



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 June, 2018, at 7.30pm.

1(A). 142/18 PRESENT

Councillor Jonathan Lees (Town Mayor)
Councillor Peter Dooley (Deputy Mayor)
Councillor Stephen Copple
Councillor Jonathan E. Duggan-Keen
Councillor Mrs Lynette M. Edwards
Councillor James E. Falshaw
Councillor Howard R. Griffiths
Councillor Miss. Carole A. Harris
Councillor Ms. Helen L. Priestley
Councillor David S. Knights

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

1(B). 143/18 APOLOGIES

Councillor Stephen G. Wilson

2(A). 144/18 BEREAVEMENTS WITHIN THE COMMUNITY

Members stood in silence in memory of the following: Mr. Daniel S. Jackson, Ffrith Cottages, Pen Y Cefn, Caerwys.

2(B). 145/18 Standing Orders were suspended:

2(C). 146/18
The Mayor, Councillor Jon Lees, welcomed Mr. Ian Williams – Flintshire County Council Street Scene Supervisor – to the meeting.

Mr. Williams provided the following update: (1) North Street is now scheduled to be re-tarmacked at the end of September (2) A number of further pot holes have been repaired, including a number on Holywell Road (3) Weed spraying will be undertaken over the next few days (4) Grass cutting on junctions in a 30mph area have been completed (5) Mr. Williams read out an application for a bench seat to be installed adjacent to the B5122 road in North Street. The Clerk advised that the Town Council had dealt with this application at their May Council meeting.

Members brought the following concerns to the attention of Mr. Williams: (a) A property named Rhos Bach in Pen y Cefn – concerns with entrance from highway flooding following rain. Mr. Williams advised that he was aware and will be re-visiting the property in due course (b) Pot holes at the top of High Street (c) The clothes bin on the Marian is still on site – whereby the County Council promised to remove it. Reported that the area around the bin had been deposited with bags full of clothing – which made the area untidy.

The Clerk advised Mr. Williams in relation to a request on behalf of the Caerwys In Bloom Committee, for the road sweeper to visit Caerwys during week commencing 25th June – due to the Flintshire Environmental Competition judging, to be held during week commencing 2nd July. Mr. Williams advised that he would arrange the vehicle to visit.

The Mayor, Councillor Jon Lees, thanked Mr. Williams for his attendance.

2(D). 147/18

Miss. Vivien Lees was welcomed to the meeting.

Miss. Lees referred to a pre planning consultation for a development at Barlow's Caravan Park. The Clerk confirmed that the pre application information had been received by the Council from the Park's agents – whereby the following documents had been e-mailed to all Council Members prior to the meeting: Letter from Bartlett's of Chester; plan dated 11th June 2018; Planning, Design and Access Statement; Appendices referred to in PDA statement; Plans referred to in PDA Statement; Preliminary Ecological Appraisal; and Landscape Assessment and Landscape Plan.

Miss Lees provided the Members with details of the opening of the Park, and in particular, as to how the concept of a caravan park had changed since the 1960s. Caravans were now longer and wider and the current area allocated to caravans needed to be increased – hence the pre planning application. Presently the Park is licensed for 305 units but will require further pitches in the area of the current site. The number of touring caravans will remain the same. Miss Lees produced A3 size plans which identified the present and potential extended areas.

Councils Members enquired in relation to the following: (1) Roadway to the proposed extended area for further pitches. Miss. Lees advised, that this road is existing (2) Public footpaths in the area. Miss Lees advised, that these footpaths are entered on the definitive map (3) The touring site children's play area was identified (4) It was enquired with Miss. Lees in relation to any risks in implementation that of not seen in time may cause any detrimental effect. Miss Lees replied that no such risk had been identified. (5) Timescale for the development, if approved by Flintshire Planning. Miss. Lees advised that if planning is successful, the work would hopefully commence in 2020.

Members thanked Miss. Vivien Lees for attending the meeting and for providing further details, including clarifying a number of points raised by Members.

