



# **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> July, 2015, at 7.30pm.**

### **1(A). 146/15 PRESENT**

Councillor Mrs Lynette M. Edwards ( Town Mayor )  
Councillor David S. Knights ( Deputy Mayor )  
Councillor Ms. A. Louise Carus  
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. Priestley  
Councillor Jonathan A. G. Webb  
Councillor Stephen G. Wilson

Clerk & Financial Officer R. Phillip Parry

### **1(B). 147/15 APOLOGIES**

None

### **2(A). 148/15 BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following:

Mr. David L. Johnson, 1, Lon Y Porthmyn, Caerwys.

### **2(B). 149/15 Standing Orders were suspended:**

The Town Mayor, Councillor Mrs. Lynette M. Edwards, welcomed Mr. Ian Williams, (Flintshire County Council - Street Scene Supervisor) to the meeting.

Mr. Williams provided the meeting with the following information: **(1)** Update in relation to a number of potholes that require attention; **(2)** Following a visual inspection of the Town, did the

Town Council Members agree that a number of shrubs in the St. Michael's Drive area require replacing. The Members agreed; (3) The open top rubbish bin sited on the raised area in Lon Y Porthmyn - Mr. Williams suggested that this is replaced with a closed top bin. The Members agreed; (4) Mr. Williams offered his support should the Town Council enter the Wales in Bloom Competition. The Clerk advised that a local Committee named Caerwys in Bloom, enter the Flintshire Environmental Competition, but not the Wales in Bloom. The Clerk further advised that Mr. Andy Lightfoot (Area Street Scene Supervisor) had met with the Caerwys in Bloom Committee, to agree the positions of the planters for this summer, which have been placed around the town streets; (5) Mr. Williams advised that the County Council were supporting initiatives in relation to bio-diversity sites, and sought the views of the Members in relation to identifying sites in Caerwys. Mr. Williams would also wish to involve the children and staff from the primary school.

The Council Members addressed the following concerns with Mr. Williams: (a) A direction sign on the Town Square appears to have been knocked by a vehicle and requires re-positioning; (b) Overhanging branches on the pathway from St. Michael's Drive, towards Holywell Road; (c) It was noted that new speed limit signage had been erected in the Melin Y Wern area on the A541 road. Could Mr. Williams make enquiries to ascertain as to the present position in relation to the agreed new speed limit on the A541 road in Afonwen? (d) Could Mr. Williams ascertain the present position, in relation to the re-instatement of the footpath from the Pwllgwyn area to the Maes-mynan layby, including extending the pathway from the Denbigh side of the layby, to the junction at the unnamed road to Maes-mynan Quarry (e) The potholes on the Pen Y Cefn Road, especially between Rhos Farm and Pengwern, are in desperate need of repair; (f) The stile has been removed from the public footpath at the bottom of the steps leading from St. Michael's Drive, which has resulted in motorbikes being able to gain access to the footpath. Mr. Williams advised that he would contact the Footpath Officer; (g) The previous Street Scene Supervisor had advised the Council that a number of rural roads would be tarmacked this financial year. Could Mr. Williams ascertain if the Pen Y Cefn road had been included?

The Clerk referred to the following concerns: (i) Complaint from a resident in relation to long grass causing exit safety difficulties, on an unnamed road leading from Maes Y Coed Cottages to the A541 road in Afonwen. The Clerk advised that the complaint had been passed to Mr. Williams, and the grass was cut the same day. The Members thanked Mr. Williams for the efficient timescale in dealing with the complaint. (See also Minute number 6(A). 154/15 (4) on pages 3 and 4 below); (ii) The Clerk advised Mr. Williams in relation to a current complaint, in respect of the installation of two kissing gates on the footpath from Caerwys to the Pwllgwyn woods area. The Footpath Officer's department had agreed to seek the permission from the landowner to install the gates - could Mr. Williams ascertain the present position?

