

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the Meeting held in the War Memorial Institute on Wednesday 14th March 2018

- Present:** Councillors Mr D Williams (Chairman), Mr J Priddin, Ms C Hinds, Mr D Walker, Mrs M Jones, Mr A Wight, Mr R Wakelam, Mr R Bestwick, Mrs E Davies, Mrs S Kenworthy, Mr M Rothero and Dr Smith-Bellis
- Absent:** Mrs L Vidamour
- In attendance:** Mrs S Hughes, Clerk & RFO to the Council
Katie Wilby & Kerry Hanson – FCC Transportation
Joseph Caruana – Hanson Liaison Committee
1 x Member of the Public

307. Signed Declaration of Acceptance of Office

Following the recent Co-option whereby Dr Smith-Bellis received the majority vote, she formally signed the Declaration Of Acceptance of Office.

RESOLVED: the Declaration of Acceptance of Office was signed by Dr Smith-Bellis and witnessed by the Clerk.

308. Apologies

There were no apologies received.

309. Declaration of Interest – Members Code of Conduct

There were no Declarations of Interest received.

310. Minutes of the Council Meeting held on 14th February and 21st February 2018

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

311. Matters arising

Min 278 - The Clerk informed the Council that Microshade have now started the process of the GDPR Audit and Data Services.

Min 287 - The FCC County Forum was cancelled due to adverse weather conditions.

Min 292 - The Independent Review Panel Engagement Event - 7th March 9.30-12.30. Cllrs Hinds and Wight provided a brief report stating the main concern raised by Town and Community Councils was it was felt that their voices were not heard.

RESOLVED: the above be received and noted.

Min 273/257 – Cllr Williams informed the Council that unfortunately Mike Eastwood has advised that the Charge Hands had not undertaken the work. He asked members to advise him of any additional work that has been identified so they can be added to the list.

RESOLVED: members will inform Cllr Williams of additional works they have identified.

Min 285 - Cllr Wight has produced and circulated to all Members the proposed Plan for Project Daffodil. He advised the Community Group will be holding a public meeting on 26th March and Project Daffodil will be communicated to residents.

The Clerk asked whether authorisation from FCC will be required for planting on county owned land. Cllr Williams will seek authorisation from Mike Eastwood.

RESOLVED: Cllr Williams will liaise with Mike Eastwood with regard to authorisation of planting on county land. This will be included on the April agenda.

312. Public Questions

There were no public questions received.

313. Visitors

i. **Joseph Caruana – Chairman of Hanson Liaison Committee**

JC gave the council a brief report of his involvement with the Liaison Committee and advised he is not employed by Hanson and is there to represent the Community. He advised that the attendance to these committee meetings have reduced significantly. He is concerned that if attendance continues to reduce that Hanson will assume that there are no concerns or issues from the community. The meetings are open to the public, so everyone is welcome. The meetings can be very informative and allows for discussions and concerns to be raised.

He encouraged members to attend the meetings and also asked if the Council could promote to their residents.

Cllr Kenworthy & Jones said that currently the short notice of the meeting date was not sufficient and asked for advance notice. JC will endeavour to provide sufficient notice for future meetings and advised the next meeting will take place on Monday 4th June at 6.00pm.

The Chairman thanked Mr Caruana for his presentation.

RESOLVED: the Council will promote the Hanson Liaison Committee meetings on their website and social media.

** Mr Caruana left the meeting at 6.45pm

ii. **Katie Wilby – Transportation and Logistics Manager (FCC) and Kerry Hanson – Integrated Transport Manager (FCC)**

Due to the impending withdrawal of part of the No.3 service which will impact the top part of the village, concerns were obviously raised by residents and members. Cllrs Walker, Hinds and Williams have been communicating with FCC regarding these concerns.

KW informed the Council that the No.3 is a commercial service ran by Arriva and unfortunately FCC have no power on their decisions. Arriva have no legal responsibility to liaise with FCC regarding amendments or withdrawals. She said that she has spoken with Mr Angelsea from Arriva and was told that the usage reports show significantly less passengers per week from the Vounog compared to passengers from the War Memorial (approx. 85% less usage). She understands that Arriva have offered a meeting with the Council where he can explain the reasons behind the decision. She had invited him to attend the meeting this evening but unfortunately he was unable to.

