

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the (Zoom) Virtual Meeting held on Wednesday 9th September 2020

Present by Video: Councillors Mr R Bestwick (Chairman), Mr A Wight, Mr J Priddin, Mr D Williams, Mr R Wakelam, Mrs M Jones, Mrs P Ransome, Mr D Walker, Mr P Blackman, Ms C Hinds and Mr A Bakewell (Youth Representative)

**In attendance
By Video:** Mrs S Hughes, Clerk & RFO to the Council

Cllr Walker wished to congratulate Adam Bakewell on his excellent exam results and on behalf of the council wished him well in university.

Cllr Williams wished to acknowledge Cllr A Wight as an outstanding Chairman and thanked him for his time as Chairman and for the work he has undertaken for the council and community. This was unanimously echoed and supported by all members.

64. Apologies

Apologies were received from Cllr M Rothero. The Clerk reported that on the 8th September she received a resignation from Cllr Janet Smith-Bellis with immediate effect. As there is an item agenda for Councillor Vacancy further information will be provided at that time.

65. To Receive any Declaration of Interest – Members Code of Conduct

Item 10 - Cllrs Ransome, Williams and Jones advised they are now on the WMI Committee representing the council and if necessary will complete the Declaration of Interest form.

66. Minutes of the Council Meetings held on 8th July 2020.

RESOLVED: these were approved as a correct record and will be formally signed by the Chairman at the first face to face meeting of the council.

67. Matters Arising

Min 36(19) - Members attended a meeting with FCC highways on 21st July, the outcome as follows:

- The only potential short term action (close to the opening of the Co-op is the possible cutting back of the hedge
- There will be no traffic calming or parking restrictions associated with the Co-op until the need has been established
- There is no funding available for highways projects other than active travel – we hope we can share the active travel consultation plans soon
- Richard has agreed to review the proposals and respond with comments and recommendations
- Nothing can happen without traffic surveys and no traffic surveys are possible until traffic returns to normal, probably in mid-2021

Min 40c - A copy of the notes of the meeting held with Jack Sargeant was circulated to all members on the 21st July. A follow up letter was received from JS on the 10th August which was also circulated to all members.

Min 46 - A short service to commemorate the 75th Anniversary of VJ Day was held outside the Legion with a respectful gathering of residents, veterans and Councillors, led by the rector of St Johns, Emmanuel and Hope Churches, Adam Pawley.

68. Public Questions

There were no public questions received by the Clerk.

69. Summer Recess – Delegated Powers

There only urgent matters that arose during the summer recess were that to approved the annual serving of the CCTV cameras and additional hedge/grass cutting of the village.

RESOLVED: the report was received and noted.

70. Councillor Vacancy and Youth Representative Vacancy

Flintshire County Council have confirmed that an election has been requested for the Councillor Vacancy which arose due to the death of Cllr Edwina Davies. In accordance with the Local Government (Coronavirus) (Postponement of Elections) (Wales) Regulations 2020, FCC will schedule a date which will be after 1 February 2021

The Youth Rep Vacancy has previously been advertised with schools local groups before Covid 19 Lockdown, Adam Bakewell since has promoted the vacancy on social media and unfortunately we have received no interest to date. It was suggested that this be revisited later in the year once the schools have settled in.

Further to the resignation of Cllr Janet Smith-Bellis and in accordance with the Local Government Act, 1972 (Section 87(2)) the council are now required to advertise that a vacancy has arisen. The clerk advised that regardless that an election has already been requested for the current vacancy, any new vacancy is treated independently and follows the usual process. Therefore, there is potential that if the residents do not call for an election for this vacancy the council will have to co-opt.

Cllr Wight informed members that unfortunately, due to other commitments he is now unable to offer the council his time and regretfully will be resigning with immediate effect.

