



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held at The Memorial Institute, South Street, Caerwys, On Tuesday the 19th November, 2019, at 7.30pm.

1(A). 198/19 PRESENT

Councillor Stephen Copple (Mayor)
Councillor Peter Dooley (Deputy Mayor)
Councillor Miss. Susan A. Broadaway
Councillor Jonathan E. Duggan-Keen
Councillor Mrs Lynette M. Edwards
Councillor Howard R. Griffiths
Councillor Miss. Carole A. Harris
Councillor Michael W. Moriarty
Councillor Miss. Carole Stephenson
Councillor Stephen G. Wilson

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 199/19 APOLOGIES

Councillor Ms. Helen L. Priestley

2(A). 200/19 BEREAVEMENTS WITHIN THE COMMUNITY

Members stood in silence in memory of the following: Mrs. Linda Helen Edwards, Pendine Park Nursing Home, Wrexham, formerly of Caerwys and John Gareth White, Plas Isaf Lodge Farm, Caerwys.

3. 201/19 DECLARATIONS OF INTEREST

The following Declaration of Interest was made: Councillor Steve Copple – Approval of Accounts for Payment (**Minute number: 12. 222/19 on page 10 below**)

4. 202/19 TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 15TH OCTOBER 2019

The Minutes were proposed as correct by Councillor Michael Moriarty and seconded by Councillor Steve Wilson and formally agreed by the Members present.

5(A). 203/19

MATTERS ARISING

The Clerk referred to the following matters from the previous Minutes:

Minute no: 5. 179/19 sub minute numbers: 5.156/19 & 5.136/19 (page 2) – in relation to the completion of the internet banking form. The Clerk advised that as the current opening of a deposit account had not yet been completed by NatWest Bank – the Bank wish the internet form not to be received until the deposit account opening is completed.

Minute no: 5. 179/19 sub minute numbers: 5.156/19 (page 2) – in relation to Old Court, High Street, Caerwys. Discussed under **Minute number: 8. 213/19 (b) on pages 5 and 6 below.**

Minute no: 5. 179/19 sub minute number: 5.156/19 from previous Minutes (page 2) – in relation to the upgrade of the Children’s play area. Councillor Steve Copple advised in relation to two site meetings attended by himself and Councillor Ms. Helen Priestley. Concern was expressed by a neighbouring property owner about the installation of the zip wire but this has been resolved.

Minute no: 8(B). 181/19 (iii) (page 4) – in relation to the Council’s letter to the Chief Executive of Barclays Bank, which expressed concern to the withdrawal of cash facility from the Caerwys Post Office. The Clerk recollects to Members the reply which has been sent to Members – whereby the decision had been reversed.

5(B). 204/19

TO RECEIVE RECOMMENDATIONS: AMENDMENTS TO THE COUNCIL’S ‘COMMUNICATION AND ENGAGEMENT STRATEGY POLICY’ (CLLR STEVE COPPLE)

The Clerk recollects to Members that the amended draft policy had been sent to Council Members by e-mail for consideration. Councillor Steve Copple advised Members that the policy had been updated to include the relevant paragraphs from the Welsh Assembly Social Media – Guide for Councillors.

Members agreed the following: Confirmed the updated ‘Communication and Engagement Strategy Policy’

6(A). 205/19

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) The Clerk read out a report received from PCSO Connor Freel in relation to reported criminal offences within the Community:

Caerwys: 1 x Suspicious Circumstances in Bryn Aur area - suspicious white vehicle has attended near location and dropped 3 males off who entered a yard of a property on the street before running away towards Holywell Road / 1 x Suspicious Circumstances in South Street and Chapel Street – two young men acting suspiciously around 02:15 to 2.30am – with one riding a BMX / 1 x Driving under the influence on B5122 road in Caerwys. Driver tested positive for cannabis.

Afonwen: No reported offence.

- (2) Flintshire County Council – Ninth feedback report in relation to visits to Town & Community Council by members of the Standards Committee.
- (3) Flintshire County Council – Improvements to car parking in Maes Y Dre – now completed.
- (4) Flintshire County Council – County Forum meeting dates for 2020.
- (5) Flintshire County Council – Monitoring Community Tensions. E-mail forward to all Council Members, which had been received by Councillor Mike Moriarty.
- (6) Independent Remuneration Panel – Draft Report for 2020 – sent to Council Members by e-mail.
- (7) National Community Energy Campaign - Local Electricity Bill – sent to Council Members by e-mail. **Agreed no action to be taken.**

6(B). 206/19

CLERK'S REPORT

- (i) Request received from Ysgol Yr Esgob Primary School, seeking funding towards the electrical installation cost of an outside defibrillator attached to the school wall. The Clerk advised that the cost was approximately £300.00, whereby the Football Club had agreed to pay 50% of the cost.