FCC are still covering the financial implications resulting in the closure of GHA Coaches.

KW advised that on the 11th April FCC are holding a Members Workshop for Transport and encouraged attendance. FCC will be launching a route review across the county. She also advised that the future aim is that the Deeside Integrated Transport will extend to Flintshire Integrated Transport.

FCC are willing to work closely with the Community Council's to assist in provide community transport. KW is aware that the current usage for Penyffordd is very low, however, this is to be expected as there have been no cuts/amendments to the current commercial services. The routes and services for PYF can be reviewed and amended. FCC have had funding confirmed which will allow the purchase of minibus for purpose of community transport, they are currently looking into the best model to run this service.

Cllr Hinds had received an email from a resident saying that Arriva have informed them that the no3A service is also being withdrawn. KW is not aware of this withdrawal at all and was surprised to hear this as FCC do actually subsidise this service. Cllrs Hind and Wight were concerned that if this information is incorrect it will be causing undue concerns for residents.

The Chairman opened the meeting to allow the 1x member of the public ask a question. Mr Townsend stated that Arriva offer a public service and surely there should be more accountability. There is lack of

communication from FCC. These services assist vulnerable people and these people need protecting, there has been a gradual erosion of services and foresees it only to get worse. It is National Government policy and Welsh Government policy to invest in public transport and get cars off the road and these withdrawals are contrary to that policy. KW commented by saying that she whole heartedly agreed with his comments.

Cllr Walker asked whether FCC were aware of any changed due to the Townlynx Service which KW replied none that she was aware of.

The Chairman thanked both KW and KH for attending the meeting. He advised members that further discussion will be had regarding this issue under agenda item 11.

RESOLVED: the Chairman thanked the visitors both FCC representative and the member of the public. Members will discuss the item further under the Transport agenda item 11.

** KW/KH and member of the public left the meeting at 7.15pm

314. Members and Full Council Photographs

Due to visitors attending this evenings meeting it was proposed for the Photographs to be postponed. It was proposed that these be done prior to the April Meeting.

RESOLVED: that Members will arrive for 6.00pm on Wednesday 11th April in order for Cllr Wight to take the photographs.

315. Independent Remuneration Panel for Wales

Details of the report had been circulated to Councillors prior to the meeting. The Council reviewed the report and the determinations. The rates specified, if adopted, cannot be amended although individual members may opt out of receiving payments by advising the proper officer in writing of their wishes.

The Clerk advised that as the Annual Report now includes Mandated Payments she is seeking clarification on:

- whether these payments have to be paid via payroll for HMRC purposes
- best practice for when payments should be made
- reimbursement of payment if Members were to leave

At a recent SLCC Meeting there were mixed responses from other Clerks and no clear guidance. She will be attending a IRPW Engagement Event in May where hopefully the above can be confirmed.

RESOLVED: that the Council will formally adopt Determinations 44 and 47 – 53 for 2018/19. No payments will be made until the Clerk has sought clarification on the above matters. Details of any payments made to members will be published by September following each municipal year and the IRP informed.

44	Community and town councils in Groups A and B must make available a payment to each of their members of £150 per year for costs incurred in respect of telephone usage, information technology, consumables etc.
47	Community and town councils in Groups B or C are authorised to make an annual payment of £500 each to up to 5 members in recognition of specific responsibilities. This is in addition to the £150 payment for costs and expenses if that is claimed.
48	<p>Community and town councils are authorised to make payments to each of their members in respect of travel costs for attending approved duties. Such payments must be the actual costs of travel by public transport or the HMRC mileage allowances as below:</p> <ul style="list-style-type: none"> • 45p per mile up to 10,000 miles in the year. • 25p per mile over 10,000 miles. • 5p per mile per passenger carried on authority business. • 24p per mile for private motor cycles. • 20p per mile for bicycles. <p>Where a member who is on official business is driven by a third party (not a member or officer of that authority), the member can claim mileage at the prescribed rates plus any parking or toll fees provided the authority is satisfied that the member has incurred these costs.</p>
49	If a community or town council resolves that a particular duty requires an overnight stay, it may authorise reimbursement of subsistence expenses to its members at the maximum rates set out below on the basis of receipted claims:

