



# **CYNGOR TREF CAERWYS TOWN COUNCIL**

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## **Minutes of The Meeting of Caerwys Town Council Held At The Memorial Institute, South Street, Caerwys, On Tuesday The 21<sup>st</sup> April, 2015, At 7.30pm.**

### **1(A). 76/15 PRESENT**

Councillor Mrs Lynette M. Edwards ( Town Mayor )  
Councillor Ms. A. Louise Carus  
Councillor Jonathan E. Duggan-Keen  
Councillor James E. Falshaw  
Councillor Howard R. Griffiths  
Councillor David S. Knights  
Councillor Michael W. Moriarty  
Councillor Ms. Helen L. Priestly  
Councillor Jonathan A. G. Webb  
Councillor Stephen G. Wilson

Clerk & Financial Officer R. Phillip Parry

### **1(B). 77/15 APOLOGIES**

Councillor E. Vincent Frost

### **2(A). 78/15 BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following:

Mr. Robert Savva, Peniel Chapel, Chapel Street, Caerwys.

Mrs. Olive Mary Roberts (nee Jones), Fron Heulog, Bryn Rhydd, Ruthin, formerly of Plas Cerrig, Caerwys, and Aled House, Water Street, Caerwys.

### **2(B). 79/15 Standing Orders were suspended:**

The Mayor Councillor Mrs. Lynette M. Edwards welcomed Mr. Andy Lightfoot, Flintshire County Council - Street Scene Manager for the Caerwys area.

Mr. Lightfoot provided the following updates to the Members: **(a)** the footpath from the Pwllgwyn Hotel to Maes-mynan. This has been placed on the waiting list to be completed this year. **(b)** a

number of pavements will be re-furbished (c) some pot holes had been filled, with others outstanding, including in the St. Michael's Drive area.

Council Members discussed the following with Mr. Lightfoot: (1) Councillor Michael Moriarty enquired if the Pwllgwyn to Maes-mynan footpath could be further extended from the Bodfari side of the layby, to the Maes-mynan junction. Mr. Lightfoot indicated that he would place this request to his superior (2) temporary road surfaces (3) damaged sections of wall on Caerwys Hill, (4) the area entering the town from the A55 (5) planting of a replacement tree - almost opposite St. Michael's Drive entrance (6) litter concerns carrying the brand name of McDonalds. Mr. Lightfoot advised that 18 bags of rubbish were collected in one week from the area of the fast food restaurant (7) Councillor Howard Griffiths enquired in relation to the suspected water leak in Chapel Street. Mr. Lightfoot advised that both the County Council and Welsh Water were investigating the issue (8) Councillor Mrs. Lynette Edwards referred to the unclassified road that runs from the bottom of Bryn Sion Hill (old Sportsman Inn) to the A541 - which requires attention, together with overgrown hedgerow. Mr. Lightfoot thanked the members for bringing the various concerns to his attention, which will be prioritised accordingly.

The Mayor, Councillor Mrs. Lynette M. Edwards, thanked Mr. Lightfoot for attending the meeting and for his assistance with the above matters.

## **2(C). 80/15**

**Standing Orders were restored:** to enable the General Council meeting to continue.

## **3. 81/15**

### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **4. 82/15**

### **TO APPROVE THE MINUTES OF THE ANNUAL OPEN PUBLIC AND GENERAL MEETINGS, HELD ON THE 17<sup>TH</sup> MARCH, 2015**

**There were no amendments and the Minutes were proposed as correct by Councillor Michael Moriarty and seconded by Councillor Howard Griffiths and formally agreed by the Members present.**

## **5. 83/15**

### **MATTERS ARISING**

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

**Minute no: E.51/15 (2) ( page 3 ),** in relation to the concerns of a resident in respect of the felling of trees in the Maes-mynan woods area. The Clerk advised that whilst he had written to the Senior Rights of Way Officer at Flintshire County Council - as the footpath was classed as a 'permissive path' the County Council were unable to assist.

**Minute no: 6(c). 63/15 ( page 7 ),** in relation to the Annual Litter Pick. The Clerk confirmed that it had been agreed with the Mayor that the litter pick would take place on Saturday 9<sup>th</sup> May, at 10.00am - meeting on The Town Square. The Clerk advised that he had placed an advert in the next edition of the Caerwys Chronicle, and would also advertise the event on posters.