Members agreed the following: (1) The Clerk advised, that the formal decision in relation to the pre application consultation would be made by the Council under the planning agenda item (2) The following Councillors to attend a site meeting with Miss. Lees – on Wednesday 4th July, at 7.45pm: David Knights, Peter Dooley and Jim Falshaw.

2(E). 148/18

Members of the Whitford Young Farmers were welcomed to the meeting.

The Clerk advised that Councillor Stephen Copple had kindly arranged for Members of the Whitford Young Farmers Club to attend this evening's meeting to present to the Mayor a cheque, following their fundraising towards the Caerwys defibrillator project. The Clerk further advised that Councillor Copple had been given a cheque for £1,000.00, towards the project – with the donor wishing to remain anonymous.

The Clerk read out a letter from Miss. Elin Evans, on behalf of the Whitford Young Farmers Club Members: 'As a young farmers club, we strive to work hard not only to make a difference to our members' future but to also help our local community. So far this year, we have worked hard to raise funds towards the Caerwys defibrillator cause and have so far gathered £954.92.....' A cheque for this amount was presented to the Mayor, Councillor Jon Lees.

The Mayor and Council Members expressed their appreciation to the Members of Whitford Young Farmers Club, and wished the Club their best wishes for the future.

2(F). 149/18

Mr. Wyn Thomas – proprietor of Thomas Plant Hire, Pen Y Cefn, was welcomed to the meeting, together with three family members / colleagues.

The representatives from Thomas Plant Hire advised in relation to concerns circulation in the area, that the Company were in breach of planning conditions, including vehicles leaving their premises and travelling through Pen Y Cefn to reach the A55 – whereby the vehicles should turn right on exiting the property. The Clerk advised in relation to the complaints received by the Town Council that had been forwarded to Flintshire Planning. The representatives advised that their own vehicles had a tracking system fitted and they were able to be advised should their vehicles travel the incorrect way. Whilst other vehicle drivers were requested not to turn left whilst exiting the premises, this was difficult for the company to enforce. Other large vehicles would legitimately be travelling through Pen y Cefn – whereby the residents would not possibly be aware of this.

County Councillor Tudor Jones advised that he had met with a number of residents in the Pen Y Cefn area – and had suggested to them that should they feel planning conditions are not being adhered to, then they must collect the evidence. Councillor Jones has also visited Mr. Wyn Thomas at his Plant Hire business in Pen y Cefn. Councillor Tudor Jones referred to sample testing in the area of Plant Hire by Natural Resources Wales (NRW). Councillor Jones was in possession of a report from NRW – which stated the following: 'that following tests, no contamination was identified in spring water on land adjacent to Thomas Plant Hire'.

Mr. Thomas referred to a notice that had been received from County Planning, and also advised in relation to a further planning application that was being made by the Company.

Members thanked Mr. Wyn Thomas and others for attending the meeting.

2(G). 150/18

Standing Orders were restored:

3. 151/18

DECLARATIONS OF INTEREST

The following Declaration of Interest was declared: Councillor Jon Lees, in relation to a pre planning consultation, at Barlow's Caravan Park, Pen y Cefn. **(Minute number: 10(c). 163/18 on pages 7 and 8 below).**

4. 152/18

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 15TH MAY, 2018

The Minutes were proposed as correct by Councillor David Knights and seconded by Councillor Jonathan Duggan-Keen and formally agreed by the Members present.

5. 153/18

MATTERS ARISING

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

Minute no: 7(B). 120/18 (iii) (pages 3 and 4) – in relation to concerns with the condition of a footpath grid in the area of Bryn Dedwydd, Drovers Lane, Caerwys. Councillor Jonathan Duggan-Keen advised that he had visited the area and found a rectangular concrete frame which may once have had a grille over it. However, it was filled with breeze blocks and was considered an unlikely hazard.

