

PENYFFORDD COMMUNITY COUNCIL

Minutes of the (Zoom) Virtual Meeting held on Wednesday 8th September 2021

Present by Video: Councillors Mr M Rothero (Chairman), Mr R Wakelam (Vice Chairman), Mr R Bestwick, Mr J Priddin, Mr D Walker, Mr D Williams, Ms C Hinds, Mr S Saxon, Mrs P Ransome, Mr P Blackman, Mr I Challinor and Mr A Ibbotson.

Also Present: Mrs Sarah A Hughes, Clerk & Responsible Financial Officer.
1 x Member of the Public – By telephone

73. Apologies

Apologies were received from Cllr Mr T Evans.

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

There were no Declarations of Interest received.

75. To receive and approve the Minutes of the Ordinary meeting held on 14th July 2021

RESOLVED: these were approved as a correct record and in accordance with guidance from the Internal Auditor will be formally signed by the Chairman by way of an electronic signature.

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

There were no matters arising to report.

77. Public Questions

a) A resident had written in with issues relating to West View play area on behalf of a number of residents and wanted the opportunity to present these to the council. The Chairman advised that his issues would be heard, however, as West View play area was to be discussed later in the agenda and enquires would need to be made, a response would follow in writing.

The resident has shared with Cllr Williams a copy of the Alyn & Deeside Council document which will be shared with all members.

The Clerk advised that the council are looking into the option of temporary CCTV, however, at present there is a restriction to the power supply and would only cover the entrance of the play area. He stated that it was considered this would not be beneficial and would need to cover the actual play area as a number of youths enter the play area from an unofficial rear entrance.

He said that the residents have agreed to ensure that any ASB is reported to the police via 101 to ensure that they are recorded. He thanked the council for the opportunity to present the residents' concerns.

RESOLVED: as the play area is owned by FCC, the council will make enquires with them regarding the above questions and a formal written response will be provided.

b) Email regarding issues to the grass matting and formed trench at West View play area. The clerk reported that FCC have attended site and confirmed that this is a H&S issue and the play area has been temporarily closed. Wicksteed have been contacted and they will be attending site tomorrow to assess the issue.

c) Email from a resident questioning the gate installation and condition of swings at Melwood play area. The clerk has responded to advise that there will be 2 gates installed and the swings will be replaced as part of the improvement plans. The resident is satisfied with the response.

d) Email from Penyffordd Lions FC regarding the progress of the Community Changing Room at Abbots Lane. The clerk has responded to the resident to advise that as this was only received today and the council has not had the opportunity to review and consider the questions, it would be presented for full consideration at the October meeting. He has requested if the council as soon as possible could provide details of the Management Committee for this facility.

RESOLVED: the correspondence will be included on the October agenda for consideration.

**7pm the resident left the meeting.

78. Summer Recess – Delegated Powers

The following was reported as being dealt with under delegated powers during the summer recess.

Planning:

[Ref: 063146](#). Retention of camping pods for holiday use. Clawdd Offa Farm, Wrexham Road, Penyffordd.

Members agree to determination by case officer and are in agreement to the proposal, but wish the following information to be considered.

Members expressed support for this application provided an appropriate means of protecting the ancient monument is conditioned, additional highway safety measures are put in place at the entrance off the bypass.

This is an important business for this village, and the pods provide much needed local employment opportunities and a spin off for other local businesses in the village. It is an important tourist amenity that provides positive publicity for the Village, the County and North Wales and fully deserves as much support as possible from Flintshire.

The pods are well away from the ancient monument, but additional protection will give assurances for preservation. The entrance to the site is off the village bypass and the request of members is for moving the speed limit signs to include the entrance, and additional warning signs about necessary care.

Should additional concerns be brought to the attention of the case officer, members request notification of these concerns and reserve the right to comment further.

[Ref: 063234](#). Erection of marquee for wedding venue. Clawdd Offa Farm, Wrexham Road, Penyffordd. **Members agree to determination by case officer and are in agreement to the proposal in principal, but wish the following information to be considered.**

Members are concerned about the impact of noise from this site that is a current problem. However, members are also aware that it is already permitted to hold wedding venues on the site, and the new proposal for noise reduction should ease the current problems experienced by resident who live nearby, especially on Stryt Isa.

As with the pods, this is an important business for this village, that provides much needed local employment opportunities and a spin off for other local businesses in the village. It is an important tourist amenity that provides positive publicity for the Village, the County and North Wales and fully deserves as much support as possible from Flintshire.