	<ul style="list-style-type: none"> • £28 per 24-hour period allowance for meals, including breakfast where not provided. • £200 – London overnight. • £95 – elsewhere overnight. • £30 – staying with friends and/or family overnight.
50	Community and town councils are authorised to pay financial loss compensation to each of their members, where such loss has actually occurred, for attending approved duties as follows: <ul style="list-style-type: none"> • Up to £34.00 for each period not exceeding 4 hours. • Up to £68.00 for each period exceeding 4 hours but not exceeding 24 hours.
51	Community and town councils must provide for the reimbursement of necessary costs for the care of dependent children and adults (provided by informal or formal carers) and for personal assistance needs up to a maximum of £403 per month. Reimbursement must be for the additional costs incurred by members in order for them to carry out their approved duties. Reimbursement shall only be made on production of receipts from the carer.
52	Community and town councils are authorised to provide a Civic Head payment to the mayor/chair of the council up to a maximum of £1,500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses if that is made.
53	Community and town councils are authorised to provide a Deputy Civic Head payment to the deputy mayor/deputy chair of the council up to a maximum amount of £500 to undertake the functions of that office. This is in addition to the £150 payment for costs and expenses and the £500 senior salary if these are claimed.

316. Streetscene Operative

The Clerk reported that following the resignation from Mr Davies his official employment with the Council will end on 31st March 2018. The vacancy was advertised on the Council Noticeboards and Website.

Applications were reviewed and interviews held by Cllrs Williams, Priddin, Kenworthy and the Clerk prior to the meeting.

RESOLVED: the position will be offered to Mrs Davies with a commencement date of 1st April 2018.

317. Community Transport/Bus Services

- i. The following data has been received for the Penyffordd Community Transport. As highlighted by Katie Wilby the service is being underutilised as there have been no changes to the commercial services of this route.

Week beginning	05/02/18 - 17 passengers	12/02/18 - 12 passengers
	19/02/18 - 9 passengers	26/02/18 - 8 passengers
	05/03/18 - 13 passengers	

- ii. The concern of the no.3 service was discussed above. Cllr Walker advised that Arriva have offered an invitation for a small number of Cllrs to attend the Arriva Depot where Mr Anglesea will provide information and details on the affect route.
Due to ongoing concerns regarding Transport it was proposed to form a Transport Working Group who will attend appropriate meetings, liaise with FCC and report back to the Council. The Working Group consist of the following members Cllrs Walker, Hinds, Priddin and Williams.
The Working Group will accept the offer from Arriva and arrange a meeting as soon as reasonably possible.
- iii. FCC have commenced the improvements to the bus shelters within the village. There are been negative comments from residents due to the improvements coinciding with the withdrawal of services and comments making reference to the Community Council having funded the improvements, these comments that are incorrect, the Community Council have in no way financed the bus shelter repairs. FCC have advised that if shelters are not being utilised for commercial routes that eventually will be utilised form the community transport services.
Cllr Williams expressed he had initial concerns regarding the upgrade of the shelter outside the Millstone Play Area, however, feels that with it being Perspex it could assist in reducing any unsociable behaviour.

RESOLVED:

- i. The report was received and noted.
- ii. A Transport Working Group will be formed with Cllrs Walker, Hinds, Priddin and Williams. The Group will make arrangements to meet with Arriva as soon as reasonably possible.
- iii. The report was received and noted.

318. Millstone Playing Field

- i. Cllr Williams is awaiting additional quotes. Cllr Hinds advised she has also communicated with a local resident and requested a quote for the fence works.
- ii. There were no issues to report.

