

# PEN-Y-FFORDD COMMUNITY COUNCIL

## Minutes of the Meeting held in Ysgol Penyffordd on Wednesday 12<sup>th</sup> February 2020

**Present:** Councillors Mr A Wight (Chairman), Mr R Bestwick (Vice Chairman), Mr J Priddin, Mr D Walker, Mr D Williams, Mr R Wakelam, Mrs M Jones, Mr M Rothero, Mrs P Ransome and Mr A Bakewell (Youth Representative)

**Absent:**

**In attendance:** Mrs S Hughes, Clerk & RFO to the Council  
Stuart Guy – WMI  
Steve McHugh – VE Day

### 275. Apologies

Apologies were received from Councillor Mrs E Davies, Mr P Blackman, Ms C Hinds and Dr J Smith-Bellis.

### 276. Visitors

- i. PCSO Andrea Ellis – did not attend the meeting but provided a written report.
- ii. Stuart Guy (WMI) – he informed members that work commenced on Monday 10<sup>th</sup> and that the site is now on the care of BrynBuild. As this is a working site, any visitors must report to the BrynBuild site office. The contract between WMI and BrynBuild has now been signed. Initially unidentified asbestos was found in the stage area which has been tested, graded as low risk and removed. The kitchens have been removed and stored. Scottish Power have disconnected the electricity supply and instilled a temporary distribution board. The defibrillator has also been fixed to this supply so remains fully functioning. The new gate access has been installed and now in operation, however there is additional work still required. Desperately awaiting Wales & West to disconnect the gas, which is anticipated to be 28<sup>th</sup> February. This could cause a delay to BrynBuild.

Cllr Wakelam asked whether there was any success on the request for cement from Hanson, however, Cllr Priddin advised that BrynBuild needed a quick response as they needed the order to be placed and he was still awaiting a response. Cllr Wakelam stated that as there has been a delay with the gas works, this should be chased.

The Chairman acknowledged the amount of work being undertaken by SG and wished to thank him for his efforts.

- iii. Steve McHugh (VE Day) – he is working with the Red Lion (Steve Saxon) to co-ordinate/host a themed fun day on Friday 8<sup>th</sup> May, possibly a tea party or street party & would like to collaborate with the council and community. The Chair confirmed that the council are also looking into an event & an option could be a parade through the village. Also it would be nice if they/we could find people from the village who was here on VE Day who could share their memories. He was aware that the WI were also looking into putting on an event.

**RESOLVED:** Cllrs Walker and Blackman to co-ordinate a community meeting with interested parties to discuss the options further.

\*\* Mr Guy and Mr McHugh left the meeting at 6.50pm

### 277. To Receive any Declaration of Interest – Members Code of Conduct

There were no Declarations of Interest received.

### 278. Minutes of the Council Meetings held on 15<sup>th</sup> January 2020

Cllr Williams noted that his comment to Jamie Sant had been omitted where he stated that he was aware that fares are not always taken and asked what the possibility would be of a ticket machine on the station?

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

\*\* Cllr Ransome arrived at 7.05pm

### 279. Matters arising

**Min 217** Planning application 060631 – FCC have received an objection from one neighbour with regards to loss of light, whether the owners will need to access their garden for the build and subsidence. FCC advised: The planning issue is the loss of light, I have carried out site visits and can confirm that the proposal complies with policy, the dwellings are large detached dwellings and there is an existing 2m closeboard fence on the boundary, the height to

the eaves of the proposed extension is approx. 2.1 m in height. The proposal complies with policy. Therefore, a recommendation of approval has been made.

**Min 242** – The Chair reported that he met with Ysgol Penyffordd and the children have requested the support from the community council in relation to a safer access to the train station. The children are looking to collate a video of people expressing they wish for a safe route. Cllr Bestwick asked whether the council will be supporting the children's request for the council to write to Jack Sargeant?

Concerns were raised that if a safe access to the station was introduced, Flintshire County Council could possible insist that pupils use this transport and withdraw the free bus service.

**RESOLVED:** the council will write to Jack Sargeant to support the children's request regarding safety concerns for access to and from the train station.

**Min 245 & 184** Notes of the Meeting with Jack Sargeant which took place on Friday 31<sup>st</sup> January were circulated to all members.

