



# **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 18<sup>th</sup> September, 2018, at 7.30pm.**

### **1(A). 190/18**

#### **PRESENT**

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  
Councillor Stephen G. Wilson

County Councillor Tudor Jones

Clerk & Financial Officer R. Phillip Parry

### **1(B). 191/18**

#### **APOLOGIES**

Councillor Jonathan Lees (Mayor)

### **2. 192/18**

#### **BEREAVEMENTS WITHIN THE COMMUNITY**

Members stood in silence in memory of the following: Mrs. Joyce Roberts, The Glynne Nursing Home, Caergwrl, formerly of 10, Llys Y Goron, Caerwys. Mr. David H. Jones, 8, Llys Y Pentre, Afonwen.

### **3. 193/18**

#### **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

### **4. 194/18**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 17<sup>TH</sup> JULY, 2018**

The Minutes were proposed as correct by Councillor Stephen Wilson and seconded by Councillor Mrs. Lynette Edwards and formally agreed by the Members present.

**5(A). 195/18**  
**MATTERS ARISING**

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

**Minute no: 5. 176/18 – sub minute no: 5. 153/18 & 10. 124/18 (page 2)** – in relation to concerns with Heavy Goods Vehicles travelling along the B5122 road – Caerwys to Afonwen. Councillor Steve Cople advised that whilst Flintshire County Council had acknowledged the letter sent to them by David Hanson MP – a full response was still to be received. Councillor Cople further advised that ‘traffic monitoring cables’ had been placed on the approach roads to the town.

**Minute no: 5. 176/18 – sub minute no: 6 (c). 156/16 (page 3)** – in relation to a review meeting with the Chief Executive of Flintshire County Council – to discuss the continual non-reply to correspondence sent to a number of departments in County Hall. The Clerk advised that there had still been no response from Mr. Colin Everett’s Office. The Clerk had placed an agenda item for the next County Forum meeting: ‘Non-replies to correspondence from County Hall’.

**5(B). 196/18**  
**CAERWYS PLAY AREA – WALES LOTTERY FUNDING APPLICATION (ADJ FROM JUNE COUNCIL MEETING)**

Councillor Ms. Helen Priestley recollected to the Members the two applications made to the Wales Lottery, whereby both had been unsuccessful, and suggested that a third application is not made. Councillor Ms. Priestley referred to a site meeting with the Flintshire Play Officer, including meeting with representatives from play equipment companies. The Clerk advised that there is now no Flintshire Play department – it is administered by a company named Aura Leisure. Councillor Ms. Priestley further advised that the Officer from Aura had agreed to have plans drawn to utilise the existing play area – which would involve removing half of the sand. The hedge could also be removed to open up the area.

There was a general discussion by Members in relation to using local craftsmen to assist with the clearing of the play area, including possibly the installation of play equipment. The Clerk recollected to the Members the funding available to-date.

**Members agreed the following:** (1) At this stage, not to re-apply to the Wales Lottery (2) Councillor Ms. Helen Priestley to further contact the Aura Play Officer to ascertain the progress made with quotations (3) Councillor Steve Cople to approach a local contractor (4) Councillor Steve Wilson to check regulations in relation to using voluntary assistance.

**6(A). 197/18**

**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 the latest report from PCSO Connor Freel (North Wales Police), stated; that there had been no reported instances over the past month. The PCSO had visited the play area one evening, whereby a group of youths had been provided with advice, in relation to their language and use of the play area after 11.00pm.
- (2) Boundary Commission for Wales – invitation to attend a presentation, to be held in County Hall, Mold, on 23<sup>rd</sup> October. This presentation is to be held during the meeting of the County Forum. **Councillor Steve Wilson, together with the Clerk, advised in relation to their attendance.**

- (3) Flintshire County Council – County Forum meeting to be held on 23<sup>rd</sup> October, at 6.00pm. **Councillor Steve Wilson, together with the Clerk advised, in relation to their attendance.**
- (4) North Wales Police Consultative Meeting – to be held on Thursday 15<sup>th</sup> November, at 7.00pm – venue to be advised. Councillor Jonathan Duggan-Keen, as the Council’s representative advised that he would peruse his diary, with a view to attending the meeting.
- (5) Holywell Town Council – joint meeting to be held on 4<sup>th</sup> September, at the Council Offices in Holywell, at 6.00pm. The Clerk advised that whilst the Mayor, – Councillor Jon Lees, had been asked to attend, it was not known if the Mayor did attend.