RESOLVED: Cllrs Williams and Hinds will follow up on the requested quotations and it will be included on the April agenda.

319. Melwood Close Play Area – Match Funding

Concerns were made that the quotes received seem very expensive. Cllr Williams suggested if possible, could the council go direct to the installers for a quotation which could possibly reduce the costs.

Cllr Kenworthy suggested that the council should communicate with the local residents to establish their feedback for the equipment needed on the play area. Cllr Wight will include this on the council's website.

Cllr Wight suggested to form a Working Group called Social & Community to review the condition of all the community play areas and possible future investments.

It was requested that this item be deferred again. The Clerk advised that she should seek confirmation from Richard Roberts – FCC on how long the allocated match funding will be held for.

RESOLVED:

- i. That a Working Group is required and the following members will form the Social & Community Working Group; Cllrs Wight, Wakelam and Williams. They will undertake a review of the condition for all the community play areas and identify the possible future investments needed.
- ii. Cllr Wight will include information on the website asking for feedback from local residents as to what they would like to see installed on Melwood Close Play Area.
- iii. The Clerk will seek confirmation from Richard Roberts – FCC as to how long they will hold and reserve the allocated match funding.
- iv. The Clerk will also establish with Richard Roberts whether quotations can be obtained direct from the installers.
- v. This item will be deferred and included on the April agenda.

320. Youth Club Building and Surrounding Site

The Chairman reported that following conversations with Neal Cockerton there are plans to hold an Open Meeting at the Youth Club where all interested parties will be invited to consider the possibilities and options available for Community Asset Transfer. It is anticipated the meeting will be held within the next 2-3 weeks.

RESOLVED: the report was received and noted.

321. Steering Group

Cllr Wight proposed that a meeting for all groups within the community is required to assess the needs and the future plans. He suggested that this could possibly be tied into the above meeting relating to the Youth Club Building.

322. Community Council's Year End Report

Cllr Wight had proposed that the Council considers producing a Year End Report providing information to residents of the work and achievements of the Council during the past year. The Chairman also proposed including aspirations for the year ahead. This was unanimously agreed,

RESOLVED: the Clerk will make an initial draft report which will be circulated prior to the April meeting requesting members input and expansion on specific projects they have been involved with.

323. Community Newsletter

The Chairman reminded members that he had previously circulated a draft submission, however, in order to produce the newsletter he will require an input and information from all members. The Year End Report could be combined with the initial Newsletter.

RESOLVED: members to provide the Chairman with a draft submission for the newsletter at the April meeting.

324. Proposed New School

- i. Cllr Rothero reported that work is due to commence within the next month or so and is anticipated to be completed June 2019.
- ii. Cllr Williams suggested the Council should write to FCC with regard to requesting that the proposed improved travel system be introduced and implemented in September 2018, thus allowing the school, parents and residents to adjust to the new system before the two school amalgamate. Cllr Rothero informed that the school will also be contacting FCC in relation to this matter.
- iii. Cllr Williams requested that the 'Land at the old school site' be included as an agenda item for April.

RESOLVED:

- i. The report was received and noted.
- ii. The Council support the school in their wish to have the new travel system implemented in September 2018 and will write FCC requesting that the proposed improved travel system be introduced and implemented in September 2018.
- iii. Land at the old school site will be included as an agenda item for April.

325. Public Inquiry

- i. There has been no further information received on ref: 055590. Erection of 190 dwellings and ancillary development. Land at Chester Road, Penymynydd

RESOLVED: the above received and noted.

326. Planning Applications

- a) To review and consider Planning Applications received.

- i. Ref: 057758. Demolition of existing piggeries and construction of ancillary building to serve existing equestrian/stables business. Blackbrook Farm, Lower Mountain Road, Penyffordd. **Supported on the condition that there are no concerns raised by neighbours.**

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

- b) To receive Notifications of Planning Decisions made by Flintshire County Council.

