



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of the Meeting of Caerwys Town Council held at the Memorial Institute, South Street, Caerwys, on Tuesday 20th January, 2015, at 7.30pm.

1(A). 01/15 PRESENT

Councillor Mrs Lynette M. Edwards (Town Mayor)
Councillor Jonathan E. Duggan-Keen
Councillor James E. Falshaw
Councillor E. Vincent Frost
Councillor Howard R. Griffiths
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). 02/15 APOLOGIES

Councillor Ms A. Louise Carus
Councillor David S. Knights

2(A). 03/15 BEREAVEMENTS WITHIN THE COMMUNITY

Members stood in silence in memory of the following:

Mrs Doreen M. Oxley, St. Michael's Drive, Caerwys.
Reverend Chancellor David Hugh Rees (Former Rector of Caerwys).
Mrs Margaret E. L. Stutley, The Beeches, South Street, Caerwys.

2(B). 04/15 Standing Orders were suspended: to enable the public to address the meeting.

Members of the public in attendance referred to the following matters:

- (a) Mrs S. Maitland-Jones, Milland Farm, Church Road, Herstmonceux, Hailsham, addressed the Members in relation to a proposed planning application to the frontage of her property, Old

Court (also known as Henllys), High Street, Caerwys. Mrs Maitland-Jones advised the Councillors in respect of the historical aspect to the property, and that the project had been agreed with the Flintshire County Council Conservation Officer. Mrs Maitland-Jones felt that the proposed changes would enhance the outside of the premises and hoped that the Council would support the application.

- (b) Ms Margaret Barlow, Whitegates, Coed Farm Lane, Caerwys, addressed the Members in relation to a planning application, which was listed for the Members to consider later in the meeting. Ms Barlow advised of the reasons for the retrospective application, the usage of the area for touring and caravan rallies, including the material used in the present hard-standing areas.

Note: After addressing the Council Members, Ms Barlow left the meeting and was not present during the Members' deliberations in respect of planning application number 053087. (See **Minute number 11(C). 18/15(1) on page 7 below**).

2(C). 05/15

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

3. 06/15

DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

Councillor Michael W. Moriarty, in respect of the Flintshire Local Development Plan - Candidate Sites within the Caerwys Town Council boundary. Councillor Moriarty left the room during the Members' deliberations. (See **Minute number 11(E). 20/15 on page 8 below**).

4. 07/15

TO APPROVE THE MINUTES OF THE MEETING HELD ON 18th NOVEMBER, 2014

Minute number 12(A). 262/14: Planning application numbers; 052730, 052731 and 052733, the UDP reference was clarified as UDP L2.

The Minutes were proposed as correct by Councillor J. A. G. Webb and seconded by Councillor J. E. Duggan-Keen and formally agreed by the Members present.

5. 08/15

MATTERS ARISING

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

Minute no: 2(B). 250/14 (c) (1) (page 2) in respect of the Clerk contacting Flintshire County Council, to enquire in relation to the £8,000.00, that Mrs Lewis advised to the Members. The Clerk referred to the e-mailed reply from the Leisure Manager – Public Open Spaces, who confirmed the above figure had been received under planning policy. The funds would be utilised for improvements to Public Open Spaces (Caerwys Play Area), and the Town Council would be consulted during the improvement process. (The Council Members were each forwarded a copy of the reply from the Leisure Manager – Public Open Spaces).

Minute no: 5. 254/14 Sub Minute number 5. 230/14 etc., (page 3) in respect of the Pwllgwyn Hotel, Afonwen. The Clerk advised that the reply from the Planning Officer stated the following: 'The property benefits from residential use on the first floor and planning permission would not be required. Only if the ground floor was also being occupied as residential accommodation would a

possible material change occur, which would likely require planning permission. There is not a specified period of time that a planning application has to be submitted in order to remedy a breach of planning control. Each case is assessed on its own merits (Councillor Ms Helen Priestly was forwarded a copy of the Planning Officer's reply).