**The following correspondence had been e-mailed to Council Members, in-between the July and September Council meetings:**

- ❖ Flintshire County Council – dates of County Forum meetings for 2019.
- ❖ Independent Review Panel – Newsletter outlining the panel’s findings and recommendations, to the review of Community and Town Councils in Wales.
- ❖ Holywell Town Council – Information on Community Bus Routes – which included Caerwys.
- ❖ OWL message – in relation to an incident in Afonwen – males suspiciously photographing horses.
- ❖ Flintshire County Council – Updated list of Street Scene Coordinators.
- ❖ County Councillor Tudor Jones – copy of e-mail sent to Head of Street Scene, in relation to the above updated list of Street Scene Coordinators.
- ❖ Caerwys in Bloom – Flintshire Environmental Competitions. Caerwys Town was awarded first place in its category, together with Llys y Goron – also gaining first place in their section. The Clerk advised that he had written to the Chair of Caerwys in Bloom, Mrs. Gaynor Griffith, offering the congratulations of the Mayor and Town Councillors.
- ❖ Grwp Cynefin – Annual report for 2017 – 2018.

**6(B). 198/18  
CLERK’S REPORT**

**The Clerk advised in relation to the following:**

- (i) The Clerk advised the Members of a deposit to the Council’s bank account, the sum of £10,666.67, being the second payment of the 2018 / 2019 precept for the current financial year, received from Flintshire County Council.
- (ii) Notification from JSR – advising that the last pigs left Summerhill Farm, Caerwys – on the 9<sup>th</sup> July.
- (iii) The Clerk advised that he had written to Mr. David Hanson, Member of Parliament, on behalf of the Town Council’s representative on the Police Consultative Committee. The letter sought the assistance of the MP to ascertain from the Police as to why the Police Consultative Meetings had ceased. Whilst Mr. Hanson had written to the Chief Constable, within a few days of receipt of the letter, the District Inspector in Mold sent out an invitation to Town & Community Councils seeking their attendance at a meeting in November – as minuted in correspondence above.
- (iv) The Clerk advised that following a complaint received during the ‘Chat with a Councillor’ in relation to footpath concerns in the Caerwys and Afonwen area, the Clerk had written to the County Footpath Officer. The Clerk had been invited to a meeting in County Hall next week, together with a site meeting to be held in Caerwys in early October. Councillor Cople, together

with the Clerk and a representative from the Caerwys Walking Group will attend the site meeting with the Footpath Officer for the area.

- (v) The Clerk referred to a written concern received from a resident in relation to footpath number 4 – Caerwys to Ysceifiog. The Clerk advised that this concern will be addressed with the site meeting – as above.
- (vi) The Clerk referred to the Christmas lights that are erected on the Town Square tree and requested permission to seek a quotation for the installation and removal.

**Members agreed the following:** the Clerk to obtain two quotations for the Council's consideration at the October Council meeting.

- (vii) The Clerk advised that between the July and September Council meetings there had been a number of complaints and matters of concern brought to his attention by residents. All matters had been addressed, in particular, by reporting the majority of issues to Flintshire County Council. Whilst the matters were varied, the following were an example: Bins and other environmental items not being collected from residents who were on the Counties list of vulnerable people / grass obstruction vision at road junctions / tree branches causing concern on the A541 road in Afonwen / condition of glass bus shelter in Afonwen / possible dead conifer tree on the Marian / Manhole cover or similar – a possible danger on The Marian / Concern with the Watergate and underground pipes from the Heron's Retreat lake at the junction with Bryn Sion Hill. Councillor Mrs. Lynette Edwards advised that the concern had been addressed by Flintshire County Council and Natural Resources Wales / Further fly tipping at the base of the blue clothes bin on the Marian. The Clerk advised, that the County have been requested to move the bin on several occasions – whereby a further request has been made.