Members agreed the following: To provide financial assistance of approximately £150.00 to the school for the defibrillator electrical installation cost.

- (ii) The Clerk recollected to Members the Charity in the Conwy Valley that the Council used for the purchase and installation of defibrillators in Afonwen and Caerwys. This Charity wishes to place in the red phone box in Pen Y Cen - a defibrillator and housing cabinet free of charge – but are requesting financial assistance of £160.00 towards the electrician cost and £80.00 for a backboard and signage.

Members agreed the following: To provide financial assistance for the electrical installation and signage at a cost of approximately £240.00.

- (iii) The Clerk advised that he had sent historical information in relation to the link between Caerwys and Philadelphia to the Welsh Assembly Government – for insertion in a Visit Wales brochure to be published. The information had been accepted and would be included in the publication, together with a number of Caerwys photographs.
- (iv) The Clerk advised in relation to a letter of concern received from a resident, which included: dog fouling and parking on pavements. The Clerk had replied accordingly.
- (v) The Clerk advised that various works had been completed in Fairview Close, which included new edgings to the entry road and tree branches removed.
- (vi) The Clerk provided Members with updated policies for their Policy Folders and advised that as Councillor Ms. Priestley was not present he would deliver the updates.
- (vii) **Street Lighting:** The Clerk advised that the faulty lights in Church Walk and Holywell Road had been repaired. The two lights on the A541 in Afonwen were still faulty due to an underground fault.

- (viii) The Clerk recollects to Members the details for the erection of the Town Square Christmas tree's lighting.

6(C). 207/19

STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)

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

- (1) Two concerns in relation to uncut hedges in the rear gardens of senior citizens housing accommodation.
- (2) Uncut grass in an alleyway in Cae Delyn. Now completed.
- (3) Pot holes – travelling from Caerwys towards the A55.

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

- (a) The Clerk read out the contents from an Excel spreadsheet 'September Action Plan' that had been received from Mr. Hickie.

Members brought the following concerns to the meeting:

- (1) Pot holes just passed the Piccadilly on the B5122 (these have been reported previously).
- (2) Deep pot holes forming on the A541 road in the Mold bound lane approximately 250 – 330m – on the Bodfari side of the junction of unclassified road leading to Maes Mynan Sand Quarry.
- (3) Junction of Bryn Llwyd housing development with B5122 North Street, Caerwys. Extreme grounding of rainwater and accumulation of mud takes place during periods of heavy rainfall. Drain at location appears blocked.
- (4) Request from residents in Llys Y Goron – for new signage stating 'Parking for residents only'.
- (5) The water leakage on Chapel Street still continues – for some 4 years. This will again be dangerous when the water freezes into ice over the winter period.
- (6) Chevron signage on B5122 Caerwys Hill is hidden by foliage and also requires cleaning.
- (7) Grid outside Anwylfa, North Street is blocked.
- (8) Severe pot holes on unclassified road from the Croes Wean Crossroads in Pen Y Cefn – between Barlow's Caravan Camp turning on cross roads and Ty Ucha Farm.
- (9) Removal of public footpath kissing gate in Golf Club area (gate noticed near entrance to Coed Farm) wire fence erected to cease public access. (This concern has been passed to the Footpaths Officer).

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

6(D). 208/19

CLERK'S CONTRACT OF EMPLOYMENT

The Clerk addressed Members in relation to an application for consideration to increase the weekly working hours. Members were provided with a written statement from the Clerk, which contained details in relation to the Clerk's current working hours, salary and increase of duties – together with examples of a number of other Council Clerk's holiday pay, working hours and salary payments.

Members agreed the following: (1) The Clerk to receive two extra hours a week – one hour towards holiday entitlement and the other hour for general Clerk's duties (2) The increase to be effective from 1st December, 2019 (3) The Clerk was authorised to amend the salary standing order to reflect the increase.

6(E). 209/19

TO CONSIDER: MATCH FUNDING WITH FLINTSHIRE COUNTY COUNCIL – FOR PICNIC TABLES & SEATING IN CHILDREN’S PLAY AREA – 2019 / 2020

The Clerk advised that Flintshire County Council (Aura Leisure) had stated that the match funding was now fully committed. However, the Town Council were on a supplementary list should further funding become available.

6(F). 210/19

PRECEPT AND FINANCIAL ALLOCATIONS FOR 2020 / 2021

The Clerk advised that this exercise was to enquire with the Members of the Council if there were any items of expenditure, extra to the present allocation in the ‘Earmarked Reserves’ to be included in the next financial year. A copy of the current ear-marked reserves was provided to Members.

