

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the Meeting held in the War Memorial Institute on Wednesday 13th September 2017

Present: Councillors Mr D Williams (Chairman) Mr J Priddin (Vice Chairman), Mr D Walker, Mrs M Jones, Mr M Rothero, Mr R Bestwick, Mrs S Kenworthy, Mrs E Davies, Mrs L Vidamour, Mr A Wight & Mr R Wakelam.

In attendance: Mrs S Hughes, Clerk & RFO to the Council
PCSO Andrea Ellis
Mike Eastwood – Flintshire County Council Streetscene
4 x members of the public

96. Apologies

Apologies were received from Cllrs Ms C Hinds and Mrs L Hallas.

97. Declaration of Acceptance of Office for Recently Co-Opted Member

The Chairman welcomed Cllr Wakelam to the Council and acknowledged the work he has and is currently doing for the community.

RESOLVED: a signed Declaration of Acceptance of Office was received and witnessed by the clerk for Cllr R Wakelam.

98. Declaration of Interest – Members Code of Conduct

There were no declarations of interest received.

99. Minutes of the Council Meeting held on 12th July 2017

RESOLVED: these were approved as a correct record and signed by the Chairman.

100. Matters arising

Min 79 – due to apologies from Cllr Hinds the report on defibrillation stations will be reported on in October.

Min 81 - Business Internet Banking is now up and running. As per the Council's Financial Regulations the Clerk provided in a sealed envelope the user details and password to the Chairman of the Council.

Min 71/51 - FCC have arranged for the street column to be replaced. Two quotes have been provided to the insurance company and which are awaiting them to be validated. (FCC – £1529 and Mega Electrical - £1750 +vat) This claim will have £100 excess.

RESOLVED: the above received and noted.

Min 41(26) - Cllr Bestwick asked for the progress of the line painting as it is yet to be actioned. The Clerk advised that the request is being dealt with and has been included on the FCC work schedule.

RESOLVED: this will continue to be monitored and followed up.

101. Public Questions

There were no questions received from the public.

102. Visitors

- i. PCSO Andrea Ellis, gave the Council a brief report on past and ongoing issues, however, due to current ongoing investigations she was unable to discuss further. She advised that the areas she patrols have now been reduced so will be able to focus more time in the area.
Cllr Wakelam asked whether PCSO Ellis would be able to provide information of ASB over the last 10 years. PCSO will respond to Cllr Wakelam.

**PCSO Ellis left the meeting at 6.45pm

- ii. Mike Eastwood, FCC - Streetscene. The Chairman thanked ME for the work which has been undertaken with acknowledgement of the financial restraints.

The Chair highlighted that there are a number of obsolete street light columns and sign posts which need to be removed, also requesting for a full survey of the street lights. ME advised that he will forward the information regarding street lighting to the relevant section.

Cllr Priddin asked for the hedge on the Vounog (Watts Road junction) to be cut back due to over hanging the pavements. The Chair also advised of hedges on Penymynydd Road and Chester Road. ME will address the Vounog, however, Penymynydd Road and Chester Road hedges are in ownership of Penyffordd WMI.

Cllr Wakelam informed ME of a damaged/broken road sign on Fammau View, ME will arrange a replacement.

ME advised members to encourage residents to report any dog fouling to the Enforcement Team. Cllr Williams also advised that as well as random visits, if the public experience regular incidents from the same dog, this information should too be reported and the Enforcement Team would respond.

Cllr Davies raised the problem of dandelions and ragwort. ME confirmed he will address issues of ragwort but not problems of dandelions

****ME left the meeting at 6.55pm and Cllr Wight arrived.**

103. Summer Recess Delegated Powers

The Chair, Vice Chair and Cllr Hinds met with Connected Security during the summer recess in relation to CCTV cameras for the Allotments/Millstone Play Area. As per the resolution under Minute 77, they were authorised to proceed with the purchase of one cctv camera to be installed on the Millstone Play Area, covering a 360 degree of the allotments and play area. They had been advised this would have been installed in time for the schools summer holidays, however, this has yet to be installed.

A quote was also requested for an additional camera to cover the area of the bus stop directly outside of the Millstone Play Area.

RESOLVED: The Chairman will make further enquiries as to the delay and report at the October Meeting.

