



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

**Minutes of the Meeting of Halkyn Community Council,
Held in the Halkyn Parish Hall,
On Monday the 18th May 2026, at 7.30pm.**

Annual Council Meeting

1(A). 69/26

APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2026 / 2027

Councillor Brian Coleclough was proposed and seconded, as Chair of Council. There were no further nominations. Councillor Coleclough accepted the nomination.

Members agreed the following: Councillor Brian Coleclough be appointed as Chair of Council for the period 2026 / 2027.

1(B). 70/26

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (CHAIR OF COUNCIL)

Councillor Brian Coleclough signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

The new Chair of Council Councillor Brian Coleclough thanked Members for the appointment and also the retiring Chair Delyth for her time as Chair of Council.

Councillor Delyth Taylor thanked the Councillors for their support together with the Clerk and wished Councillor Coleclough an enjoyable time as Chair.

2(A). 71/26

PRESENT

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

County Councillor Simon Jones (Flintshire County Council)

Clerk & Financial Officer R. Phillip Parry

2(B). 72/26
APOLOGIES

Councillor David Case
Councillor Bob Robinson

County Councillor Frances Lister (Flintshire County Council)

2(C). 73/26
ABSENT

None

3. 74/26
APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2026 / 2027

Members agreed the following: To adjourn the appointment of the Vice Chair of Council to the June Council meeting.

4. 75/26
MINUTES OF THE ANNUAL MEETING HELD ON THE 19TH MAY, 2025

The Clerk advised Members, that the Minutes of the 2025 Annual Meeting were formally proposed, seconded and agreed at the 16th June, 2025 meeting under Minute number: 4. 122/25.

Members agreed the following: Re-affirmed the above decision.

5. 76/26
NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES – 2026 / 2027

Members received prior to the meeting a copy of the current list of Liaison, Local Committees and Outside Bodies for year 2026 / 2027.

Members agreed the following: The current list to continue for year 2026 / 2027

General Council Meeting

6. 77/26
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

7. 78/26
DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

8. 79/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 20TH APRIL, 2026

The Minutes were proposed as correct by Councillor Nicola Richardson and seconded by Councillor Matt Lister and formally agreed by the Members present.

9. 80/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Street Lighting Electricity Supply:** The Clerk recollects Members to the correspondence sent to both Scottish Power and OFGEM expressing this Council's concern with the excessive increase to the street lighting monthly energy supply cost. Both identities replied advising that the way consumption is now recorded provides a more accurate reading – hence the higher kilowatt usage.

The Clerk further advised that the Clerk to Treuddyn Community Council is in the process of endeavouring to join the Government Procurement Contract for street lighting supply and has completed the first stage. The Treuddyn Clerk will advise a number of Flintshire Councils, including this Council when their application has been successful, whereafter, this Council can then proceed to join the contract. However, the process can take up to six months to progress.

- (2) **Additional Bench Seats and Community Garden in Rhes Y Cae:** The Clerk advised that there had been no further contact from the resident who was to enquire with the Rhes Y Cae Village Hall Committee, to seek their views on a Community Garden adjacent to the Hall
(2) Councillor Nicola Richardson advised that the bench seating is still on progress.
- (3) **Halkyn Parish Hall – Vesting Order:** The Clerk advised that the Council's appointed legal representative, for personal reasons, was now not able to proceed with the Vesting Order. Another legal firm has been approached seeking a quotation.
- (4) **Halkyn Parish Hall Insurance:** The Clerk advised that he had sought a quotation to include the Halkyn Parish Hall on the Council's insurance policy. The cost quoted was £1,868.00, whereas the current insurance cost arranged directly by the Parish Hall Management Committee is £1,309.00 – an increase of £559.00.

Members agreed the following: The Clerk to advise the Parish Hall Management Committee.

- (5) **Community Award - 2026:** The Clerk advised Members in relation to the following timeline. Public Notice in the next edition of the Halkyn Mountain News; Copy of Public Notice on Council's notice boards; Nomination form and award policy uploaded to Council's web site; Closing date for nominations 12 Noon on Monday 13th July; Applications placed before Council on Monday 20th July; Award(s) presentation on Monday 21st September.

10(A). 81/26

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: 3 x Burglary / 1 x Vehicle crime / 1 x Violence

Pentre Halkyn: 1 x Anti social behaviour / 1 x Burglary / 2 x Violence

Pen -Y- Parc: 1 x Anti social behaviour

Rhes -Y-Cae: 1 x Violence

Rhosesmor: 1 x Anti social behaviour

The Catch: 1 x Violence

10(B). 82/26

CLERK'S REPORT

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

- £21,000.00 - Flintshire County Council: First precept payment for financial year 2026 / 2027
- £1,609.00 – Flintshire County Council: Cemetery grant.
- £1,250.87 - HM Revenue & Customs: VAT Refund for financial year 2025 / 2026

- (b) Halkyn Council Cemetery: The Clerk discussed with Members the Cemetery Regulations, and in particular, Memorial Stones in area of Ashes Plots.

