

Notes from Penyffordd Community Council Meeting – 12th December 2018

For the purpose of communicating as soon as reasonably possible to our residents, these are notes taken from the meeting and are not approved minutes, therefore, amendments may be made before submitting to the council for approval.

Ordinary Meeting

To Receive the Signed Declaration of Acceptance of Office

Mr Paul Blackman signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

Visitors

- i. Mr Robert Dewey – Flintshire County Council, Standards Committee. Mr Dewey gave a brief introduction to himself and explained that members of the Standards Committee will be visiting all Town and Community Councils in Flintshire (a total of 37). Attendance at the meeting is purely to observe how councils behave, gain an understanding where improvements can be made, identify best practice which could then be shared with other councils and offer where necessary appropriate training. He asked members to undertake the meeting as though he was not there. They will be providing an individual report to the council together with an overall report of all councils, early next year.
- ii. Ian Williams – Flintshire County Council, Streetscene. IW attended to ascertain if there are any issues the council wishes him to address. Cllr Wight advised of a number of obsolete street signs, access only signs which need to be removed. Cllr Williams advised that he has been liaising with IW on a number of issues and will add these requests to the list. They are due to undertake a site visit of these areas later this week. Cllr Bestwick questioned the speed signs on Chester Road, where does the 30mph start and finish, it is not clear. IW advised he would need to question this with Anthony Stanford and report back.
Cllr Williams said that IW has been working extremely hard through an outstanding list of work and is continuing to make head way. Cllr Williams wanted to recognise the tremendous job that IW has been doing and all of his commitment and efforts since taking the role of Area Co-ordinator.
Cllr Wakelam advised of an encroaching hedge Lower Mountain Road/St Johns School. IW will assess this. Cllr Wakelam also wished to thank IW for raising the work ticket to install safety barriers outside of St John's School.

Matters arising

Min 177 – Cllr Williams advised that there is still a small area that requires the newsletter delivering and asked members to assist him.

Min 193 – Cllr Wakelam reported that there are approx. 3500 daffodil bulbs left to be planted for 'Project Daffodil'. He will circulate to members a map of the areas which still require planting. Cllr Williams advised he would be happy to hold any left over bags of bulbs which can be collected from his home. Cllr Hinds wished to thank RW for all of his efforts in co-ordinating this project.

Review the Clerks Contractual Hours

Cllr Wight had requested that due to the increase in workload for the Clerk to review the contractual hours. She informed the Council that although her contract hours are 15 per week, she does take an average over the whole month (e.g one week she may do 12 hours and the next 20 hours). From reviewing the past few months and considering the ongoing increase to work load she suggested that an additional 1½ - 2 hours per week should be sufficient.

Cllr Wight proposed which was seconded by Cllr Williams for the clerks hours to increase with immediate effect from 15 hours per week to 17 hours per week. The Council unanimously agreed that the contractual hours for the Clerk should increase to 17 hours per week with immediate effect. The Clerk will draw up an amendment to her contract of employment which will be signed at the January meeting.

Community Council Draft Estimates for 2019/20

The Council considered the expected expenditure for 2018/19 and the draft estimates for 2019/20 in preparation of setting the 2019/20 Precept. Members received this information prior to the meeting together with a report detailing variances on the budget headings.

Councillors were invited to comment on the estimates before them and discuss any amendments which they would wish to be included in the final figures before considering approval of the budget and the precept in January.

Cllr Wight asked whether the clerk could obtain the attendance figures for this years summer playscheme.

Cllr Walker will provide a report on community transport later in the meeting, however, he did advise that FCC have given assurances that the community council will not be financial liable for 2019/20 community transport. Therefore, the Community Transport (contingency liability) can be removed from the budget.

The Environment Working Group advised that they have potential projects for 2019/20 which will require financial support which they will calculate and provide in January.

The Chairman asked members to consider the budget further in preparation for the January meeting. He asked for consideration to be made for any potential projects.

The Clerk also reported that the 2019/20 precept letter has been received from FCC where it states that the 2019/20 Tax Base of equivalent Band properties is: 2035.92, which has increased from 2021.94 currently.

The Clerk will make the necessary adjustment and prepare the final estimates for the January meeting with a view to setting the Council's precept for 2019/20 by Friday 25th January 2019.

