planning Committee, including a prior visit to the application area – due to the concerns raised by local residents.

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

9(B). 20/26

Members formally confirmed the above decisions.

9(C). 21/26

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). 22/26**PLANNING DECISIONS**

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

- FUL/000949/25 – for Variation of Condition 1 following grant of planning permission 049756, at Fron Farm, Rhes Y Cae. Approved.

10. 23/26**APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<u>December Payments</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated: 01/12/2205			
	Direct Debit: HSBC Bank (charges) Payment dated: 16/12/2025	0.80		0.80
	Direct Debit: Scottish Power (November - Street Lighting Electricity Account payment dated: 17/12/2025	654.99	131.00	785.99
	<u>Payments for consideration to be paid by BACS:</u>			
	Caerwys Computer Clinic (Web site hosting and domain name – 2025)	250.00		250.00
	Deeco Lighting (Street light repair – opposite Ysgol Rhos Helyg)	205.00	41.00	246.00
	<u>(Above payments authorised by two Councillor bank signatories)</u>			
	<u>January Payments</u>			
	<u>Payments made – to be confirmed:</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for			

	<p>December) (Quarterly payment for Cemetery administration – October, November & December) Payments dated: 02/01/2026</p> <p>Standing Order BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December 2025 – payment dated: 05/01/2026</p> <p><u>Payments for consideration at meeting to be paid by BACS:</u></p> <p>Halkyn Parish Hall (Library hire £357.50 / Council meeting room hire £30.00</p> <p>Society of Local Council Clerk's (Membership renewal)</p> <p>R. P. Parry (Clerk) Re-imbursement of bulk stationery – as per receipt (Viking Stationery)</p> <p>R. P. Parry (Clerk) Re-imbursement for purchase of Councillor Attendance book – as per receipt (Shaw & Sons – Legal Stationers)</p> <p>Direct Debit: Scottish Power (December - Street Lighting Electricity Account payment due: 19/01/2026</p> <p>(All invoices listed have been 'examined, verified and certified' by the Clerk)</p>	1,434.63		1,434.63
		387.50	24.54	387.50
		126.25		126.25
		122.68	19.60	147.22
		98.00	19.60	117.60
		716.62	143.32	859.94

11. 24/26

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Holywell Leisure Centre (Application for annual grant) (Section 19 – 3 (a) (b) LGA (Miscellaneous Provisions) Act 1976	£400.00
	Marie Curie (Great Daffodil Appeal) (Section 137 LGA 1972)	£500.00

12. 25/26

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.....**

DRAFT