Members agreed the following: To update the play area equipment figure to £22,861.10 plus £10,000.00 held by the Town Council – ring fenced from previous funding received from Flintshire / £5,000.00 - Caerwys Town Hall – towards refurbishment / £900.00 – Flintshire Footpaths for Kissing Gates / £1,300.00 – new seating and tables in play area.

6(G). 211/19

LOCAL COMMITTEES AND OUTSIDE BODIES – TO BE UPDATED

The Clerk provided Members with a copy of the current list of Councillors who served on Local Committees and Outside Bodies, whereby there were a number of vacancies to be filled.

Members agreed the following: Updated and confirmed the list for the year 2020 / 2021.

Note: See list of Councillors who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (**Page 12 below**).

7. 212/19

TOWN MAYOR’S REPORT

The Town Mayor, Councillor Steve Copple, advised Members of his attendance at the following:

- (a) Connah’s Quay Town Council Civic Service.
- (b) Remembrance services in St. Michael’s Church and the Memorial Institute. Councillor Copple advised that residents had made comment as to the low number of Councillors in attendance in the Memorial Institute wreath laying service.
- (c) Two site meetings at the Caerwys Children’s play area.
- (d) Caerwys Town Mayor’s Civic Service.

8. 213/19

COUNTY COUNCILLOR’S REPORT (CLLR TUDOR JONES)

County Councillor Tudor Jones, advised Members in respect of the following:

- (a) **Reported issues:** A number of requests for support have been received following distribution of a newsletter.
- (b) **Old Court, High Street:** Completed some research to identify relevant information, taken a set of photographs which can be used for regular comparison and the recording of further deterioration. Mr. Chris Rees-Jones (County Conservation Officer) had advised Councillor Jones that he will look at what enforcement action can be taken.

Councillors expressed their concerns with the danger to pedestrians walking along the property frontage, and in particular, the broken glass which could fall onto the pavement. Enforcement action by the County Council had been promised a number of months ago following a site meeting attended by Councillor Steve Copple and the Clerk. Councillor Mike Moriarty advised that to make the building safe the County Council could arrange repairs and invoice the owners.

- (c) **Parking:** On street parking a concern with residents and pedestrians: Councillor Jones appealed to residents ‘to ensure that the pavement can continue to provide the safety it is there for and allow enough space for pedestrians to pass’.
- (d) **Stranger Parking:** Growing problem in County Council housing areas, including Llys y Goron – whereby non-residents are parking in an inconsiderate manner.
- (e) **Schools:** Lixwm school is well on its journey to achieving its changed status after which the process to begin federation with Ysgol yr Esgob will be started.
- (f) **Road safety:** New housing estate on Pen Y Cefn Road. The construction of the estate entrance is in the area of the national speed limit.

Members agreed the following: The Clerk to contact Flintshire Highways to express concern and seek that the existing 30mph speed limit in the area is extended beyond the curtilage of the housing estate entrance.

- (g) **Council housing in Caerwys:** A number of properties have reported dampness, double glazing requires replacing and other various repairs.

Members agreed the following: The Clerk to contact Flintshire County Council Housing Department, to enquire where Caerwys sits in relation to the Counties housing improvement scheme.

- (h) **Holywell Leisure centre:** New poolside toilets, new shower alcove and renovation of old shower alcove. New boiler installation. New Health Spa will start in the spring. Free swimming has now been reduced to one session a week following the grant cut from the Welsh Government.
- (i) Councillor Jones sought from the Clerk information in relation to the grass cutting complaints from residents in County Council housing accommodation in Caerwys. The Clerk advised that the information will be sent by e-mail.

9. 214/19

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillors Miss. Susan Broadaway, Mike Moriarty and Miss. Carole Stephenson, reported their attendance at Councillor training, that was facilitated by the Monitoring Officer, Mr. Gareth Owens.
- (ii) Caerwys in Bloom Annual General Meeting. A number of Councillors together with the Clerk had attended the meeting. Councillor Steve Wilson advised that the Committee would cease in the future. Presently residents are being asked to adopt the plant pots. Concern was raised in relation to the following: Public liability: are the pots covered by residents’ own home insurance, together with the licence aspect from Flintshire County Council.

Members agreed the following: The Clerk to seek guidance from Flintshire County Council.