Working Groups

Transport – Cllr Walker provided a written report on the recent meeting with Cllrs Walker, Priddin, Hinds, Williams and Ruth Cartwright FCC. FCC will continue to support community transport at no cost to the community council. They are looking to review the service as from the 1st February but reducing it to two trips a day 3 days a week. RC is going to collate the usage figures to determine the 3 most busy days. The bus will start at the top of Wrexham Road. There will also be a service to Broughton Retail Park starting 1st February 3 days a week. This will probably be the same 3 days as they are looking to utilise the same bus. They are considering using County Council Employees as Drivers. He felt that overall that it was a very positive meeting. There was a firm commitment from the FCC to implement the new service to Broughton Retail Park as from the 1st February and it does mean that the top half of the village will now have some kind of a service, which is a start.

Cllr Walker stressed that importance of promoting the community transport service to the village.

Environment – Cllr Bestwick advised that members of the group had met to start to review the FCC Rights of Way Policy/Improvement Plan. It has highlighted a number of issues, in particular the current policy does not reflect the current day living. The group will be meeting again within the next few weeks in order to prepare a draft response to the consultation by the end of January 2019.

Cllr Williams advised members that the group are looking a number of projects/improvements for the village such as; tidy and planting in the memorial garden around the clock, look into low maintenance landscaping for the roundabouts, fruit trees (which will assist with drainage) at Melwood Close and Millstone play area, public litter pick, cycle paths, imposing hedges, pollution (to raise this with Hanson and request an up to date health & safety survey), dog fouling.

Cllr Ransome mentioned that she is liaising with FCC as they used to have a circular route of the village and felt that this could be of benefit to residents and should be publicised.

Cllr Bestwick propose for the Group to meet and review the above work and involved costs in preparation for the budget setting in January.

Cllr Wight advised that they will be a public meeting within the village on 28th January and this could also be an opportunity for the Community Council to update residents on relevant matters such as issues with transport, environment, Redrow development and the proposed Co-op.

Council Youth Representative

The Clerk provided the Council with the criteria and procedures required for recruiting a Youth Representative. In accordance with the Local Government Measure 2011 it enables Town/Community Councils to appoint up to two individuals to act as a Community Youth Representative.

Cllr Walker proposed for the council to advertise for the position which was seconded by Cllr Wakelam.

The Youth Representative should be willing to serve a term of one year from the date of appointment. If still within the specified age range they will be eligible for re-appointment at the end of their term of office. They may speak on all matters before the Council and will be asked in particular to provide a 'youth view'. They may also take part in the discussions Sub Committees. As they are not Members of the Community Council they may not vote on matters before the Council.

They must be:

- Aged over 15 but under the age of 26; (it should be noted that from the age of 18 (should a vacancy arise and they be elected or co-opted) individuals are eligible to become full Community Councillors at which point they would cease to be a Youth Representative but must assume full duties of a Community Councillor – they can not be both);

- Considered by the Community Council, to be a suitable person to represent the interests of individuals under the age of 26 who live, work or receive education or training within the community.

Recruitment will be way of:

- an advertisement placed on the Councils notice board & website
- by giving notice to the local High Schools (Castell Alun, Hawarden & Elfed)
- by giving notice to Penyffordd Youth Club
- by giving notice to Penyffordd Scout and Guide Leaders

Nominations may be received from any of the above or by self-nomination. Written applications will be required together with the names of two character referees.

A short list of Candidates shall be drawn up by the Council and applicants will be required to give a short presentation to the full Council.

The vacancy of a Council Youth Representative will be advertised as above with a closing date of Friday 8th February 2019. All applications will then be passed to Members for the February meeting where a short list will be drawn up.

Millstone Playing Field

- i. Works to the titan groundworks and drainage works have commenced but slightly delayed due to weather.
- ii. A response has been received from Richard Roberts with regard to the costings for the replacement/repairs to the signage. He advised that unfortunately both signs are beyond repair so has obtained a quote for two new signs and three rails on each sign. A quotation has been provided for 2no 1050mm x 1470mm 3mm UV printed ACM signs with gloss laminate, 3no rear fixing channel to the back of each sign - £92.00 each + vat supply only. FCC have offered to collect the signs and arrange the fixing on the posts.
Cllr Williams proposed he should speak with the PCSO to request for the CCTV to be reviewed.
The Council approved for the signage to be repaired/replaced at the above costs, but requested that the Clerk establishes whether the sign could be installed at the entrance outside of the play area.
- iii. Quotes have been requested from Brian Davies and Jones Brothers Leeswood by FCC.