104. Audit of Accounts for the Financial Year Ended 31 March 2017

The following issues have been reported and needs to be drawn to the Council's attention:

- i. *The comparative figures disclosed in Section 1 of the Annual Return do not agree to the audited Annual Return for the year ended 31 March 2016. The comparative figures for the year ended 31 March 2016 were restated. We have reviewed the adjustments made and we are satisfied they are correct.*

The Clerk advised that no further action is required. It was necessary to amend the annual return so that it was restated due to it being highlighted in the Internal Audit that the Clerk's Home/Office Allowance should now be included under 'Staff Payments'

- ii. *The Council must implement the recommendations made by the internal auditor to improve the financial systems of the council as soon as possible or in the event before the end of the current financial year. If the council addresses the issues raised by the internal auditor the council should improve internal controls which will help to prevent and detect error and fraud and assist the council to operate in an effective and efficient manner.*

The Clerk advised as the financial regulations did not cover telephone banking the Council have now approved and moved to Business Internet Banking. This will now allow the Clerk to print receipts for all payments assisting in the programme of regular checks of standing data with suppliers.

The Notice of Conclusion of Audit will now be displayed as required by the Accounts and Audit (Wales) Regulations 2014.

RESOLVED: the above be received and approved.

105. Community Transport

- i. FCC have received confirmation from the Traffic Commissioner that the Penyffordd to Buckley route is registered and is able to start. JP will arrange for all necessary leaflets/timetables etc but will need some help with distribution if possible.

JP has suggested if the Council could also promote the service on social media and other channels. She can arrange for a photo opportunity to accompany a press release. They could also look at holding a brief publicity event at Penyffordd and Buckley, to promote the service.

Due to the limit notice of the commencement date, Cllr Walker proposed a date of Monday 2nd October, which would allow the service to be communicated and promoted to residents.

- ii. The Chairman advised he had received a complaint email from a resident regarding the out of date bus timetables. He suggested the Council should write to Arriva and FCC requesting that these are at a minimum kept up to date and should also display in advance any amendments and or withdrawals to the usual service.
- iii. Cllrs Kenworthy and Wight raised the unacceptable issues with school transport to Castell Alun. There have been reports of children not having access to seats (sitting in aisle, double seating), children not being collected. Although these reports are apparently similar to previous years and are usually rectified within a couple of weeks of term, this is not acceptable, not acceptable to happen year after year and is not safe for the children to travel. It was requested for the Council to send a strong letter to FCC Transport with a follow up letter sending in May 2018 to ensure that these failings are not repeated.

RESOLVED:

- i. the Council agreed to support the promotion of the service, assist with the distribution of leaflets and take part in a press release. The Clerk will advise JP of the proposed amended commencement date of Monday 2nd October 2017.
- ii. A letter will be sent to Arriva and FCC with regard to ensuring that up to date timetables are displayed and request advance notices of amendments/withdrawals to services.
- iii. A letter will be sent to FCC Transport regarding the safety issues of school transport to Castell Alun, with a diary note to send a follow up letter in May 2018.

106. Millstone Playing Fields

- i. Will Print Signs have made the requested alterations, however, the Community Council logo is insufficient quality and the Clerk is unable to obtain a higher resolution from FCC. The cost to redesign the Community Council logo will be approx. £35-£50 +vat.
Cllr Wakelam suggested in addition to the formal sign, that a 'child friendly' sign could also be created for the Code of Conduct using child friendly terminology.
- ii. 1.Communication has been received from Ludus advising the skate manufacturer are due to meet with Richard Roberts mid-September and will also visit site to look at the equipment to see if there's anything that can be done with the panelling to reduce residual noise. He is continuing to obtain information regarding the insulation. The Chair's enquiries regarding acoustic fencing are still ongoing, he has however liaised with a local fencing company who have agreed they would be willing to install this fencing free of charge.

2. Following the council's approval to financial contribute towards a bench along with the Youth Club, the Chair and Vice Chair are due to attend the Youth Club to liaise with the youth as to what design, material etc the children would like.

3.No costings have been obtained for the replacement of the chain link fencing to the left boundary of the play area. The Chairman will liaise with Richard Roberts, FCC and report at the October meeting.

RESOLVED:

- i. The Council approved Will Print Signs to redesign the Council logo on the same lines of the current design. Cllr Wakelam will produce a draft 'child friendly' Code of Conduct sign to present to the Council.
- ii. Items 1 – 3. The Chairman will continue to make enquiries and report at the October Meeting.

