

PENYFFORDD COMMUNITY COUNCIL

Minutes of the Ordinary (Hybrid) Meeting held on Wednesday 12th July 2023

Present: Councillors Mrs P Ransome (Chairman), Mr J Priddin, Mr D Walker, Mr A Ibbotson, Mr M Rothero, Mr O Thompson and Mr P Blackman.

By Video: Councillors Mr A Sloan (Vice) and Mr D Williams

Also Present: Mrs Sarah A Hughes, Clerk & Responsible Financial Officer and 1 x Member of the Public

The Chair asked members to take a moment of reflection as to why they are here as Councillors and what members responsibilities are. Also due to recent events and the loss of two local residents to have thought for the families.

51. Apologies

Apologies for absence were received from Cllrs L Overington, R Wakelam, S Williams and Youth Rep Miss Boleyn.

The Chair had received a request to bring forward Items 15 & Item 19 – this was approved by council.

52. To receive any Declarations of Interest – Members Code of Conduct

There were no Declarations of Interest received.

53. Chairman's Announcements

The Chair wished to offer condolences to the families for their loss, these recent events have highlighted the importance of community defibrillators which is on the agenda for consideration.

At the beginning of July was the NHS Thank You Day and in previous years the council did recognise this by way of a banner on the clock tower, she wished to record the councils thanks to all NHS staff and carers.

Emmanuel Church will not be closing, they will be looking at repurposing the building and renting out the rooms.

Having undertaken recent training and communicated with Mr G Owens, Monitoring Officer the Chair wished to remind members of the council Standing Orders, Code of Conduct, mobile phones etc. The council are open and transparent and the public are welcome to attend at any time.

The Standing Orders refers to the time of meetings and she will be working to ensure it remains within the set time. If no proposal or updates are submitted, there will be no lengthy discussion needed.

54. To receive and approve the Ordinary Minutes of the 14th June 2023

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

55. To review and report on any Matters Arising from previous meetings

Min 5 - Cllr S Williams advised an error in that she is not on the Environment Working Group.

Min 31 - AGM minutes are to always to be signed at the next council meeting and not at the following AGM.

Min 32/Min 216 - RN Electrical have adjusted the settings to enable a 30 day recording period.

Min32/Min 22 c - Awaiting Cllrs Ibbotson, D Williams and Wakelam to provide the draft response letter regarding Planning Enforcement.

Min32/Min 28 - Awaiting Cllr Wakelam to share details of who the Thank you Letters should be sent to for the Kings Coronation.

Min 39 – Members were provided with the amended and updated Model Standing Orders.

Min 41 - the planning application for the changing rooms has no condition to renew the application.

56. To receive any Public Questions/Correspondence

- a) The MOP present raised the issue of the state of the village with reference to overgrown trees/hedges which she has reported to FCC e.g Old School site, ginnels, bridle paths and paths (Bilberry Close, Melwood Park, Kent Close).

RESOLVED: the Clerk will speak with the resident outside of the meeting to determine the exact locations and issues to ascertain which work could be undertaken by the Groundsman and which requires reporting to FCC Streetscene and included on the councils FCC Issue Tracker.

was agreed with A.Stanford, which has not been implemented. He will share this with AI. Also referred to previous discussion about the possibility of a second crossing patrol. AI was aware of the double yellow line scheme and something he has raised. There isn't a budget for a second crossing patrol

- Climate Change Committee has opened two enquires; 1x – flooding and 1x Clwyd Pension Funds investment into fossil fuels. These have opened this week and is open online, he suggests the council submits a response and recommends this to be actioned during the summer under delegated powers (deadline August). DW advised there was also a scheme prepared a couple of years ago for flooding in front of the Youth Club. AI responded that the open enquiries for flooding is not Penyffordd specific but county wide. It is not proposals for any scheme but a broad way in which flood defence and reactive flood management is co-ordinated, in terms of FCC, Dŵr Cymru and NRW.
- Cycle Path – he is still discussing ongoing issues, a number of which are confidential. DW reported safety concerns of the path in front of the bungalows Wrexham Road. AI advised this does meet the legal safety requirements under the WG Active Travel Guidance, however, the buffer between the edge of the carriage way and edge of the cycle route along the main stretch does not meet the legal requirement under the WG Active Travel Guidance which is an issue he is continuing to raise. The Chair asked if the council should write to FCC in support, AI advised that there are a number of issues that remain confidential which he is not able to share, in terms of safety issues the council could write in support. Should the council wish to write under delegated powers during recess he will share the WG Active Travel Guidance.
- Castle Cement – although a recent report of dust, however, this was not related to Castle Cement.
- 20mph – this will come into force on the 17th September. FCC commenced a review for potential exemptions, none of these are in the village other than a section of the Dirty Mile.
- LDP2 – views of the Planning Officers are that work does not need to commence as yet, given that the current LDP took 12 years, he and other Cty Cllrs are pushing for a prompt start to LDP 2.
- A by-election for Brynford and Halkyn will be held in the Autumn which isn't likely to change the political make up of FCC.