Members agreed the following: The Cemetery sub-committee to provide their report at the June meeting following the annual inspection.

(c) STREET LIGHTS

The following streets lights reported faulty:

- ❖ Travelling from Rhosesmor towards Berth Ddu (passed Village Hall – concrete column). Street lighting engineer advised previously
- ❖ Halkyn to Rhes y Cae Road – just prior to junction. Street lighting engineer advised previously
- ❖ Near Bryn Derw, The Nant

10(C). 83/26

TO RECEIVE: INTERNAL AUDIT REPORT – YEAR ENDED 31ST MARCH 2026

The Clerk advised Members to the recently received Internal Audit report for year ending March 2026 - that had been sent to the Chair and Vice Chair prior to the meeting and shown on screen during the meeting to Members.

The Council noted the following comments in the report: ‘On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the Council’s system of internal controls is in place, adequate for the purpose intended and effective. No internal control issues identified. The council has maintained a robust set of books and records for the financial year’.

Members agreed the following: Accepted the Internal Audit report and thanked the Clerk for the financial aspect of his duties over the past year.

10(D). 84/26

COMMUNITY AND TOWN COUNCILS IN WALES: ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2026

The Clerk advised Members that Sections in the above document named: Accounting Statements for 2025-26, Annual Governance Statement and Additional disclosure notes had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Council Approval and Certification Section was now required to be formally approved by Council and thereafter for signature by both the Chair and Clerk. Members perused the document on-screen.

Members confirmed the following: The Council Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk.

10(E). 85/26

TO CONSIDER: ANNUAL REPORT – YEAR ENDING 2026

The Clerk recollects Members to the draft Annual Report for the year ending March 2026, that had been forwarded prior to the meeting for perusal. The Clerk advised that the report had followed the guidance issued by the Welsh Government in relation to the contents.

Members agreed the following: Confirmed the Annual Report for the year ending March 2026. There were no amendments. The Clerk advised that the report would be made available on the Council’s web site. The Clerk was thanked for completing the substantial report.

10(F). 86/26

PAYMENT TO MEMBERS: INDEPENDENT REMUNERATION PANEL FOR WALES RECOMMENDATION

The Clerk recollects Members to a previous communication received from the Independent Remuneration Panel for Wales, and in particular, the Mandatory Payments: Determination 6/2026: Costs and Expenses (2026 / 2027) for Town & Community Councillors.

The Clerk provided Members with a claim form.

10(G). 87/26

TO ARRANGE ANNUAL CEMETERY INSPECTION IN JUNE

The Clerk advised that this agenda item is to arrange the Annual Inspection of the Council Cemetery adjacent to St. Mary’s Church, Halkyn.

Members agreed the following: Inspection to take place on Thursday 4th June at 6.30pm. The Clerk to advise the Cemetery Sub-Committee.

10(H). 88/26

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:

- Dog fouling in the Halkyn area

The Clerk provided the following update from Mr. Neil Hickie (StreetScene) Officer

- Dog fouling in the Halkyn area (*Street cleaning dispatched to area*)

Further update received from Neil Hickie (Street Scene) (*update in italics*)

- (1) B5123 Road in Bryn Alun area: 2 x grids blocked. *Request passed to delivery service for attendance*
- (2) B5123 Road in Bryn Alun area: Some pot holes have been repaired, with others still outstanding. *Listed for pothole repair and future resurfacing*
- (3) Pot holes and damaged road which requires upgrading: Middle Mill Lane, Pant Y Gof (This was reported in March – could an update be received). *Listed for pothole repair and added to resurfacing list for consideration*
- (4) Rhosesmor to the Green area in Northop: Pot holes. *Listed for pothole repair*
- (5) Halkyn to Rhes Y Cae Road: Some pot holes have been repaired, with others still outstanding – from the bridge area (This was reported in March – could an update be received). *Listed for repair and imminent return of “Pothole Pro”*
- (6) Bryn Tirion Road – at Lleprog Lane. The verge has partly collapsed following a lorry tipping over. The area was filled with soil which has compacted. The area is difficult to manoeuvre when two cars are passing without one vehicle going into the dip. Could this be investigated please. (Is the area within the Halkyn Street Scene remit). *In Area 2 (Bagillt) and will pass to Tom Cartright who covers that patch*
- (7) Bryn Tirion Road: Tremendous amount of litter. Can a litter pick please be organised (Is the area within the Halkyn Street Scene remit) *Cleaners Made a start on Tuesday 21/04/26 under contractor’s traffic management but unable to complete due to ongoing and dangerous traffic movement, will return on Friday 24/04/26 when physical road closure is in place*

