

# PEN-Y-FFORDD COMMUNITY COUNCIL

## Minutes of the Meeting held in the War Memorial Institute on Wednesday 13<sup>th</sup> December 2017

**Present:** Councillors Mr D Williams (Chairman), Mr J Priddin, Ms C Hinds, Mr D Walker, Mrs M Jones, Mrs L Vidamour, Mr A Wight, Mr R Wakelam, Mr R Bestwick and Mrs S Kenworthy

**Absent:**

**In attendance:** Mrs S Hughes, Clerk & RFO to the Council  
1 x Member of the Public

### 201. Apologies

Apologies were received from Cllrs Mr M Rothero and Mrs E Davies .

### 202. Declaration of Interest – Members Code of Conduct

There were no Declarations of Interest received.

### 203. Minutes of the Council Meeting held on 8<sup>th</sup> November 2017

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

### 204. Matters arising

**Min141/172** - FCC Engagement Event - Cllrs Walker and Wight advised they were unable to attend the event.

**Min 173** – The Chairman reported that following the Public Questions at the November meeting it had become apparent that a member of the public was transmitting information during the meeting. Whilst the Council would encourage the public to attend meetings, under section 3(l) of the Council's Standing Orders it states that *'Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent'*.

**RESOLVED:** the Chairman will state this Order to members of the public at each meeting,

**Min 177** – Cllr Priddin reported there is a small trench that remains unfilled after digging work was undertaken for the cctv cabling.

**RESOLVED:** Cllr Williams will address this.

**Min 185C iv-** A dissatisfactory response was received and circulated to members from the Chief Officers of Governance and Planning with regard to the letter of concerns of a Planning Officer.

**RESOLVED:** the Council were not satisfied with the response and a further letter will be sent to the Chief Officers.

**Min 186** - PCSO Ellis has confirmed that she patrols Prices Woods regularly and will continue to do so. She was aware of the uprooted bench however this had not official been reported.

### 205. Public Questions

There were no public questions received.

### 206. Visitors

There were no visitors to the meeting.

### 207. Council Vacancy – Co-option

Flintshire County Council have confirmed that no request for an Election was received within fourteen days of the date of the Notice and as a result it is in order for the Community Council to fill the vacancies by co-option following the Local Government (Wales) Measure 2011 / Filling Vacancies by Co-Option.

Discussions were had as to whether applicants will be considered on their applications or interviews be held.

**RESOLVED:** the Clerk will display the Notice of Co-option for a 14 day period with a closing date of the 8<sup>th</sup> January. Applications will be provided to members as soon as reasonably possibly before the January meeting. At the January meeting dependant on the number of applications received, the Council will decide upon the method of selection.

## 208. Consultations

- i. **Pre-Deposit Proposals Public Consultation (Preferred Strategy) Flintshire Local Development Plan 2015 –2030:** The documents were reviewed and consider by the Council and a response will be drawn up by Cllrs Williams and Wight.

**RESOLVED:** a response will be drawn up by Cllrs Williams and Wight and will be submitted before the closing date of 21<sup>st</sup> December 2017.

- ii. **Consultation – Guidance for Principal Councils on the Review of Communities :** The Local Democracy and Boundary Commission for Wales (the Commission) has been asked by the Cabinet Secretary for Finance and Local Government to provide updated guidance on the conduct of community reviews by principal councils to support greater consistency in the manner in which community reviews are conducted.

Before publishing the guidance in its final form the Commission is providing a draft of the document for consultation. The consultation will commence on 29 September 2017 and end on 21 December 2017. The Commission would welcome your views on the draft guidance.

**RESOLVED:** the Council did not wish to submit a response.

## 209. Transport/Services

- i. **Bus Shelters:** The Clerk informed members that shelters on Chester Road, Vounog Hill and Hawarden Road (Millstone) will receive repairs and upgrades care of Flintshire County Council. Further details of the work will be provided by Jessica Pritchard in due course.  
Cllr Walker also highlighted the need for a shelter on Wrexham Road and Cllr Hinds the need for a further shelter on the Vounog Hill (near Meadow Rise).
- ii. **Community Transport:** Kate Wilby, Transportation and Logistics Manager – FCC has advised that the scheme is in the early stages and to date the usage is very low, however, this to be expected with a new scheme. Jessica Pritchard will provide a report on the usage as soon as possible.

She has advised that a decision by FCC will not be made until February 2018 with regard to the service and what costs may be passed to the Community/Town Councils (Penyffordd and Buckley). She said that with regard to budgets, we would need to air on the side of caution and budget for the full costs. The funding could be withdrawn from FCC from May 2018. It is assumed that the costs will be shared 50/50 between Penyffordd and Buckley Town Council, the figures below provides an estimate of costs and will be presented to both councils.