60. Planning

- a) To report and consider planning applications received from Flintshire County Council. The Council will also consider any additional applications that may be received between the issue of agenda and the meeting:

RESOLVED:

- [FUL/000576/23](#). First floor extension above the existing garage and alteration to insert bedroom window. 10 Treetop Close, Penymynydd. **Supported**
- b) Notifications of Planning Decisions made by Flintshire County Council:
- [COU/000175/23](#). Conversion of agricultural building into two residential buildings. The Oaks, Platt Lane, Penyffordd. **R01-Refused**
The Planning Officer Report states that 'No Comment' has been submitted by the Community Council. The response was emailed to FCC Planning and included on the portal on the 17th April. This has been raised with FCC. This public document does not reflect the response of the council and FCC have been requested that the Officers Report is corrected immediately to reflect a true record.

61. Councillor Vacancy

RESOLVED: the Vacancy Co-option Notice will be re-advertised with a closing date of 5th September.

62. Summer Recess Delegated Powers

The Council was requested to authorise the Chairman and Vice-Chairman to deal with any urgent matters during the summer recess subject to those matters being reported back to Council at the September meeting.

RESOLVED: the above be approved and any matters arising will be reported at the September meeting.

63. Defibrillator, Training & The GoodSAM app

- The council considered the proposal from Cllr D Williams for new defibrillators for the village and upgrade of defibrillator located at Penyffordd Bowling Club. Concern has been expressed about a shortage of defibrillators in the village and location not covering various areas of the ward adequately.
- Cllr Blackman reported the Royal British Legion have had had a defib installed.

Suggested locations were St Johns School, who have offered to house the defib, cover electricity charges and look at fundraising if needed, Wellhouse Drive and the telephone kiosk on Vounog Hill. Cllr Ibbotson

proposed to purchase a defib & cabinet to be located at St Johns School, funded from the Memorial Garden budget. The Clerk reminded members that there is a remaining balance of £3,500 under the Nature Area Pathway budget which will not be utilised. Cost for a defib & cabinet estimated £1.5k-£2k.

**7.41pm Cllr Walker joined the meeting

Cllr D Williams advised he was aware of a local resident who wished to assist with fundraising for defibrillators. He also mentioned that there was online Defib Training.

Cllr Sloan highlighted the need to review signage to ensure all signage reflects nearest locations.

Current locations (registered on The Circuit) available to the public 24/4 are:

- Dobshell Garage
- War Memorial Institute
- Penyffordd Bowling Club
- Tents & Events
- Penyffordd & Buckley Train Stations
- Royal British Legion (new)

- c) A request has been received to financially assist with Kit Replacements for the defibrillator at the WMI. Cllr Blackman advised the Royal British Legion would be happy to cover the cost of these replacements.
- d) [GoodSAM](#) app – Cllr Ransome provided members with details on the GoodSAM responders and that Cllr S Williams has offered to look into this further. She asked if the council would support this proposal and to look into encouraging/establishing a community group?

Enquires will also be made with St Johns Ambulance for the provision of Defibrillator Training.

RESOLVED:

- a) A defib and cabinet will be purchased and installed at St Johns School, utilising the unused budget of the Nature Area Pathway. A defib has been approved in principle to be installed in or near the telephone kiosk on the Vounog. Exact location, electricity supply, costs need to be established and how this will be funded.

Cllr Rothero to establish whether there is defib installed at Ysgol Penyffordd.

A list of all defibrillator locations will be displayed on the noticeboard and website. A review of all the defib signs will be undertaken and updated accordingly.

- b) Cllr Blackman stated that the Royal British Legion will fund the Kit Replacements for the WMI defib.
- c) The council supports this initiative and Cllr S Williams will be asked to investigate further.

The Clerk will submit a request to St Johns Ambulance for Defibrillator Training, Cllr Walker will make enquires with an additional training provider and Cllr D Williams will obtain details of the online training. This will be included on the September agenda.

64. Public Transport (Arriva)

Cllr D Williams reported that the WG funding that was due to be withdrawn is now remaining in place. A meeting request has been made with Arriva to ascertain if they will now review this service. He asked members to support canvassing FCC and Arriva for a bus route to Chester.

He will draft letter which will be shared to all members for approval. This was supported.

