



# **CYNGOR CYMUNED CHWITFFORDD / WHITFORD COMMUNITY COUNCIL**

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## **Minutes of The Meeting of Whitford Community Council**

**Held Virtually by Video and Telephone Conference,**

**On Thursday the 11<sup>th</sup> July, 2024, at 7.00pm**

### **1(A). 147/24**

#### **PRESENT**

Councillor Billy Glynn (Chair)  
Councillor Caradoc W. Jones (Vice Chair)  
Councillor Richard Dolphin  
Councillor Paul Urquhart  
Councillor Melanie Wallis  
Councillor Emma Warbrick  
Councillor Joseph Williams

Clerk & Financial Officer R. Phillip Parry

### **1(B). 148/24**

#### **APOLOGIES**

Councillor Tim Barks  
Councillor Matthew J. Marshall  
Councillor Gareth Sharp  
Councillor Steve Watts

### **1(C). 149/24**

#### **ABSENT**

None

### **2. 150/24**

#### **PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

- Complaint in relation to the uneven surface of Carmel Road, Carmel. As there is no pavement in parts pedestrians have no alternative but to walk along the highway and risk injury due to the condition of the road. The Clerk advised that the concern had been placed on the Street Scene list of monthly concerns.

### **3. 151/24**

#### **DECLARATIONS OF INTEREST**

The following Declaration of Interest was declared: Councillor Melanie Wallis (**Minute number: 6(D). 157/24 on page 4 below**)

#### **4. 152/24**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13<sup>TH</sup> JUNE, 2024**

The Minutes were proposed as correct by Councillor Paul Urquhart and seconded by Councillor Melanie Wallis and formally agreed by the Members present.

#### **5. 153/24**

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

The Clerk referred to the following matters from previous Minutes:

- (1) **Red K6 Phone Box in Whitford:** The Clerk advised that he had written to the Cymdeithas Thomas Pennant Society seeking if they wished to use the Red Phone Box to place historical literature and other historical information in relation to the Whitford area. To date there had been no reply. The Clerk was asked to write further.
- (2) **Whitford Children's play area:** Members viewed on screen proposals for new play area equipment that had been provided by Richard Roberts (Aura Leisure) – under the Flintshire County Council match-funding scheme.

**Members agreed the following:** (1) The Community Council to provide the 50% (up to a maximum of £10,000.00) cost for the adventure trail together with rubber mulch surface in the areas of existing play equipment (2) Whilst the Council Members appreciate the concern with the sandpit area, the Members are concerned with a cost of £1,000 to remove the sand. The Clerk to enquire if a small item of play could be placed in this area should the sand be removed.

- (3) **Pen Y Gelli Quarry:** The Clerk advised that the work to remove the most urgent clearance of trees had been completed. The Clerk read out an e-mail from Councillor Tim Barks who had visited the site together with the contractor following the completed work. The contractor has removed additional trees at no extra cost to this Council.
- (4) **Pavement Extension in Gorsedd:** The Clerk read out to Members correspondence received from County Councillor Chris Dolphin, which advised in relation to a new footpath project for the area; a footway within the current road area with a one way priority road passage – as leaving the village. The Road Safety unit will provide an updated plan and an ecology report will be completed. The 20mph speed limit will be lengthened. Councillor Caradoc Jones who had attended a recent site meeting also provided further information.
- (5) **Street lighting Electricity Supply:** The Clerk provided an update and advised that a number of Clerk's are working together to collate quotations.
- (6) **Grass Cutting – Area adjacent to Ysgol Y Llan, Whitford:** The Clerk advised that a quotation had been received from Treetops (Environmental) for grass cutting in the area of the Council's car park adjacent to Ysgol Y Llan in Whitford. The quoted cost for three cuts until the end of August was £150.00 (£50.000 a cut). The Clerk further advised that the quotation had been agreed by the Chair and Vice Chair of Council.