**Min 245 & 212/180** All bus timetables/newsletters have been delivered. Glyn Davies undertook the remaining leaflet drop which took 4.15 hours, however, he does not wish to claim this as working hours and was happy to undertake this work for the community. The Council acknowledged Mr Davies' offer, however as the council had requested this work the Chair proposed that Mr Davies should be rewarded and suggested a gift card. Cllr Williams circulated the amended and final bus timetable which he will put in the noticeboards and also the website. The Chair expressed frustration with all the amendments and out of date timetables. Cllr Wakelam expressed that complaints have been received that people cant get on the 9 seater bus as it is has been full. Cllr Williams informed members that the new 16 seater bus is due to be launched next week.

Cllr Walker has received notification from Sarah Blake - FCC for the fares: Penyffordd to Broughton :- Child ( up to 16yrs) is £1.00 single / £1.90 return and Adult is £1.50 single/£2.50 return. He has also raised concern of the Dobshell bus stop location which FCC will be looking into.

**RESOLVED:** A gift card will be purchased for Mr Davies. The remaining bus timetables will be recycled and the newsletters put into the local shops. The revised timetables will be displayed in the noticeboards and website.

**Min 245** – A copy of the proposed Budget Overview 2020/21 Report was circulated to members to review and approve which will be included on the Councils website.

**RESOLVED:** the report was approved and will be included on the council's website.

**Min 245 & 219** – Cllr Bestwick advised that he was awaiting to hear from Ian Williams FCC Streetscene regarding the request for a replacement gate. Cllr Williams advised that he was meeting with IW and would follow this up.

**Min 248** Actions for Environmental Change was due to be included on the Feb agenda, however, this has been deferred and members are requested to do some background work to see how and what the council could do. Any suggestions are to be passed to the Clerk in advance of the March meeting.

**Min 264** Notes from The Work of the Planning Inspectorate training in Llandudno attended by Cllr Ransome were circulated to all members.

## **280. Minutes of the Committees**

There were no meetings of the committees.

## **281. Reports from County Councillors**

Both Cty Cllrs provided a written report which was circulated to all members in advance of the meeting to review.

## **282. Public Questions**

An email was received from Mr Green to raise highways issues in Penymynydd and also express concern at the website costs to bring the council in line with the new Regulations.

**RESOLVED:** Cllr Williams will liaise with Ian Williams regarding the highways issues at the site meeting. With regard to the website costs, the council are satisfied with the cost given the size of the website and current information that will need to be reviewed and upgraded.

## **283. Planning Applications**

- a) To review and consider Planning Applications received.

- i. Notification that an appeal has been made on planning ref: 060076 Outline planning permission for 'over 55 retirement housing' with detailed site access and all other matters reserved, Land south of Rhos Road, Penyffordd. Appeal reference: APP/A6835/A/19/3243303
- ii. Ref: 060768. Minor Works Planning Application at the Land Adjoining Millstone Inn, Hawarden Road, Penyffordd, for 1 No. External Condenser and 3 No. External Air Conditioning Units. Land adjoining Millstone Inn, Hawarden Road, Penyffordd. **The council will submit the following observations: A noise assessment needed. Could the units be housed internally, was that the reason they were missed off the original application? Could the units be sited further from residents and the road? Concerns over the environmental impact on the play area through noise or pollution.**
- iii. Ref: 060802. Change of use from agricultural land to use for canine exercises facility. Land at Barracks Lane, Higher Kinnerton. **The council must ensure that there is no change of status of the land from agricultural use with a condition prohibiting further development. Concerns over access via the lane with limited passing places.**
- iv. Ref: 060721. Planning permission 053417 to amend site layout and change house type. Penyffordd Clinic, Melwood Close, Penymynydd. **Concerns raised about the car parking arrangement for No.1, where do visitors park? Note that the foundations have been started for the bungalow.**
- v. Ref: 060796. Retention of camping pods for holiday use. Clawdd Offa farm, Wrexham Road, Penyffordd. **Fully support and agree to a delegated decision with proviso of 'subject to no objections that indicate a breach of policy, or objections from neighbours who may be impacted by the proposal'. Council request feedback should any concerns be raised. We believe it is good for local employment and to encourage tourism. Concerns to ensure that the access onto the A550 is sufficiently clearly signposted.**
- vi. Ref: 060877. Two storey rear extension to provide a first floor accessible Bathroom off the current Bedroom and a ground floor Playroom. Construction of an external lift shaft on the side elevation which affronts Holly Drive. The project is funded as a Disabled Facility Grant as it is for a child. 1 Ferndale Close, Penyffordd. **Fully support and agree to a delegated decision with proviso of 'subject to no objections that indicate a breach of policy, or objections from neighbours who may be impacted by the proposal'. Council request feedback should any concerns be raised.**
- vii. Ref: 060926. Proposed Single-Storey Rear Extension. 3 Howards Close, Penyffordd. **Fully support and agree to a delegated decision with proviso of 'subject to no objections that indicate a breach of policy, or objections from neighbours who may be impacted by the proposal'. Council request feedback should any concerns be raised.**