Melwood Close Play Area

The clerk reported that correspondence has been received from FCC advising that the Council has been successful in the 2018/19 Match Funding Scheme and will be awarded £10,000 match funding for the Melwood Play Area. With the community councils and FCC's funding from 2017/18 (£15,000) this will now make a total of £35,000.

Cllr Williams also advised that there is development with the Melwood Clinic and work should commence in the new year. This would see a S106 payment of approx. £5,500 towards the play area.

Cllrs Williams and Wakelam will arrange a site meeting with Richard Roberts to review the site, potential equipment and costings and will report back to the council.

Redrow Development, Chester Road, Penymynydd

Cllr Williams reported the poor condition of the roads which are being left covered in mud and potential hazardous, this was supported by Cllr Jones. Cllr Wight advised this should be raised with FCC Planning as there is no condition in place for this to be done, together with no condition on working hours.

Cllr Wight also provided a brief report on issues with; signage, electricity poles, he has request a cross section of ground levels for adjoining properties to the development and design of site – requested to consider installing the muga on the White Lion play area.

The Clerk will contact Andrew Farrow and Glyn D Jones Planning with regard to the condition of the roads.

Proposed Street Names for the Development at Land adjacent to Greenwood Grange, Chester Road, Dobshill

The developers for the above scheme has provided FCC with the following name of the proposed new street;

- Oak Close / Clos y Dderwen
- Birch Close / Clos y Fedwen

Comments and observations are required before Wednesday 19th December 2018. Due to time constraints imposed by statute, if FCC have not received any comments by this date they will assume that the Council have no objections and they will proceed on this basis.

Cllr Wight proposed which was supported by the Council; Hornbeam Close. The reasoning behind the suggestion is that there are a large number of Hornbeam trees in Princes Hill Woods.

Although the Council do not have any objections to the proposals received from FCC, they will submit an alternative of Hornbeam Close.

Planning Applications

- a) To review and consider Planning Applications received.
 - i. Ref: 059192. Creation of access. 1 Waters Green Cottages, Chester Road, Penymynydd. **Support subject to approval from highways.**
- b) There were no Notifications of Planning Decisions made by Flintshire County Council received.
- c) To review Ongoing and Proposed Planning Applications.
 - i. Penyffordd Single Site School – Cllr Wakelam asked whether members were able to advise the actual meaning of the wording ‘Air Tight’ in the building report? Cllr Rothero as School Governor will seek clarification on this and report back.
 - ii. Rhos Road (40) – nothing further to report at this stage.
 - iii. Dobshill (former Council Depot) – nothing further to report at this stage.
 - iv. Proposed Co-op Development, Millstone, Penyffordd – Cllr Wight advised that the Co-op will be submitting a planning application imminently. He recognises that traffic is a concern and said that this would need to be addressed. Cllr Ransome also advised that there will be an increase to traffic and pedestrians with the new school.

Youth Club Building and Surrounding Site

Cllr Wight informed members that a meeting is due to be held on Thursday 13th December where FLVC and Cadwyn Clwyd will be attending. Cllr Williams advised that Cadwyn Clwyd have mentioned that there is European funding, available until 2021, which may be an option for consideration.

Parking Issues and Road Safety

- i. Hawarden Road (area of the Spar) – Cllrs Williams and Hinds reported that they had met with FCC Highways. Anthony Stanford has advised that if they were to go against the advice of FCC, which is double yellow lines in the layby, and an accident occurred questions would be raised as to why the County Councillors went against the recommendations from FCC. Cllr Walker agreed that it can be very dangerous when pulling out of the layby. Cllr Hinds advised that FCC will advertise the propose work, which would allow anyone to submit their objections. Cllr Wight asked rather than double yellow lines in the layby, could the layby not be removed and a pathway reinstated? Cllr Wakelam raised the option of installing full width speed ramps. Cllr Wight asked whether FCC were aware of the proposed Co-op development as if this proceeds it would obviously reduce the traffic and parking at the Spar? He feels very strongly that there should not be yellow lines in the layby. Cllr Williams will report to FCC that the Community Council will support double yellow lines in the layby as a temporary measure and request that the pathway be reinstated.
- ii. Exiting of the Groves, Penyffordd – Cllr Priddin advised that FCC will be undertaking a review.
- iii. Exiting of the Royal British Legion – Cllr Williams advised that FCC will be reviewing the site and if they agree that yellow lines are required outside of the British Legion, they will include this in the same advertisement as Hawarden Road.