Minute no: 5. 254/14 Sub Minute number 6(A). 231/14(1) (page 3) in respect of the Transfer of Community Assets (ToCA). The Clerk advised the Members in respect of the following update: (a) The Flintshire County Council (FCC) had confirmed that the Caerwys Football Club have a lease on the land on which the Pavilion is built (b) the FCC Valuation and Estates department are looking into the issue whether the Bowling Club Clubhouse is owned by the Memorial Institute (c) FCC were seeking the exact location of the Caerwys Play Area (d) The Clerk received an e-mail from FCC dated Friday 12th December at 17.45pm asking for an electronic Expression of Interest (EoI) form to be completed and returned by Monday 15th December. The Clerk advised that upon perusing the EoI form, the questions were as follows: Explain the reasons why you require the property and its intended use and how this purpose and use will benefit the wider community; What is the Council idea and the potential community benefit – do you propose to use the asset in a different way to how it is currently being used; How might the project be funded initially and over future years; How do you propose to pay the outgoings/management costs of the property/asset/land; Who have you spoken to about your idea e.g., Local Councillor, other Community Groups etc. The Clerk advised that he had completed the information part of the EoI but had left the questions blank, as they were for the Council Members to agree (e) The Clerk had been requested and had agreed to attend a two day training course in respect of the ToCA, which had been arranged by the Flintshire Local Voluntary Service (FLVC), who are providing advice on the FCC initiative (f) The Clerk advised of a request for a representative from FCC and FLVC to attend a future meeting of the Town Council. **The Members agreed and asked the Clerk to make the arrangements.**

Minute no: 5. 254/14 Sub Minute number 6(A). 231/14(9) (page 3) in respect of any additional names to be placed on the memorial plaques since the end of WW2. The Clerk advised that he had written to the local branch of the Royal British Legion (RBL), and had spoken on the telephone to one of their Branch Officers. At the present time the RBL are unable to confirm if there are any additional names, and will contact the Clerk further after their next committee meeting.

The Members agreed the following: that the Clerk place a Public Notice in the next edition of the Caerwys Chronicle, seeking any names of residents from the community, who have been killed in conflict since WW2.

Minute no: 5. 254/14 Sub Minute number 6(B). 232/14(d) (page 3) in respect of the demolition of a street light almost opposite the Memorial Institute. The Clerk advised the Members that despite writing to the vehicle owner and his insurers, enclosing copies of all relevant correspondence, there had been no reply from either. **The Members agreed the following:** the Clerk to write to the Town Council's Insurance Company, enclosing copies of all correspondence and requesting that they take the matter further.

Minute no: 5. 254/14 Sub Minute number 12. 238/14(2) (page 3) in respect of Summerhill Farm. The Clerk referred to an update e-mail that he had received from a resident of the community, who had been in further contact with JSR Farms. The e-mail referred to the decrease of odour from the farm and to suggestions in relation to future actions. (The Clerk had forwarded a copy of the e-mail to all Council Members).

Minute no: 5. 254/14 Sub Minute number 6(B). 256/14 (page 4) in respect of an article in the Caerwys Chronicle which referred to incidents on the B5122 road, at the top of Caerwys Hill. The Clerk advised that he had written to Flintshire County Council Highways, asking for a review of traffic calming measures to be undertaken. As no reply had been received following the letter, the

Clerk had telephoned the Highways Department, who advised that the concerns would be considered in due course.

Minute no: 7. 257/14 (page 5) in respect of the amendments to the Code of Conduct as suggested by Flintshire County Council. The draft amendments had been provided to all Members of the Town Council prior to the meeting. **The Members agreed to adopt the amendments in full.**

Minute no: 12(C). 265/14 (page 8) in respect of the newly renovated gate entrance on the B5122 road between Caerwys and Afonwen, just north of the main entrance to Plas Isaf. The Clerk advised that he had written to Flintshire County Council Highways department, who had replied in a telephone call, that the matter had been referred to the Planning Enforcement Team.

6(A). 09/15 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 asked that the following information be brought to the attention of the Members:
 - (a) A speed survey was carried out between the 3rd October to the 9th October, on the B5122 road in North Street, Caerwys. The results of the survey identified the average speed of 26.7mph (85th percentile speed of 31.5mph). The PCSO advised that the speed guidelines set by the Association of Chief Police Officers (ACPL), which allows tolerance above the speed limit before tickets are issued. Specifically, this requires an 85th percentile speed at or above 35mph in a 30mph area. The survey speed does not meet the requirements for safety cameras to be introduced as a community concern site. The results have been passed to the Roads Policing Unit and the local policing team, for their attention and consideration.
 - (b) One incident was reported to the Police during the past month: Suspicious blue transit van selling tools on the Pen Y Cefn Road.
 - (c) PCSO Richards will be holding a Police Surgery in the Memorial Institute on the 16th February between 10.00am and 12 noon. The Community Safety Team will be in attendance, and will provide bike marking free of charge, for both adults and children.
- (2) Notification from the Welsh Assembly Government, advising that the appropriate sum under Section 137(4)(a) of the Local Government Act 1972, had increased from £7.20 to £7.36 per elector. The Clerk advised that he was unable to advise of the maximum the Council could spend under Section 137, as the Electoral Office at Flintshire County Council had not advised, to date, of the total number of electorate in the Caerwys Community area.
- (3) Notification of training by Flintshire County Council, in respect of the Code of Conduct. The training to take place on Tuesday 24th February, at 6.00pm in Buckley Town Council Offices. Members were asked to advise the Clerk should they wish to attend.
- (4) The Clerk read out a letter from a local resident, who had provided photographs of stiles on Footpath Number 1 – Caerwys through Pwllgwyn Woods to Afonwen. The resident was concerned that the stiles were difficult to negotiate due to the slope aspect, and were slippery. The resident suggested that they could be replaced with kissing gates. It was proposed and seconded that the Clerk write to the Rights of Way Officer in Flintshire County Council, enclosing a copy of the letter and photographs, and also to advise the resident of the action taken by the Council. **The Members agreed.**