	<b>Full Cost (11mths May 2018 – March 2019)</b>	<b>50% of which to be paid by Penyffordd</b>
Total Costs	£23,681	£11,840
Income Minimum (1 passenger)	£2,054	£1,027
Income Maximum (8 passengers)	£16,429	£8,214
Potential Loss (Cost)	£21,627 - £7,252	£10,813 - £3,626

Cllr Wight informed the Council that Kinnerton Community Council had expressed an interest in potential joining the Community Transport routes of both councils.

Cllr Hinds feels that the route should incorporate the bus stop opposite St Johns Church, Penymynydd.

- iii. To report as appropriate

### **RESOLVED:**

- i. The Council appreciate the works that will be undertaken by FCC and will make enquires regarding the additional shelters mentioned above.
- ii. The cost implications were reviewed and considered and will be included in the draft 2018/19 budget, however, as the scheme has only been running for 1 month, no decision has been made as to whether the community council will take on this service.

## **210. Community Council Draft Estimates for 2018/19**

The Council considered the expected expenditure for 2017/18 and the draft estimates for 2018/19 in preparation of setting the 2018/19 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.

The Clerk reported that information has been received that a two year pay increase for Council staff is being considered by National Employers and unions, these increase will affect all staff employed under the SLCC/NALC Model Contract.

**RESOLVED:** the Clerk will prepare the final estimates for the January meeting with a view to setting the Council's precept for 2018/19.

## **211. Millstone Playing Field**

- i. The Clerk reported that the welsh translation has been signed off and the signage company will now arrange production of the signs.
- ii. No costing have been received for the chain link fencing. Cllr Williams advised he will follow this up.
- iii. The Clerk reported that Leigh Wadsworth from Ludus has advised that when either himself or Andy Brown are passing the Millstone Play Area, which should be in the next few weeks, he will assess the muga fencing and undertake the repairs.

### **RESOLVED:**

- i. The report was received and noted
- ii. Cllr Williams will endeavour to obtain the costings for the chain link fence.
- iii. The report was received and noted

## **212. CCTV Cameras**

The CCTV unit has now been installed and complete. Cllr Williams advised that a local electrician Mr S Large undertook the electrical installation FOC and asked the Council to consider sending a letter of thanks together with taken gesture of appreciation to the value of £50.

The Clerk informed the council of the options available to them for monitoring the system. She strongly advised that this should be done either by the police or Connected Security.

- a) to use the services of Connected Security to retrieve and back up footage (for a charge of £50 per call out) when needed which they would then pass to the police.
- b) to purchase a laptop from Connected Security (approx. £300) which will be retained by our PCSO who will be trained to use this together with the cctv camera. Andrea Ellis (PCSO) is more than happy to hold the laptop and will retrieve footage as and when requires.

Cllr Priddin proposed that it would be more costs effective for the Council to purchase a laptop compared with the call out costs.

The Council asked the Clerk to make enquires as to whether the laptop purchase by Hope Community Council could be a shared unit for both PCSO's to access.

**RESOLVED:** the Council appreciated the work undertaken by Mr Large and will sending a letter together with a token gesture to the value of £50. The Council agreed that a laptop retained by the police would be the better option for monitoring. Initially the Clerk will present the proposal of sharing a laptop with Hope Community Council.

## **213. Youth Club Building and Surrounding Site**

Cllr Williams informed members that Penyffordd War Memorial Institute may be submitting an Expression of Interest (EOI) for the Youth Club building and that the EOI which had been submitted has now been withdrawn.

**RESOLVED:** the Clerk will contact Penyffordd War Memorial to establish their status of an EOI and this will be included on the January agenda.

## **214. Committee / Steering Group**

The Council discussed whether a committee or steering (working) group will be required to assist with the S106 War Memorial Institute Project and to liaise with groups, clubs and organisations to establish how the Council may assist with the future needs of the village.

**RESOLVED:** as no delegated powers would be required the Council agreed that a Steering (Working) Group will be developed who would the report to the full council. This will be included on the January agenda.

## **215. Council Website**

Cllr Wight reported that the website is now live, however, is awaiting to complete the final switch over from the old to the new site. He has spent time training the Clerk and offered to provide training to any members who expressed an interest.

The website contains substantially more information than previously and AW asked members to provide as much information as possible to ensure that the site is kept up to date and relevant. He suggested that maybe each month a different member could provide a report.