10(A). 215/19

PLANNING APPLICATIONS

Flintshire Local Development Plan - Consultation (Policy STR 16 (Minerals))

Caerwys Town Council submitted the following agreed comments to the Flintshire Local Development Plan Consultation:

While the Town Council wish to support the importance of minerals in the area, it has concerns regarding the details given for Caerwys quarries.

It is felt that we wish to object and express concern to the proposals for an extension at Ddol Uchaf for the following reasons.

In Test 2 it states that allocation should be logical, reasonable and balanced, together with being clear and focused.

The proposals state that the extension would be increased from 5.2 ha to 10 ha. This would be doubling the site, is this reasonable and balanced? We object.

The plan allocation is inappropriate for the area in light of evidence that would be required; is this clear and focused? We object and express concern.

The area should be protected for the natural environment along with sensitive considerations for residents living close and within the 100m buffer. We object and express concern.

The transport infrastructure would be a concern due to the vertical and horizontal alignment of the A5122 into and through Caerwys and on to the A55. Express concern.

Other objections include affecting Footpath 27; effects on the ecology in a SSSI; will affect archaeology and visual impact on the AONB.

10(B). 216/19

The following planning applications had been received:

- (1) Application number: Number 060503 – for installation of a single wind turbine, at Bod Erw, Pen y Cefn, Caerwys.

Comment by Council: Generally, Caerwys Town Council is supportive of projects involving micro-generation of electricity, under which this proposal falls.

From dimensions provided about the wind turbine, its total height from column base to blade tip is indicated as being 8.35m (approximately 27ft 4ins). Although not of an excessive height, concerns are raised in relation to the location of the turbine as follows:

1. The topple distance of the turbine, (full height + 10%), is not met with regard to its close proximity to an adjacent building and to an overhead power cable running across the application site in a rough SE to NW orientation.
2. A further constraint are hedgerows with tall trees forming both the southern and western boundaries of the application site; sensitive features that all turbines should be located away from on guidelines based on the Dulas experience.
3. The selected position of the turbine is also close to nearby buildings other than the building previously mentioned. These, combined with the boundary tree line, would fail to provide adequate exposure to the prevailing wind and would increase risk of turbulence.

4. The nearest independent residential receptor is Ty Newydd, some 13 – 14m away from the proposed location of the turbine, yet no acoustic or shadow flicker affect assessments have been undertaken with regard to that property or others in the area.
5. No information is provided about removal of the turbine after its operational life expires approximately 20 years after commission.

(2) Application number: 060551 – for proposed change of use & conversion of existing agricultural outbuilding to form boarding kennels, at Pant Farm, Babell.

Comment by Council: Supportive of submitted application which appears compliant with relevant policies contained in the adopted Flintshire UDP and PPW (Edition 10).

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

10(C). 217/19

Members formally confirmed the above decisions.

10(D). 218/19

The following planning applications were dealt with by the Members at the meeting:

- (i) Application number: 059921 – amendment to submitted application number: 059921 - single storey extension and change of use to existing garage to provide art gallery facilities on site, new signage in association with art gallery.

Comment by Council: No amendments to the original comments made to the application.

- (ii) Application number: 060475 – for erection of drive-thru restaurant unit and drive thru shop unit (use class A3) access, landscaping and associated works, at Land East of McDonalds, Lloc. (Application in the Community Council area of Whitford).

Members agreed the following: Councillor Mike Moriarty's draft comments to be sent by e-mail to all Council Members. The Clerk to collate responses for further agreement and to thereafter forward agreed response to County Planning prior to the closing date for comment.

10(E). 219/19

PLANNING DECISIONS

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

- (a) Application number; 059934 – for proposed agricultural store and animal shelter, at Land South West of sub-station, Coed Y Garreg, Babell. Refused.
- (b) Application number; 060383 – for approval of details reserved by condition no's: 3,4,5,6 & 7 attached to planning permission number: 059403 – at Glasfryn Lodge, Caerwys. Partially discharged.
- (c) Application number; 060376 – for erection of single storey and two storey rear extension, at Anwylyfa, North Street, Caerwys. Refused.

10(F). 220/19

PLANNING APPEALS

Notification from Flintshire Planning in relation to the following planning appeals to the Wales Planning Inspectorate:

- (1) Planning reference No: 058561 – Thomas Plant Hire Ltd, Pen Y Cefn, for the retention of 4 no lighting columns and associated luminaires and 1 no luminaire on vehicle height barrier. Appeal Ref no: APP/A6835/A/19/3238478.
- (2) Planning reference No: 058770 – Thomas Plant Hire Ltd, Pen Y Cefn, for the removal or variation of a condition following grant of planning permission no: 052645. Appeal Ref no: APP/A6835/A/19/3238479.

