

PENYFFORDD COMMUNITY COUNCIL

Minutes of the Ordinary Meeting held on Wednesday 13th March 2024

Present: Councillors Mrs P Ransome (Chair), Mr A Sloan (Vice Chair), Mr R Wakelam, Mr J Priddin, Mrs L Overington, Mr O Thompson, Mr D Walker and Youth Rep Miss Boleyn

Also Present: Mrs Sarah A Hughes, Clerk & Responsible Financial Officer
Paul M. Reeves, FCC Flood and Coastal Erosion Risk Manager and 3 x Member of the Public

198. Apologies

Apologies for absence was received from Cllrs Rothero, D Williams, Nethercott, Ibbotson, Blackman and S Williams.

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

There were no Declarations of Interest received.

200. Visitor - Paul M. Reeves, FCC Flood and Coastal Erosion Risk Manager

Mr Reeves provided an overview of his career and of his current role with FCC. He shared information on how FCC a Local Flood Authority fits in with Natural Recourse Wales (NRW) and Welsh Water. Under the Flood and Water Management Act, FCC has a duty to investigate flooding, this is something they are currently doing following the floods from storm Babet. Once reports are finalised, these will be available to the public.

NRW are responsible for the main rivers and Welsh Water are responsible for public sewers e.g surface, foul and combined; and FCC are responsible for everything else.

It was questioned whether FCC would investigate flooding issues which appear to have resulted following new developments? PR advised that this would have been considered as a risk factor during the planning process and considered by Welsh Water who are responsible for public sewers.

Cllr Wakelam provided a number of examples of flooding within the community and is able to provide evidence to support these.

Flood funding is provided through WG and FCC have made a bid for areas such as Mold, Pentre & Sandycroft.

****6.50pm – 1x MOP arrived**

Cllr Ransome advised that a Flood Strategy proposal had previously been submitted by Cllr Ibbotson for the council to consider, however, members wished to meet with PR before considering. It was suggested that this document be shared with PR. PR advised that FCC are actually in the process of reviewing their Flood Risk Strategy.

Cty Cllr Wakelam and PR will arrange a follow up meeting to discuss the village flooding issues mentioned above.

PR advised that he will be looking to speak with T&CC regarding Community Resilience Planning and he is aware of other communities who have set up Flood Action Plans.

PR was asked what timescales could the village be looking at for action to be taken? PR advised that funding bids are submitted to WG and will awarded on a priority basis.

He is happy to receive reports of flooding from council and residents and for his email to be shared. The more evidence that is received to support the issues the better. PR will share a Flood Survey which the council can share with residents after flooding. This will assist FCC in collating information.

RESOLVED: Cty Cllr Wakelam will arrange a meeting with PR. A copy of the Flood Strategy proposal from Cllr Ibbotson will be shared with PR.

PR will share a copy of the Flood Survey with the Clerk. This, together with his email will be published on the website.

****7.10pm P.Reeves left the meeting**

201. Chairman's Announcements

The Community Litter Pick will be held on Sunday 24th March, 10.00am – 2.00pm at the Millstone play area and Penymynydd Woods. The WMI Annual General Meeting will be held virtually on 18th March and you need to register to attend.

A summary of the OVW & PAW training - Planning for Future Generations was provided to all members which she attended last week.

202. To receive and approve the Ordinary Minutes and Confidential Staffing Report of the 14th February 2024.

Min 187 (para 3) should read 'No teacher would be appointed to manage traffic. In over 100 schools she has worked or visited, no parents have been allowed to drive onto school grounds.'

RESOLVED: with the above amendment, these were approved as a correct record and signed by the Chairman.

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

Min 175 - The WMI Committee provided a response regarding the heating and wifi issues.

Min 181/ 157 - numerous attempts have been made to contact the Go-Safe Speedwatch with no avail.

RESOLVED: the council will write to Cty Cllr Woolley who may be able to assist.

Min 182 d - Response from FCC re solar street lighting: Currently they are investigating and viewing a number of such technologies for the future and have a number of various items installed which are Solar and wind which operate a number of systems not just street lights. That said, at this moment in time they are not looking to install Solar street lighting units as a norm and in residential areas less likely due to the fact its new technologies and they need to fully assess the potential first.

Min 190 a - FCC Maintenance have been asked to attend to undertake an independent review of the cabins, awaiting a date from FCC. HSL Compliance have been appointed to undertake a Legionella Risk Assessment which was completed 8th March, now awaiting the report.

Min 196 - The Environment Working Group has been requested to a hold a meeting.

RESOLVED: Cllr Ransome will liaise with Cllr Blackman and offer to co-ordinate a meeting.

Min 197 – the clerk reported the remaining holiday will be approx. 2½ -3 weeks.