Cllr Walker questioned what actions are the Cty Cllr doing? Al advised as the Ruthin to Chester service currently runs with a subsidy, it can't not run along a commercial route, he is speaking with Denbighshire CC about the possibility of extending this service. Seeking Arriva to reinstate a bus service will therefore come with risks. He continued with a more detailed response which Cllr Walker requested this to be provided to members in writing.

RESOLVED: the council supports the proposal and Cllr D Williams will draft a letter which will be shared to all members for approval. Cllr Ibbotson will provide members with a written report on the information he verbally provided and link in with Cllr D Williams regarding the correspondence to be submitted to Arriva.

65. Community Facilities

- a) i) Community Changing Rooms - to consider the proposal from Cllr D Williams for a site meeting for members to view works done to date and to consider the necessary work required to bring to a standard for future letting to general public. Also, to consider means of improving amenities in the village to support the growing junior and senior football club.

Mixed responses on how and when this meeting should take place and who should be involved/invited. It was acknowledged that there are remaining works required to enable the facility to be useable. On completion of these works the facility would require a full health and safety and/or building regs inspection.

ii) It was also requested that the council consider means of improving amenities in the village to support the growing junior and senior football club. Amenities to support the football club and general sports and recreation is extremely short in the village, and members are being asked to consider ways of improving these. Cllr Williams advised that once the Youth Club CAT is complete they could offer support such as showers etc.

Cllr Sloan added that there are over 100 youths registered for the Penyffordd Lions Juniors across various age groups and 30 volunteers (*Mini kickers – 16, Under 6s- 29, Under 7s – 21, Under 8s – 20, Under 9s- 16, Under 10s – 20*). They have also just launched a Girls Team which saw 17 attendees.

They would like some form of commitment to keep Penyffordd Lions Youth in mind on agendas, place plans, strategic planning etc. In winter months they have to travel outside of the village to access 4G & 5G pitches. They would like to attend a future council meeting with a proposal on how they feel they can be supported.

- b) Old School Site – to consider the proposal from Cllr D Williams who requested for a focussed meeting with FCC Officers and delegated members to discuss the overall site.

The Chair did state that this was discussed in June and the council resolved to write to FCC to request a site meeting as and when appropriate.

Concerns of a small focussed group meeting and that full council should be involved.

It was reported that FCC have informed the council that they now have a date for the final disconnection on the 12th July 2023 and they hope the demolition will begin shortly after then, although the first stage will be the stripping of asbestos, which will take a number of weeks.

RESOLVED:

- a) i) Cllr D Williams will co-ordinate a meeting for members to visit and view the current conditions of the facility. The Football Club to provide the council with a list of remaining works they are to complete, this will allow the council to identify what remaining work is required before requesting a form of inspection.
- ii) The council recognises the importance of youth provision and football and the work being undertaken by Penyffordd Lions Youth. The council supported the consideration of provision of facilities in future development and planning.
- Cllr Sloan will be liaising with the Penyffordd Lions Youth regarding attendance at a future council meeting.
- b) The majority voted against a small focussed group meeting.

66. Play Areas

Millstone Pump Track/Skate Ramps – Cllr D Williams reported that a planning application may not actually be required and therefore could save costs and time. He has prepared correspondence for the Clerk to submit the Chief Planning Officer to seek his guidance on the matter. Should no planning application be required, work could commence as soon as possible. It was questioned that if work was due to commence soon, due to summer holidays and summer playscheme, timing of the works would need to be considered together with all appropriate risk assessments and health and safety issues.

Cllr Williams also reported that the suggested rubber material for a trial to reduce noise on the skate ramp would be 15mm neoprene at a cost of £860+vat.

RESOLVED: the council will ascertain from FCC Planning if a planning application is a requirement for this project. Should it be required, an application would be submitted as soon as possible, should it not be required, the contractor will be contacted to formalise a commencement date taking into consideration the summer holidays.

The council approved for the rubber matting to be trialled on one of the skate ramps at a cost of £860+vat.

**8.56 Cllr D Williams left the meeting

67. Place Plan Training - Planning Aid Wales

The council were asked how they would like the bespoke Place Plan Training to be delivered.

Cllr Walker raised concern that there were limited members who voted on this training last month and should be reconsidered. The Clerk informed Cllr Walker that a resolution can't be reversed within six months except either by a special motion, requiring written notice by at least 6 councillors.

RESOLVED: in person training (capped £150), with a preference of evening on either 19th or Wed 20th Sept.

68. Working Groups

RESOLVED: The Working Group Procedure will be updated with the following: meetings will be held as and when required. Each WG will prepare a written report for information to the council in advance of council meetings. Should the WG have a proposal for the council to consider, this again should be a full detailed written proposal submitting in advance of a council meeting to enable it to be included on the agenda.

