

**MINUTES OF THE MEETING OF CAERWYS TOWN COUNCIL, HELD IN THE CAERWYS
MEMORIAL INSTITUTE, ON TUESDAY THE 16TH OCTOBER, 2012, AT 7.30PM**

**1(A). 32/12
PRESENT**

Councillor James E. Falshaw (Deputy Town Mayor)
Councillor Ms. A. Louise Carus
Councillor Mrs. Lynette M. Edwards
Councillor Jonathan E. Duggan-Keen
Councillor David S. Knights
Councillor Christopher Maggs
Councillor Michael M. Moriarty
Councillor R. Phillip Parry
Councillor Mrs. Helen L. Priestly
Councillor Stephen G. Wilson

**1(B). 33/12
APOLOGIES**

Councillor Jonathan A. G. Webb (Town Mayor)

**1(C). 34/12
MINUTE TAKING AT OCTOBER MEETING**

The Deputy Mayor Councillor James Falshaw welcomed Councillors' to the meeting, and advised that in the absence of Mrs. Elizabeth Snowden, the Town Clerk & Financial Officer, that Councillor R. Phillip Parry had kindly agreed to be the minute taker for the meeting, and would be referred to as the Acting Clerk in these minutes.

**1(D). 35/12
DECLARATIONS OF INTEREST**

- (a) Councillor Christopher Maggs, declared an interest in planning application number 050169, under Minute number 11(A). 46/12, on page 7 below.

There were no further Declarations of Interest Declared.

**1(E). 36/12
BEREAVEMENTS**

The Deputy Town Mayor and Members advised that there were no reported deaths within the community, between the September and October meetings.

**2. 37/12
TO RECEIVE AND CONFIRM THE MINUTES OF THE MEETING HELD ON TUESDAY 18TH
SEPTEMBER 2012**

The following amendments were agreed to be made to the Minutes of the Meeting, held on Tuesday the 18th September, 2012.

- (1) Page 1. After paragraph relating to Mr Alan Sass addressing the Members about purchase of land adjacent to his property insert: "Standing Orders were reinstated".
- (2) Page 2. (a) Minute number 53/12, penultimate line of paragraph, delete the word "no" between the words "received" and "complaints" and insert the word "any". (b) on same line insert the word "and" between the words "parents" and "that".
- (3) Page 3. (a) Minute number 6.64/12, 4th paragraph, amend date to read "2013 – 2016" in penultimate line. (b) Last paragraph at bottom of page, 6th line, insert the words "within the Town boundary" between "land" (delete full stop after that word) and "Planning". (c) Last paragraph at bottom of page, penultimate line, delete the words "the Common Lands Act" and replace with the words "existing legislation".
- (4) Page 4. Minute number 7.65/12. Third paragraph, end of second line, replace "Five" with "Two".
- (5) Page 5. Comment 4 under Planning Application Number 050077, delete "300 tons" and insert "365 cubic metres".
- (6) Page 6. Approximately two thirds down page under "Flintshire County Council approved the following application" :- in next line delete the number "703269" and replace with "047518" after the words "Planning Application No".
- (7) Page 8. 9th line from top of page, amend second sentence commencing "Councillor Moriarty indicated..." to read "Councillor Moriarty indicated that in future the Clerk to be the only person to send cheques direct and third parties (i.e. Members) not to be used in their conveyance".
- (8) Page 8. Applications for financial support. Number 5, Marie Curie Cancer Care. Completely delete sentence starting with "The Council cannot etc.," and replace with "No grant".

Following the above amendments to the September 2012 Minutes, the Minutes were Proposed as correct by Councillor Ms. A. Louise Carus and Seconded by Councillor Mrs. Lynette M. Edwards, as correct.

The Members agreed.

3. 38/12

MATTERS ARISING

- (1) **Minute number; 3. 62/12 sub minute 148/11 on page 1**, relating to a Memorial Institute meeting. The Acting Clerk advised the Members, that a meeting had been arranged for 30th October.
- (2) **Minute number; 3. 61/12 sub minute 20/12 on page 1**, relating to parking of motor vehicles. The Acting Clerk advised of correspondence from the North Wales Police, stating that PCSO 3040 Robert Hill, is monitoring the situation.
- (3) **Minute number; 3. 61/12 sub minute 50/12 on page 2**, relating to the Caerwys Consolidated Charities, and in particular, to the documents stored at the home of the Town Clerk. Councillor Moriarty enquired if the old documents had been viewed. The Acting Clerk advised, that as the documents were safely stored in a locked container, but not in the office of the Clerk, then the search would be made in the springtime warmer weather.