- i. Ref: 057905. Application for the approval of details reserved by condition no. 2 (privacy screening) attached to planning permission ref: 056702. 25 Hazel Drive, Penyffordd. **Approved**
- ii. Ref: 057811. Erection of new workshop. Village Motors, Chester Road, Penymynydd. **Approved**
- iii. 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, Abbotts Lane, Penyffordd. **Approved**
- iv. Ref: 057903. Erection of 1no. dwelling. Land side of Talossamme, Abbotts Lane, Penyffordd. **Approved**

RESOLVED: the above be received and noted.

- c) To review ongoing Planning Applications.

- i. Rhos Road (Retirement) – currently being considered by the Planning Officer and awaiting either a decision or notification that it will be passed to Planning Committee.
- ii. Rhos Road (40) – no further details to report.
- iii. Vounog Hill – a formal planning application has now been submitted, however this is yet to be received by the Council.
- iv. Dobshill (former Council Depot) – this is currently at pre-application stage.

RESOLVED: received and noted. This will be reviewed monthly and included as monthly agenda items.

327. Correspondence

The following correspondence was received, acknowledged and noted.

- Planning Aid Wales – Training Event to be held on 19th March. Currently limited to 3 members.
RESOLVED: Cllrs Wakelam, Priddin and Bestwick will be attending.
- Best Kept Communities Competition – entries to be submitted by 1st June.
RESOLVED: this will be included on the April agenda.
- Information from Kidney Wales regarding a 'Walk for Life 2018'.

- Cruse Bereavement Care (Flintshire). Provides support and counselling. They are requesting financial support.
- Flintshire County Council have been successful in securing 3.5 million in funding to help the most vulnerable residents of Flintshire. To enable them to identify those most in need, they need your assistance from Town and Community Councillors as they believe they are in the best position to help determine where these residents are.
They would like to be invited to carry out a 15min presentation during the upcoming council meeting in which they will explain the process in greater detail.
RESOLVED: the Council will offer in invitation to attend their April meeting.
- Clwyd Pension Fund – have reported that the ‘actual pensionable pay for employment’ banding will increase by 3%, however, there will be no increase to ‘Contribution rate for that employment’.
- Wales Audit Office have provided a copy of the Financial Management and Governance in Local Council 2016-17, the Clerk requested members to advise whether they wish to receive a paper or electronic copy.
- FCC Standards Committee are reviewing training needs for all Town and Community Councillors and their clerks in the County. The Committee wishes to establish the number of Councillors who have received training on the Code of Conduct and how recently that training was received. The Clerk circulated a form for members to complete in order for it to be reported at the next Standards Committee meeting.
RESOLVED: the Clerk will report back to the Standards Committee
- 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. The Commission has now published the guidance in its final form. The Guidance is available on the Commission website or copies supplied on request from the Clerk.
<http://ldbc.gov.wales/publications/guidance/commrevguide/?jsessionid=0714C02801543F5F18C2E1C556BF6C7F;jsessionid=DC8069E9C6EEDD45436226275F6D6227?skip=1&lang=en>
- Consultation on Edition 10 of Planning Policy Wales - The Welsh Government is proposing to revise Planning Policy Wales (PPW) in light of the Well-being of Future Generations (Wales) Act 2015. PPW has been restructured into policy themes around the well-being goals and updated to reflect new Welsh Government strategies and policies. The historic environment chapter of the restructured PPW has been rewritten to focus solely on providing national planning policy for our historic environment. Information relating to consenting and other procedural matters will no longer be included in PPW, but will be published in other Welsh Government guidance.
The Welsh Government is conducting a public consultation on edition 10 of PPW. The consultation will close on 18 May 2018. Visit the consultation pages of the Welsh Government website
<https://beta.gov.wales/planning-policy-wales-edition-10>
RESOLVED: this will be circulated to members and included on the April agenda.
- 50+ Action Group Flintshire Newsletter – copy circulated to members with the agenda.
- PCSO Ellis provided members with a police report.

328. Members Items (AOB)

- Cllr Hinds asked the council to consider how the telephone kiosk on Alyn Drive could be utilised.
RESOLVED: this will be included on the April agenda.

The meeting was closed at 9.10pm

Chair..... 11th April 2018