#### **6(C-1). 199/18**

##### **TO RECEIVE PROGRESS REPORT RE: DEFIBRILLATORS**

Councillor Steve Wilson provided the Members with an update to the First Responder Service. The Service is now operative in Caerwys and Afonwen, with a number of trained responders. Councillor Wilson thanked the Town Council for the defibrillator together with medical bag.

Councillor Wilson referred to the financial spreadsheet that had been produced by the Clerk, together with an update in relation to the planning permission aspect. Whilst the Clerk was in the process of applying for planning permission for the High Street defibrillator housing unit, the Clerk had advised that the County Conservation Officer would object to the application for a defibrillator on the Church wall near to the Lych gate. This planning application had now been withdrawn.

#### **6(C-2). 200/18**

##### **TO CONSIDER FURTHER DEFIBRILLATOR INSTALLATIONS**

Councillor Wilson advised the Members that the defibrillator which had been identified for the Church wall, could now be utilised in Afonwen. Councillor Wilson had obtained agreement from the owner of the Afonwen Craft Centre to the unit being installed in an area of the building that had 24 hour access by the public. Councillor Wilson suggested that in the future the Council could consider the installation of further defibrillators in other areas of Caerwys.

#### **6(D). 201/18**

##### **TO CONSIDER CHANGING DATE OF FEBRUARY 2019 COUNCIL MEETING**

The Clerk advised Members that he wished to attend a 90<sup>th</sup> birthday celebration, which was to be held in Philadelphia – United States of America – and sought the Council's agreement to schedule the February, 2019 Council meeting a week later than usual – from Tuesday the 19<sup>th</sup> to the 26<sup>th</sup>.

**Members agreed the following:** The Clerk to schedule the February 2019 Council meeting to Tuesday 26<sup>th</sup>.

## **7. 202/18**

### **TOWN MAYOR'S REPORT**

- (a) The Clerk advised that the Mayor's Civic Sunday will be held a week earlier than usual – on Sunday 28<sup>th</sup> October, at 3.00pm in St. Michael's Church, Caerwys. Official invitations will be sent out at the end of September.
- (b) Councillor David Knights, as immediate past Mayor, had attended the St. Asaph City Council Civic Sunday, representing the Mayor of Caerwys.

## **8. 203/18**

### **COUNTY COUNCILLOR'S REPORT (CLLR TUDOR JONES)**

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

- (a) Environmental Audit being carried out with Street Scene Officer, Neil Hickey.
- (b) At a full Council meeting of Flintshire County Council – concerns were expressed with no-replies to e-mails sent to Officers. To be discussed by Senior Officers.
- (c) The Community bus service to Holywell requires more publicity – to enable the service to be extended beyond January 2019.
- (d) Traffic controls in North Street from the 20<sup>th</sup> September – sewer work.
- (e) Lower section of Bryn Sion Hill in Afonwen – closed to traffic from 15<sup>th</sup> October for 5 days. Power line work.
- (f) Road improvements on B5122 and B5123. Ysceifiog Community Council will be sending an invitation to Caerwys Town Council, to appoint two Councillors to set up a joint working group to explore potential improvements. The County will appoint an Officer to assist.
- (g) Holywell Town Council Working Group. Items discussed included: new brown signage on A55, advertising for B&B.
- (h) County Forum Meeting – whereby a presentation will be given by the Boundary Commission – in relation to the review of electoral arrangements in Flintshire.

**Councillors discussed the following with Councillor Jones:** (1) The poster advertising the bus service does not include the details of any costs associated with using the service. Councillor Jones would make enquires (2) Re-surfacing of North Street, Caerwys. Councillor Jones advised that he had been informed it would commence at the end of September (3) Do the County have a tourism office. Councillor Jones would make enquiries (4) Water leakage in Chapel Street. Ongoing for a considerable time – whereby the water during the winter months will freeze and be a danger. Councillor Jones will make enquiries.