It is for this reason that members accept this proposal, but in order to protect our residents, request stringent and fully enforceable conditions that include.

- **A limit on the amount of events permitted per year and a limit on the finishing times of events.**
- **During events, outside activities be relocated to a place on the site that is as far as possible from residents who live close to the marquee.**
- **A restriction on the level of noise permitted from the site with regular monitoring & appropriate enforcement.**
- **The entrance to the site is off the village bypass and the request of members is for moving the speed limit signs to include the entrance, and additional warning signs about necessary care.**
- **Temporary approval only be given in the first instance.**

Should additional concerns be brought to the attention of the case officer, members request notification of these concerns and reserve the right to comment further.

[Ref: 062972](#). Erection of single storey side extension to form garden room. Nant Farm, Lower Mountain Road, Penyffordd. **Supported. The council requests that any concerns of local residents be forwarded to the council for consideration. The council reserves the right to make further comments should any issues or concerns be raised. Provided the proposal does not negatively impact on neighbours or local environment, streetscene etc and complies with all relevant policy, they will be happy for a delegated decision.**

Planning Decision:

[Ref: 062987](#). Siting of a mobile indian takeaway. War Memorial Institute, Chester Road, Penymynydd. **Approved**

Consultation:

IRPW - Review of the Remuneration Framework for Community and Town Councils. No Comment were submitted.

RESOLVED: the above was received and noted.

79. Planning Applications

- a) To report and consider the following planning applications received from Flintshire County Council:
- [Ref: 063384](#). Display of new signage. Dobshill Garage, Chester Road, Dobshill. **Supported on the condition that the signage remains discreet and that there is no additional signage. The council requests that any concerns of local residents be forwarded to the council for consideration. The council reserves the right to make further comments should any issues or concerns be raised. Provided the proposal does not negatively impact on neighbours or local environment, streetscene etc and complies with all relevant policy, they will be happy for a delegated decision.**

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

- b) The following Notifications of Planning Decisions made by Flintshire County Council were received:
- [Ref: 061981](#). Application for removal or variation of a condition following grant of planning permission. (Application Ref: 057396). Land at (North of) Rhos Road, Penyffordd. **Approved**
 - [Ref: 063169](#). Non material amendment for relocation of window. 15 Well House Drive, Penymynydd. **Approved**
 - [Ref: 062860](#).Erection of a rear extension and new roof to garage conversion (ridgeline of new pitched roof over 4.00m). 8 Fairview, Penyffordd. **Approved**
- c) Cllrs Williams, Hinds and Ransome attended a LDP Hearing early today in relation to Warren Hall. Encouraging positive comments in the way the village put pressure on WG re speculative development. Details have been provided to Kerry Trueman regarding green barrier for the village. Nothing further to report on the Vounog planning appeal. The chairman thanked the members for attending and representing the council.

It was questioned whether Airbus have now withdrawn their objection to Warren Hall development? Cllr Ransome advised they have reached a common agreement after discussions with Welsh Government, FCC and the developer. At lot of the issues have been addressed.

Cllr Ransome wished to acknowledge comments that were made by the Inspector and Andy Roberts, FCC Planning regarding the work of Cllr Williams who had put in very strong cases in an eloquent fashion.

Cllr Ransome reported she had been contacted by a local resident who has been affected by the new Redrow development. The concern is the working practice of Redrow, the scaffolding walk way that is being used is also being used to stand chat, inappropriate behaviour and language, noise and looking to their property. The impact of this development and failings of working practice is having a significant negative impact on their wellbeing. Cllr Ransome proposed the council write to Redrow in support of the issue to the resident.

Cllr Hinds stated that the very beginning they requested Redrow not to build 2 storey homes backing onto bungalows, however, they did not take heed of this. Cllr Williams reported that he has been working with these residents and have written to FCC, WG and Planning Inspectorate. Responses received back have been unsatisfactory and complaints have been submitted to the Ombudsman's.

RESOLVED: the council will write to Redrow in support of the residents issues of the failings of Redrow's working practice and the negative impact this is having on the wellbeing of the residents. Mark Tami MP, Jack Sargeant AM and FCC will be copied into the correspondence.