## **2(C). 150/15**

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

## **3. 151/15**

### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

## **4. 152/15**

### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 16<sup>TH</sup> JUNE, 2015**

Councillor M. Moriarty wished the following amendment to be made: Minute number 2(B). 128/15 (1) (a) on page 2. To delete 'to the entrance to Maes-mynan Quarry, and replace with 'to the junction of the unnamed road leading to Maes-mynan Quarry with the A541'.

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

## **5. 153/15**

### **MATTERS ARISING**

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

**Minute no: 9. 138/15 (3) (page 5)**, in relation to the attendance by Councillor Howard Griffiths, at a Community Transport and Public Transport Workshop, facilitated by Flintshire County Council. Councillor Griffiths advised in relation to his request to the County Council, to provide details in respect of the amount of bus subsidy that the County provide to bus service route number 14 (Mold to Denbigh via Caerwys). The information had been provided to Councillor Griffiths from the County Council by e-mail, which the Clerk had forwarded a copy of to all Councillors. The information provided in the e-mail is as follows: The Flintshire contribution to the subsidy is taken from two budgets, namely; Operator Subsidy and School Subsidy. The following figures were advised: Flintshire Operator Subsidy £39,334; Flintshire School Transport Subsidy £43,693 - Total Flintshire contribution £83,027. Total Denbighshire contribution £17,573. Total contract cost £100,600.00.

**The Council agreed the following:** The Clerk to write to Mrs. Sandy Mewies, Welsh Assembly Member, seeking information in relation to the following questions: **(1)** The amount of Welsh Assembly funding for rural bus services in Wales, for the next five years; **(2)** The policy of the Welsh Assembly, in relation to rural bus services linking in with bus services in nearby larger towns.

## **6(A). 154/15**

### **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 of the following information, which had been provided by PCSO Carol Richards, in relation to reported criminal offences, since the June Council meeting: **(a)** Criminal damage at Ysgol yr Esgob - paint thrown over a tree in the playground, together with litter deposited around the school yard; **(b)** Suspicious circumstances - a member of the public reported itinerants trying to sell chickens in the Caerwys area.
- (2)** Information received from OWL / North Wales Police / Crime Stoppers, in relation to School Watch / Neighbourhood appeal. The information related to an initiative by the above in relation to urging members of the public to be vigilant, and to report suspicious behaviour around school premises. The Clerk advised that he had forwarded a copy of the information to the Editor of The Caerwys Chronicle, asking that reference to the above is included in the next edition.
- (3)** Written complaint received from a resident of Caerwys, with the heading 'The Caerwys Stench' The letter referred to the still unacceptable aromas emanating from Summerhill Farm. The Members also advised of complaints received personally from residents, in relation to the aromas over the past few weeks.

**The Members agreed the following:** The Clerk to write to the Member of Parliament, together with the Welsh Assembly Member. To seek their assistance, in particular, to the apparent lack of interest being taken by the Flintshire County Council Environment Department, in relation to the complaints made to their department.

- (4) Complaint received from an Afonwen resident, in relation to the long grass causing exit safety difficulties, on an unnamed road leading from Maes Y Coed Cottages to the A541 in Afonwen. (This matter was dealt with under Minute number 2(B). 149/15, on page 2 above - third paragraph (i).
- (5) Information received from Flintshire County Council, in relation to the Summer Play Scheme, which commenced yesterday 20<sup>th</sup> July to the 7<sup>th</sup> August.
- (6) Copy of a complaint reply to a Caerwys resident from Flintshire County Council Planning Department, in relation to a planning application granted at Whitegates, Caerwys.
- (7) Urdd Eisteddfod - information in relation to the 2016 Urdd Proclamation Ceremony, to be held in Flint on Saturday 3<sup>rd</sup> October, 2015, at 1.00pm.
- (8) The Clerk provided the Members with details of a Welsh Assembly Government Consultation, in relation to 'Protecting Community Assets'. The consultation can be completed on-line and the Clerk offered to provide the link to all Members.