Cllr Williams also took this opportunity to give advance notice to the council that it is his intention to resign within the next few months and would hope that his vacancy could be combined with the existing pending election early next year. He asked whether Cllr Wight would reconsider his immediate resignation and delay until the end of the year, early next? Cllr Wight agreed to take time to reconsider

The following process will be taken (dates may vary dependant on when the vacancy(s) is advertised):

- 10th Sept - Advertise a Vacancy(s) has arisen. Residents then have 14 days to write to FCC to request an election.
- 14th Oct - Report whether an election was requested or not. If an election was requested, it would not be held until after 1st Feb 2021 and before 16th April (due to covid 19 and government regulations) a date to be set by FCC. FCC have advised that should an election be requested; it would be combined with the current election which is pending.
- If no election was requested the council would then advertise for co-option.
- 11th Nov– If no election was requested the council would potentially interview any applicants and make an appointment.

RESOLVED: the report was received and noted and the position of Youth Representative will be advertised again later in the year. Cllr Wight will consider deferring his resignation and liaise with the Clerk. The Notice of Vacancy(s) will then be displayed and Flintshire County Council informed. This will be included on the October agenda.

71. Planning Applications

a) To review and consider Planning Applications received:

- [Ref: 061530](#). Residential development of 95 dwellings (including affordable housing), means of access, open space and all associated works, Kinnerton Meadows Kinnerton Lane, Higher Kinnerton. **The council responded during the summer recess submitting a formal objection.**
- [Ref: 061542](#). Removal of existing Leylandii Hedge and replacement with new wall and fence. 1 Plas Yn Rhos, Penyffordd. **Supported**
- [Ref: 061556](#). Two storey side extension. 3 Poppy Field Drive, Penyffordd. **The Council has no objection, but request any concerns of local residents be forwarded to them for consideration prior to a formal decision being made. 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, but reserve the right to comment further should additional information come to light.**
- [Ref: 061573](#). 40 New Dwellings - Application to renew unexpired Outline planning permission 053656 Reserved Matters – 057396. Land at Rhos Road, Penyffordd. **Cllr Williams will fully review the application to ensure no amendments and should there be no amendments the council will resubmit their objection.**
- [Ref: 061691](#). Extension to porch and conversion of garage. 25 Hazel Drive, Penymynydd. **Supported**

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

b) To report on the Notifications of Planning Decisions made by Flintshire County Council:

- Ref: 061285. Extension to existing garage for storage purposes. 30 Min Y Ddol, Penyffordd. **Approved**
- Ref: 061431. Single storey rear extension to form new rear garden room, with internal remodelling works. 4 Green Meadow Rise, Penymynydd. **Approved**
- Ref: 061043. Proposed advertisements for a new co-operative store. Land adjoining Millstone Inn, Hawarden Road, Penyffordd. **Approved**

- iv. Ref: 061169. Erection of two storey extension to rear of dwelling. 34 Hawarden Road, Penyffordd. **Approved**
- v. Ref: 061323. LDC - Erection of a wooden Car port. The Granary, Bannel Lane, Penymynydd. **Permitted Development**
- vi. Ref: 061384. Erection of a Garage. Pheasant Fields, Lower Mountain Road, Penyffordd. **Approved**

c) Ongoing planning appeals.

- i. Dobshill Garage – Cllr Wight advised that there has been considerable correspondence on going between the council, Cty Cllrs and developers. Cllr Williams had pursued his concern of the pedestrian safety and the developers have since made slight alterations, although this has not satisfied Cllr Williams' concern he is unable to pursue any further as the Senior Highways Officer are happy with the design. His last response to Planning was that he would not support this application and he will leave the decision to a delegated decision and that if there were any pedestrian accidents it would be on their shoulders. Cllr Hinds advised she has continued communication and her concerns regarding the Pet Shop remain

Cllr Wight proposed that the council should consider withdrawing their objection but still express concerns of pedestrian safety and jobs together with support of Cty Cllr Williams comments. Whilst a number of members agreed with the comments, there were objections to the withdrawal. The Chair took two votes, firstly to support the comments of Cty Cllr Williams, which was fully support and secondly to withdraw the councils objections, which resulted in the majority choosing not to withdraw the councils objection.

