



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held at The Memorial Institute, South Street, Caerwys, On Tuesday the 18th October, 2016, at 7.30pm.

1(A). 210/16 PRESENT

Councillor David S. Knights (Town Mayor)
Councillor Jonathan E. Duggan-Keen
Councillor Mrs Lynette M. Edwards
Councillor E. Vincent Frost
Councillor Howard R. Griffiths
Councillor Michael W. Moriarty
Councillor Ms. Helen L. Priestley
Councillor Stephen G. Wilson

Clerk & Financial Officer R. Phillip Parry

1(B). 211/16 APOLOGIES

Councillor Ms. A. Louise Carus
Councillor James E. Falshaw
Councillor Jonathan A. G. Webb

2(A). 212/16 BEREAVEMENTS WITHIN THE COMMUNITY

There were no reported bereavements within the community, between the September and October Council meetings.

2(B). 213/16 Standing Orders were suspended:

The Mayor, Councillor David Knights, welcomed Mr. Ian Williams (Flintshire County Council Street Scene Supervisor) to the meeting.

Mr. Williams provided the following update:

- (a) The County Council have located machinery to enable the Town Square tree to be removed safely, without the requirement for the surrounding wall to be dismantled. The present tree will be removed during the early part of 2017, with the branches being pruned in late

November to enable the Christmas tree lights to be erected. Members discussed various species of a mature replacement tree – which included Mulberry and Oak.

Members agreed the following: The Clerk to place a Public Notice in the Caerwys Chronicle, advising residents that the present Town Square tree is to be removed – as it is leaning, which has caused cracks in the mortar of the stone surround – which will eventually dislodge the surrounding stones. The residents be asked to make suggestions, as to their species preference for a new mature tree. (See Minute number: 6(B). 219/16 on pages 4 and 5 below).

- (b) Water leakage in Chapel Street. Mr. Williams advised that despite the matter being outstanding for a number of months, he had arranged a meeting with Welsh Water.
- (c) Hedges on the A541 in Afonwen had been trimmed.
- (d) A survey will be carried out in relation to re-surfacing of all roads in the area. The survey is being carried out across the County, to enable roads to be prioritised for the 2017 / 2018 budget.
- (e) Flooding in the area of Ty Isa in Pen Y Cefn. Mr. Williams confirmed that permission had been sought and agreed with a local landowner for access to a field – whereby a soakaway will be cleared to alleviate future flooding of the road.

The following issues and concerns were brought to the attention of Mr. Williams by the Members:

- (1) A number of areas on the B5122 from Caerwys travelling towards the A55 – whereby the road is flooded during rainfall. Mr. Williams advised that he was aware of the areas and whilst work has been carried out, in a number of areas flooding still continues. These areas will be re-inspected with a view to further work being scheduled.
- (2) Concerns with drainage / BT manhole covers on the B5122 – between the Memorial Institute and the top of Caerwys Hill. Mr. Williams advised that both Welsh Water and BT had been advised in relation to the covers.
- (3) Concern with further flooding on the B5122 – on approaching the A55. Mr. Williams advised that this concern was in hand.
- (4) Councillors were concerned that a request to remove the recycle bin on the Marian had been made many months previously – but the bin was still in situ. Bags of clothing were being left on the grass near to the bin – which made the area look unsightly. Mr. Williams advised that he would further contact the department in County Hall who were responsible for the recycle bins in the County.

The Mayor Councillor David Knights thanked Mr. Williams for attending the meeting.

2(C). 214/16

Standing Orders were restored:

3. 215/16

DECLARATIONS OF INTEREST

There were no Declarations of Interest declared.

4. 216/16

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 20TH SEPTEMBER 2016

Minute number: 1(E). 187/16 – page 2. Councillor M. Moriarty clarified points raised by Mr Barlow from information provided by Breedon Aggregates Ltd that, (a) a quarry had been in operation since 1938 with the first planning permission granted in 1952, (b) estimated HGV

movements departing from the quarry are put at approximately 6750 annually with imports to the quarry approximately 4000 annually, (c) the extant permission for the operational life of the quarry ceases in 2018 but permission has since been granted by FCC to extend operations for a further 5 years until 2023.