**The following correspondence was taken as received:**

- (a) E-mail from Flintshire County Council. The e-mail was seeking venues from Town & Community Councils in Flintshire, to provide a meeting room for a Standards Committee meeting, to be held on the 5<sup>th</sup> October. The Clerk advised, that the Town Council had previously discussed a similar request, and had agreed, that whilst the Town had suitable venues, the Town was unable to cope with the parking of many vehicles.
- (b) E-mail which was forwarded to all Councillors, from the North Wales Community Health Board, in relation to a draft press release.
- (c) E-mail which was forwarded to all Councillors, in relation to the launch of a new Society named: 'Friends of the Clwydian Range and Dee Valley'.
- (d) Information from Flintshire County Council, in relation to a 'Flintshire New Housing Occupancy Survey'.
- (e) Ombudsman For Wales Annual Report for 2014/15. Councillor M. Moriarty received the report.

**6(B). 155/15**

**CLERK'S REPORT**

- (a) The Clerk referred to an e-mail which had been cascaded to all Members by the Clerk from a Company named Breedon Aggregates. The e-mail referred to a proposed planning application at the Maes-mynan Quarry (formerly known as Lloyds Quarry). The Company Planning & Estates Manager, had requested that representatives of the Company attend a meeting of the Town Council, to discuss the planning application. The 15<sup>th</sup> September Council meeting had been suggested, and the Clerk enquired with the Councillors, if they were agreeable, to firstly, the representatives attending the meeting, and if so, to confirm the September date.

**The Members agreed the following:** To invite representatives of Breedon Aggregates to the 15<sup>th</sup> September Council meeting. The meeting to commence at 7.00pm.

- (b) The Clerk advised the Members, that in May he had sent an invoice to Flintshire County Council, for the sum of £500.00, in relation to funding towards the maintenance of the public conveniences. The Clerk further advised that £500.00, had been recently transferred to the Town Council's bank account. (See Minute number 15. 178/15 on page 9 below).

**6(C). 156/15(I)**

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE, 2015**

The Clerk and Financial Officer, provided the Members with a copy of the Quarterly Statement of Accounts, to the end of June, 2015. **The Members approved the Statement of Accounts, and the document was signed by the Mayor, Councillor Mrs. Lynette M. Edwards.**

#### **6(D). 156/15(II)**

### **LOCAL COUNCILS IN WALES - ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2015**

The Clerk advised the Members that the External Audit Return had been received. The External Audit confirmed the following: ‘on the basis of our review, in our opinion, the information contained in the Annual Return, is in accordance with proper practices and no matters have come to our attention, giving cause for concern that relevant legislation and regulatory requirements have not been met’.

The Clerk advised that he would display a public notice the following day named: ‘Statement of Assurance on Notice of Conclusion of Audit and Right to Inspect Annual Return’

The Council Members thanked the Clerk for the work carried out to achieve the above audit comments.

#### **7. 157/15**

### **TOWN MAYOR’S REPORT**

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

- (a) Ysgol Yr Esgob School Sports Day; Ysgol Yr Esgob School Leavers Church Service, held in St. Michael’s Church; Ysgol Yr Esgob & St. Michael’s Church Fete.
- (b) The following Civic Sundays: Chair of Connah’s Quay Town Council; Mayor of Denbigh; Chair of Denbighshire County Council; Mayor of Ruthin; Mayor of Flint - This service was attended by the Deputy Mayor Councillor David Knights.
- (c) Caerwys Playgroup Fundraising event.
- (d) Llangollen Eisteddfod.

#### **8. 158/15**

### **COUNTY COUNCILLOR’S REPORT**

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

- (a) Councillor Falshaw had the privilege of unveiling the Town Trail plaque on the Town Square on Saturday the 18<sup>th</sup> July.

#### **9. 159/15**

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

- (1) Councillor David Knights advised the Members in relation to the progress of the new Caerwys Youth Project. Councillor Knights stated that it was hoped the new Club will open on the 2<sup>nd</sup> September. Phillip Parry, as Treasurer, had applied for the presently held funds to be transferred from the previous youth club to the new project, including applying for funding for a wall mounted television from the Community Chest.