**Members agreed the following:** Confirmed the acceptance of the above quotation.

#### **6(A). 154/24**

#### **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 Whitford Community Council area:

**Carmel** - 2 x Violence

**Gorsedd** - 1 x Violence

**Lloc** - 1 x Violence

**Lloc (Services)** - 1 x Burglary / 1 x Public Order

**Pantasaph** - No crimes reported / 1 x Anti social behaviour

**Whitford** - No crimes reported

- (2) Notification from Mrs. J. Garbutt that the newly appointed Headteacher at Ysgol Bro Carmel is named Mr. Martell
- (3) West Flintshire Town & Community Councils – next meeting date at 6pm on Monday 8<sup>th</sup> July
- (4) Summer Play Scheme: Members were shown on screen a poster advertising the play scheme which will be held in Ysgol Bro Carmel from 22<sup>nd</sup> July to the 30<sup>th</sup> August. The Clerk asked that Councillors upload the poster to the local Facebook pages

#### **6(B). 155/24**

##### **CLERK'S REPORT**

- The Clerk advised that a request had been received for funding towards a community project to purchase planters in an area of grassland adjoining the highway in Lloc. The County Council had stated the following requirements prior to a decision being made:
  - ❖ Location plan
  - ❖ Risk assessments
  - ❖ Items to be installed
  - ❖ Management plan for the items installed
  - ❖ Insurance cover via the Community Council

The Clerk further advised that County Councillor Chris Dolphin has sought the observations from the County Biodiversity Officer.

#### **6(C). 156/24**

##### **COMMUNITY COUNCILLOR VACANCY (EXPRESSION(S) OF INTEREST**

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 Five Villages Chronicle.

The Clerk further advised, that following the closing date of 12 Noon on Thursday 4<sup>th</sup> July, one Expression of Interest had been received; this was read out in full to the Members.

**Members agreed the following:** To co-opt Sandra Roberts a resident of Whitford as a Community Councillor.

**6(D). 157/24**

**TO CONSIDER: COMMUNITY AWARD APPLICATION(S) (MEETING TO BE CLOSED UNDER SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960))**

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The nominations for a Community Award was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

**Note:** Councillor Melanie Wallis Declared an Interest in the above Community Award process (**Minute number: 3. 151/24 on page 2 above**).

**6(E)(i). 158/24**

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

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2024 (electronic copies sent prior to the meeting to Councillors), 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, Councillor Billy Glynn.

**6(E)(ii). 159/24**

**TO REVIEW: COUNCIL'S EAR-MARKED RESERVES (2024 / 2025)**

The Clerk advised that whilst the ear-marked reserves had been agreed in November last year and formally entered into the budget setting process in January of this year, these reserves were required to be updated for the remainder of this financial year. Councillors had received a copy of the current ear-marked reserves prior to the meeting by e-mail.

**Members agreed the following:** The general ear-marked reserves were updated, as follows:  
£10,000.00 - Environmental Projects (including Pen Y Gelli) / £5,000.00 - Environmental Projects - Carmel & Whitford Schools / £3,000.00 - Litter Picking Contract / £8,000.00 - Speed Indicator Signage x 1 / £10,000.00 - Children's Play area in Whitford / £2,000.00 - Training budget (Councillors & Clerk). Total general ear-marked reserves £38,000.00.

**6(F). 160/24**

**TO ARRANGE ANNUAL INSPECTION: PEN Y GELLI QUARRY**

The Clerk recollects Members that the Annual Inspection of the Pen Y Gelli Nature Reserve would normally be carried out by the Sub-committee during late July to early August.

**Members agreed the following:** As only one member of the Pen y Gelli Sub-committee was present in the meeting, the Clerk to e-mail the sub-committee members with potential dates to carry out the annual inspection (Sub-committee members: Councillors' Tim Barks, Matt Marshall and Melanie Wallis, together with the Clerk).