RESOLVED: as agreed in min 197, this was approved and payment will be processed in the March payroll.

204. To receive any Public Questions/Correspondence

a) The resident advised that the faulty street light reported last month has been resolved but the maintenance works on the overgrown hedges are still outstanding and has been for approx. 6mths.

RESOLVED: Cty Cllr Wakelam will raise the outstanding hedge issues with FCC Streetscene.

b) A resident has questioned with the Chair whether they can purchase and plant their own tree on the Vounog? The Chair advised that due to the Sponsor a Tree scheme this will be followed by Cllr D Williams on his return. The land is not owned by the community council and therefore can not give permission.

c) An email had been received making enquires regarding the installation of a commemorative bench plaque, the bench in question is owned by FCC and therefore the resident will contact FCC directly.

205. Bank Balances and Accounts for Payment

To report balances of all bank accounts and to review and authorise monthly accounts for payment.

Bank Balances Current £7601.98 Deposit £ 185390.99 Play Area £8514.7

Payments Received

04/03/2024	HSBC	Interest	£892.83
06/03/2024	P Ransome	Sponsor a Tree	£30.00
08/03/2024	R Jones	Sponsor a Tree 10 & 14	£67.00

Accounts for Payment

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
Planning Aid Wales	Training - P Ransome	£50.00
Mr G Davies	Expenses	£49.99
Mr C Jones	Mileage and Expenses	£9.00
Mrs S Hughes	Mileage and Expenses	£74.35
Staffing Cost	Feb-24	£3,771.36
Alasdair Ibbotson	Members Allowance	£208.00
WoodsWork CIC	Nature Area Management	£340.00
One Voice Wales	Training - G Nethercott	£38.00
Flintshire County Council	Streetlighting Maintenance (bilberry close)	£237.00

Jones Brothers Leeswood Ltd	Rubber matting on skate ramps - Millstone	£1,044.00
HSBC	Monthly Charge	£10.00

RESOLVED: the above accounts be approved and will be processed for payment. The payment schedule was signed by the Chairman/or Vice Chairman and countersigned by two bank signatories.

206. Independent Remuneration Panel for Wales

Members reviewed the [IRPW 2024/25 Annual Report](#) in conjunction with the [2022/23](#) and [2023/24](#) Annual Reports and considered which of the Panel's determinations to adopt for 2024/25.

RESOLVED: The Council will adopt for 2024/25 Determinations 43, 45 – 48 (from the 2022/23 Report) and Determination 4 (from the 2023/24 Report). Determination 45 – Senior Role Payment will be applicable to the Chair and Vice Chair.

Group 4	Electorate 1,000 to 4,999
(4) Extra Costs Payment	Mandatory for all members
(43) Cost of Care or Personal Assistance	Mandatory
(45) Senior Role	Optional up to 3 members
(46/47) Travel and Subsistence	Optional
(48) Financial Loss	Optional

The Policy for Payments is as follows:

- Payments will be made annually as one lump sum
- Payments will be made to members at the end of the financial year February or March.
- As payments will be made at the end of the financial year it should reduce the requirement to recover any payments made to a member who leaves their role during the financial year.
- Should a member leave part way through a year, a pro rata payment will be made.
- Members will have the choice when receiving Member Payments to either have payments made via payroll or paid directly. Any member receiving payments directly will have the responsibility to inform HMRC of any income received from the council.

207. To Receive the County Councillors Report

Cty Cllr Wakelam reported:

- Once remaining works in Hope are finished, the bollard and signage will be completed on the cycle path.
- Large pot hole on Lower Mountain Road will have a temporary fix.
- Repair and works have been completed at the Station and embankment, however, unexpected works are now required in the culvert which will postpone the A5104 resurfacing.
- Ash Dieback - there will be a significant number of trees removed by Penymynydd roundabout imminently.
- Streetlight on Lower Mountain Road has been reported and Scottish Power will be attending. This can take up to 24 working days.

208. Planning Applications

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

RESOLVED:

- [FUL/000134/24](#). Amendments to previous permission FUL/000279/23 and the erection of an orangery. Sweet Hope, Wrexham Road, Penyffordd. **Supported, the council agree for a delegated decision to be made by the Planning Officer. A request will be made to ensure responsible parking during the works.**
- b) There were no Notifications of Planning Decisions made by Flintshire County Council.

209. Play Areas

- a) Dobshill Play Area pathway – members reviewed the revised designs and quotes for the installation of the pathway. It was questioned that as the land was leased from Hawarden Estates would this be an issue? Cllr Sloan advised that the land is leased on a peppercorn long term rent agreement. The Clerk advised that permission was sought when the initial proposal for the project was submitted, however, as the plan has now been approved, this again will be shared with Hawarden Estates.