Councillor Knights referred to anti-social behaviour, and asked that the Clerk place this item on the agenda for the September Council meeting.

(2) (a) Councillor Jon Webb advised of his attendance at a recent meeting of the Association of Town Councils. Councillor Webb referred to the re-organisation of County Councils, including the associated cost of the change. Representatives of the Association have requested a meeting with representatives of the Welsh Government to discuss its concerns over the impact that the reorganisation will have on local councils before they are reorganised. It is the view of the Association that the reorganisations should happen together in order to best preserve the delivery of services.

(b) Councillor Webb referred to proposals for the creation of a Community Assets Register that would record private facilities, such as shops, pubs etc, which the community considered vital to its viability. The register would then be used to alert the community to any proposals for removal or change of use and provide a 90 day period when the community could consider ways of avoiding the loss or change.

(c) Councillor Webb referred to a consultation by the Welsh Government to consider changes to the basis of the way the Business rate is calculated. The association's preference was to move away from rental and property values to a tax on profit. Consideration had also been given to a tax on turnover.

(3) Councillor Ms. Louise Carus advised in relation to a meeting of the Town Hall Trustees. Members will have received a copy of a questionnaire which has been circulated to all households within the Community. Councillor Ms. Carus referred to the possible clash in relation to the Town Hall and the sub Committee of the Memorial Institute, both applying for funds from the Big Lottery. The Clerk advised that from his recollection, the funding applications were being made to different sections of the Big Lottery. However, all applications had to be considered, and it would not make any difference that there were two from Caerwys.

**There were no further representatives' reports.**

**10(A). 160/15**

**PLANNING APPLICATIONS**

**The following planning application had been received;**

(a) Application number: 053599, for the removal of condition number 5, attached to planning permission ref: 052169, relating to capacity within public sewerage system, at Summerhill Farm, Caerwys.

(The above application was notified to all Council Members by e-mail on the 18<sup>th</sup> June, 2015.  
Members agreed the following comments: No objection to the application)

**10(B). 161/15**

**The Members confirmed the above decision.**

**10(C). 162/15**

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

(1) Application number: 053861, in relation to a planning application consultation, in respect of the proposed extension and alterations to dwelling including conversion of barn to accommodation, at Tyn Y Ffynnon, Caerwys.

**Comment by Council:** Concern is expressed as to the scale of the proposal as this is by no means a modest scheme by connecting the existing dwelling to a nearby barn that is intended to undergo conversion for residential use. Such development could represent overdevelopment of the site. Within the proposed elevation plans accompanying the application, the west gable of the barn is shown as having a significant glazed area, as also the case with the proposed connecting structure linking the house to the barn. This will have the potential to produce substantial light pollution into the surrounding countryside that is devoid of illumination during the hours of darkness. A network of PROWs; leading to and bordering the application site are present that, should planning consent be granted, it is requested that it is conditioned they are kept free of any obstruction during the construction phase.

- (2) Application number: 053953, in relation to an application for request for a scoping opinion under the Town and Country Planning (Environmental Impact assessment) (England and Wales) Regulations, at Maes Mynan Quarry, Afonwen.

**Comment by Council:** To await the receipt of the Environmental Impact Assessment.

- (3) Application number: 053884, in relation to change of use from offices to 1 no dwelling, at Glasmor Bach, Pen Y Cefn, Caerwys.

**Comment by Council:** The application site does not abut any settlement boundary due to its location in open countryside and compliance with policies within the adopted FUDP, namely; HSG7 - Change of Use to Residential Outside Settlement Boundaries and HSG8 - Density of Development, along with Local Planning Guidance Note No. 2 - Space Around Dwellings, is questioned.

Within the Planning Statement accompanying the application it states that the site has recently been purchased by the applicant and, to support the change of use of the building, it is claimed that conversion of the property to residential use would contribute to an identified need for affordable housing to meet local needs. No supporting information has been provided to substantiate the statement. Likewise, no information is provided with regard to action taken towards offering the building as an affordable dwelling upon its conversion that would make it compliant with FUDP policy HSG11 - Affordable Housing in Rural Areas.