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

- i. Ref: 060050. Demolish existing dwelling and garage and erection of new dwelling and garage. Bryn Yr Haul, Wrexham Road, Penyffordd. **Approved**
- ii. Ref: 060611. Application to vary conditions no. 2,3,5 and 11 of planning permission 059352. Land at Hawarden Road, Penyffordd. **Approved**
- iii. Ref: 060631 Area. Single storey rear extension and conversion of garage into living accommodation. 7 Lion Court, Penymynydd. **Approved**
- iv. Ref: 060649. Application for the approval of details reserved by condition no. 20 (lighting scheme) attached to planning permission ref. 055590. Land at Chester Road, Penymynydd. **Approved**
- v. Ref: 060762. Detached single storey garage. Cambria, Station Way, Vounog Hill, Penyffordd. **Approved**
- vi. Ref: 060658. Proposed Garage. 31 Poppy Field Drive, Penyffordd. **Approved**
- vii. Ref: 060560. 1st floor side extension over existing single storey and single storey rear extensions. Mountain View, Penymynydd Road, Penymynydd. **Approved**

c) To review Ongoing and Proposed Planning Applications.

Cllr Wight advised that the planning appeals for both the Vounog and Retirement Homes are online.

Cllr Ransome advised that information has been obtained from Planning Aid Wales regarding appeals that may be worth considering further. Cllr Wight confirmed that he will make further enquiries.

\*\* Mr Bakewell left the meeting at 7.40pm

## 284. Youth Representative

Mr Adam Bakewell has completed his 12 month term with the council. The Clerk informed members that she had spoken with Mr Bakewell who had expressed his appreciation for this experience which thoroughly enjoyed and has given him a great insight. He advised that although he will be hopefully leaving for university later in the year, he would like the opportunity for the position to be extended until August/September to allow him to complete the current projects he is working on.

Members have welcomed the input and support from Mr Bakewell and were fully supportive of the request. Mr Bakewell was invited back into the meeting.

**\*\*Mr Bakewell returned at 7.50pm**

Due to AB resigning from his post in September, the Clerk asked if and when would the council like to advertise to fill the vacancy?

**RESOLVED:** Mr Bakewell's position as Youth Representative will be extended until September 2020. The Council will advertise for the vacancy with immediate effect with a closing date of Friday 29<sup>th</sup> May. Applications will be considered in June with a view to making the appointment at the July meeting

#### **285. Appointment of 2019/20 Internal Auditor**

The Terms of Reference from JDH Business Services Ltd was provided to all members to review and consider as the Council's internal auditor. Members considered whether this internal auditor was a suitable person to carry out the work in accordance with proper practice guidance. A copy of the Letter of Engagement had also been circulated to all members to review.

**RESOLVED:** that the Council approve the engagement of JDH Business Services Ltd as the Council's internal auditor for 2019/20 and confirm that the internal auditor is a suitable person to carry out the work in accordance with proper practice guidance. The Letter of Engagement was signed by both the Chairman and the Clerk.

#### **286. Penyffordd War Memorial Refurbishment Project (Section 106 Agreement)**

Cllr Williams reported that there have been talks of 'Sponsoring a Brick' by the WMI to raise funds. He is also looking into possible grants/match funding.

With regard to payment for work over and above what the council have agreed, the clerk having liaised with BrynBuild, sought approval from the council that any additional charges/cost from BrynBuild will be invoice directly to the council and the council will then need to reclaim these charges back from the WMI. Invoices will be submitted by BrynBuild on a monthly basis.

**RESOLVED:** the Council approved the above payment process. Cllrs Wight, Bestwick, Williams and the Clerk will be meeting with Mr Guy on Monday 17<sup>th</sup> February to confirm the process.

