



CYNGOR CYMUNED HELYGAIN / HALKYN COMMUNITY COUNCIL

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

**1(A). 160/26
PRESENT**

Councillor Howard Morris (Vice Chair)
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
Councillor Delyth Taylor

County Councillor Frances Lister (Flintshire County Council)

Clerk & Financial Officer R. Phillip Parry

**1(B). 107/26
APOLOGIES**

Councillor David Case
Councillor Brian Coleclough
Councillor B. Glyn Coleclough
Councillor Matthew Lister

County Councillor Simon Jones (Flintshire County Council)

1(C). 108/26

ABSENT

None

**2. 109/26
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

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

meeting.

3. 110/26

DECLARATIONS OF INTEREST

There were no Declarations of Interest Declared.

4. 111/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 21ST SEPTEMBER 2026

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

5. 112/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Halkyn Parish Hall:** Vesting process. As Councillor David Case was unable to attend the meeting, the Clerk advised the following on behalf of Councillor Case: Whilst the matter is still in progress, Councillor Case continues to gather evidence.
- (2) Road Name Signage:** The Clerk advised that County Street Scene have placed an order for a new sign with the correct spelling – Bryn Felyn.

Pending Matters:

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

- (i)** Street Lighting Procurement Contract
- (ii)** Scottish Power not issuing invoices (direct debit cancelled in an attempt to ensure invoices are issued)

6(A). 113/26

CORRESPONDENCE

- (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 Anti social behaviour / 1 x Criminal damage / 3 x Violence

Pentre Halkyn: 2 x Anti social behaviour / 1 x Criminal damage / 3 x Public order / 1 x Other crime

Rhes-Y-Cae: No offences reported.

Rhosesmor: 1 x Violence

Rhosesmor (Pen Y Parc): 1 x Anti social behaviour

Rhosesmor (The Wern): 1 x Anti social behaviour / 1 x Other crime / 1 x Violence

- (1) Flintshire County Council: Notification in relation to the Annual Town & Community Councils Joint meeting with Flintshire Standards Committee, to be held on Monday 2nd November. Request to submit items on any Code of Conduct or ethical issues. Closing date for items Friday 23rd October.

Members agreed the following: No agenda items.

- (2) Flintshire County Council: Summer Play Scheme Report. Members perused the report on screen which had been forwarded prior to the meeting.

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

- ❖ Remuneration Panel for Wales: Draft report – 2026 / 2027

**6(B). 114/26
CLERK'S REPORT**

- (a) Photographs forwarded to Council showing litter and other objects in the area of St. Mary's Church, Halkyn. It had been advised that police were called to a nearby property due to a disturbance. Councillor Delyth Taylor provided additional information.
- (b) **Community and Town Councils in Wales Annual Return for the Year Ended 31 March 2026**

The Clerk advised that the Audit Wales Certificate had been received for the year 2025 / 2026. 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 Community 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’

There were no other matters and recommendations:

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 2026. (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: Accepted the report and thanked the Clerk for his work.

**6(C). 115/26
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 be appointed to verify, sign and date bank statements for the quarter: July, August and September, 2026 (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 30th September, 2026.

6(D). 116/26

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2026

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September 2026. (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 Vice Chair of Council, Councillor Howard Morris

6(E). 117/26

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 – 2026 / 2027 (g) Retention Of Documents Etc., Schedule (h) Cemetery Regulations (i) Fixed Asset Register – 2026 / 2027 (j) Retention of Documents Policy Statement (k) Social Media (l) Annual Investment Strategy – 2026/ 2027 (m) Model Local Resolution Protocol (n) Model Publication Scheme / General Data Protection Regulation (Notice & Consent) (GDPR) (o) Social Media (p) Biodiversity Duty Plan 2026 / 2028 (q) Welsh Language Policy (r) Equal Opportunities Policy (s) Training Plan (t) Annual Review of Clerk's Contract of Employment (u) Community Engagement Policy

To Consider approving the following:

- New Bio-diversity Plan (2026 - 2028)

Above policy sent to Council Members prior to the meeting.