The new site at present can be found on [www.penyffordd.council.org](http://www.penyffordd.council.org)

**RESOLVED:** the above be received and noted. Cllr Wight will provide additional training in the new year.

## **216. Community Newsletter**

The Council discussed the frequency and production of a newsletter with the suggestion of an annual letter detailing the achievements of the current year and plans for the future year (therefore being distributed around March each year). The initial newsletter would also include a photograph and information of all Councillors.

Cllr Walker asked whether the Council would consider selling advertising spaces in the newsletter for local businesses. This was agreed upon, however, no costs were agreed.

As well as the newsletter being distributed by post, it would also be included on the website and social media.

**RESOLVED:** Cllr Williams will prepare a draft newsletter in preparation of the January meeting to review further.

\*\* 1 x member of the public left the meeting 9.00pm

## **217. Defibrillator**

During the Christmas period Cllrs Hinds, Kenworthy and the Clerk will walk the village to ascertain the most suitable locations for the defibrillator signage. Once the locations have been determined a signage planning application will then be submitted.

**RESOLVED:** Cllrs Hinds, Kenworthy and the Clerk to ascertain the most suitable locations for the signage and the signage planning application submitted.

## **218. Public Question & Answers**

Cllr Wight had asked the council to consider holding a 15 minute Public Q&A before each council meeting. There were mixed responses to this as the Council already includes public questions on the agenda and also concerns that it could result in the session over running and delay the council meeting from commencing at 6.30pm.

Due to the January meeting anticipated to be full, it was suggested trialling this at the February meeting and to promote it via noticeboards, website and social media.

**RESOLVED:** a Public Q&A will be held prior to the February meeting from 6.15pm – 6.30pm. This will be advertised via noticeboards, website and social media.

## **219. Welsh Government – Review of the Community and Town Councils**

An Independent Review Panel has been set up to consider the future role of Community and Town Councils and has provided a short questionnaire for completion.

**RESOLVED:** the Council does not wish to submit a response at this stage, however, it will be reviewed again early next year.

## 220. Play Sufficiency Professional Development Programme

To consider a unique continuing professional development programme being offered by FCC and Play Wales which will support them to maintain their proactive delivery of services for children and continue to comply with statutory duties regarding children's play, as part of the Children and Families (Wales) Measure 2010. This provides a unique opportunity for partners to consider play sufficiency and local responses to emerging Welsh Government priorities and programmes.

The programme will be delivered:

Mon 15 January 2018	9.30-12.30	Jade Jones Pavilion
Tues 30 January 2018	9.30-12.30	Jade Jones Pavilion
Mon 12 February 2018	9.30-12.30	Jade Jones Pavilion
Mon 26 February 2018	9.30-12.30	Jade Jones Pavilion
Wed 7 March 2018	9.30-12.30	Jade Jones Pavilion

**RESOLVED:** no members expressed an interest in attending.

## 221. Planning Applications

- a) To review and consider Planning Applications received.
- Notification under Article 12 – Amendments to submitted application. Ref: 057396. Application for approval of reserved matters for the erection of 40 dwellings following outline approval ref: 053656. **The Council will provide a separate response.**
  - Notification that the Public Inquiry is required to run for an additional day and will be recommended at the Royal British Legion on 11<sup>th</sup> December at 10.00am. Ref: 055590. Planning Appeal Ref: APP/A6835/A/17/3174699. Erection of 190 dwellings and ancillary development. Land at Chester Road, Penymynydd. **As many members and public needs to attend the final hearing.**
  - Notification that an Inspector has been appointed by the Welsh Minister to determine this application and a Public Inquiry will be held on Theatre Clwyd on 16<sup>th</sup> January 2018 at 10.00 am. Ref: 056694. Appeal Ref: APP/A6835/A/17/3182034. Construction of 32no dwellings including vehicle access point, public open space, car parking and landscaping. Land at Hawarden Road, Penyffordd. **Cllr Williams advised the location may change to the British Legion in Penyffordd and will keep all members up to date.**
  - Ref: 057733. Proposed two storey rear extension. 86 Vounog Hill, Penyffordd. **Support, subject to no concerns raised by neighbouring properties.**
  - Ref: 057803. Erection of extension to side and rear of dwelling. 8 Allerton Close, Penyffordd. **Support, subject to no concerns raised by neighbouring properties.**
  - Ref: 057686. Change of use from 1no. dwelling into 3no dwellings, erection of garage for dwelling one, creation of garden/courtyard area for dwelling two and erection of small extension to dwelling three and erection of garden store. Pheasant Fields Lower Mountain Road, Penyffordd. **Support, subject to no environmental issues or concerns.**

Cllr Wight asked whether an application had been received for development of a new workshop for Village Motors? The Clerk advised no details have been received and she will contact FCC for further information.