Minute no: 10. 124/18 sub minute numbers: 5.92/18 & 1(E) 58/18(v) (page 4) – in relation to the lack of response to a letter sent to County Planning, following complaints made by residents to a plant hire firm in Pen y Cefn. The Clerk advised that there had still been no reply received, in particular, even though a further copy had been sent for the personal attention of Mr. Andrew Farrow. County Councillor Tudor Jones advised that he had discussed the concerns with the Planning Department.

Minute no: 10. 124/18 sub minute numbers: 5.92/18 & 12. 77/18 (page 4) – in relation to Heavy Goods Vehicles travelling along the B5122 road – Caerwys to Afonwen. Councillor Steve Copple advised in relation to a letter received from Mr. David Hanson MP, which provided a copy of a response from Flintshire County Council. Broadly, the reply from Flintshire stated: ‘the location (B5122) is a vital artery in travelling to and from the local area for such traffic (HGVs) and is of sufficient construction to accommodate the volume and make up of current traffic movements. The Area Coordinator will arrange a traffic survey to be taken and following this a scoring will be taken, to see if the location meets the requirements for traffic calming measures’. Councillor Copple provided the Members with extracts from an e-mail he had written to Mr. Hanson MP dated the 30th May.

County Councillor Tudor Jones advised in relation to his meeting with Mr. Hanson MP, in both Caerwys and Lixwm. Councillor Jones wished for a joint project to be agreed to endeavour to alleviate the concerns in both areas.

Minute no: 11(B). 126/18 (iv) (page 6) – in relation to the alleged felling of trees without planning permission in Drovers Lane – whereby the trees were sited within the Caerwys Conservation area. The Clerk advised in relation to the following reply which had been received from Mr. Stuart Body – Flintshire County Council Forestry Officer (Copy sent to Council Members by e-mail dated the 23rd May). ‘The tree felling within the Conservation area has been undertaken as part of the residential development of the land.....the approval plans show that no trees were to be retained in this area and the dwellings consented development overrides the controls relating to the protection of trees within conservation areas’.

Minute no: 17. 138/18 (page 9) – in relation to the Community Defibrillator project. In the absence of Councillor Steve Wilson, Councillor Steve Copple provided the following report: The area identified for the installation of two defibrillator units as follows: (1) Side of Compton house ‘Café on the Corner – adjacent to the telephone kiosk (2) Near to the Lych-gate of St. Michael’s Church. Councillor Copple advised in relation to the following fundraising activities: Cheques received from Whitford Young Farmers Club £954.92, together with a further donation of £1,000.00 – whereby the donor wishes to remain anonymous. **(Minute number 2(E). 148/18 on pages 2 and 3 above).**

The Clerk advised that he was meeting with a member of the Charity from the Conwy Valley to provide details in relation to the designated areas for the installation of the defibrillators – on Friday 29th June.

Members agreed the following: (1) Councillor David Knights to discuss the possibility of a defibrillator being installed on the wall adjacent to the Lych-gate, including the usage of electricity supply – with St. Michael’s Church Committee. If agreed, to seek written permission (2) Councillor Steve Wilson, to seek written permission from the owners of Compton House – Café on the Corner – for the installation and electricity supply for a defibrillator to be installed on the wall of the building in High Street.