**6(G). 161/24**

**COUNTY COUNCILLOR CHRIS DOLPHIN**

The Clerk advised in relation to the following received from County Councillor Chris Dolphin:

- (1) Update in relation to the extension to the Gorsedd public footpath (**Minute number: 5. 153/24 (4) on page 2 above**)
- (2) The recently refurbished Carmel Village notice board, the cork backing squares are falling away from the back of the board. The Clerk advised that during the refurbishment of the five Community Council notice boards, each board was re-fitted with a new cork backing. Councillor Melanie Wallis advised that the cork backing was also defective on the notice board in Lloc.

**Members agreed the following:** The Clerk to make contact with the joiner who completed the refurbishment and cork backing on the notice boards, and to seek an inspection of all five boards and to provide a report to Council.

**6(H). 162/24**

**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. Nigel Seaburg (StreetScene) Officer** (*Update in italics*)

- (1) Gorsedd Road: Pot hole – across from Llys Orsedd. This was filled in some two weeks ago but is defect again. *Will visit the area*
- (2) Glol Woods: Broken Right of Way gate. *Exact location requested and forwarded to the Public Footpath Officer*

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

- (1) Carmel Road, Carmel. As there is no pavement in parts pedestrians have no alternative but to walk along the highway and risk injury due to the condition of the road (Concern raised by a member of the public)
- (2) Holway to Whitford Road: Hedges require cutting back. The hedges protrude into the road which creates a danger for the many pedestrians who use this road. Vehicles are apparently scratched by the foliage
- (3) Llwyn Ifor Lane: The hedges in this narrow lane require cutting back. They protrude into the road which creates a danger for the many pedestrians who use this narrow road
- (4) Waen Hill: Roadside grass verges require cutting

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

## 7. 163/24

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

- **West Flintshire Town & Community Council Group:** Councillor Caradoc Jones advised of his attendance at a recent meeting in the Holywell Town Council Offices on Monday 8<sup>th</sup> July. Items discussed, included the following:
  - (i) County Council grass cutting complaints
  - (ii) Holywell Museum (located in the former King's Head)
  - (iii) 20mph speed restriction review
  - (iv) Cattle grid concerns
  - (v) Sheep on highway (Pen Y Ball area)
  - (vi) Planning infringements

## 8(A). 164/24

### PLANNING APPLICATIONS

The following planning application(s) were considered by Members at the meeting:

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

## 8(B). 165/24

### PLANNING DECISIONS

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

- (1) Application number: LDP/000380/24 – for erection of garden office and shed The Meadows, Tan Y Lloc Lane, Lloc. Approved
- (2) Application number: FUL/000084/24 - To upgrade the existing access into a five-meter-wide drive access into the prop Groesffordd, Llwyn Ifor Lane. Refused
- (3) Application number: LDP/000336/24 – for replacement fencing, at Land Adj to Village View, Carmel Road, Carmel. Approved

## 9. 166/24

### 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 June) Payments dated 01/07/2024			
	<b>Direct Debit:</b> HSBC Bank (charges) Payment dated: 01/07/2024	5.00		5.00
	H. M. Revenue & Customs. Clerk's PAYE & Clerk	1,006.65		1,006.65

	& Council NI - April, May & June 2024. Payment dated: 09/07/2024  <u><b>Payments for consideration at meeting to be paid by BACS:</b></u>  St Paul's Church, Gorsedd. Council meeting room hire for April, May & June  Davies, Land & Sea Ltd (Work Order dated 15/03/2024 – in Pen y Gelli Nature Reserve)  Treetops Environmental (Grass cutting contract for June)  <b>Direct Debit:</b> Scottish Power (June - Street Lighting Electricity Account): Payment due: 19/07/2024			
		120.00		120.00
		4,150.00	830.00	4,980.00
		700.00		700.00
		533.42	106.68	640.10

**10. 167/24  
APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	No applications received	

**11. 168/24  
Members agreed the payments of the above accounts as listed.**

**There being no further business, the Chair thanked everyone for attending and closed the meeting.**

**SIGNED BY CHAIR OF COUNCIL:.....**

**DATE OF APPROVAL:.....**