**7.25pm Cllr P Blackman arrived.

80. To Receive the Monthly County Councillors Report

Cllr Hinds reported that at the moment FCC have two Chief Executives Colin Everett (retiring) and newly appointed Neal Cockerton. Also Neil Cox has been appointed as the new Streetscene Service Manager, neil.cox@flintshire.gov.uk

There was quite a number of school children and adults with covid before the holidays. We still need to be cautious even though we have had our vaccinations.

Climate change is a very important issue and health questions need to be asked about the incident at Hanson Cement. This needs monitoring by an independent body and not just Hanson and N.R.W.

Cllr Williams advised that he has now resigned as Cty Cllr however, he is still assisting a number of residents with ongoing issues.

RESOLVED: the report was received and noted.

81. Play Areas

- a) West View – The installer have advised they could lower the higher tower and reduce the platform so that both towers would be the same height. The cost would be £2,495.00 plus VAT. Mr Brookes also advised that this is not something he has known Wicksteed ever do before and its certainly not ideal due to the treatment of the timber. They would have to treat the ends of the timber on site and the process wouldn't be as thorough which could lead to issues with the timber in the future.

Concerns were raised that even with the reduction of height of the higher tower, this would not resolve the privacy issue.

The main issues brought to the council of the concerned residents were issues of ASB. Residents have agreed that they will ensure reports are made to the police via 101. The clerk presented and option of temporary cctv from FCC, however, there is no power supply/column within the play area.

Cllr Wakelam suggested that the council look at ways to engage with youths and parents to tackle ASB.

The clerk reported that there was an issue with the grass matting and a trench has formed causing a H&S issue. FCC have attended site and on reviewing the ground have temporarily closed the site under the repairs are undertaken. Wicksteed have been contacted and will be attending site tomorrow to assess the issue.

- b) Melwood – Further consultation has been undertaken with the residents around the play area and a site meeting held with residents who raised issues, concerns or suggestions. It has been agreed that the picnic bench will be relocated – new located to be determined. The order has now been placed with HAGS.

A number of other general concerns were raised that can apply to all play parks, such as dog fouling and litter. These can be mitigated via:

- Tasking the Street Operative to include Melwood play area more regularly
- Increased number of litter and dog bins (already agreed with Ian Williams from FCC)
- Improved signage detailing acceptable usage (draft signage already proposed by Richard Roberts Aura)
- Enforcement actions (Such as Dog fouling enforcement by FCC officers)

Correspondence has been received from a resident which Cllr Bestwick will respond to.

As the council are obtaining costs for cctv at West View play area, it was also suggested to obtain costing for Melwood should it be needed.

- c) Dobshill – Cllr Williams is still pursuing FCC regarding the installation of a gate at the play area. Cllr Blackman will continue to monitor he hedge/fencing for repairs if necessary. FCC have confirmed that maintenance work will be undertaken at the Muga on the Woodlands.

RESOLVED:

- a) The council unanimously agreed that the play equipment will not be lowered. Enquires will be made regarding the options to install the temporary cctv (infrared) within the play area and also costings will be obtained for permanent cctv installation.
- b) The new location of the picnic bench is yet to be decided. Ian Williams will be contacted to chase the installation of the gate, litter and dog bins. Costings will be obtained for the installation cctv.
- c) The report was received and noted. Matters relating to the gate and fencing will be pursued.

82. Millstone Play Area – Skate Ramps

There was a site meeting with Urban Recreation to review the options of relocating the skate ramps and possible noise reduction options. The report received back stated that the foam options were not viable due to them being flammable and the cost for relocating the ramps would be £2,000+vat (this does not include base works). Cllr Williams advised he has been working with a local contractor for costs on base works.

Cllr Wakelam has had designs prepared for a pump track which are now with One Planet, Llandegla to ensure the designs are workable. Should the design be approved, Cllr Wakelam will then be able to obtain 3D images and costings to present to the council.

Cllr Ibbotson requested that if and when the skate ramps may be relocated, could the council enquires whether there is any buffering zone guidance?

RESOLVED: To approach the ambitions for the Millstone holistically, full costings will be obtained for; a new skate ramp base, pathway, installation of a new gate, fencing/acoustic fencing and pump track. Advice will also be sought as to whether there would be any buffer zone regulations if the skate ramp is to be relocated.