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

5. 217/16

MATTERS ARISING

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

Minute no: 5. 193/16 – sub minute number: 5. 171/16 (page 4), in relation to a number of outstanding matters with Flintshire County Council. The Clerk advised that whilst the County had agreed to provide the Town Council with a full reply to all the outstanding concerns by this evening's Council meeting – apart from one matter being responded to, the remaining ten had not been addressed. The Clerk further advised the Members, that following a telephone call with a senior member of staff in the office of the Chief Executive, who had explained the delay – which was due to a combination of internal problems including staff holiday and sickness leave. The Chief Executive may extend an invitation for the Mayor and Clerk to attend a meeting in County Hall.

The Members agreed the following: The Town Council Members were left with no alternative but to pursue the complaints procedure with the Public Services Ombudsman for Wales. Following the Clerk's letter to Mr Everett (Chief Executive) in which it was indicated that there had been a failure to address outstanding issues raised in the past, a response had been received from Mr. Everett's office. The Members now agreed to await until the November Council meeting to receive a full response.

Minute no: 5. 193/16 – sub minute number: 5. 173/16 (c) (page 5), in relation to planning breaches at Bryn Llwyd Yard, North Street, Caerwys. The Clerk advised in relation to a number of e-mail exchanges between himself, the planning officer and the agent for the building contractor. The Clerk referred to a sketch plan received from the contractor's agent, which outlined a design for the garden – which had been cascaded to Council Members.

The Members agreed the following: Whilst the Members were pleased that the fence had been removed and paving re-installed, the Members were concerned with the long-term aspect. Historically and presently, Flintshire County Council maintains the flower beds at the barn area to the right-hand side plot of the barn. The grassed area to the left side plot is also maintained and cut by the County Council. The Council Members wish to ensure that both areas are continually kept in a pleasant condition for the future, and therefore the area should be re-instated to its previous condition – which will ensure Flintshire County Council continue to maintain it.

Minute no: 5. 193/16 – sub minute number: 11. 189/16 (page 5), in relation to the installation of a solar powered street light on the Marian Walkway. The Clerk advised that Councillor Jonathan Duggan-Keen had kindly contacted a local contractor, who had provided the following quotation: Installation and ancillary work to install a solar powered lamp – at a cost of £500.00.

The Members agreed the following: To accept the quotation. The Members thanked Councillor Duggan-Keen, who also agreed to liaise with the contractor.

Minute no: 6(D). 197/16 (page 7), in relation to a quotation for the erection and removal of the Town Square Christmas tree lights. The Clerk advised that Mega Electrical had confirmed their

quotation for 2015 / 2016, for the erection and removal of the Christmas lights - for 2016 / 2017, would remain the same.

The Members agreed the following: To accept the quotation for the installation and removal of the Town Square Tree Christmas lights – at a cost of £650.00 plus VAT £130.00 = Total £780.00. The installation to take place on Monday or Tuesday 5th or 6th December, 2016 and to be removed on the 5th or 6th January, 2017. Councillor Howard Griffiths will arrange with Councillor Falshaw, for one or both Councillors to be present during the installation.

6(A). 218/16 CORRESPONDENCE

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

- (1) Information received from Flintshire County Council, in relation to the 2016 Summer Play Scheme programme. The play scheme which ran for three weeks, was attended by a total of 270 children during the weekday sessions.
- (2) The Clerk referred to an invitation to attend a Workshop organised by the County Council, in relation to the Flintshire Local Development Plan – which had been cascaded to members by e-mail. Councillors David Knights and Michael Moriarty advised in relation to their attendance.
- (3) Flintshire County Council Winter Maintenance arrangements – Preparations for the coming winter. The Clerk advised in relation to the contents of the letter.
- (4) The Clerk advised in relation to the next Police Consultative meeting, to be held on Tuesday 6th December, in Mold Town Council Chambers between 6.00pm and 7.30pm. Councillors Jonathan Duggan-Keen and Michael Moriarty, advised that they will agree as to whom attends.
- (5) The Clerk referred to an e-mail forwarded to all Councillors on the 6th October, in relation to the Independent Remuneration Panel for Wales – Draft Annual Report
- (6) The Clerk referred to an e-mail forwarded to all Councillors on the 6th October, from the Chief Officer (Governance) Flintshire County Council - in relation to the Code of Conduct, which included guidance from the Public Services Ombudsman for Wales.
- (7) The Clerk read out a letter received from the Flint and Holywell Rotary Club, in relation to a project between the Rotary Club and the Welsh Ambulance Service – to provide first responder teams in Caerwys, including the provision of a defibrillator. **(See Minute number: 6(E)(i). 222/16 on pages 5 and 6 below).**