#### **287. PPD Community Hwb (Youth Club Project)**

Cllr Wight reported that a successful meeting was held with Cadwyn Clwyd. The application form (match funding) has now been completed to commission an independent feasibility study to consider the viability of a Community Asset Transfer of the Youth Club.

Cllr Wight is also pressing to draw up the governance process.

Cllr Williams wished to acknowledge & thank the volunteers who are working extremely hard to make this a success.

Cllr Wakelam reported that during the meeting with Cadwyn Clwyd he was made aware of a Lottery Heritage Grant to be used to record the history of the village.

**RESOLVED:** the report was received and noted. The Chairman signed the Cadwyn Clwyd funding application.

#### **288. Community Amenities**

Cllr Wight reported that following a meeting with Ysgol Penyffordd and Damian Hughes (FCC), DH has confirmed that they will install a gate for pedestrian access together with fencing. Cllr Wight expressed concern and need for the extra fencing. Cllr Williams provided an explanation for the fencing. The school have also expressed that they feel that the fencing at this time is not required.

FCC are now looking to draw up and issue the legal transfer of control.

**RESOLVED:** the council are in agreement with the school that the additional fencing at this time is not required, but will reconsider if needed in the future.

#### **289. North East Wales Digital Trail**

Following Cllr Wight's proposal of participation of this initiative last month, members have reviewed the information and was agreed that with funding from Cadwyn Clwyd the Community Council would invest £750 from the Community Improvements budget. Due to the work completed on the Place Plan, website and circular walks, there already is a substantial amount of information that could be used.

**RESOLVED:** the Council approved the participation of the North East Wales Digital for £750.

## 290. Working Groups

- i. Environment – A copy of the notes from the meeting held on 21<sup>st</sup> January were circulated to all members. They have been continuing work on the circular walks and further leaflets have been printed. They are now working on the production of a 3<sup>rd</sup> circular walk.

Sarah Slater, FCC Biodiversity Officer attended to assist with looking at areas to improve biodiversity. She advised that the work being undertaken by the council together with being advertised/promoted on the website is more than enough to satisfy the requirements of The section 6 biodiversity and resilience of ecosystems duty. In fact she would like to use the council and the work as a case study.

Cllr Bestwick attended Ysgol Penyffordd regarding the pupils concerns of a safe access to the train station.

Cllrs Bestwick and Ransome together with Glyn Davies liaised with Ysgol Penyffordd regarding a School Litter Pick. Cllr Ransome wished to express appreciation to Janet Clegg, Pat Connah and Annica Leach who also attended and supported the litter pick. Work is also being undertaken for the National Spring Clean, more details to follow.

Cllr Williams reported that apart from the fruit trees, all other trees have not been allocated and payments should be made shortly. The funds received should be approx. £600-£700 which will enable a rolling programme for next year. Trees at the top end of the village have been planted and photographs taken. Ian Williams will be assisting with planting on the Vounog and roundabouts for safety reasons.

- ii. Infrastructure –

Ysgol Penyffordd - Crossing Petition. We will share the petition which will be launched by the school (change the world in 5 minutes) They have asked if we can get volunteers to record pieces of video to explain the need.

School Car Park - they are looking at erecting fencing to secure the pathway from the car park. This is unlikely to enable the use of the car park at pick up time. Access for sports has been agreed via a change of locks when needed

Old School Site - Damian Hughes said that they are not treating the declaration of the site as surplus. The council needs to submit a detailed plan which was circulated and approved by members. The plan details the requested of the playing field to be gifted to the council and the land where the building is sited to be developed for social housing. The proposed name of the park submitted will be Parc y Ddraig, Dragon's Parc. Cllr Ransome expressed that she would not be in favour of the land being sold and that it should be gifted to the community council.

Traffic Scheme Village Centre – a proposal for FCC has been drawn up which sets out a series of changes to alter the perception of the area, create a village centre, reduce traffic speed and above all increase safety.

### PLAY AREAS

West View - Create a wildlife and nature discovery area; - bug hotel / nesting boxes / bat boxes / wheelchair friendly; - potentially link into the adjacent woodland; - potential shelter for all weather use. Environment group to work up a plan

Millstone – Cllr Bestwick to get prices for a mix of benches and picnic benches with a suggestion of recycled plastic.