83. Environment Working Group

- a) There has been no meeting of the Working Group.
- b) Memorial Garden and Planning Application – Cllr Bestwick advised that a decision from FCC on the planning application is imminent. If the application is successful, the council will need to liaise with Paul Brockley, FCC Valuation & Estates, as soon as possible regarding enquires of either purchasing the land or a 99-year lease.
- c) West View (Play Area) - Wildlife Garden.
 - i. Woodland Management - an Arborologist has been appointed to undertake a tree assessment and full geological survey in order to produce plans for recommended planting e.g improvements, fruit orchard, pathways. He will also provide costings. This will allow the council to produce a 5 year Management Plan and budgetary plan.
Cllr Bestwick is also looking at possible grants from Transport for Wales, Paths to Wellbeing (Ramblers) and Landfill Grants. Cllr Williams advised he will pursue and make enquires regarding the Keep Wales Tidy Development Packages.
 - ii. The Solicitors have advised that submission has been made to the Land Registry, however, due to delays it is not anticipated for the registration to be complete before December 2022.
- d) Cllr Ransome advised the next Community Litter Pick will take place on Saturday 9th October 2021, 10.00am – 2.00pm. The future plans will be for the council to create a Community Litter Pick Hub. The previous litter pick had been very successful, collecting 15 bags. There were very positive comments from the community for the work of the Street Operative Mr Glyn Davies.
- e) Cllr Ransome reported on information regarding the proposed extension of time for the Temporary Traffic Order (TRO) – public footpath 8 Higher Kinnerton/ Millstone View Redrow estate and correspondence from Mr H White (Ramblers Assoc). Redrow have requested yet again a further extension and yet they haven't followed through on what the original conditions were: they should not have affected the lineage of the path, they were going to fence it off and they were going to keep it open. She requested the council to provide a letter of support to the Ramblers Assoc objection to FCC and WG.
- f) The bench has not been installed at Meadow Rise.

RESOLVED:

- b) Should planning be approved, the council will make contact with Brockley, FCC Valuation & Estates, regarding enquires of either purchasing the land or a 99-year lease.
- c) The council will await the report from the Arborologist. Cllrs Bestwick & Williams will pursue funding options.
- d) The Community Litter Pick will be held on Saturday 9th October 2021, 10.00am – 2.00pm.
- e) The council will write to Redrow and copy in Stuart Jones, FCC, to express support of the objection letter of the Ramblers Assoc.

84. Community Facilities

- a) Youth Club (Community Hwb) - At the July meeting the council approved to a 5 year financial support of £15,000 to the PPD Hwb on consultation with the Clerk/RFO. The Clerk/RFO confirmed that that the council has budgeted £15,000 for this year and can continue to do so for a further 4 years.

****8.55pm** Cllr Hinds left the meeting.

Clarification was given that the Community Hwb will not automatically be given £15,000 funding each year (for the next 5 years), the £15,000 will be held as a contingency and made available annually for 5 years should it be required. The purpose of the funding is to provide, if needed, financial support for 5 years when it is then anticipated from the Business Plan that the Community Hwb will be financially secure and sustainable.

Terms of how the funding will be provided and evidence of expenditure will be considered in consultation with the Community Hwb when they are in a position to progress further.

****9.05pm** Cllr Hinds returned the meeting and Cllr Saxon left the meeting.

- b) Community Changing Rooms/Portacabins – Cllr Williams reported that a meeting has been held with Penyffordd Lion Fc. The excavation works and installation of water and sewer is due early October. Awaiting

the wayleave from Scottish Power for the electricity. The football club are pushing for information on the Management Committee. Cllrs Williams and Rothero proposed as soon as possible to co-ordinate a meeting with the council, football club and school. Cllr Rothero advised he will raise this with the school.

- c) Old School Site – Cllr Williams reported that communication has been received from Colin Everett last week where he commented that they are exploring demolition and partial community site transfer is already committed.

RESOLVED:

- a) The council will make available a maximum of £15,000 pa for a period of 5 years. The purpose of the funding is to provide, if needed, financial support for 5 years when it is then anticipated the Community Hwb will be financially secure and sustainable. Terms of how the funding will be provided and evidence of expenditure will be considered in consultation with the Community Hwb when they are in a position to progress further.
- b) The council will look to co-ordinate a meeting with the council, football club and school regarding the formation of the Management Committee. Cllr Rothero will raise this with the school.
- c) The report was received and noted.