6(B). 219/16 CLERK'S REPORT

- (i) The Clerk referred to the visit by Mr. Ian Williams to the Council meeting earlier in the evening and in particular, to details of a Company who supply mature trees to the County Council. The web site address of the Company had been cascaded to Members to view a collection of mature trees – suitable to be planted in the Town Square. The Clerk reiterated to the Members that the County Council had agreed to supply the labour and machinery to remove the present tree, including the installation of a new mature tree. The Clerk wished the Members to confirm that

the Town Council were prepared to pay for the purchase of a new tree - albeit, at this stage, the cost was unknown.

The Members agreed the following: To provisionally agree the purchase of a mature tree. To formally agree following a decision in relation to the actual tree species, whereby a costing will then be available for consideration. (See Minute number: 2(a). 213/16 above on pages 1 and 2)

- (ii) The Clerk advised that he had reported three issues to Flintshire County Council, using their web site reporting forms. Whilst all the issues had also been reported to Mr. Ian Williams, the web site reports had not been received by the County. The Clerk had written to the Office of the Chief Executive to advise. The Clerk had received a telephone call from Flintshire, to advise that there had been a technical fault and the web site reporting form had been removed.

6(C). 220/16

Notice of Conclusion of Audit

The Clerk advised that he has displayed the following notice on the 26th September, 2016.

Notice of Conclusion of Audit (Public Audit (Wales) Act 2004) Accounts and Audit (Wales) Regulations 2014. The notice stated that the accounts of the Town Council were available for inspection by local electors in accordance with Section 29 of the Public Audit (Wales) Act 2004.

6(D). 221/16

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2016.

The Clerk and Financial Officer provided Members with a copy of the Quarterly Statement of Accounts to the end of September, 2016. The Clerk further provided the Members with a breakdown in relation to each budget heading – which included the spending to date, together with the agreed budget totals for the financial year.

The Members agreed the following: Approved the Statement of Accounts, with the document being signed by the Mayor, Councillor David S. Knights.

6(D). 222/16

TO REVIEW (AMEND / UPDATE) AND APPROVE, THE FOLLOWING POLICIES:

(a) Code of Conduct (b) National Standing Orders (c) Local Standing Orders (d) Financial Regulations (e) Internal Financial Controls (f) Annual Risk Assessment – 2016 / 2017 (g) Retention of Documents Etc., Schedule (h) Fixed Asset Register – 2016 / 2017 (i) Retention of Documents Policy Statement (j) Annual Investment Strategy – 2016 / 2017.

The Members agreed the following: All the above policies were reviewed and confirmed. The Clerk advised that the Annual Investment Strategy (J), will be further updated following the January 2017, precept setting meeting.

The Clerk asked the Members to bring to the November Council meeting, their Policy folders – whereby updated copies of the above policies will be provided, for insertion into the folder.

6(E)(i). 223/16

TO DISCUSS ADOPTION OF THE RED TELEPHONE KIOSK IN PEN Y CEFN – TO BE RE-SITED IN CAERWYS CONSERVATION AREA – INCLUDING THE PROVISION OF A DEFIBRILLATOR WITHIN THE COMMUNITY AND iBEACON SYSTEM.

The Clerk recollected to the Members, Minute number: 6(B). 195/16 (5), from the 20th September, 2016, Council meeting. Whereby the Clerk had brought to the attention of the Members information in relation to a project by Cadwyn Clwyd, for Town & Community Councils to adopt telephone kiosks – to be utilised as information centres, including the housing of a defibrillator.