107. Penyffordd Single Site School

The Chairman reported on the two meetings with FCC. Whilst it was pleasing that FCC and the Design Company have responded to the design concerns raised, there are still matters of traffic concerns which are being

investigated. Once the Impact Assessment has been undertaken, it will be necessary to ensure that it has covered all traffic concerns.

RESOLVED: Cllr Wight will draft a letter to FCC on behalf of the Council expressing appreciation to Officers for attending the meetings and listening to the concerns. It will also include a request for FCC to be proactive with regard to the management of traffic.

** Cllrs Kenworthy and Rotheo left the meeting 8.30pm

108. Land at Penyffordd Junior School

The Chair reported that Penyffordd WMI have put forward to FCC an Expression of Interest.

RESOLVED: the above be received and noted. A letter will also be sent to Neal Cockerton requesting details of the process for Expressions of Interest in acquiring the land.

109. Heritage Park (Redrow) Development – Recreation Ground

The clerk advised that the development will be handed over to Premier Estates, Management Company in September.

The Chairman asked for this to be included on the October Agenda.

RESOLVED: the above be received and noted. Item will be included on the October agenda.

110. CCTV Cameras

Due to the recent ASB within the village, Cllr Walker asked whether the Council should consider additional cctv cameras. Enquiries will be made to costs of alternative specifications.

Following enquires with FCC whether the costs of a CCTV unit could be covered with the S.106 payment of £100,000 (which is to be used towards maintenance for a ten year period of play equipment provided both on and off site), correspondence has been received advising that the revenue is for the long term maintenance of facilities adopted by the council which would not support the use of this contribution for other than the intended maintenance.

The Clerk suggested that if the Council wishes to purchase additional CCTV cameras in the future, that due to high costs this should be included in discussion for the budget review when setting the precept.

RESOLVED: Enquiries will be made to costs of cctv cameras with alternative specifications and also will be added as an item for consideration when setting the 2018/19 budget.

111. SP Energy Networks

SP Energy Networks are looking to explore how they can work with the council to promote their hotline number to local people to report power cuts and information on winter safety.

RESOLVED: the council approved they would be willing to add this information to the Council website.

112. Youth Club Building and Surrounding Site

The Chairman asked members to consider thoughts of ways to maintain the building for further discussion at the October meeting.

RESOLVED: to be included on the October agenda.

113. Hedge and Grass Cutting

Any issues were raised and reported under item 102(ii) with Mike Eastwood, Streetscene – FCC.

114. Hours of Work

Cllr Walker had requested this item as he is concerned with the expanding workload of the Council and the impact this has with the hours of work for the Clerk.

Cllr Bestwick suggested that the Clerk records her working hours and report at the October Meeting.

RESOLVED: the Clerk will provide a report of the hours worked at the October Meeting

115. Graveyards

The Chairman highlighted to members the shortage of burial places within Flintshire and asked whether this needs further consideration. It is believed that there has been changes to the criteria for weddings and burials at Penymynydd Church and Cllr Wakelam will seek clarification on the criteria.

RESOLVED: Cllr Wakelam will report at the October meeting.

116. Planning Applications

a) The following Planning Applications were received:

- i. Ref: 057324. Application for removal or variation of a condition following grant of planning permission no.52480 to allow a further 5 years to commence development. Land at Cambrian House, Vounog Hill, Penyffordd. **Support subject to any concerns raised by local residents.**
- ii. Ref: 057309. Roundabout sponsorship signs at no.11 roundabout, Penymynydd. Roundabout no.11 A550/A5104, Penymynydd. **Support, however, would like confirmation on where the revenue will go.**
- iii. Ref: 057396. Application for approval of reserved matters for the erection of 40 dwellings following outline approval ref: 053656. Land at (north of) Rhos Road, Penyffordd. **Object strongly to this development and wish for it to go to Planning Committee, where a full and detailed response will be provided.**
- iv. Ref: 057388. Outline application for the erection of up to 36 units of over-55 retirement housing, open space and associated infrastructure with details of site access. Land south of Rhos Road, Penyffordd. **Object strongly to this development on the grounds of it being outside of the settlement boundary. The Council wish for this to go to the Planning Committee where a full and detailed response will be provided.**
- v. Cllr Wight asked the Clerk whether a Planning Application had been received in relation to Hanson Cement and the demolition of existing cement storage. The Clerk advised no application has been received as does not fall under the Council's ward.
The Council wishes to make a response regarding the Hanson Planning Application of; **currently reserving judgment, wishes for it to go to the Planning Committee where full concerns will be presented.**