- (5) The Clerk advised of a request from a resident, who had attended a seminar provided by the North Wales Credit Union, and suggested that the Council consider inviting the Union to set up an office in Caerwys. It was proposed and seconded that the Clerk contact the North Wales Credit Union, seeking further information, and in particular, as to any services presently offered to Town & Community Councils. **The Members agreed.**
- (6) The Clerk advised of an e-mailed complaint, in respect of the broken red dog bin sited alongside Glebe Field and near to the St. Michael's Church entrance on Pen Y Cefn Road. The Clerk advised that the Street Scene Supervisor had confirmed in late 2014 that the bin would be replaced with a new larger model. **The Members asked the Clerk** to contact the Street Scene Supervisor, to ascertain as to why the broken bin had not been replaced.

The following correspondence was taken as received:

- (a) Information from Flintshire County Council, in relation to Art, Culture & Events in Flintshire.
- (b) Generic letter from J. E. Davies & Son, Funeral Directors – sent to all Town & Community Councils in Flintshire and others, in relation to their and another companies planning application for a Crematorium in Flintshire.

6(B). 10/15

CLERK'S REPORT

- (i) The Clerk advised of the deposit to the Town Council bank account, the third payment of the precept from Flintshire County Council, for the sum of £7,896.67.
- (ii) The Clerk advised of the deposit to the Town Council bank account, the sum of £49.50 from the Society of Local Council Clerks. The payment was in respect of a bursary from the Welsh Assembly Government – of a 50% grant towards the Clerk's training fee (See Minute number: 15. 244/14 on 21st October, 2014).
- (iii) The Clerk provided the Members with a list of Council meeting dates for 2015.
- (iv) The Clerk advised that the National Association of Local Councils had agreed a pay increase for Clerks from the 1st January, 2015. The increase was 1% and would be current until the 31st March, 2016.
- (v) The Clerk referred to the Royal Mail re-direction service from the former Clerk's home to the present Clerk's home. The re-direction service was due to expire and the cost of renewal was £350.00. The Clerk suggested that as a year had passed, and during the past two months there had only been one item re-directed - the Clerk felt that there was no requirement to renew. **The Members agreed.**

7(A). 11/15

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2014

The Clerk and Financial Officer provided the Members with a copy of the Quarterly Statement of Accounts, to the end of December, 2014. **The Members approved the Statement of Accounts, and the document was signed by the Mayor, Councillor Mrs L. M. Edwards.**

7(B). 12/15 TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2015 / 2016

The Clerk as Financial Officer provided the Members with an accounts spreadsheet, which indicated the present financial balances (as per the Minute above), including an estimation as to the balances as at the end of March 2015. The spreadsheet also provided the Members with a suggested precept for the financial year of 2015/2016, based on previous spends and allocations.

After discussion, it was proposed and seconded, and agreed by **the Members, to increase the precept for the forthcoming financial year to £25,000.00 – an increase of £1,310.00 (5.53%)**. The Clerk advised that the Band D property charge would be £41.48 (7.54%), an increase of £2.91p a year (24p a month). The lower property bands would pay less per month.

The Members further agreed the following: That the Clerk place a Public Notice in the next edition of the Caerwys Chronicle, advising of the above increase to the precept, and to include the reasons. Councillor S. G. Wilson agreed to assist the Clerk with the notice.