- (4) **Minute number; 3. 61/12 sub minute 53/12 on page 2**, relating to the Flintshire County Council Summer Play Scheme. The Acting Clerk advised the Members, that he had spoken to Janet Roberts the Play Scheme organiser, who had confirmed that the Youth Leaders of the Caerwys Play Scheme, had both been spoken to in relation to the complaints.
- (5) **Minute number; 6. 64/12 (2) on page 3**, relating to the contents of the salt bin sited in Water Street. Councillor Phillip Parry advised the Members that the bin was full of salt and therefore there was no requirement for a re-fill at £60.00.
- (6) **Minute number; 6. 64/12 (3) on page 3**, relating to complaints of parked vehicles on pavements. The Acting Clerk advised that the Town Clerk had written to the complainant to advise that the matter was being attended to by the Police and StreetScene Supervisor.
- (7) **Minute number; 10. 68/12, on page 6**, relating to the visit by Councillors' and a Property Valuer to Pen y Chwarel, Pen y Cefn. Councillor M. Moriarty advised the Members that himself, and Councillor J. Falshaw, had met with the Property Valuer Mr. David Lowe of Jones Peckover, Denbigh at the property, as agreed by the Council. Councillor Moriarty further advised, that a report and valuation would be subsequently sent to the Town Clerk. Councillor Moriarty confirmed that the owner of Pen y Chwarel had been previously advised of the visit.
- (8) **Minute number; 13. 31/12, on page 8**, relating to the requested installation of a wooden seat, on the grass verge near to the Old Police Station. The Acting Clerk advised that this will be reported on under **Agenda item number 9. 44/12 on page 5 below**.

4. 39/12

TO RECEIVE THE COUNTY COUNCILLOR'S REPORT

Councillor James Falshaw as County Councillor, advised the Members in relation to a Welsh Assembly press release. The press release provided details in respect of the financial climate, that local councils' in Wales would have to work within during the next financial year and beyond.

5. 40/12

CORRESPONDENCE / CLERK'S REPORT

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

- (1) Complaint of a damaged style on a footpath which runs from the steps at the far end of St. Michael's Drive, proceeding towards Coed Tan y Walk and Field House The damaged style being towards the middle of the walk. Councillor Michael Moriarty advised that the style was also completely broken at the St. Michael's Drive area. Councillor Moriarty suggested that the Acting Clerk write to the Rights of Way Section of Flintshire County Council, asking them to inspect the whole footpath, and repair as necessary. **The Members agreed.** (**Note;** After the Council meeting the footpath was identified as footpath number 11, in the Community Area number of 402).
- (2) Information from Flintshire County Council, advising of the attendances at the Summer Playscheme held in Caerwys, from Monday the 23rd July, to Friday the 24th August, 2012. The Acting Clerk advised the Members of the various attendance figures outlined in the report.
- (3) Information from the County Treasurer's Department in relation to the Council Tax Base Setting and the Impact of Welfare Reform. The letter advised of the possible decrease in the tax base for

Band D properties, reduced funding from The Welsh Assembly, and that householders who presently do not pay council tax, or pay a reduced tax, may pay a 20% higher contribution from April, 2013.

- (4) Letter received from the Street Lighting Manager of Flintshire County Council, advising that the department wished all Town and Community Councils to supply a considerable amount of detailed information in relation to their street lighting columns. The Acting Clerk advised that it had been pointed out to the Street Lighting Manager, that the Highways Act 1980, that he was using did not apply, as the Town and Community Councils derive their powers to street lights from the 1957 Parish Council Act, where no such requirement exists.
- (5) Further letter received from the above Street lighting manager, enquiring in relation to the festive and decorative illuminations for this Christmas, and requesting a form to be completed advising of all public displays of Christmas lighting. The Acting Clerk suggested that this is discussed under Agenda item number 8 (Minute 43/12 (ii) on page 5 below). **The Members agreed.**

The following correspondence was taken as received;

- (6) Flintshire Local Access Forum Minutes and notification of new date for the next amended meeting date on the 28th November. The Acting Clerk provided Councillor Mrs. Helen Priestly with a copy of the information.
- (7) Information leaflet from the NHS Watchdog for North Wales - asking ‘ How will NHS changes affect you ’ Members were each provided with a copy.
- (8) Notice of Election in respect of the forthcoming Police and Crime Commissioner. The Acting Clerk confirmed that the notice had been displayed on the Council’s notice board by The Town Clerk.