Members agreed the following: (1) Approved and updated the above policies, and to be further reviewed, if necessary, before the end of the financial year (2) Approved the Bio-diversity Action Plan (2026 - 2028)

6(F). 118/26

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) Gully blocked: Rhosesmor on corner by children's play area

(2) Pot holes: Halkyn Village Road from the Old Chapel travelling towards Halkyn Parish Hall

- (3) Cattle grid rattling: At Berth Ddu (This cattle grid has been repaired on a couple of occasions previously)
- (4) Pot holes: Shone's Lane, Berth Ddu (mainly at junction with B5123 road)
- (5) Village sign: Rhes Y Cae name sign missing in area of the Church and travelling towards Lixwm
- (6) Barrier: At entrance to Tarmac Quarry on B5123 road. The barrier appears to have been damaged

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

7. 119/26

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- Councillor Colin D'Arcy (Attendance at Flintshire County Forum). Councillor D'Arcy provided an informative and substantial report following his attendance at the County Forum.

8. 120/26

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

County Councillor Frances Lister advised in relation to the following:

- ❖ Attendance at a Cemex Quarry meeting. Plans will be re-submitted and considered by the County Planning Committee; Dust issues whereby a new washer will be installed
- ❖ Pentre Road. Concerns with the number of HGV's travelling through the village; parking of HGV's in a number of areas: Councillor Lister has requested a HGV Management Plan
- ❖ Tiger Tim planning application will be considered by the County Planning Committee
- ❖ 'Party House' in the Halkyn area. Action has been taken by Flintshire County Council Environmental Officers
- ❖ Budget report which included primary schools

9(A). 121/26

PLANNING APPLICATIONS

The following planning application had been received:

Application number: DET/000899/25 – Amendments to submitted application for approval of details reserved by conditions 22 and 23 Ref: M/89/20/01239, at Pant Quarry, Halkyn.

Comment by Council: Whilst there is no objection to the actual approval of details application, the Community Council do support the concerns of the Flintshire Footpaths Committee of Ramblers Cymru, and in particular, the Community Council wish that a suitable resolution will be agreed with Ramblers Cymru in relation to the footpaths.

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

9(B). 122/26

Members formally confirmed the above decision.

9(C). 123/26

The following planning application was considered by Members at the meeting:

- Planning application number: Ref no: FUL/000799/26 – for proposed side and rear extensions and internal alterations, at The Old Telephone Exchange, Halkyn.

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

9(D). 124/26**PLANNING DECISIONS**

The following planning decision(s) have been received from Flintshire County Council:

No planning decisions received.

9(E). 125/26**PLANNING APPEALS**

The following notice of planning appeal to the Wales Planning Inspectorate had been received:

- Town and Country Planning Act, 1990 (as amended) - Section 78 appeal against refusal of a householder application - Planning Ref: 1dc/000716/25 / appeal reference number: cas-05071-x3c6q7 by Acorus Rural Property Services Ltd on behalf of Ashford Farm Caeau Gleision Lane, Halkyn.

10. 126/26**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 September) Payments dated: 01/10/2026 (Quarterly payment for Cemetery administration - July to September			
Standing Order BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2026 – payment dated: 08/10/2026	1,434.83		1,434.63
<u>Payment for consideration at meeting to be paid by BACS:</u>			
Royal British Legion (Three Remembrance Sunday Wreaths at £27.00 each)	81.00		81.00

(All invoices listed have been 'examined, verified and certified' by the Clerk)			
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11. 127/26

APPLICATIONS FOR FINANCIAL SUPPORT

Name of organisation (Authorised to be paid by BACS)	Amount granted £
Nightingale House Hospice (Application for annual donation) (Section 137 LGA 1972)	£500.00
Urdd Gobaith Cymru (Application for annual donation) (Section 145 LGA 1972)	£250.00
Wales Air Ambulance (Application for annual donation) (Section 137 LGA 1972)	£750.00

12. 128/26

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.....**