## **9. 204/18**

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

- (1) Councillor Mrs. Lynette Edwards: The FLUSH Committee have re-opened the male section of the public conveniences following repair.
- (2) Caerwys Town Hall: Councillor Steve Copple referred to the fundraising event being held in the Hall on Saturday, to raise funds for Hall repairs. Tickets were still available.
- (3) Councillor Peter Dooley: the Youth Club re-opens on the 19<sup>th</sup> September – under the new management.

## **10(A). 205/18**

### **PLANNING APPLICATIONS**

**The following planning applications had been received:**

- (1) Application number: 058641 - for rest room accommodation for staff, At The Piccadilly Inn, Caerwys

**Comment by Council:** Whilst the Town Council do not object to the application, the following observations are made in relation to the Design and Access Statement:

1. The applicant has made no case for additional staff recreation / rest room space as we think already exists in the present building.
2. Whilst the design and access statement refers to an existing WC located in the building on the ground floor to accommodate disabled staff, it seems odd that the application for recreational space for staff does not include any toilets or washing facilities, electricity or water, drainage etc.
3. Perhaps the applicant's agent might clarify what is actually required and include them in their next formal application instead of leaving us to guess?

- (2) Planning Application Number: 058733 - for extension of existing holiday park to allow for the relocation of approved static and touring caravans to facilitate improvements to the layout of the existing park, together with the creation of an area for 6 glamping pitches and addition landscaping, at Barlow's.

**Comment by Council:** To support the application – for the following reasons: (1) The submitted reports seem to be professional and comprehensive and answer many of the questions the Council might have asked (2) 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 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). 206/18**

**The Members confirmed the above two decisions.**

**10(C). 207/18**

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

- ❖ Application number: 058770 – for removal or variation of a condition following grant of planning permission number 052645, at Thomas Plant Hire, Pen y Cefn. (Present condition: 0600 to 1800 hours Monday to Saturday and at no time on Sunday and Bank Holidays. Variation sought to: 0500 to 2300 for 7 days a week).

**Comment by Council:** The Town Council have reservations to the extended hours of operation at the premises. In particular the impact of the early and late hours requested will have on the neighbouring properties and surrounding area.

**10(D). 208/18**

**PLANNING DECISIONS**

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

- (a) Application number: 058472 – extension to dwelling at Pant Y Cefn, Pen y Cefn. Approved.
- (b) Application number: 058641 – rest room accommodation for staff, at The Piccadilly Inn, Caerwys. Approved.

## **11. 209/18**

### **COMMUNITY LIGHTING**

- (i) The Clerk advised that a number of street lights had been reported out of order. These had not been reported to the contractor for repair, as the installation of the new LED lights is in progress.
- (ii) The Clerk further advised that, to-date, there had been three concerns reported which related to the LED light shining into bedrooms. This was due to either the actual light fitting being attached to the property, or the lantern column adjacent to the property. The Clerk suggested to Members that following the fitting of all the new LED lanterns, he will liaise with the lighting contractor, as to the types of shading required to eliminate the direct light to the concerned properties.
- (iii) The Clerk advised that a lorry had knocked the Victorian street lantern from the column – adjacent to the Town Square. A resident had taken a photograph of the vehicle, whereby the registration number and Company name were identifiable. Whilst the Clerk contacted the Company named on the vehicle, they denied that they had a vehicle in the Caerwys area. The Clerk reported the matter to the North Wales Police, together with the Council's insurance company. The lighting column had been inspected by the Council's electrical contractor, who had also met with two Councillors on site. A quotation for a replacement heritage lantern had been passed to the insurance company.
- (iv) Councillor Howard Griffiths provided an update to the new LED lanterns. The changeover of the orange SOX lighting to LED models had commenced. The initial contractor chosen by the installer company had now changed to the Council's present street lighting repair company. There would be extra charges for the Town Council, such as new arms, connection boxes - which had been budgeted for – including the cost of providing shades on any requested lanterns.

## **12. 210/18**

### **TO FURTHER CONSIDER: APPOINTMENT OF YOUTH COUNCILLOR**

The Clerk advised the Members that this matter was adjourned from the April, 2018 Council meeting under minute reference number: 12. 105/18. At this meeting the following was agreed: (1) The Clerk to place a public notice in the next edition of the Caerwys Chronicle, inviting youth members of the community who fall within the above age range, to attend a Council meeting over the next three months (2) The Clerk to place the agenda item for the September Council meeting, whereby the Council will further consider the appointment. The Clerk further advised that following the Public Notice placed in the Caerwys Chronicle, one youth had attended two Council meetings.