In the absence of the Town Clerk, there was no Clerk’s Report.

6. 41/12

REPRESENTATIVE'S REPORT

- (a) Councillor Jonathan Duggan-Keene advised the Members, that he had attended his first meeting of the Flintshire County Standards Committee in Buckley. Councillor Duggan-Keen provided a summary of the meeting to the Members, and stated that the Standards Committee were also there to offer advice and assistance to Town and Community Councils.

Councillor Michael Moriarty had also attended the above referred to Standards Committee meeting, representing the Town Council. Councillor Moriarty advised the Members that he had spoken at the meeting in relation to the Declaration of Interest form that Councillor’s complete. The Standards Committee Legal Representative had advised, that they would clarify to Clerk’s to ensure that the correct form is being used by Town and Community Councils.

- (b) Councillor David Knight’s as Chairman of the Youth Club, advised the Members of the following; (i) The youth club did not open on the first date after the summer recess, due to staff illness (ii) At the youth club evening last week, there were a number of new members, which was welcome news. (iii) The annual general meeting of the youth club, would be held on Wednesday the 24th October, at 7.30pm in the Memorial Institute.

- (c) Councillor Mrs. Helen Priestly, as the Council's representative on the Ysgol Yr Esgob School Governors, advised the members of the recent further interviews and appointments of teaching assistants. Members enquired with Councillor Mrs. Priestly as to the duties of teaching assistants.
- (d) Councillor Mrs. Helen Priestly, as the Council's representative on The Flintshire Local Access Forum, provided the Members with information in respect of the group, and in particular, as to how the Town Council can identify areas where people can walk obstruction-free. Councillor Michael Moriarty provided further information, from his experience of the Forum.

7. 42/12

STREET LIGHTING FAULTY / OUT OF ORDER

The following lamps had been reported out of order to the Town Clerk since the last meeting;

- (a) Near to Gwynfryn, Caerwys Hill.
- (b) Near to Kirkdale, Holywell Road, Caerwys.

The following lamp was reported out of order at the meeting;

- (1) Near to Dooagh, Bryn Aur, Caerwys (opposite the yellow salt bin).

8. 43/12

TO DISCUSS DATES FOR THE ERECTING AND THE DISMANTLING OF THE CHRISTMAS LIGHTS, INCLUDING COSTS

- (i) The Acting Clerk advised the Members that the Town Clerk had received a quotation for the sum of £660.00, plus VAT for the installation and dismantling of the Christmas lights on the Town Square Tree. The Acting Clerk further advised the Members that the cost had increased by £60.00 from last year. The dates suggested by the lighting company, were the installation during week commencing the 26th November, and the dismantling on or about the 7th January, 2013. **The Members approved the quotation, and agreed the dates as listed above suggested by the Lighting Company.** The Acting Clerk advised that he would write to the Lighting Company to confirm acceptance.
- (ii) The Acting Clerk referred to the above Minute number 5. 40/12 (5), on page 4 above, in relation to the festive and decorative illuminations for this Christmas, and requesting a form to be completed advising of all public displays of Christmas lighting. The Acting Clerk suggested that the form be sent with the confirmation of the acceptance of the above quotation to the Electrical Company, for them to complete on behalf of the Town Council. In particular, as they (the electrical company) would hold the information required). **The Members agreed.**

9. 44/12

TO RECEIVE AN UPDATE IN RESPECT OF THE BENCH TO BE LOCATED ON THE GRASS VERGE OPPOSITE THE PICCADILLY INN, NORTH STREET

The Acting Clerk read out a letter to the Members that the Town Clerk had written to the StreetScene Manager of Flintshire County Council, dated the 24th September, 2012. The letter posed five questions in relation to the proposed installation of a bespoke wooden seat, on the grassed area near to the Old Police Station. The Acting Clerk further advised that no written reply had been received by the Town Clerk, but the Clerk had telephoned the department to enquire as to a response to the letter. It was advised over the telephone to the Town Clerk, that planning permission was not required, but a licence would have to be

applied for, and a full response to the letter and questions would be received for the November Council meeting. Councillor M. Moriarty asked that the Acting Clerk send a letter to Mr. & Mrs. Ian Sergeant the owners of the Old Police Station, advising them of the proposed siting of the bespoke wooden seat. **The Members agreed.**