The Mayor, Councillor Mrs L. M. Edwards, signed the estimates for the end of the financial year 2014/2015, together with the precept allocation pro forma, advising the Flintshire County Council, in respect of the Community Council's financial requirements for 2015 / 2016. **The Members thanked the Clerk for the financial presentation.**

8. 13/15

TOWN MAYOR'S REPORT

The Mayor, Councillor Mrs Lynette M. Edwards, advised the Members of her attendance at the following:

(a) Chair of Flintshire County Council – Charity Night (b) Ysgol Yr Esgob Christmas School Play. (c) Chair of Denbighshire County Council – Carol Service in Rhyl (d) Caerwys Carols on the Town Square (e) Town Council Christmas Dinner – Piccadilly Inn (f) Ysgol Yr Esgob Christmas Carol Service (g) St. Michael's Church, Caerwys – Induction of new Rector (h) Funeral of Councillor Mrs Margaret McCarroll – a long-serving Rhyl Town Councillor and founder of Rhyl Credit Union.

The Mayor referred to the unfortunate fire at Compton House Stores, and wished to thank the many residents who had assisted on the evening of the fire. The Mayor referred to the generosity of the residents and others towards the family of Mr Vikas Singh. The Mayor also thanked the proprietor of the Caerwys Golf Club, for her assistance of allowing the premises to be used as a collection point for financial assistance, clothing and furniture. **The Members asked that the Clerk send a letter to Mrs Becky Hall, thanking her for her public-spiritedness.**

9. 14/15

COUNTY COUNCILLOR'S REPORT

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

(a) Councillor Falshaw thanked the residents and public in general, for their support to the occupiers of Compton House Stores, after the fire to the premises (b) Councillor Falshaw provided an update in relation to the reduction of speeding restrictions, and in particular on the A541 in Afonwen. Councillor Falshaw stated that the timescale had been extended to the end of March 2015, but would make enquiries to ascertain if this timescale will be adhered to (c) Councillor Falshaw's attendance at a meeting in Holywell to discuss the future of Holywell Leisure Centre, which had been called by Holywell Town Council (d) Councillor Howard Griffiths enquired in relation to the surface water in South Street. Councillor Falshaw advised that he had reported the leak to Welsh Water, who had investigated and reported that there was no leak. Councillor Jonathan Duggan-Keen suggested that it could be due to a chemical spill when the road was re-surfaced, which would result in the rain water not being able to drain away and held on the spill area.

10. 15/15

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

There were no representatives' reports.

11(A). 16/15

PLANNING APPLICATIONS

The following planning applications have been received:

- (a) Application number 052830: notification to fell 1 no. sycamore, 1 no. ash and 1 no. group comprising of goat willow, sycamore, ash and cherry, within the Caerwys Conservation Area.

Comments by Council: that the slow growing trees should be just trimmed, rather than be felled completely.

- (b) Application number 052760: Town & Country Planning (General Development Management Procedure) (Wales) Order 2012 - Notice Under Article 12 Amendments to Submitted Application - Bryn Lwyd Yard, North Street, Caerwys.

Comments by Council: The addition of an extra dwelling and its position as set out in Planning Application 052760 was considered by Caerwys Town Council at their meeting on the 18th November 2014.

Having now viewed the amended site plan, Caerwys Town Council expresses concern that by now moving Plots 1, 2, and 3 into the north-eastern corner of the application site it produces a squashed and overdeveloped appearance to the site that is totally out of keeping with the proposed development. It would be preferable if Plot 3 were removed and Plots 1 and 2 moved to where they were in the previous submitted planning application 047518, which was granted planning consent by Flintshire County Council in August 2012.

Letter attached (047518 letter.pdf and dated 21/5/2010) concerning that application in which it was stated that, "The resubmission (of 047518) was made following consultation with yourselves to determine a suitable density of dwelling to be contained within the site, plan form and external appearance." That submission was for a conversion of the existing building into two dwellings and an additional two dwellings in the (approximate) middle of the site. Plan attached (047518 plan.pdf).

11(B). 17/15

The Members confirmed the above two decisions.

11(C). 18/15

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

- (1) Application number 053087: for the proposed formation of 2 no. hard-standings and use as 4 no. touring caravan pitches with electric hook-up (retrospective), at Whitegates, Coed Farm Lane, Caerwys.

Comments by Council: The field in which the 2 hard-standings have already been constructed has been used for caravan rallies and, although not a licensed caravan site, touring caravans have also made use of the location without any issues being reported.

Note: See also Minute number 2(B). 04/15(b) on page 2 above.

- (2) Application number 052956: for the retention of 2 no. climbing poles, at Fields North West of Crossways Road, Pen Y Cefn.