The Clerk referred to the letter received from the Flint & Holywell Rotary Club (**Minute number: 6(A). 218/16(7) on page 4 above**) in relation to a project between the Rotary Club and the Welsh Ambulance Service (WAS) – to provide first responder teams in Caerwys, including the provision of a defibrillator. The letter further stated that a group of trained volunteers – 12 people willing to provide 2 x 7 hour periods of on call a week to provide Caerwys with 24 hour cover. The letter referred to the financial costings – a defibrillator circa £780.00 – from WAS – responder bags and uniforms approximately £2,000.00. A mobile phone would be provided free of charge by WAS.

Councillor Stephen Wilson suggested that it was more beneficial to have trained volunteers to provide defibrillator cover rather than the instrument be housed in a telephone kiosk or a wall mounted unit within the Town.

The Members agreed the following: (a) To invite representatives from the Flint & Holywell Rotary Club and Welsh Ambulance Service to attend the November Council meeting (b) the Clerk to invite a representative from the Caerwys Football Club to the meeting (c) the November Council meeting to commence at 7.00pm.

6(E)(ii). 224/16

Adoption of Red K6 (Sir Giles Gilbert Scott) Telephone Box in Pen Y Cefn

The Members agreed the following: To adopt the Red K6 telephone box in Pen Y Cefn. The Clerk to contact BT Payphones.

6(E)(iii). 225/16

iBeacon System

The Members agreed the following: In relation to the installation of an iBeacon system within the Town Centre of Caerwys. The Members agreed not to proceed with this project at this time.

7. 226/16

TOWN MAYOR'S REPORT

The Town Mayor, Councillor David Knights, advised the Members of his attendance at the following:

- (a) Prestatyn Civic Service (b) Holywell Civic Service (c) Flintshire County Council Standards Committee meeting in Pentre Halkyn.

8. 227/16

COUNTY COUNCILLOR'S REPORT

Councillor J. E. Falshaw as County Councillor, advised the Members, via the Clerk, that all his outstanding matters had been referred to during the visit to Council by Mr. Ian Williams.

9. 228/16

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

- (a) Councillor Ms. Helen Priestley advised the Members, that the application in relation to funding for improvement, together with new play area equipment had been made to the

Welsh Aggregates Levy Board. A decision will be made by the Board by the end of January, 2017.

- (b) Councillor Howard Griffiths provided the Members with the following information, in relation to the Flintshire County Council Community Transportation Drop-in Session, held in Caerwys Town Hall, on Tuesday 11th September. Councillor Griffiths advised that he was pleased that the drop-in session was well attended by residents of Caerwys and Afonwen. Prior to the drop-in session, leaflets which contained a short questionnaire had been distributed from Will's of Caerwys and the Post Office. During the drop-in session, the core bus route for the area was discussed – along the A541 – Mold to Denbigh road – with no provision for the buses to travel to Caerwys. Councillor Griffiths expressed his disappointment to the County Council Transportation team members, and emphasised that the majority of passengers using the Mold to Denbigh bus service, are from Caerwys. And any future changes - a 'Bus Hub' should be sited in Caerwys - as the Town has shops, café and a public toilet. The present Mold to Denbigh route, was the least subsidised route in the area. Councillor Griffiths referred to a presentation made by a charity transportation scheme in Cheshire, including a substantial grant from the Welsh Assembly Government to Flintshire County Council, for public transportation – which had been referred to in a local newspaper. However, the County Council had advised they were unaware of any extra funding from the Assembly.

10(A). 229/16

PLANNING APPLICATIONS

The following planning applications had been received:

- (a) Planning Application Number: 055725, for Amended Details of Dwelling to Plot 3, at Bryn Llwyd Yard, North Street, Caerwys

Comment by Council: Caerwys Town Council feels it is unable to respond to the amended plans consultation due to the lack of any supporting information/reasons being provided by the applicant for the reduced separation distance between the rear elevation of the dwelling on Plot 3 to its rear boundary. The council has also not been given any information/reasons provided by the applicant for the changes to the rear appearance of the house or the substitution of opening windows with fixed shut and obscured glass ones.