85. Hanson Cement

Following an incident at Hanson early August the council & Mark Tami MP were contacted by a resident. Mark Tami MP has taken this up with Hanson and has shared the response received from Hanson and NRW. In brief the response from Hanson include; they considered this to be an isolated one off incident; NRW were notified in a timely manner; the incident, related to an issue with one of the small bag filters used at the plant and it has been identified and rectified. The bag filter has now been repaired and they have put in place enhanced monitoring of this aspect of their operation. This will include installing an instrument to permanently monitor the filter to allow early notification of any issues, as well as bringing the exhaust vent from the filter inside the building; Previously Hanson maintained a dust monitoring station at Penyffordd. This was removed with agreement from their community liaison committee as it had, over many years, demonstrated that there was no ongoing dust impact from our operations at Padeswood. As a responsible operator they will now actively follow up with their community liaison committee to suggest reinstating this monitoring, or similar, if it is thought that this would be useful and provide added comfort to the local community.

RESOLVED: the council will also write to Hanson to support the reinstatement of the monitoring station(s). Information will be included on the council website to ensure residents are aware of how and where to report any issues relating to Hanson.

The request for a Health Study will be included on the October agenda for further consideration.

86. Access to Meetings

The Clerk provided all members with a copy of the Welsh Government Briefing for community and town councils, Multi-location meetings and meeting notices – August 2021.

Information and advice has been sought as an option for working towards returning to face to face meetings.

- The most practical way of hosting hybrid meetings, assuming we have internet access, is by using a tv rather than using projector. We can then connect a laptop via HDMI cable 5m and host Zoom on the screen.
- For sound, a Jabra Speak 750 Wireless Stereo Speakerphone Bluetooth with Microphone will plug in with USB and provide a speaker and microphone in the centre of the table.
- The WMI have confirmed they do have access to the internet and also now have a TV that can be used.

It is considered that the Committee Room would not offer sufficient space and unfortunately the main hall of the WMI is fully booked.

The Clerk appreciates there are some members extremely keen to return to face to face meetings, however, this needs to be a collective decision as the Welsh Government guidance still states -Businesses, employers and other organisations must continue to undertake a specific coronavirus risk assessment and take reasonable measures to minimise exposure to, and the spread of, coronavirus. Face coverings will not be a legal requirement in hospitality settings where food and drink is served, but will continue to be required in most indoor public places.

FCC have also confirmed that Welsh Government guidance for Alert Level 0 is to continue to work from home where possible. If the council does return, there are obligations on the employer to conduct risk assessments and ensure that employees/those visiting a workplace are safe. Whilst councillors are not employees they have that

duty towards you and towards themselves as people visiting the workplace. FCC has no plans for a regular return to face to face meetings.

RESOLVED: the council approved for the necessary equipment to be purchased. The council will need to find suitable sized premises to allow for social distancing, must have internet connection and access to a TV Screen. A number of test meetings will be required ahead of a formal face to face meeting to ensure no issues with the IT equipment. The council will also be required to undertake a Risk Assessment.

87. **Community Place Plan**

The survey has now been completed with a total of 115 responses. The results have been collated and shared with all members and will be reviewed at the next Place Plan meeting.

RESOLVED: the next Place Plan Meeting will be held on Wednesday 22nd September at 6.30pm.

**9.30pm Cllr Williams left the meeting.

88. **Consultations**

- a) [‘Eligible Community Councils \(General Power of Competence\) \(Qualifications of Clerks\) \(Wales\) Regulations 2021’](#). Comments by 24th September 2021.
- b) The draft [Local Elections \(Principal Areas\) \(Wales\) Rules 2021](#) and draft [Local Elections \(Communities\) \(Wales\) Rules 2021](#). Comments by 24th September 2021.
- c) Flintshire County Council – Review of their Statement of Licensing Policy as required by the Licensing Act 2003. [Draft Statement of Licensing Policy for 2021- 2026](#). Comments by 30th September 2021.
- d) FCC [Statutory Consultation – Active Travel Network Map draft](#). Comments by 1st November 2021.

RESOLVED: the council does not wish to submit comments on items a), b) or c). Item d) will be included on the October agenda for further consideration.

89. **Speeding Issues**

- a) Change of Speed Limit – Dobshill. Cllrs Williams and Bestwick reported that FCC are not in favour of reducing the speed limit from 40mph to 30mph and they will continue to work on this request.
- b) Cllr Bestwick reported that speed issues were identified from the results of the recent speed surveys undertaken by FCC. He requested that this is now shared with Go Safe.

RESOLVED:

- a) Cllrs Bestwick and Williams will continue to pursue FCC.
- b) Cllr Bestwick will share a copy of the full speed survey with all members. The Clerk will contact Lee Shone, FCC to request that as speed issues were identified that these be passed onto Go-Safe.