10. 45/12

TO RECEIVE AND APPROVE THE TOWN COUNCIL'S HALF YEARLY ACCOUNTS FOR THE PERIOD 1ST APRIL 2012 TO THE 30TH SEPTEMBER 2012

The Town Clerk as Financial Officer, had provided the Members with a copy of the Half Yearly Statement of Accounts, to the end of September, 2012, with their agenda for the evenings meeting. The Acting Clerk provided Members with further information in relation to the receipts and payments, and in particular, that the third payment of the precept would be received in January 2013. Councillor David Knights enquired as to the payments made under the heading Establishment Charges. The Acting Clerk provided some information, and indicated that Mrs. Snowden would be able to provide full details.

The Members approved the Statement of Accounts, and the document was signed by the Deputy Mayor Councillor James Falshaw.

11(A). 46/12

PLANNING APPLICATIONS / DECISIONS

The following planning applications have been received;

(a) Planning application number 050124; for the construction of a three vehicle garage, at Bod Erw, Pen y Cefn Road, Caerwys. **The Planning Committee agreed the following observations;**

- (1)** No supporting information is provided by the applicant as to the necessity for such a large building.
- (2)** This is development in the open countryside and fails to conform with criteria as set out in FUDP Policy GEN3.
- (3)** Concern that the size and scale of the building is such that at some later stage an application could be made to have it converted into a dwelling that would be difficult to resist. This could be a means to gain residential development via the back door.

(b) Planning application number 050128; for the erection of a conservatory, at 1, Chapel Street, Caerwys (part retrospective). **The Planning Committee agreed the following observations;**

- (1)** The site of the proposed conservatory is within the Caerwys Town Conservation Area and will be visible to occupiers of surrounding properties.
- (2)** The design and construction of the proposed development should be in keeping with other buildings in the immediate vicinity and within the conservation area.

(The above two applications were dealt with by the Planning Committee, due to statutory time limits for observations between Council meetings).

The following planning application was dealt with by the Members at the meeting;

(a) **Planning application number 050169**; for the outline erection of a detached bungalow, at Belmont, South Street, Caerwys. **The Members agreed the following observations;**

- (1) The area of land allocated to the proposed plan, is such that it may not be able to make adequate provision for a dwelling and may therefore be contrary to; FUDP Policy HSG8(e) - density of development.
- (2) The development should allow for adequate off-road parking and garden, as referred to in FCC’s local planning guidance note 2, space around dwelling.
- (3) The site history of the proposed development should be investigated, as there is no local knowledge of any businesses ever having received planning consent to operate at this location, which is stated in the DAS.

Declaration of Interest. Councillor Christopher Maggs declared an interest in planning application number 050169 above. Councillor Maggs left the room during the Council Members’ deliberations, and completed and signed a Declaration of Interest form.

**11(B). 47/12
PLANNING DECISIONS**

The following planning decision had been received from Flintshire County Council;

- ❖ **Planning Application number 049973**; at Ffrith Farm, Pen y Cefn, for the retention of Park Home accommodation for 12 months, whilst house is renovated. **Approved.**

**12(A). 48/12
APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
684	Flintshire County Council (Recharge of Election Costs)	182.12		182.12
685	Scottish Power (September Street Lighting)	237.89	47.58	285.47
686	Flintshire County Council (Summer Play Scheme)	898.20		898.20
687	NWP Power Systems (Street Lighting Maintenance £127.50 and £24.50 Street Light Repairs)	152.00	30.40	182.40
688	Hacker Young (External Auditor’s Fee)	135.00	27.00	162.00
689	North Wales Association of Town & Larger Community Councils (Annual Subscription)	17.50		17.50
690	E. E. Snowden - Town Clerk (October Salary)			
691	E. E. Snowden - Town Clerk (October Expenses)			

12(B). 49/12

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
692	Urdd Gobaith Cymru, Y Wyddgrug (Mold)	25.00

12(C). 50/12

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

13. 51/12

Standing Orders were suspended.

Councillor Ms. Louise Carus referred to the recently tarmaced South Street, and enquired if the Council were aware of when the white lines were to be re-instated. Members' advised that various white and red indication markings had appeared on the road, assumable in readiness for the re-painting. The Acting Clerk was asked to send a letter to the Flintshire County Council Highways, enquiring as to when the various road markings would be re-instated. **The Members agreed.**

Standing Orders were re-instated.

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

SIGNED BY THE CHAIRMAN;.....

DATE OF APPROVAL.....