RESOLVED: following the votes, the council will write to FCC Planning to support the comments of Cty Cllr Williams in that should the current application be approved by a Planning Officer/Committee and should any pedestrian accidents occur it will lie with them. The council will not be withdrawing their objection.

Redrow, Chester Road – Cllrs Wight, Hinds, Blackman and Williams met with Redrow who were very productive and have agreed they will undertake a boundary walk of the site to address some issues and concerns.

There are still ongoing issues of the drainage which has been a big failure and residents are being affected. Cllr Wight has written to Colin Everett to request his co-operation of using the old School Site rain water flow.

Cllr Wakelam stated there have been recent news articles regarding this, however, drains have always been an issue from the early planning stage and should not have got to this situation, residents and public should be made aware of this. Cllr Wakelam proposed that the council issues a statement of this issue on social media.

RESOLVED: Cllr Wakelam will liaise with Cllr Williams who will provide a draft statement regarding the drainage issue.

- ii. Nothing further to report on appeals.

72. To Receive the Monthly County Councillors Reports

Reports were circulated to members in advance of the meeting providing brief updates regarding Redrow, School Transport,

Cllr Williams referred to his previous comment of his advance notice to the council that it is his intention to resign within the next few months. He explained his reasoning's behind the decision which in large was due to being completely disillusioned with certain FCC senior officers, Welsh Government and the Planning Inspectorate.

RESOLVED: the reports were received and noted.

73. Penyffordd War Memorial Refurbishment Project (Section 106 Agreement)

Building Project Scope

- All building work is now complete.
- The WMI have agreed in principal for Bryn Build to have a further project extension (no additional cost, date tbc). Bryn Build themselves completed all building work directly within their control by the agreed date, 14 August: however, some outstanding work by third party subcontractors has delayed project closure and handover.
- External Aco drains have been installed outside all of the new buildings
- Electricity and gas supplies have been restored
- Electrician has completed 95+% of work
- Gas/Water plumbing is running late (in order for a better and more hygienic solution, the WMI have agreed with the plumber and Bryn Build that installation of the new toilets should be deferred until flooring has been laid).
- Fire system requires completion
- Defibrillator Unit has been relocated to its new permanent position on the external kitchen wall
- Bryn Build have removed waste materials and cleaned the WMI working areas
- Date and details of the formal handover the WMI building from Bryn Build to the WMI Committee to be confirmed.

Outside of Bryn Build Scope

- Car Park - Bryn Build have gone above and beyond to get the car park into a state whereby it will: drain surface water, enable maximum car parking and be aesthetically pleasing.
- Bryn Build has offered, at no cost, the services an employee to spend a week painting the insides of the new building at ground height. They were able to purchase the paint (magnolia) via Bryn Build at trade cost.
- Quotes have been received for new flooring for all of the new areas, plus the stage area and the old store room (the pre-existing asbestos floor tiles have been removed). Note that the likely total flooring cost will be between £6k and £7k. They are fitting hospital-style 'cove' edges to the lino in the wet areas (kitchen and toilets) to enable easy mopping. Elsewhere Bryn Build will fit skirting boards (an additional cost)
- Quote requested for the roller shutter (fire-rated) for the kitchen/main hall servery
- The WMI have delayed ordering the fire doors until they have received the final accounts from Bryn Build (due now) and know the actual flooring cost.
- The main door between the adaptable space and the car park is purely a fire door i.e. it can only be opened from the inside. The manufacturer is able to retro-fit an external key lock (no digital option) at a cost of around £500, which would retain its purpose as a functional fire door. The WMI consensus is that this lock would be a very useful addition.

Damp

- Bryn Build recently brought to their attention an issue that they have found with the gable wall between the hall and the new adaptable space. Damp has been detected and Brynbuild has contacted a specialist to inspect and advise a solution (and provide costs). This is clearly a matter that needs to be rectified

After Handover

Following handover there will be a significant effort required for the following and the WMI would welcome all volunteers.