90. **Hedge Cutting**

A request was submitted to the council to contribute towards the hedge cutting on Vounog Hill. After consideration members considered that this could set a precedent and therefore will not be contributing.

Cllr Hinds reported that FCC have confirmed that the hedges on Corwen Road have been cut.

RESOLVED: the council will not be contributing towards the hedge cutting for the Vounog Hill.

91. **Telephone Kiosk**

Cllr Hinds reported of recent vandalism and repairs required to the kiosk. She advised that a local resident has volunteered to undertake the repairs and refurbishment and requested the council to approve this and supply the required materials.

RESOLVED: the council approved for the work to be undertaken by the volunteer and will purchasing the appropriate materials up to the value of £500. Cllr Blackman will look at sourcing the materials.

92. **Christmas Lighting**

This agenda item was deferred till October.

93. **Operation London Bridge**

This agenda item was deferred till October.

94. **Social Media**

Cllr Saxon had requested that the council undertakes a review of the appointed 'Admins' who look after the council social media. Currently, the Admins are Cllr Jeff Priddin and the Clerk.

RESOLVED: it was unanimously agreed to remain with the two current Admin's to manage the page, however, members are welcome to share appropriate information on the council page.

95. **Youth Representative**

RESOLVED: The current vacancy for a Youth Representative, following the resignation of Yasmin Hewitt, will now be advertised on the council website and shared with Castell Alun, Elfed and Hawarden High Schools. Closing date of 29th October 2021.

96. **Issues Raised with Flintshire County Council**

RESOLVED: Item 12 of the Issue log has now been resolved and can be removed.

97. **Quarterly Budget Review**

- a) The Clerk provided the Council with copies of the quarterly summary, budget monitoring report and bank reconciliation (appendix A). These documents were reviewed and no concerns were raised.
- b) In order to meet the requirements of the financial regulations and internet banking, it is necessary for a programme of regular checks of standing data with suppliers to be followed. In accordance with advice from the Internal Auditor, this can be done electronically

RESOLVED:

- a) the Council approved the above which was authorised by a member of the Council other than the Chairman.
- b) Cllr Wakelam will make a selection of invoices and the Clerk will provide copies of invoices and payment receipts to be certified as correct.

98. **Bank Balances and Accounts for Payment**

- a) Payment information from the summer recess as at 4th August 2021.

Accounts for Payment

<u>Payee</u>	<u>Details</u>	<u>Amount</u>
Flintshire CC	Electricity Charges - Apr, May, June	£79.05
Printcentre Wales Ltd	Place Plan Survey	£74.00
Printcentre Wales Ltd	Circular Walk Leaflet Printing - Walk 1 - 4	£238.00
Jones Brothers Leeswood Ltd	Melwood Close play area - pathway & drainage	£17,938.80
Jemoleys	NHS Day Thank you Vouchers	£54.00
Mrs S Hughes	Stationery, Travel, General Admin etc	£21.38
Mr G Davies	Bin Bags	£2.49
Staffing Cost	Jul-21	£2,350.54

- b) Accounting and payment information as at 8th September 2021.

Bank Balances Current £10,616.35 Deposit £169,643.42 Play Area £9,797.70

Payments Received

02/08/2021	Scottish Power	Credit for Abbots Lane Changing room works	£2,491.46
26/08/2021	FCC	Contribution towards Melwood Play Area	£13,000.00
31/08/2021	Flintshire CC	Precept	£33,579.67
04/09/2021	HSBC	Interest	£3.45

Bank Transfers

04/08/2021	Deposit Acc	to Current Acc	£10,000.00
05/08/2021	Deposit Acc	to Current Acc	£10,000.00

Unpresented Cheques/Payments

102221	Poppy Appeal	Poppy Wreath 2019	£50.00
102222	Poppy Appeal	Poppy Wreath 2020	£50.00

Accounts for Payment

Payee	Details	Amount
Mrs S Hughes	Reimbursement - ICO Annual Renewal	£40.00
Mrs S Hughes	Stationery, Travel, General Admin etc	£40.24
Mr G Davies	Bin Bags	£2.49
Staffing Cost	Jul-21	£2,350.54

RESOLVED:

- The accounting and payment information was received and noted.
- The above accounts be approved and will be processed for payment. In usual times the payment schedule would be formally signed by the Chairman of Finance and/or the Chairman of the Council and countersigned by two bank signatories, however, in accordance with guidance from the Internal Auditor as the Accounts for Payments are approved at the meeting and itemised within the minutes this will be accepted during the constraints of virtual meetings.