## 6(A). 84/15

### 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 PCSO Carol Richards was unable to attend the Council meeting, and had provided the following report:
  - (a) On the 15<sup>th</sup> March, a Police traffic officer had reported quite a large pot hole near the entrance to St. Michael's Drive. The concern had been reported to Flintshire County Council.
  - (b) On the 4<sup>th</sup> April, the theft of 4 caravans from St. Asaph Road (Caerwys/Lloc). The Clerk advised that this address is in the Whitford Community Council area.
  - (c) The PCSO advised that she has placed signage along the bridle path that runs parallel to the Maes-mynan woods – regarding off road bikes using the bridle path to access the private woods.
- (2) Information from North Wales Police advising that Inspector Jonathan Bowcott has been appointed for the area for an initial period of three months, whilst the present Inspector Dave Jolly is seconded to a project.
- (3) The Clerk advised that the next meeting of the Flintshire Local Voluntary Council would be held in the Memorial Institute, on Tuesday 5<sup>th</sup> May at 7.30pm. The Mayor of Caerwys, Councillor Mrs. Lynette Edwards, will provide a presentation on 'How We Made Caerwys FLUSH'. **The Members agreed to pay for the hire of the Institute for the meeting.**

## 6(B). 85/15

### CLERK'S REPORT

The Clerk advised the Members of the following:

- (a) The Clerk confirmed the display on all the Town Council notice boards of the following public notice: Notice of Appointment of Date for the Exercise of Electors' Rights - Annual return for the year ended 31<sup>st</sup> March, 2015.
- (b) The Clerk advised of the receipt of the notice of renewal in respect of the Council's insurance policy with AON, for 2015/16. The Clerk further advised that the premium last year was £765.06, with this year's premium being £957.17 - an increase of £192.11. The Clerk stated that taking into consideration the additional premium following the re-valuation of the Mayor's regalia, the majority of the increase reflected this aspect.

**The Members agreed the following:** to renew the policy from the renewal date of 1<sup>st</sup> June, 2015 and confirm payment at the May Council meeting.
- (c) The Clerk advised that he had received an observation from a resident in relation to the condition of the seat on the Marian at the top of Caerwys Hill. Councillor Falshaw advised that he had personally varnished the seat previously, but would inspect it in the near future.
- (d) The Clerk referred to the grant received from Flintshire County Council for the sum of £500.00 in respect of the Public Conveniences. The Clerk wished to invoice the County Council for the payment from their 2015 / 16 budget, and wished to receive the annual accounts of the Caerwys FLUSH Committee. The Mayor, Councillor Mrs. Lynette Edwards, advised that she would ensure that the Clerk was in possession of the FLUSH accounts.

- (e) The Clerk referred to the previous decision to amend the salary standing order to reflect the 1% increase in salary from January 2015. The Clerk further advised that the software provided by H M revenue & Customs, had not correctly worked out the increase. The Clerk provided the Members with details of the correct figure, and asked the Members to agree the signing of an amended standing order. **The Members agreed.**

#### **6(C). 86/15**

#### **TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2014 / 2015**

The Clerk provided the Members with a copy of the end of year Statement of Financial Accounts, for the year ending 2014 / 2015. The Clerk, as Responsible Financial Officer, advised the Members further in relation to the accounts and the end of year balance. **The Members agreed the end of year accounts for the financial year 2014 / 2015, with the financial spreadsheet signed by the Mayor.**

#### **7. 87/15**

#### **TOWN MAYOR'S REPORT**

- (a) The Town Mayor, Councillor Mrs. Lynette M. Edwards, advised the Members that due to family illness, she was unable to attend a number of functions over the past month.
- (b) Councillor Mrs. Edwards advised the Members in respect of the Annual General Meeting of the Caerwys FLUSH Committee. Councillor Edwards referred to the financial aspect; repairs to the roof; design fault with the drainage; two new committee members; more volunteers are required.

#### **8. 88/15**

#### **COUNTY COUNCILLOR'S REPORT**

Councillor J. E. Falshaw as County Councillor, advised the Members in respect of the following:

- (a) A number of trees that were identified as requiring trimming in the areas of: Erw Las; Lon Yr Ysgol; Ffordd Angharad; Lon Syr Herbert - the work has been completed.
- (b) Complaints have been received in respect of inconsiderate parking of vehicles at the Junction of High Street and Pen Y Cefn Road. The vehicles obscure the view of drivers at the junction, and has resulted with a number of near accidents. The drivers of large vehicles, including buses, are unable to turn safely into the High Street from the Pen Y Cefn road. This has resulted in drivers having to manoeuvre their vehicles, which includes driving along the pavement to complete the turn.
- (c) Councillor Falshaw advised of further complaints in respect of inconsiderate parking in Lon Yr Porthmyn. The offending vehicle is being parked in such a position that larger vehicles are unable to travel the length of the road. Councillor Falshaw provided details of the offending vehicle.

**The Members agreed the following:** that the Clerk report the complaints to PCSO Carol Richards.

#### **9. 89/15**

#### **REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

- (1) Councillor Ms. Helen Priestly referred to the Expressions of Interest, in relation to the Play Area. Councillor Ms. Priestly advised that she had been contacted by the Flintshire County

Council, who had advised that they were still identifying a number of assets, including the Caerwys Play Area. Councillor Ms. Priestly, asked the Members to confirm in which name should any applications for funding be made in. It was confirmed, that any applications should be made in the name of the Memorial Institute - Play Area Sub Committee.