- Deep cleaning
- Painting
- Fund raising

Cllr Wight reported that a further funding request has been received from the WMI. The request is that as the council provides the WMI committee with a grant (currently £4,000 p.a.) to assist with the upkeep and running of the WMI building for the benefit of the community, would the council be able and willing to make advance grant payments for 2021/22 and 2022/23 for a total of £8,000? This would enable the WMI committee to get the building into a state that meets required standards enabling it to fully re-open (generate income for the WMI).

Cllr Williams expressed as he has done previously disappointment that the WMI has not taken him up on the offer to assist them in making grant applications for match funding.

The Chair proposed that the WMI should be requested to provide a formal financial request which includes a plan of how they will be obtaining the remaining money.

Cllr Blackman advised that all parties were aware that there would be a shortfall in the councils funding and the council had raised this with the WMI and sought assurances. The WMI gave their assurances that they would have enough funds to ensure that the building would be completed to a useable standard.

RESOLVED: before any further funding can be considered the council will request that the WMI to make a formal financial request which includes a detailed plan of how they will obtain/secure the remaining funds to ensure a fully functional building.

74. Covid19

There is nothing further to report at this time, however, this will remain a regular agenda item.

75. School Transport

Cllr Williams reported that he has been supporting several residents over Counties failure to provide free transport to Castell Alun for residents who live at the top end of Penymynydd road. They are rigidly applying a policy that gives very little flexibility for circumstances such as ours in this village and the Councils inability to manage this situation is unacceptable and one he will continue to fight when face to face meeting re-commence. He asked the community council to support both Cty Cllrs in this matter.

Cllr Wight advised Colin Everett is very clear that it is the council members and the leader of the council that enforced this policy. Cllr Hinds advised she had taken this up with the Leader of the Council who advised that there was policy in place that will not be amended.

RESOLVED: the council will write to the Leader of the Council asking for an exception to be made as the impact of this policy is adversely affecting community cohesion, social cohesion and wellbeing.

76. Village Scarecrow Competition

Cllr Williams reported that 11 entries were received for the competition which is slightly disappointing, however, hopefully those involved will have had enjoyed making them. Mr & Mrs Wrench undertook judging on Sunday 30th August. They really enjoyed the experience and were extremely impressed by the skill and imagination of the entries. The winners are as follows:

Family

Mimi	£50 meal voucher for Millstone or Red Lion (First)
Mad Matron of Meadowslea	£50 meal voucher for Millstone or Red Lion (Second)

Runners up

John the Fisherman	£30 meal voucher each for Red Lion or Millstone
Tracy Scooter	£30 meal voucher each for Red Lion or Millstone.

12 – 18 yrs

Bull in Tree	Breakfast for two at Jemoleys
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Under 11 years

Farming Theme	£50 (Joint First)
Sam and Merryn	£50 (Joint First)

Business.

Coop	Tracy Evans Cup.
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RESOLVED: Cllr Williams will liaise with the winners and co-ordinate the prizes. A selection of photographs will be displayed on the website.

77. Millstone Play Area and Skate Park

Members of the Environment Group met with residents at the Millstone to address some of the concerns regarding ASB and noise from the skate ramps. Cllr Wight commented that the noise of the skate ramps have been an ongoing issue for residents for many years and for far too long. He proposed that the skate ramps should be removed and replaced with something more suitable. The skate ramps could potentially be sold or relocated to a more suitable location. A pledge should be made to those residents that the council will be looking to remove the skate ramps and install a more suitable replacement.

** 8.45pm Cllr Hinds left the meeting

Cllr Bestwick stated that the council should not be going backwards in the supply of children's play provision. Cllr Wight suggested an option similar to Treddyn which is a bmx track could be considered.

Cllr Williams proposed that this is picked up by the Environment Working Group to co-ordinate a site visit with FCC and make undertake further research.

Cllr Wight asked members to consider keeping the affected residents informed in that this is now being fully considered by the council.

Cllr Walker questioned the CCTV camera. The Clerk advised they have recently been serviced. PCSO Hughes will be asked to ensure all cameras are in the correct direction and images clear. Cllr Williams has also liaised with the Allotments due to an overgrown tree impairing the view of the camera.