99. Correspondence

The following correspondence was received and noted.

- OVW & Planning Aid Wales Training.
- OVW & Keep Wales Tidy Webinar – 15.09.2021
- A number of thank you letters from the NHS, Social Care and Frontline Workers Day.
- Ramblers Cymru - A call for communities in Wales to submit their interest to improve local paths & nature.
- Invitation to the Chair to attend the Civic Service of The Chair of Flintshire County Council.
- Hanson Liaison Meeting minutes from the meeting held on 19th July. The next meeting 11th October.
- Email from Visorando (a free web platform & mobile app helping people find walks ideas quickly & easily all around the UK : www.visorando.co.uk) asking whether they can add the PYF Walks to their website?
- The Public Services Ombudsman for Wales - updated the guidance in support of the 2016 Model Code of Conduct. Emailed to all members 26.08.2021.
- Notice of Election from FCC for the Vacancy of County Councillor following the resignation of David Williams.
- Financial Support request from Holywell Leisure Centre (which is now a charity). I have replied to advise that financial support applications are launched in October and considered in November annually.
- WBRUA providing information on the Transport for Wales Public Survey. Emailed to all members 31.08.2021 and promoted on the council website and facebook page.
- FCC – Reintroduction of Side Waste Enforcement – emailed sent 31.08.21
- Flintshire Armed Forces Covenant – an offer to invite Tony Fish, the Regional Employer Engagement Director of the MOD to a future council meeting to provide information on supporting Flintshire County Council to move forward with the commitments of the Armed Forces Covenant.
- Information from OVW regarding their response to the IRPW Review Consultation.
- Information on the Queen’s Platinum Jubilee Beacons – 2nd June 2022.

100. Members Items/Future Agenda Items

- Community Engagement.
- Consideration for the appointment of a Village Groundsman.

The meeting commenced at 6.30pm and closed at 10.00pm

Chair.....13th October 2021

Penyffordd Community Council - Summary Accounts			
2021 - 22 Financial Year			
Income			
	Actual	Anticipated	Difference
Precept	33,579.66	100,739.00	-67,159.34
Bank Interest	3.14	13.00	-9.86
Refunds/Other	0.00	0.00	0.00
Grants/Funds(Play Area)	0.00	0.00	0.00
Sponsor a Tree	420.00	0.00	420.00
VAT Refund	32,100.44	32,100.44	0.00
Total	66,103.24	132,852.44	-66,749.20

Expenditure

	Actual	Agreed Spend	Balance
Parks & Open Spaces	26,275.98	133,434.00	107,158.02
General Admin etc	3,947.51	17,180.00	13,232.49
Office Costs	843.75	1,210.00	366.25
Staffing Costs (wages, hmrc, pension)	7,272.18	30,528.00	23,255.82
Street Lighting (inc Christmas Lights)	21,805.18	51,264.23	29,459.05
Highways & Footpaths	29.88	2,450.00	2,420.12
Grants	0.00	5,873.00	5,873.00
Investing in Youth	0.00	5,000.00	5,000.00
Provision of Balances	1,266.00	5,100.00	3,834.00
Community Buildings	2,491.46	24,133.06	21,641.60
Community Improvements	357.00	5,000.00	4,643.00
S106 Money	0.00	7,000.00	7,000.00
Total	64,288.94	288,172.29	223,883.35

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 2021	163,216.91
(+)Income Receipts for 2021/22	66,103.24
(-)Total Expenditure for 2021/22	64,288.94
Gross Balance as at 30 June 2021	165,031.21
Current	£14,664.67
Deposit	£140,568.84
Millstone Play Area	£9,797.70
Reserved - Street Lighting from 2015-2021	32,314.23
Reserved - Melwood Close Play Area Improvements	35,000.00
Reserved - Millstone Play Area Improvements	9,797.70
Reserved - Best Kept Prize Money (Meadow Rise)	100.00
Reserved - Portacabin (Comm Facility) which will be reclaimed vat	133.06
Reserved - Sponsor a Tree payments	930.00
Reserved for COVID 19 Support Fund	58.00
Reserved - National Loto Grant - Millstone Skate Ramps	9,999.00
Reserved - 2019/20 Match Funding (West View or Dobshill)	20,000.00
Net Balance as at 31 March 2021	66,698.220
VAT Costs for 2021/22 Financial Year	4,936.19