Members brought the following concern(s) to the meeting:

- (1) Condition of roadway at junctions of B5123 and A5026. Could the area be inspected as the roadway requires a major repair or retarmacking. It is possible the condition of the road has deteriorated due to the heavy vehicles that use the area
- (2) Pot holes in the following areas:
 - (i) Moel Y Crio. From area of bus stop to Y Fferm
 - (ii) Moel Y Crio to Rhes Y Cae Road – travelling down hill
 - (iii) Halkyn to Rhes Y Cae road
 - (iv) Top of Martins Hill – between Buxton Lane and Rhes Y Cae junction
 - (v) Cross roads under A55 – travelling downhill from Springfield Hotel
- (3) The County Council are replacing the Vehicle Activated Speed (VAS) signage. The two VAS signage in Pentre Halkyn and one VAS sign in Berth Ddu have not been changed. The Clerk advised he would enquire with County Highways

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

11. 89/26

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.

12. 90/26

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

County Councillor Simon Jones advised in relation to the following:

- (a) Meeting held with PCSO to discuss motor bikes in area of Middle Lane. The PCSO will arrange surveillance of the area
- (b) Vehicle Activates Signage near to Ysgol Rhos Helyg will be replaced
- (c) Resurfacing of highway at junction of B5123 with A541 in Rhydymwyn will be completed following removal of underground cables
- (d) Tiger Tim planning application. Update in relation to amended plans, residents concerns and attendance at a full County Planning meeting

13(A). 91/26

PLANNING APPLICATIONS

The following planning applications to be considered by Members at the meeting:

- (a) Application number: FUL/001055/25 – for amendments to submitted application, for 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:

- (i) The Community Council support the request by County Councillors' Fran Lister and Simon Jones for the full Planning Committee to determine the above application.
- (ii) The Community Council are aware that both County Councillors for the Ward area – Fran Lister and Simon Jones have indicated their attendance at a full Planning Committee, including a member of a Resident Group who will also advise the Planning Committee, as to concerns with the application, on behalf of a number of residents. The Community Council feel that there is sufficient representation to speak in relation to the application, therefore, the Community Council will not be represented at the hearing.
- (b) Application number: FUL/000368/26 – for proposal to convert vacant barn to residential dwelling, at Pantauhirion, Rhosesmor.

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

13(B). 92/26
PLANNING DECISIONS

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

- (1) Application number: FUL/000226/26 - for erection of a single-storey detached bungalow to be used as a residential annexe, at Bryn Haul, Moel Y Crio. Refused.
- (2) Application number: FUL/000072/26 - for proposed rear extension & alterations to existing dwelling, at Spring Cottage, Nant Road, Pentre Halkyn. Approved.
- (3) Application number: FUL/000977/25 - for conversion of outbuilding to form Annex, at Bryn Goronwy, Moel Y Crio. Approved.
- (4) Application number: FUL/000367/25 – for proposed 2 Static Caravans within curtilage of main dwelling to substitute 2 x glamping pods. Top Pen- y- Parc Farm, Pant Y Goff, Halkyn. Approved.

14. 93/26
APPROVAL OF ACCOUNTS FOR PAYMENT

Payee (Authorised to be paid by BACS)	Net £	Vat £	Total £
<u>Payments made – to be confirmed:</u>			
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for April) Payments dated: 01/05/2026			
<u>Payments for consideration at meeting to be paid by BACS:</u>			
Clear Councils (Council’s annual insurance policy renewal)	1,112.42		1,142.42
JDH Business Service (Internal Audit)	342.00	68.40	410.40
Councillor Delyth Taylor (Retiring Chair of Council allowance)	400.00		400.00
Thirteen Councillor allowances to Members (As per Independent Remuneration Panel for Wales)	2,704.00		2,704.00
(All invoices listed have been ‘examined, verified and certified’ by the Clerk)			

15. 94/26
APPLICATIONS FOR FINANCIAL SUPPORT

Name of organisation (Authorised to be paid by BACS)	Amount granted £

Halkyn Cricket Club (Application for funding towards a new carpet) (Section 19 - 3 LGA (Miscellaneous Provisions) Act 1976)	£710.00
Halkyn & District Bowling Club (Application towards general running and maintenance costs) (Section 19 - 3 LGA (Miscellaneous Provisions) Act 1976)	£500.00

16. 95/26

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