Comments by Council: Complaints have been received regarding the 2 poles that were erected for a three-day event last year and concern expressed as to them becoming permanent features of the

landscape. Where they are sited their topple distance is such that they could fall onto the Caerwys and Babell road should such an event occur. From Autumn through into Spring, the poles become more intrusive within the landscape due to foliage loss by hedgerows and trees that border the application site.

In view that the poles will only be used three days a year, should planning permission be granted for them to remain in situ, it is suggested that a very short time limit is imposed before their removal in order that they do not become permanent and visually intrusive fixtures in the area.

11(D). 19/15

PLANNING DECISIONS

- (a) Application number 052414: at The Pwllgwyn Hotel, Afonwen. Approved
- (b) Application number 052730: at Maes Mynan Yard, Afonwen. Approved
- (c) Application number 052731: at Maes Mynan Yard, Afonwen. Approved
- (d) Application number 052732: at Maes Mynan Yard, Afonwen. Approved
- (e) Application number 052733: at Maes Mynan Yard, Afonwen. Approved
- (f) Application number 052719: at land at Llwybr Hir, Pen Y Cefn. Approved
- (g) Application number 052645: at Tea Pot Café & Sundawn Garden Centre, Pen Y Cefn.
Refused

11(E). 20/15

FLINTSHIRE LOCAL DEVELOPMENT PLAN - CANDIDATE SITES WITHIN THE CAERWYS TOWN COUNCIL BOUNDARY

The Clerk advised in respect of the above information that had been received from Flintshire County Council. The Clerk had sent by e-mail a copy of the letter and plan to all Council Members. The correspondence from the County Council stated that the Candidate Site Register was for information purposes only at this stage, and was not to be shared with any other party, until made public by the County.

Declaration of Interest: Councillor Michael W. Moriarty declared an Interest (**See Minute number 3. 06/15 on page 2 above**).

12. 21/15

COMMUNITY LIGHTING

The following lamps have been reported out of order since the last meeting;

- (a) Two lamps in Park View Afonwen.
- (b) One lamp in Railway Terrace, Afonwen (**see note below***)

The following lamps were reported out of order at the meeting:

- (1) Lamp sited on the wall of Talking Heads Hairdressers, South Street, Caerwys.
- (2) The second lamp in from Mold, on the A541 in Afonwen.
- (3) Lamp in the bus shelter, on Caerwys Town Square.

*The Clerk advised the Members that he was informed that the lamp sited on the wall of number 20 Railway Terrace, Afonwen, was hanging off the wall. The electrical engineer was requested to visit and reported that the lamp appeared to have been damaged during the present renovations to the property. The electrical engineer confirmed that the lamp was of no danger in its present position, but the company were unable to repair the equipment, due to the

surrounding scaffold structure. The Clerk produced photographs which clearly identified the hanging lamp and surrounding scaffold.

The Members agreed the following: that the Clerk write to the owner of the property, asking that when the scaffolding is removed, to please advise the Clerk, who will then instruct the electrical engineer to carry out the repair.

13. 22/15

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
892	Scottish Power (November - Street Lighting Electricity Account)	239.12	47.82	286.94
893	Scottish Power (December – Street Lighting Electricity Account)	247.14	49.43	296.57
894	Deeco Lighting – (November/December - Street Light Repairs)	173.00	34.60	207.60
895	Deeco Lighting – (Christmas Lights)	640.00	128.00	768.00
896	Canda Copying Ltd (Photo Copy Rental)	46.00	9.20	55.20
897	Post Office (HMRC Clerk's income tax on allowance – October, November & December)	136.60		136.60
898	Society of Local Council Clerk's – Clerk's Annual Subscription. (£167.00 – shared between Caerwys/Dyserth & Halkyn Councils)	55.67		55.67
899	M & H Coaches Ltd (Hire of coach for Llys y Goron Community Centre) As per Minute No 16. 269/14 on 18 th November, 2014	260.00		260.00

14. 23/15

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
900	Caerwys Town Hall Trustees	500.00
901	Age Concern, Caerwys	200.00
902	Caerwys Agricultural Show	100.00
903	Marie Curie Cancer Care (Rhyl)	25.00

	Stroke Association (Cardiff) Relate Cymru (Swansea) Flintshire Disability Forum (Mold) Note: The Members agreed that the Clerk to contact the Flintshire Disability Forum – seeking confirmation that any financial support will benefit the residents of the Community of Caerwys (under Section 137 all applications for financial assistance must satisfy the Members that any funding will benefit at least two or more residents).	None None See note
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15. 24/15

The 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:.....