Penyffordd Community Council		Budget Summary 2021/22	
Details of Expenditure	Budget for 2021/22	Current Spend to Date GROSS	Available to Spend to Date
Parks & Open Spaces			
Gardening Maintenance	£1,000.00	£0.00	£1,000.00
Play Leadership	£2,200.00	£0.00	£2,200.00
Dobshill Rent	£5.00	£5.00	£0.00
Bus Shelter Repairs	£250.00	£0.00	£250.00
Playing Fields	£5,000.00	£0.00	£5,000.00
(£35,000 held in reserves - Melwood Play Area)	£35,000.00	£0.00	£35,000.00
(£20,000 held in reserves - West View or Dobshill)	£20,000.00	£23,196.84	-£3,196.84
Bulbs/Shrubs (inc £930 Sponsor A Tree reserves)	£1,330.00	£831.18	£498.82
Seat/ Memorial Garden(clock)	£21,500.00	£730.00	£20,770.00
Litter Receptacles/equipment	£150.00	£9.96	£140.04
Millstone Play Area	£5,000.00	£0.00	£5,000.00
(inc £9797.70 held in reserves)			
CCTV	£500.00	£0.00	£500.00
Environmental Improvements	£4,000.00	£1,503.00	£2,497.00
Skate Ramps	£34,999.00	£0.00	
(inc £9999.99 Loto Grant held in reserves)			
Old School Garden/West View Wildlife Garden **NEW	£2,500.00	£0.00	£2,500.00
Staff, Admin & Office Costs			
Staffing Costs			
Wages, (inc Employee Pension) HMRC & NI	£23,928.00	£6,237.49	£17,690.51
Payroll	£350.00	£35.00	£315.00
Employer Pension	£4,500.00	£589.42	£3,910.58
Clerks Expenses - Home Allowance & Travel	£1,750.00	£410.27	£1,339.73
Office Costs			
Postage	£70.00	£34.29	£35.71
Stationery	£300.00	£109.86	£190.14
Office Machinery	£150.00	£0.00	£150.00
IT Services & DPO Services	£690.00	£699.60	-£9.60
General Administration			
Insurance	£1,800.00	£1,728.93	£71.07
Civic Service	£250.00	£0.00	£250.00
Audit Fee	£600.00	£277.20	£322.80
Chairmans Name Board	£150.00	£0.00	£150.00
Elections	£4,000.00	£0.00	£4,000.00
Clock Tower	£500.00	£321.60	£178.40
Annual Subscriptions	£880.00	£854.00	£26.00
Training	£1,500.00	£248.00	£1,252.00
Website	£500.00	£0.00	£500.00
Members Allowance	£5,000.00	£176.78	£4,823.22
Newsletter	£500.00	£341.00	£159.00
Community Awards	£400.00	£0.00	£400.00
Council Email Accounts	£1,100.00	£1,134.00	-£34.00
Street Lighting			
Electrical Supply	£450.00	£125.58	£324.42
Electrical Testing	£500.00	£0.00	£500.00
Repairs & Maintenance	£42,314.23	£21,679.60	£20,634.63
(Incs £32314.23 held in reserves)			
Christmas Tree/ Lighting	£8,000.00	£0.00	£8,000.00
Highways and Footpaths			
Salt Bins	£200.00	£0.00	£200.00
Noticeboards	£250.00	£0.00	£250.00
Footpaths	£2,000.00	£29.88	£1,970.12
Grants/Donations			
Grants (inc £58 Covid reserves)	£5,573.00	£0.00	£5,573.00
CAB	£300.00	£0.00	£300.00
Investing in Youth	£5,000.00	£0.00	£5,000.00
Community Buildings			
Community Centre -Youth Club (contingency liability)	£15,000.00	£0.00	£15,000.00
Pyf War Memorial Institute	£4,000.00	£0.00	£4,000.00
Community Changing Rooms (inc £133.06 reserves)	£5,133.06	£2,491.46	£2,641.60
Community Improvements	£5,000.00	£357.00	£4,643.00
Provision of balance	£5,100.00	£132.00	£4,968.00
(inc £100 held in reserve Corwen Way - BKCC)			
S106 Money			
Youth Club - Survey	£7,000.00	£0.00	£7,000.00
	£288,172.29	£64,288.94	£223,883.35