FCC will be undertaken the reviews imminently with the hope to advertise either just before or just after Christmas. Work will then be scheduled for March 2019.

Dobshill Noticeboard

Members agreed that the current board and location are not suitable and approved the purchase of a replacement board.

Locations were considered, Cllr Wakelam proposed the Dirty Mile, by the bus stop (opposite The Woodlands). Cllr Williams agreed to prepare the planning application. Cllr Wakelam will undertake a review as to the safety of the location and report to Cllr Williams.

Cllr Williams suggested that this could be postponed until the relocation of the new school as there may be an opportunity to obtain an obsolete noticeboard from the school. Members disagreed to this as they do not wish to wait until summer 2019 and the boards available may not be fit for purpose. The Chairman undertook a vote which was unanimous to purchase a new noticeboard. The location has been agreed as the Dirty Mile, by the bus stop (opposite The Woodlands). Cllr Wakelam will review the safety aspect of the location and report to Cllr Williams who will then prepare the necessary planning application.

Community Awards

There were no further suggestions and it was requested that this be included on the January agenda for further consideration.

Correspondence

The following correspondence was received, acknowledged and noted.

- Hanson Liaison Committee. Notification of the December meeting held on Monday 3rd December. (a copy emailed to members on 03.12.2018)
- An invitation from the Town Mayor of Mold to attend her Charity Dinner, Dance and Auction on Friday 22 February 2019, unfortunately both the Chair or Vice Chair are unable to attend.

Members Items (AOB)

- Cllr Wight wished to air an idea as an option to be considered by members. The Community Council could sell a section of the Millstone Play Area to accommodate the new Co-op and then purchase the old bowling green from the Millstone which would again be public open space, therefore not losing any open space. The car park could then be used as a shared car park for the co-op and the play area. The Council would like to explore this further and approved for Cllr Wight to make investigations. This will be included on the January agenda.
- Cllr Wakelam questioned the member's photographs which was going to be included on the Council Website. Cllr Wight advised that he still needed to complete a few more photographs.

Finance Meeting

Matters Arising

Min 239 – the Clerk advised that she has not yet had the opportunity to explore options for a payroll back up procedure.

Penyffordd War Memorial Refurbishment Project (Section 106 Agreement)

Cllr Wakelam reported that a roofing contractor has been to assess the roof of the institute. The verbal report was that the roof is in a good and stable condition, there will be minimal repair works needed, such as ridge tiles and the occasional replacement tile. A quote will be provided imminently.

Cllr Wight advised that there had been a meeting last week with committee members, architects and building contractors. It is predicted at this early stage that the proposed work will be well within budget. The building professionals have offered to work closely and support the institute and council through the whole build process.

Members Items (AOB)

- Cllr Wakelam reported that there is damage (crack) to the clock face on the millennium clock. It was questioned whether in fact this could have been the result of the car accident. The Clerk advised that the annual service of the clock usually takes place January/February each year. Cllr Wight proposed to request for the annual service to be brought forward and to also request that Smith's of Derby undertake an assessment of the damage and estimated repair costs.
- Cllr Williams provided a brief report on the FCC Budget. This is an ongoing process and since securing more money from Welsh Government that they been able to reduce the funding gap. Although it has not yet been agreed, it has currently been reduced from a potential 15% increase to 9%, FCC are continuing to look at this in the aim to reduce further. Both Cllrs Williams and Hinds both stressed the importance of people participating and completing the 'Back The Ask' campaign. Also write to your local AM & MP as more funding is needed for the county. FCC have called for a special meeting with AM's.
Cllr Hinds reported that questions have been raised as to whether all the costs involved with FCC relocating to St David's Park, Ewloe are appropriate. She also advised that once the move is complete there is potential for FCC to sell the land at County Hall.
Cllr Williams will circulate by email details of Back the Ask campaign and the presentation slides from the FCC meeting.

The finance and ordinary meetings were closed at 9.00pm