6(A). 154/18 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 in relation to the following report received from PCSO Connor Freel, to reported criminal offences in the Caerwys Town Council area: Youths further hanging around the Church – causing a nuisance and smoking drugs / Reports of a vehicle with numerous occupants potentially dealing with drugs / Theft from a motor vehicle number plates stolen / Arson – at the outdoor education centre in Caerwys – fire and equipment vandalised / Suspicious circumstances in Afonwen – rogue traders claiming to work for a scheme offering free loft installation.
- (2) Flintshire County Council – information e-mailed to Members, in relation to ‘Flintshire Public Services Board – Well-being for the future – 2017 to 2023’
- (3) Invitation to the following event: Caerwys Brownies Guides – ‘EqualiTeas’ a celebration of 100 years of ‘Votes for Women’ to be held at Caerwys Town Hall, Sunday 8th July between 3 and 5pm.
- (4) Request from Caerwys In Bloom, for assistance during the clean-up prior to the Flintshire Environmental Competition. Councillors Peter Dooley and James Falshaw advised that they were already assisting. The following Councillors offered their assistance: Mrs. Lynette Edwards, Miss. Carole Harris and Jon Lees. It was noted, that two Councillors were still recuperating following hospital procedures, whereby another Councillor had other commitments.
- (5) Request from Caerwys In Bloom – for the Council to arrange for the Flintshire County Council road sweeper to visit the week prior to judging. The Clerk advised that that matter had been discussed during the visit by Mr. Ian Williams at the commencement of the meeting.

6(B). 155/18 CLERK’S REPORT

- (a) The Clerk advised in relation to the following deposit into the Council’s bank account: HM Revenue & Customs - VAT refund for 2017 / 2018 for £1,478.53.
- (b) The Clerk recollected to the Members, the £5,000.00, awarded to the Town Council from Flintshire County Council, towards match funding for play area equipment. The Clerk had agreed with the Counties agents Aura Leisure & Libraries – that the money be transferred to the Town Council bank account and to be ring fenced accordingly.

- (c) The Clerk advised in relation to the following complaints that has been referred to Flintshire County Council: (1) non emptying of a brown bin, whereby the elderly resident had paid their fee (2) a number of pot hole reports (3) hedge cutting required on the road leading from Holywell Road to the Nook area travelling towards Ysceifiog.

6(C). 156/18

TO FURTHER DISCUSS: NON-REPLIES TO CORRESPONDENCE SENT TO FLINTSHIRE COUNTY COUNCIL

The Clerk recollects to Members the meeting held with the Chief Executive of Flintshire County Council – which was attended by Councillor David Knights, the Clerk, together with other County Council Officers. During the meeting held in November, 2017, it was agreed that a further review meeting be arranged. The Clerk advised that whilst a dedicated e-mail address was set up for his usage, whereby all correspondence to County Hall would be sent by e-mail. This system did operate effectively for approximately two months, but fell by the wayside. Letters are still not being replied to despite reminders being sent. Whilst a number of letters have been answered following County Councillor Tudor Jones ‘knocking on doors in County Hall’ - one letter still remains unanswered from Highways. The remaining unanswered letters - from the most problematic department is County Planning – who just never reply to letters and e-mails. Letters have been written for the personal attention of Mr. Andrew Farrow, Chief Planning Officer – almost pleading with him and or his staff to respond – but to no avail.

Members agreed the following: the Clerk to arrange a further meeting with Mr. Colin Everett, Chief Executive of Flintshire County Council. Councillors David Knights and Jon Lees are to attend, together with the Clerk.

6(D). 157/18

COMMUNICATION ETIQUETTE

The Clerk referred to communications between the Clerk and Council Members, and in particular, the lack of responses to e-mails sent to Members, which required a reply. The Clerk cited a number of instances. Councillor Stephen Cople advised that he was also concerned that a number of global e-mails sent by himself to Members, which sought rota names for the ‘Chat with a Councillor’ – only generated a small number of replies.

Members agreed the following: All e-mails or other requests received from the Clerk that require a reply – Members must respond accordingly.

7. 158/18

TOWN MAYOR’S REPORT

The Town Mayor, Councillor Jon Lees, advised the Members of his attendance at the following:

(1) Minera Quarry – Nature Reserve Opening (2) Caerwys Agricultural Show (3) Denbigh Town Mayor’s Civic Service

8. 159/18

COUNTY COUNCILLOR’S REPORT (CLLR TUDOR JONES)

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

(1) Flintshire County Council Cabinet Meeting in relation to Lixwm and Brynford Primary Schools. Cabinet decision to keep both schools open, with one Headteacher and one Board of Governors
(2) Provided members with a typed hand out in relation to ‘Flintshire Bus Network Review 2018’

(3) Poor broadband connection due to a problem with Box number 3 (4) Tesco tokens in aid of funds for Ysceifiog Memorial (5) Holywell Well-being Day on the 23rd June.