The Clerk recollected to the Members that under the Local Government (Wales) Measure 2011, the Council could appoint no more than two youth representatives, who were over the age of 15 but had not attained the age of 26. The Clerk further advised in relation to the appointment process.

**Members agreed the following:** To advertise formally the process of appointing a Youth Councillor.

## **13. 211/18**

### **CONSIDER INSTALLATION OF CCTV IN CAERWYS (CLLR STEPHEN WILSON)**

Councillor Stephen Copple advised the Members that there had been substantial interest in the Caerwys social media in relation to the provision of CCTV. A resident was due to attend this evening's Town Council meeting to address the Members, but was now unable to do so. General discussion in relation to types of cameras available: such as standalone cameras and hard drives

with no central recording system. A number of cameras could be utilised in different areas, taking into consideration the requirements – such as anti-social behaviour. Discussion in relation to the recording of public areas from private residences.

**Members agreed the following:** The Clerk to place on the agenda for the October Council Meeting.

#### 14. 212/18

#### **TO CONSIDER: (A) DEPUTY MAYOR REGALIA (B) PAST MAYOR BADGES (CLLR MRS. LYNETTE EDWARDS)**

Councillor Mrs. Lynette Edwards addressed the Members in relation to the provision of Regalia for the Deputy Mayor, including past Mayor badges.

Deputy Mayors of other Councils have an appropriate Badge of Office / Regalia whilst attending functions, which easily identifies the Councillor as a Civic Dignitary. Councillor Mrs. Edwards suggested that the Town Council consider purchasing another version of the Mayors' Town Crest medallion, together with a ribbon.

Councillor Mrs. Edwards advised that to her knowledge, Caerwys Town Council was the only Council who did not provide appropriate past Mayor badges. Councillor Mrs. Edwards stated: that past Mayors had provided incredible service to the Community – and suggested that the Town Crest could be used on a small badge – for future Mayors, together with providing Mayors over the past 10 years with a badge.

**Members agreed the following:** The Clerk to obtain for Councillor Mrs. Edwards, appropriate brochures for perusal.

#### 15. 213/18

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

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>To confirm following payments made in August, 2018:</u></b>			
167	Scottish Power (July - Street Lighting Electricity Account)	290.61	58.12	348.73
168	Zoll Medical UK Ltd (Defibrillator for First Responder Team) Cheque cancelled – reissued under cheque number: 176	<del>850.00</del>	<del>170.00</del>	<del>1,020.00</del>
169	Information Commissioner's Office (Renewal)	40.00		40.00
170	Flintshire County Council (Planning application for High Street defibrillator)	95.00		95.00
171	Flintshire County Council (Planning application for Church Wall defibrillator) Cheque cancelled as planning application withdrawn	<del>95.00</del>		<del>95.00</del>
172	Caerwys Memorial Institute (Town Council meetings – January to July)	140.00		140.00



173	Caerwys Memorial Institute (First Responder meetings – February to July)	48.00		48.00
174	Welsh Ambulance Trust (Medical kit bag and equipment – First Responder Team)	217.98	43.60	261.58
<b><u>Payments for consideration at September meeting:</u></b>				
175	Scottish Power (August - Street Lighting Electricity Account )	290.61	58.12	348.73
176	Zoll Medical UK Ltd (Defibrillator for First Responder Team) Re-issued cheque – as above cheque no: 168	850.00	170.00	1,020.00

**16. 214/18**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	Clwb Bwthyn Bach (Ysgol Yr Esgob) Further adjourned at the request of applicant - to October Council meeting.	
177	Marie Curie Cancer Care (Rhyl Branch)	100.00
178	Caerwys Bowling Club (Application towards upgrading Club Pavilion)	500.00

**17. 215/18**

**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 DEPUTY MAYOR AS**

**CHAIR.....**

**DATE OF**

**APPROVAL.....**