- (b) Planning Application Number: 055994, for notification to fell 1 no. Maple, within the Caerwys Conservation area, at Y Bwthyn, Llys Pendre, Caerwys

Comment by Council: Caerwys Town Council supports the requested action to be undertaken to the tree on the proviso that such work is confirmed by Mr Stuart Body as being necessary.

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

10(B). 230/16

The Members confirmed the above two decisions.

10(C). 231/16

PLANNING DECISIONS

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

- ❖ Application number: 054707, for a lateral extension to existing quarry, extension of time to 2023 and the variation of static screening plant in the quarry void, at Breedon Aggregates, Maes Mynan Quarry, Afonwen. Approved.

10(D). 232/16

The following notice of planning appeal to the Welsh Planning Inspectorate has been received:

- ❖ Planning reference number: 054929 – Appeal reference number: AP/A6835/A/16/3156964, in relation to Outline application for the erection of a dwelling as part of a small holding development, at Penycefn Isaf, Pen Y Cefn, Caerwys.

10(E). 233/16

PLANNING CONCERNS

Letter sent to Flintshire County Council Planning Enforcement, in relation to the following: Planning Application Number: 055920, for the change of use to Holiday Park - Land at Maes Mynan Quarry, Afonwen – as below:

The Town Council received information, which has been confirmed by a visit that a substantial number of trees have fairly recently been cleared away on the application site at approximately grid reference SJ 117 723. Stone has also been brought and dumped on the site at this location and likely to be used for the creation of tracks. It would advise that immediate action is taken in view of the sensitivity of the area. It is not known if the applicant has obtained a tree felling licence – hence a copy of this letter to Mr. Stuart Body.

11. 234/16

COMMUNITY LIGHTING

The Clerk advised that no lamps had been reported out of order, between the September and October Council meetings.

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

- (1) South Street - Outside Clifton Cottage. (lamp is illuminated 24/7)
- (2) North Street - Outside Bro Hafod.

12. 235/16

TO CONSIDER UNDERGROUNDING OF OVERHEAD ELECTRICITY CABLES (CLLR MICHAEL MORIARTY)

Councillor Michael Moriarty addressed the Members in relation to concerns of many electricity wooden poles – in the area of South Street, whereby the stress on the cables is causing poles to bend. Councillor Moriarty felt that this is creating a dangerous situation. Councillor Moriarty referred to previous undergrounding of electricity cables in the area, including the Marion in 1996. Councillor Moriarty proposed that the Council write formally to Scottish Power, requesting that the unsightly electricity cables in South and High Streets be placed underground. This proposal was seconded and agreed by the Members.

Councillor Howard Griffiths advised, that a few months ago, he had asked the Clerk to report his concerns to Scottish Power in relation to the stress aspect of a pole in South Street and near to the junction of Chapel Street. Scottish Power had attended and advised the Clerk, that following an inspection, it was confirmed that whilst the cabling was causing stress to the pole, there was no concern or safety aspect.

The Members agreed the following: The Clerk to write to the appropriate department of Scottish Power, seeking an inspection of the electricity cabling in Caerwys, with a view to the electricity cables in South and High Streets being placed underground. The Clerk to forward a copy of the letter to the Members of Parliament and Welsh Assembly.

13. 236/16

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
019	Scottish Power (September - Street Lighting Electricity Account)	238.83	47.77	286.60
020	Flintshire County Council (Installation of two new street lighting columns – to replace faulty concrete columns)	2,300.00		2,300.00
021	Flintshire County Council (Summer Play Scheme)	900.00		900.00
022	Canda Copying Ltd (Advance rental for new photocopier - £61.20 – less credit on previous copier - £55.19)	5.01	1.00	6.01
023	H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2016 - via The Post Office)	474.83		474.83
024	R. P. Parry (Clerk) Re-imburement of postal stamps for Civic Service invitations	15.36		15.36
025	R. P. Parry (Clerk) Re-imburement of stationery for Civic Service	15.82	3.16	18.98

14. 237/16

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
026	Côr Meibion Caerwys (Young Musician's Competition) Note: The event was subsequently cancelled and the cheque returned.	100.00
027	Llangollen International Eisteddfod	50.00

15. 238/16

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.....