#### **10(A). 90/15**

#### **PLANNING APPLICATIONS**

**The following planning application has been received:**

Planning Application Number: 053374, at Wern Bach, Pen Y Cefn, Nr. Caerwys, for the erection of a single storey extension to rear.

**Comment by Council:** Concern is expressed by the Council in relation to the size of the footprint of the extension compared to the footprint of the present house.

#### **10(B). 91/15**

#### **PLANNING DECISIONS**

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

- (a) Planning application number: 052956, at Fields North East of Crossways Road, Pen Y Cefn. Approved.

#### **11. 92/15**

#### **COMMUNITY LIGHTING**

The Members discussed the number of outstanding street light repairs, in particular, the street light outside the side entrance to the Llys Y Goron Senior Citizen's Community Centre - which was reported a number of months previously, together with the completion of the installation of the damaged light almost opposite the Memorial Institute.

The Clerk outlined the following outstanding repairs:

- (1) Lamp in Holywell Road - on pavement opposite the side entrance to Llys Y Goron Senior Citizen's Community Centre.
- (2) Lamp on Pen Y Cefn Road - illuminated 24/7 - near to the St. Michael's Church entrance, and opposite the red dog bin.
- (3) The lamp in the bus shelter was repaired, but the new lamp was illuminated 24/7. A request for a photo cell type to only illuminate at dusk. The lamp has not been replaced, and the 24/7 illuminated lamp is faulty, leaving the bus shelter in darkness.
- (4) The damaged light on the gable end of 21 Railway Terrace, Afonwen. The street lighting contractor was asked to contact the builders working on number 21, who had agreed to pay for the repair. It would appear that this has not taken place.
- (5) The last lamp on the A541 in Afonwen - on the Denbigh side of the village.
- (6) The replacement lamp - almost opposite the Memorial Institute.

**The Members agreed the following:**

- (a) The Clerk write to the Street Lighting Contractor, asking the company to urgently complete the outstanding repairs.
- (b) The Clerk to obtain costings from Flintshire County Council, together with another Company named Mega Electrical Services, seeking their costings for street lighting repair and maintenance.

**12. 93/15****CAERWYS YOUTH CLUB ( CLLR DAVID S. KNIGHTS)**

Councillor David Knights referred to the closure of the Youth Club. Councillor Knights advised the members that following a newspaper and other advertisements for a new youth club leader for the Caerwys Youth Club, the County Council received no applications. There were no existing staff willing to re-locate to Caerwys. The County would not fund a re-advertisement of the vacancy for several, and possibly many, months.

Councillor Knights reported in respect of a recent meeting held to discuss the situation and was now seeking the views of the Council Members, in relation to a way forward to re-open the youth club. Councillor Knights referred to the following: an independently run youth club or a Council run youth club; a local resident, with the necessary qualification to run a youth club was willing to assist should the club re-open; whilst the youth club is in a healthy financial situation, funding would still have to be raised; grants were available; a constitution would have to be agreed; the need to seek the level of interest from parents; Councillor Knights suggested calling a public meeting.

**The Members agreed the following:** To support the Youth Club Committee in calling a public meeting.

**13. 94/15****APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>To confirm the following payment made in-between the March and April Council meetings</u></b>			
916	Mark Powell (Bus shelter cleaning - September 2014 to March 2015)	140.00		140.00
	<b><u>The following accounts to be considered at the Council meeting</u></b>			
917	Scottish Power (March - Street Lighting Electricity Account)	247.14	49.43	296.57
918	AON Insurance (Additional insurance premium for Mayor's Regalia)	53.69		53.69

**14. 95/15****APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
919	Caerwys Memorial Institute	500.00
920	St. Michael's Church, Caerwys	500.00
921	Caerwys Women's Institute	100.00

922	Urdd National Eisteddfod (Caerwys Fundraising Committee)	200.00
923	Caerwys Football Club	200.00

**15(A). 96/15**

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

**15(B). 97/15**

The Clerk referred to the decision to consider applications for financial assistance every three months from January 2015. The Clerk referred to the Members the decision made almost a year ago, and felt that even though the practice had only began since January of this year, there had been a number of anomalies that had not been foreseen, such as: a public authority he (as the Clerk) had to acknowledge all applications, to advise when the application would be dealt with, then after the application was placed before the Councillors, a further letter had to be sent, which duplicated the letter writing aspect together with extra postal costs; a number of local committees, including St. Michael's Church - their end of year accounts was the 31<sup>st</sup> December. The accounts of these committees and Church were audited in late January, and would subsequently miss the January Council meeting. This had resulted in applications being considered in this evening's April Council meeting for the preceding financial year.

**The Members agreed the following:** From May 2015, to consider applications for financial assistance and donations at each monthly Council meeting.

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

**SIGNED BY THE MAYOR AS CHAIR:.....**

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