Melwood – Cllrs Wakelam and Williams to share the proposed design. The drainage plan needs urgently addressing even if we have to allocate funds for the work. To start with we need to agree a drainage plan. Next step to agree a design and share it publicly for consultation

Dobshill - £17,500 has been allocated from the developers S106.

Cllr Williams to express appreciation for all the additional work undertaken by members within the Working Groups.

**RESOLVED:** The plan for the old school site was approved and will be submitted to FCC. Cllr Bestwick to obtain designs and costs for benches. Cllrs Wakelam and Williams to present the a design proposal for Melwood Play Area. The Traffic Scheme for the Village Centre was also approved and will be submitted to FCC.

## 291. Penyffordd Bypass – A550

Cllr Priddin had provided a written report regarding the speed that which all drivers approach the island with Corwen Road which he considers is a health and safety hazard. He would like there to be average speed cameras along that stretch from Penyffordd to Hope to slow the traffic down together with the speed limit to be set at 40 mph. He is aware that there are plans to put a crossing of some sort on that road but something has to be done now.

Cllr Priddin therefore proposed the council ask FCC to install average speed cameras along this stretch of road.

**RESOLVED:** the council approved the proposal and will write to FCC to request average speed cameras along the A550, an assessment of the road and at minimum suitable action to be taken.

## 292. VE Day Celebrations

This item was discussed at the beginning of the meeting with visitor Mr S McHugh.

Cllr Walker asked whether the council will be allocating a budget for the event? The Chair advised that the council does have a community improvement budget which a community engagement event such as this would fall into, however, until a firm proposal for the event has been presented an amount can not be considered

**RESOLVED:** Cllrs Walker and Blackman to co-ordinate a community meeting with interested parties to discuss the options further. An events proposal will then be presented to the council for consideration and budget approval

## 293. Correspondence

The following correspondence was received, acknowledged and noted.

- An email from Mr McGraa – Airbus to raise awareness of drones and the restrictions of flying drones. He asked whether it would be possible to attend one of the Community council meetings to give a short presentation as Penyffordd is on the flight path into Hawarden aerodrome and would be impacted by the restrictions.  
**RESOLVED:** due to time restraints of the council meeting at this time an invitation to attend a meeting is not viable. The council will request information from Mr McGraa which can then be promoted on the website.
- A list of the OVW Training Course up to July 2020 were provided to all members. Cllr Bestwick has confirmed his attendance at The Council as an Employer and How to Make Effective Grant Applications.
- An invitation from North Wales Fire Service to attend a meeting. Cllrs Bestwick, Ransome and Hinds will be attending on Friday 14th.
- The next County Forum will take place on Thursday 13<sup>th</sup> Feb in the Alun & Deeside Room of FCC at 6.30pm.
- Grant thank you letters/receipts.
- Mark Tami MP & Jack Sargent AM - 2020 Advice Surgery Dates.
- A request for financial support from Urdd National Eisteddfod 2020.
- Minutes received from the Hanson Liaison Committee Meeting.
- Two letters have been received by the Environment Group from pupils of Ysgol Penyffordd. Firstly, asking whether a bin can be installed outside of the school and secondly regarding a litter pick.  
**RESOLVED:** the council will respond to the individual letters. The council will speak to Streetscene regarding the installation of a bin and are currently liaising with Community Project Officer regarding the National Spring Clean which should be undertaken in March/April. The children will be invited to participate in this.

## 294. Members Items (AOB)

- Cllr Ransome reported that a further Memory Café will be held at the Red Lion on Thursday 27<sup>th</sup> February 1.00pm – 3.00pm. She thanked July McHugh & Carol Cuncliffe for their support.
- Cllr Bestwick
- Cllr Wight raised that the salt bin on the White Lion estate has yet to be installed, also raising that this is now a bus route that the gritting should incorporate this route.  
**RESOLVED:** Cllr Williams will raise this at the meeting with Ian Williams, Streetscene and will be followed up by the Clerk.
- Cllr Wakelam raised the issue of the road works on the A55 which has diverted the traffic through Penymynydd of a night-time. He questioned why such investment was made to the contraflow gates which are not being utilised.
- Cllr Wakelam raised the possible requirement of members to undertake a DBS Check due to the increased involvement with children.  
**RESOLVED:** this will be included on the March agenda.

The finance and ordinary meetings were closed at 9.30pm

Chair..... 11<sup>th</sup> March 2020