**RESOLVED:** the above comments will be reported to Flintshire County Council Planning. The Clerk will contact FCC regarding an application for Village Motors.

- b) To receive Notifications of Planning Decisions made by Flintshire County Council.
- Ref: 057525. Conversion of loft space into bedrooms by using a dormer roof to the rear elevation. 32 Green Park, Penymynydd. **Refused**
  - Ref: 057691. Erection of single storey side extension. 16 Corwen Road, Penyffordd. **Approved**

**RESOLVED:** the above be received and noted.

- Notification was also received from Natural Resources Wales ref: Padeswood Cement Works – Cement Mill 5 Environmental Permit Variation (APP: PAN-001655(EPR/BL10961B)) It states that they are now minded to vary the permit to allow the operation of the new mill and rail head.
- c) To review ongoing Planning Applications.
- Ref: 057599. Erection new build primary school, associated external works, additional vehicular access point and formation of temporary site access to existing Penyffordd Infants School site. Ysgol Penyffordd, Abbots Lane, Penyffordd.  
**RESOLVED:** the Council will write to FCC following the Design Council's report and request reassurance that the issues raised will be presented to all Planning Members, request a review of the revised plans that are going to the committee and an update on the transport issues/concerns. Also although the Council were disappointed with the approach to phase 2 of the application, following the comments made by Colin Everett and the Design Council, the community council will now support phase 2 however, that they would not expect it that to be forthcoming within this LDP plan period.
  - Ref: 055590. Erection of 190 dwellings and ancillary development. Land at Chester Road, Penymynydd

- iii. 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.
- iv. Ref: 056694. Construction of 32no. dwellings including new vehicle access point, public open space, car parking and landscaping. Land at Hawarden Road, Penyffordd.

## 222. Correspondence

To acknowledge and note correspondence received.

- FCC have confirmed that they will be undertaking the street light column improvements by the financial year end (we have available budget to upgrade 11).
- Clwydian Range & Dee Valley Area of Natural Beauty – Supplementary Planning Guidance Note. This draft is presented for public consultation and will close on January 29<sup>th</sup> 2018
- Notes of the October County Forum Meeting (a copy emailed to members).
- Hanson Liaison Committee minutes and agenda (Council Reps will have received copies)
- December Newsletter from 50+Action Group.
- Welsh Government – notification of the Appropriate Sum under Section 137(4)(A) of the Local Government Act 1972 limit for 2018/19 has increased from £7.57 to £7.86 per elector.
- Total ID Marketing – offered the service of providing Councillor ID Badges.
- Hawarden Airport - proposal to adopt GNSS approaches and amend conventional instrument flight procedures at Hawarden airport. A consultation will be running until 9<sup>th</sup> Feb 2018.
- Police Report  
**RESOLVED:** the above was received and noted.
- The Flintshire Public Services Board (PSB) Draft Well-being Plan is now out for Consultation. The PSB has produced a draft Well-being Plan for Flintshire that outlines how the collective work of the partnership can protect and improve the quality of life for residents, communities and businesses now and in the future. The draft plan is an outline of what it is the PSB would like to achieve and why. The final Plan will be developed for publication next spring.  
**RESOLVED:** this will be included on the January agenda.
- Citizens Advice – Proposed Rural Project. They are requesting a letter of support from the council in their bid for funding. This service would enable them to bring their information and advice service direct to residents of the rural communities in Flintshire and help those residents where needed to develop or improve their digital skills.  
**RESOLVED:** the Council will write to Citizens Advice expressing their support of the proposal

## 223. Members Items (AOB)

- A number of reports of street lights out. Cllr Williams advised that if members are aware of lights out to report direct to Streetscene. The Clerk will also ensure that the winter night inspections are being carried out.
- A number of complaints have been received regarding the location of the Penymynydd christmas lights. The Clerk reminded members that the original location of the top of Penymynydd Road was not suitable due to the condition of the street light columns. She did suggest to consider and review an additional location on Penymynydd Road for next year. Cllr Williams also suggested to review lights for Chester Road.
- The Chairman proposed to members that a bonus payment is made to both council employees of £25.00. This was supported by all members and will be processed and approved in January.
- Cllr Wakelam advised that following agreement from Mike Eastwood the new street sign for Fammau View has still not be replaced.
- The Clerk reported on an SLCC training event regarding the new GDPR – General Data Protection Regulation which will come into force on 25<sup>th</sup> May 2018.

The meeting was closed at 9.45pm

Chair..... 10<sup>th</sup> January 2018