Commitment is required from members to attend these meetings and if unable to attend, courtesy should be given with apologies being submitted in advance.

**9.17pm Cllr Rothero left the meeting

69. Business Cards

Cllr Ransome submitted a proposal to provide individual councillor cards for use when working on behalf of Community Council in either the community or other organisations. This was not supported by all members and Cllr Blackman submitted an amendment to state that it should be for each councillor to decide if these will be beneficial to their role and where it is, these should be available for use.

RESOLVED: individual councillor cards will be made available to members who require them.

70. Issues Raised with Flintshire County Council

A 'FCC Issue Log' has been prepared to allow the council to regularly monitoring the progress of issues raised. Members will provide the Clerk with updates on the issues.

RESOLVED: the report was received and noted. Additional issues will be reported appropriately to FCC and included on the Log.

**9.35pm Cllr Sloan left the meeting

71. To acknowledge and note correspondence received.

- Woodwork CIC Monthly Report – West View Nature Area. The Clerk added the FCC Public Rights of Way have recently installed a stoned path from the nature area to the style.
- OVW Training and Planning Aid Wales Training & Events.
- Invitation for D-Day 80 - 6th June 2024 – email & Official Guide (emailed 26.6.23).
- The NHS '111 press option 2' for mental health available 24/7 for all ages. People can use this number if they have an urgent mental health concern themselves or about someone they know.
- West View Nature Area – solicitor letter and land registry documents in relation to the 10 yr lease.
 - It was questioned if the Trustee names require updating, the clerk is liaising with the Solicitor.
- Infrastructure (Wales) Bill 2023
- Ways to contact NW Police and a police report.
- OVW - Wrexham/Flint Area Committee Meeting – 11th July and Tackling Climate Chaos.
- Various Welsh Government and FCC Emails regarding the 20mph limit.
- FCC – Green Dog Walkers and Feedback from Visits to Town & Community Councils.
- Theatre Clwyd – fundraising request.

72. Members Items/Future Agenda Items

- The Community Engagement WG will be circulating the first draft of the update to the Place Plan.
- The road condition on Abbots Lane has still not been addressed and requires attention.
- The hedges along the Dirty Mile pathway and Corwen Road need cutting back. Cllr Ibbotson will raise with FCC Streetscene.

The meeting commenced at 6.30pm and closed at 9.45pm

Chair..... 13th September 2023

Penyffordd Community Council - Summary Accounts			
2023 - 24 Financial Year			
Income			
	Actual	Anticipated	Difference
Precept	39,840.34	119,521.00	-79,680.66
Bank Interest	512.60	200.00	312.60
Refunds/Other	0.00	0.00	0.00
Grants/Funds(Play Area)	0.00	0.00	0.00
Sponsor a Tree	355.00	0.00	355.00
VAT Refund	11,842.39	11,842.39	0.00
Total	52,550.33	131,563.39	-79,013.06

Expenditure			
	Actual	Agreed Spend	Balance
Parks & Open Spaces	7,152.04	113,719.00	106,566.96
General Admin etc	4,964.52	14,116.00	9,151.48
Office Costs	1,198.71	1,740.00	541.29
Staffing Costs (wages, hmrc, pension)	11,129.36	47,610.00	36,480.64
Street Lighting (inc Christmas Lights)	1,565.29	37,570.00	36,004.71
Highways & Footpaths	0.00	2,200.00	2,200.00
Grants & Donations	1,000.00	5,300.00	4,300.00
Investing in Youth	0.00	3,000.00	3,000.00
Community Buildings	0.00	23,000.00	23,000.00
Community Improvements	817.87	2,000.00	1,182.13
Provision of Balances	0.00	2,385.00	2,385.00
Total	27,827.79	252,640.00	224,812.21

Note: the above agreed spend includes all the reserved funds carried over (details on budget summary)

Current Summary			
Balance c/f as at 31 March 2023	158,023.49		
(+)Income Receipts for 2022/23	52,550.33		
(-)Total Expenditure for 2022/23	27,827.79		
Gross Balance as at 31 March 2023	182,746.03		
Current	£6,366.46		
Deposit	£142,727.33		
Millstone Play Area	£8,929.70		
Reserved - Millstone Play Area Improvements	8,929.70		
Reserved - Sponsor a Tree payments	242.20		
Reserved - Skate Ramps	40,000.00		
Reserved - 2022/23 Street Light Upgrades	11,170.00		
Net Balance as at 30 June 2023	122,404.13		
VAT Costs for 2023/24 Financial Year	3,065.25		