At the present time, Caerwys Town Council feels unable to support the submitted application.

## **10(D). 163/15**

### **PLANNING DECISIONS**

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

- (a) Application number: 053555, in relation to the upgrading of existing telecommunications equipment, at Ffyddion Farm Lloc. Approved.
- (b) Application number: 053599, in relation to the removal of condition number 5, at Summerhill Farm, Caerwys. ( see full details of application above ). Approved.
- (c) Application number: 053640, in relation to fell 4no trees and prune 2no trees within the Caerwys Conservation Area, at Church Walk, Caerwys. No objections raised.

## **11. 164/15**

### **COMMUNITY LIGHTING**

**The following lamp has been reported out of order since the last meeting;**

- (a) Lamp near to 3, Jocelyn Terrace, Afonwen. Councillor Mrs. Lynette Edwards advised that the lamp had been repaired.

### 12. 165/15

#### **TO CONSIDER THE PURCHASE OF CHRISTMAS LIGHTS (CLLR MRS LYNETTE M. EDWARDS)**

The Mayor Councillor Mrs. Lynette Edwards, addressed the members in relation to the present Council Christmas Lights, which illuminate the tree in the Town Square during the festive season. The present lights are many years old and a number of bulbs on each of the strings appear to be faulty.

Councillor Howard Griffiths, referred to the Christmas Lights brochures that the Clerk had provided him with. Councillor Griffiths stated, that it would be beneficial to firstly ascertain as to the number of working strings of lights, before making any decisions in relation to purchasing.

**The Members agreed the following:** The Clerk to further contact the electrical contractor, to make arrangements for the lights to be delivered to the home of Councillor Falshaw. Or alternatively, Councillors' Falshaw and Griffiths will collect from the depot of the lighting contractor. Councillors' Falshaw and Griffiths to inspect the lights and report on their condition at the September Council meeting.

### 13. 166/15

#### **PLAY AREA EQUIPMENT - MEMORIAL INSTITUTE FIELD (CLLR HELEN L. PRIESTLEY)**

Councillor Ms. Helen Priestley referred to Minute number 6(A). 133/15, of the Council Minutes dated the 16<sup>th</sup> June, 2015, in relation to the Town Council agreeing to the match funding of play equipment in the existing play area. Councillor Ms. Priestley was concerned that this would have an impact on the project presently being dealt with by the Memorial Institute Sub-committee, in relation to play equipment for older youths. The Clerk explained that he had enquired with the County Council if the planning gain under Section 106 (£8,000.00), could be used for the Institute project, and was advised that the funding could only be utilised in a County Council play area. Therefore, if the Town Council had not agreed the match funding of £6,000.00, the £8,000.00 planning gain would not have been utilised, and the present play area would have had the potential to lose out of a total of £20,000.00, towards refurbishment. Councillor Ms. Priestley enquired if there were funds available from the Town Council, towards the Institute project. The Members agreed that this aspect could be discussed during the next financial year.

### 14. 167/15

#### **APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
933	Scottish Power (June - Street Lighting Electricity Account)	239.36	47.87	287.23
934	Caerwys Memorial Institute (Hire of room for meetings: April, May & June)	60.00		60.00
935	H. M. Revenue & Customs. Clerk's PAYE & Clerk &	474.83		474.83

	Council NI - April, May & June 2015 - via The Post Office )			
936	R. P. Parry – Clerk (Re-imburement of postal stamps – as per receipt)	63.00		63.00
937	R. P. Parry – Clerk (Re-imburement of purchase of laminator and box of laminating pouches - as per receipt) (Total cost of £84.98 – divided between Caerwys, Dyserth & Halkyn Councils)	23.60	4.72	28.32

**15. 168/15**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
938	Caerwys FLUSH Committee (To transfer payment received by the Town Council from Flintshire County Council, in relation to the public conveniences) (See Minute number: 6(B). 165/15 on page 4 above)	500.00

**16. 169/15**

**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:.....**