9. 160/18

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (1) Councillor Stephen Cople advised in relation to the Town Hall Annual General Meeting. The hire income had increased with the Hall being used most days. SOS day to be held in September.
- (2) Councillor Mrs. Lynette Edwards advised that the FLUSH Committee had replaced the broken window in the public conveniences. The accounts will be audited shortly.
- (3) Councillor Mrs. Helen Priestley advised that a letter had now been received from the Big Lottery Fund (copy of letter provide to all Members), which advised that the application for play area equipment had been refused. The letter provided the reasons for the refusal. Members discussed the contents of the letter.

Members agreed the following: (1) The sub-committee to arrange a meeting to discuss the refusal details, with a view to re-submitting the application, following taking on board the comments contained in the Big Lottery letter (2) The Clerk to place the matter on the September agenda.

10(A). 161/18

PLANNING APPLICATIONS

The following planning applications had been received:

- (a) Application number: 058315 - for relocation of existing 1.8m fencing to the border of property and removal of grass section to be replaced with hardstanding, at 4, Bryn Llwyd, Caerwys

Comment by Council: Providing that the application complies with planning policy then no objections raised.

- (b) Application number: 058433 - for addition of prefabricated vegetable preparation area, laundry with WC and lobby link to existing restaurant and removal of walls in kitchen area, at Afonwen Craft & Antique Centre, Afonwen

Comment by Council: Providing that the application complies with planning policy then no objections raised.

- (c) Application number: 058472 - for the extension to dwelling, at Pant Y Cefn, Pen Y Cefn

Comment by Council: Providing that the application complies with planning policy then no objections raised.

(The above three application were sent to the Planning Sub Committee Chairman, for consultation with the Members, due to statutory time limits for observations).

10(B). 162/18

The Members confirmed the above three decisions.

10(C). 163/18

The following pre planning application to be dealt with by the Members at the meeting:

- Pre planning consultation application made by Savills, 16 Grosvenor Court, Chester, on behalf of the owners of Barlow's Caravan Park, Pen y Cefn, Caerwys. (Application details sent by e-mail to Council Members)

Comment by Council: To support the application – for the following reasons. (1) The Council welcome the opportunity to study the pre-application prior to a full planning application (2) The submitted reports seem to be professional and comprehensive and answer many of the questions we might have asked (3) The development of the business will enhance the area, both for the business itself and for the local economy, and improve the outlook for the future.

The following Council Members agreed to visit the site: On Wednesday 4th July at 7.45pm (James Falshaw, David Knights & Peter Dooley).

Declaration of Interest: Councillor Jon Lees declared an interest and left the meeting room during the Council Members deliberations (**Minute number: 3. 151/18 on page 3 above**).

10(D). 164/18

PLANNING DECISIONS

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

- ❖ Application number; 058039 – for demolition of existing fish rearing tanks and ponds and replaced with new Fisheries Building to contain fish tanks for rearing of fish, plant and machinery of the pools / lakes, associated store and workshop office. Refused.

11. 165/18

COMMUNITY LIGHTING

The Clerk advised that there had been no faulty lamps reported since the last Council meeting.

12. 166/18

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
159	Scottish Power (May - Street Lighting Electricity Account)	290.61	58.12	348.73

13. 167/18

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	Clwb Bwthyn – Ysgol Yr Esgob, Caerwys	

Application adjourned to the July Council meeting – for the following reasons: (1) As the Committee has only recently been created, the Council require a copy of the bank account details (2) Details in relation to the start-up costs – such as the insurance policy. This information will

assist Members whilst considering the application in July. Members agreed that they would sympathetically consider the application

14. 168/18

Members agreed the payments of the above account 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.....