The chair thanked Councillors and contractors who have invested time in obtaining and providing quotes.

Cllr Sloan proposed that an individual Councillor should be assigned to project manage this project and future projects.

****8.02pm – Cllr Overington left the meeting**

- b) Millstone Skate Ramp – Following a Zurich Insurance inspection of the skate ramps there was an issue reported (*category b - Defects requiring corrective action as soon as reasonably practicable.*) which requires attention relating to the rubber matting which has been installed on one of the two ramps to reduce noise.

Cllrs Ransome, D Williams and the Clerk met with Richard Roberts 20th February 2024 to review the ramps and to fully understand the issue. On 8th March Cllrs Ransome and D Williams met with the contractor and the quote is due to be submitted imminently.

There is no definitive time to get this resolved but guidance from Richard Roberts is approx. 3 months.

The options for council to consider are:

1. to have the rubber matting totally removed
2. to have the rubber matting replaced with a thinner matting, therefore reducing the lip but still offering some protection for noise, and have the existing rubber matting relocated to the opposite ramp and chamfered off (the same as ramp 2 which the inspector did not raise issue with).

Cllr Sloan proposed option 2 as the council has worked hard to reduce noise levels for the neighbouring properties which the addition of rubber matting has achieved.

Millstone Pump Track – it was reported that architect drawings will be required at a cost of £250 for the planning application.

- c) There were no matters to report on Managed Play Areas.

RESOLVED:

- a) It was unanimously approved for the route around the righthand side of the field with the toddlers inner ring. Jones Brother of Leeswood be appointed the contractor at a cost of £15947.
A copy of the design will be shared on the councils website, facebook and noticeboards. Copies will also be delivered to the neighbouring properties.
Project Management for council projects will be included on the April agenda.
- b) Members approved the remedial works of option 2. As the quote had not been received, delegated powers were given to the Chair and Vice Chair to act immediately on receipt of the quote and to request works to be undertaken as soon as possible.
The council approved the architect cost of £250 for the pump track drawings.

210. Community Facilities

- a) Memorial Garden – The Planning Officer has said providing works are soft landscaping, do not involve engineering operations or structures and any hedges, shrubs do not impede highway visibility then the works may not require planning, just approval and clearance off the other bodies involved e,g streetscene/highway.

The council will need to liaise with Paul Brockley – FCC Valuation & Estates and prepare information such as will the council require FCC to maintain the area, what additional work would be involved, would the council pay a commuted sum? Or would the community council manage and maintain the land?

BT advised that they were wanting to remove the kiosk back in 2019 but changed their minds due to possible future technology which never went ahead, now this being the last at site and under Ofcom's new rules it cannot be considered for removal based on the amount of calls being made from the unit.

The consultation will close on 29th March.

- b) Youth Club – Cllr D Williams submitted a written update advising that the Youth Club require a topographic survey before the actual work on the site can commence and is at a cost of just over £700. As the council holds S106 money and a budget for the Youth Club could this study/survey be funded by the council and if so which budget will it be allocated to?

RESOLVED:

- a) The report was received and noted. No further action until the results of the consultation are received.
- b) Unanimously approved to fund the topographic survey, estimated just over £700, which will be allocated to the Youth Club S106 budget.

211. Parking at Ysgol Penyffordd

The Chair attended a meeting on 26th February 2024 at school which included; school, governors, County Councillor, Community Councillor, PCSO, FCC Streetscene Enforcement Officer, Living Streets Charity and Mr Armitage (*parent who called for the meeting*). Notes of the meeting were shared with all members.

This had been a positive meeting and steps are being taken by school and the improvements noted. Within the report it notes that school are working with WOW (The Walk to School Challenge) and will be pivotal moving forward in encouraging walking to school to reduce car numbers. It is non negotiable with the school to reopen the 'drop off zone', as this was a temporary measure and the decision to close was made on safety grounds.

Cllr Sloan reported new information had been obtained and that within the planning consent for the new school it states '8. *Facilities shall be provided and retained within the site for the safe setting down and picking up of pupils, parking and turning, loading and unloading of vehicles, all in accordance with a scheme to be submitted to and approved by the Local Planning Authority prior to the commencement of any site works. Such facilities being completed prior to the proposed development being brought into use and thereafter retained. REASON: To ensure that adequate parking and manoeuvring space is provided to serve the proposed development and to comply with the requirements of Policy GEN1 of the Flintshire Unitary Development Plan.*' In addition to this, there was a Transport Assessment which refers to voluntary one way system which has not been implemented. Cllr Sloan requested for this to be explored further with FCC Planning.

He also highlighted that the local high school Castell Alun provides facilities to drive onto school for drop off and pick up, so this is a provision provided within Flintshire.