RESOLVED: the above comments will be reported to Flintshire County Council Planning

b) The following Notifications of Planning Decisions made by Flintshire County Council were received:

- i. Ref: 56750. Outline application for the erection of one dwelling. Land off Chester Road, Penymynydd. **Approved**
- ii. Ref: 056877. Outline application for the demolition of derelict cottages and erection of 1 no. detached dwelling. Crown Cottage, Penymynydd Road, Penymynydd. **Approved**
- iii. Ref: 056963. Construction of a vehicle shelter. Oak Tree Barn, Chester Road, Dobshell. **Approved**
- iv. Ref: 057117. Erection of a two storey side extension and rear single storey extension. 5 Towers Way, Penyffordd. **Approved**
- v. Ref: 057076. Erection of detached garage. 37 Hazel Drive, Penyffordd. **Approved**
- vi. Ref: 056694. Construction of 32no. dwellings including new vehicle access point, public open space, car parking and landscaping. Land at Hawarden Road, Penyffordd. 32 dwellings Hawarden Road. **Refused**

RESOLVED: the above be received and noted.

117. Correspondence

The following correspondence was received and noted.

- The Chairman and Clerk have received an invitation to attend the Flintshire/Japanese Youth Exchange presentation evening which will be held on Monday 23rd October, 6.30pm at the Council Chambers, County Hall, Mold.
- Mark Tami MP and Carl Sargeant AM – dates of the Advice Surgeries for September – December.
- Dates and venues of the training courses provided by Planning Aid Wales.
- The Cabinet Secretary for Finance and Local Government has launched a consultation on electoral reform. All responses to the consultation should be received by 10th October 2017.
- Joint Meeting of the Standards Committee with Town and Community Councils will be held on Monday 2nd October, 6.00pm, Town Council Offices, Connah's Quay.

RESOLVED: members who are able to attend will advise the Clerk. The Clerk will endeavour to attend.

- Flintshire's Public Service Board are seeking nominations for representative from Town and Community Councils. Cllr Alan Wight had expressed his interest in this position via the Clerk, which was fully support by the full Council.

RESOLVED: Penyffordd Community Council will submit a nomination for Cllr A Wight to represent the Council on the Flintshire Public Service Board.

- Flintshire County Council will be holding a number of Public Engagement Events. These events are held in seven locations across the County, each central to a number of grouped Town and Community Councils. The date this year for this location is Wednesday 8 November 2017. The event will be held in Mountain Lane School Buckley beginning at 6.30pm and finishing by 8.30pm.

RESOLVED: as this date coincides with the monthly Council Meeting, the Clerk will ascertain if the invitation could be extended to one of the other six events being held.

- Notification has been received from FCC of the 2017 Election Cost. As Penyffordd Community Council was uncontested, the charges incurred are £247.20. An invoice will be issued in due course.
- Arcadis Design Consultancy have contacted the Council advising they have been asked by FCC to help provide evidence to support the Council's case in respect of the appeal for the application for 186 homes at Chester Road, looking specifically at issues relating to community cohesion – how it is defined, how cohesive the community currently is, and what impacts on cohesion the new development might have.

RESOLVED: Cllrs Williams and Hinds together with Cllr Wight (representing the Community Development) will initially communicate with Ms Powell and if possible a mutually convenient date is available given the short time restraint, all members will also be invited.

118. Members Items (AOB)

- Council's Website to be included on the October agenda.
- Cllr Priddin raised concerns over road safety at the junction of Silver Birch Way and Hawarden Road. Drivers on Hawarden Road are having to over take parked vehicles thus verging onto the other side of the road and it has been observed that drivers exiting left from Silver Birch Way often only look right, which could result in a head on collision.

RESOLVED: this concern will be raised with FCC, Streetscene.

- Wednesday 27th September – Community Development Plan Public Meeting, 7.00pm at the Royal British Legion.

The meeting was closed at 9.50pm

Chair.....11th October 2017