11. 221/19

ENFORCEMENT ISSUES (CLLR MICHAEL MORIARTY)

Councillor Mike Moriarty reported the following matters of concern to Council Members:

- (i) Unauthorised alterations at 'Anwylfa', North Street, Caerwys, a property located within the designated Caerwys Town Conservation Area. Outbuilding sited at southern boundary and within the curtilage of the property has had its western gable end facing onto North Street refaced, mullion window on same gable end replaced in a different style and material (UPVC), large advertising sign erected above the replaced window and a skylight inserted into northern side of its pitched slate covered roof with another, on the same side of the roof, currently under construction. No planning permission is known of regarding this work to the outbuilding.
Note: The house 'Anwylfa' has recently been subject of planning application ref: 060376, but permission has been since been refused.
- (ii) Unauthorised gated access to and from a parcel of land located immediately adjacent to the side of the A541, Denbigh Road, Afonwen, (NGR: SJ 1267 7166), opposite the property named the Pwll Gwyn. There, a large galvanised agricultural gate, estimated dimensions 3.5m long by 1.2m high, has been erected. Trees and vegetation have also been cleared away on the land and a quantity of stone deposited on the site. No planning application is known of with regard to the work undertaken on the land.
- (iii) Wooden pallet measuring approximately 80cm by 80cm displaying a sign advertising the business 'Rhino Pave Ltd' has been secured to a lamp post at the junction of St. Michael's Drive with the B5122, North Street, Caerwys. This makeshift sign has been in situ for a number of months and is nowhere in the immediate vicinity where the business has, or is, undertaking work. Request for sign to be removed.
Address of business is: Rhino Pave Ltd, Enterprise House, Aber Park, Aber Road, Flint, Flintshire, CH6 5EX.

Members agreed the following: The Clerk to report the above to Flintshire Planning Enforcement, with a copy to be sent to Mr. Chris Rees-Jones, Flintshire County Council Conservation Officer.

12. 222/19

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Accounts to be authorised</u>			
	Standing Order: Snapfast Electrical (Monthly payment Re: Installation of LED Lights – payment dated 1 st November, 2019)	263.94	52.79	316.73

	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for October) Payments dated 01/11/2019			
	Direct Debit: Scottish Power (October - Street Lighting Electricity Account payment dated 18/11/2019)	97.20	4.86	102.06
	Standing Order: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2019 – payment dated 14/10/2019 - £500.31) (See Minute number 6(B). 181/19 (i) in October, 2019 Minutes)	500.31		500.31
018	Royal British Legion Poppy Appeal (Council Poppy Wreath)	30.00		30.00
019	St. Kentigern Hospice (Donation in lieu of fee to Remembrance Sunday Bugler)	25.00		25.00
	<u>Payments for consideration at meeting:</u>			
020	Cheque cancelled			
021	R P Parry – Clerk - Re-imbusement of Caerwys Town Council web site and domain name renewal to Register.com - \$181.95 (dollars) = £142.09 plus transaction charge of £3.91 = Total £146.00 as per receipt	146.00		146.00
022	Councillor Steve Copple – Re-imbusement of Civic Sunday costs - as per receipts Note: Councillor Copple Declared an Interest and left the room during Members deliberations) (Minute number 3. 201/19 on page 1 above)	849.95		849.95

13. 223/19

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
023	Caerwys Youth Club – Application for annual grant (Section 19 LGA (Miscellaneous Provisions) Act 1976)	250.00
024	Citizens Advice (Mold) – Application for annual grant (Section 142 (2A) of LGA 1972)	100.00

14. 224/19

Members agreed the payments of the above accounts and financial support as listed.

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

SIGNED BY THE MAYOR, AS CHAIR.....

DATE OF APPROVAL.....

**Appendix
see 6(G). 211/19**

List of Council Members who serve on
Local Committees and Outside Bodies - 2019 / 2020

Caerwys Memorial Institute Management Committee

Councillors Ms. Helen L. Priestley, Stephen G. Wilson

Caerwys Town Hall Trustees

No representative – Town Clerk to Receive Minutes of Meetings

Flintshire County Council – Forum

Councillors Michael Moriarty & Stephen G. Wilson

North Wales Association of Town and Larger Councils

Councillor Mrs. Lynette M. Edwards

**North Wales Police (Flintshire - Police and Community
Consultative Group / Neighbourhood Watch)**

Councillors Jonathan E. Duggan-Keen & Michael Moriarty

Planning Sub Committee

All Members of the Council

West Flintshire Town & Community Working Group

Councillor Steve Copple

Ysgol Yr Esgob Caerwys - Governing Body

Councillor Steve Copple