****8.25pm Cllr Walker left the meeting.**

Cllr Thompson questioned the possibility of a Crossing Patrol/Guard and whether this could be provided on a voluntary basis? The Chair suggested to link with Mr Armitage who was present at the meeting to explore and discuss with school.

All parties had the same aim to ensure the safety of the children and will continue to work together.

RESOLVED: the report was received and noted. The council will write to Andy Roberts, FCC Planning to establish the legalities of no.8 within the planning consent. Cllr Thompson will link with Mr Armitage.

212. Place Plan

Following the proposal by the Community Engagement WG, Cllr Ransome asked the council to consider whether they wished for an update to be shared with the community?

Cllr Wakelam supported the Abridged version and proposed this be approved by council and shared with the community. Cllr Sloan submitted an amendment to have the addition of a video recording of the Chair to accompany the document online.

RESOLVED: the Abridged Version was approved the for publication. The final design will be shared for information to all members before publication. The Chair will also prepare a video to accompany the online document.

213. Summer Playscheme

FCC have advised it would be possible to split the scheme between two sites, however, after consideration members felt that a split could negatively affected the attendance.

RESOLVED: at present the council will remain with one location at the Millstone play area.

214. Carnival

RESOLVED: approved the council will host a stall at the carnival on 15th June. Cllrs Ransome, Wakelam, Sloan and Thompson will co-ordinate. The Clerk will book the stall.

215. Circular Walks and Community Area Information Leaflets

In addition to QR codes and downloadable version, it was acknowledged that paper copies are also well received.

RESOLVED: approved to reprint 100 copies of each Circular Walks 1- 4 and Area Information leaflet.

216. Community Engagement Drop In Event

RESOLVED: unanimously agreed for the carnival to be the first community engagement event. A further 6 dates and locations will be scheduled and promoted at the carnival, facebook, website and noticeboards. Cllr Ransome will prepare the schedule for the April meeting where members can review and commit to dates.

****9.12pm 1x MOP left the meeting**

217. Meeting with Deputy PCC Wayne Jones

Cllr O Thompson shared a report of the meeting attended on 22nd November 2023 with Wayne Jones (Deputy PCC), Wesley Williams (Inspector for Flintshire North) and Mathew Evan who works for the PCC. He was able to raise issues such as lack of police presence, speeding, contact, Penymynydd Woods, drugs, school parking etc

Community speed watch scheme was discussed and as per min 203 contact will be made with Cllr A Wooley (Buckley) to gather more information.

They will request officers from Flintshire North to divert through the village when heading to or from Llay custody to at least help with an increased presence in the village. Attendance at meetings are now more difficult, however, should the council make a request to discuss specific issues they would endeavour to attend. Cllr Sloan suggested creating a Police Issue Log so information and issues can be recorded and invitations to the PCSO made as and when required.

RESOLVED: the council will contact Cllr Woolley of Buckley regarding Community Speedwatch. An online Police Issue log will also be created where members will be able to record incidents or issues to discuss with the PCSO.

218. Local Government Pension Scheme Discretionary Policy

Members reviewed the policy but questioned the referred age of 55 and whether this should be reviewed or whether it was a set by the LGPS?

RESOLVED: the clerk will request confirmation from the LGPS regarding the age referral of 55. Should this be set by the LGPS, this is accepted by council and the policy is approved. Should this age be determined by the council, this will be brought back to the April meeting for further review.

219. Issues Raised with Flintshire County Council

RESOLVED: The report was received and noted. Members to provide the Clerk with updates on the issues and matters will be pursued with FCC.

220. To acknowledge and note correspondence received.

- OVW & Planning Aid Wales Training & Events
- Woodwork CIC Monthly report
- OPCC North Wales Newsletter #39 - 16.02.24
- D-Day 80 Flags of Peace

RESOLVED: this will be shared with the RBL and WMI. Members may individually choose to purchase a flag.

- Nomination for New Year 2025 Kings Honours
- OVW Wrexham Flint Area Committee Meeting – 12th March

221. Members Items/Future Agenda Items

- Miss Boleyn – Youth Rep reported:
 - She has undertaken work in preparing the Litter Pick Poster and Certificates
 - Attendance at the Beavers where they were very interested in environmental issues and had some good ideas. She would like the council to co-ordinate an event during the summer at the Nature Area.
 - She has been asked by her old primary school (Ysgol Penyffordd) as an idea to attend and speak to the children. This idea was supported by the council and suggested requesting to also attend St Johns.
 - She has agreed to assist with managing the website and training will be delivered in the coming months.
- Following the installation of defib signage, further signs are required for the outer edges of the village.
RESOLVED: approved to be purchased and installed as soon as possible.

The meeting commenced at 6.30pm and closed at 9.40pm

Chair..... 10th April 2024