RESOLVED: the Working Group will co-ordinate a meeting with FCC to review the skate ramps and undertake appropriate research for a replacement. Affected residents will be invited to a future meeting of the Environment Working Group. PCSO Hughes will be asked to review the CCTV cameras.

**9pm Cllr Blackman left the meeting.

78. Christmas Lighting

Due to minimising spends the council agreed that no additional lighting will be purchased this year. Cllr Williams will co-ordinate a meeting for any members who wish to attend to identify the location of each design of bracket lights to ensure that each village has an even mix of the older and newer style lighting.

RESOLVED: no additional lighting will be purchased this year. Cllr Williams will co-ordinate a meeting to determine the location of each design of bracket lighting.

**Cllr M Jones left the meeting at 9.05pm

79. North East Wales Digital Trail

Cllrs Williams, Ransome and the Clerk attended a meeting on the 8th September with Jo Danson who is the Project Consultant for the North East Wales Digital Trail. They informed members that there is a very tight schedule to complete this project and needs the council's final submission to be approved at the December meeting. Cllr Ransome explained that the project has changed slightly and that unfortunately once complete the app and contents will not be able to be changed or added to.

The council will be required to identify and approve 10 key locations within the community that they wish to have included and provide a small write up together with photographs. Cllr Wight will share a file of village photographs which would be used.

The Clerk encouraged all members to download the 'North East Wales' app on a smartphone or tablet to review the work of other communities and fully understand the potential of what can be achieved.

RESOLVED: this will be included in the next Environment Working Group Meeting and the 10 locations and potentially some content will be presented to the council for approval at the October meeting. A further meeting will be arranged with Jo Danson for 2 weeks time.

80. National Salary Awards 2020

The 2020-21 National Salary Award has finally been agreed by the National Joint Council (NJC). It will be a 2.75% increase and holidays increasing by 1 day to 22 days for anyone with less than 5 years service, these awards will be back dated to 1st April 2020. There will be an increase for Home Allowance of £0.76p per week.

RESOLVED: the above was received and approved. The increases will be backdated to 1st April 2020 and processed in the September payroll.

81. 2020/21 Expenditure

The purpose of this continued review is not to amend the existing budget but to consider where expenditure either will not be spent or potentially could be reduced which could assist in preventing an increase to the precept for 2021/22.

RESOLVED: the report was received and noted.

82. Bank Balances and Accounts for Payment

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

Accounts for Payment up to 12th August 2020

Payee	Details	Amount
Mrs S Hughes	*Printer and Ink	£317.71
Mr P Blackman	Village Barrel Planters	£250.00
Flintshire County Council	Electricity Charges - April - June 20	£125.58
Smith of Derby	Annual Service of Millennium Clock	£312.00
Cadwyn Clwyd	Match Funding for NE Wales Digital Trails	£750.00
Staffing Costs	Jul-20	£2,162.32
Mr G Davies	Bin Bags * Litter Picker	£13.97
Mrs S Hughes	Stationery, Travel, General Admin etc	£15.39
Bryn Build	WMI 5th Interim Invoice	£25,944.98
SCR Services Ltd	Grass & Hedge Cutting	£540.00
		£30,431.95

Accounts for payment up to 9th September 2020

Payee	Details	Amount
RN Electrical & Security	CCTV Annual Service	£496.00
Brynbuild	6th Interim Invoice - inv100699	£4650.54
Information Commissioners Office	Data Protection Fee Renewal	£40.00
Staffing Costs	Aug-20	£2162.32
Mr G Davies	Bin Bags	£3.98

Mrs S Hughes	Stationery, Travel, General Admin etc	£93.78
SCR Services Ltd	Grass & Hedge Cutting	£300.00
		£7,746.62

RESOLVED: The above accounts be approved and processed for payment. The list of accounts for payment will be signed by the Chairman of Council and/or the Chairman of Finance together with it being countersigned by two bank signatories at the first face to face meeting of the council.

83. Correspondence

The following correspondence was received, acknowledged and noted.

- An email dated 15.07.2020 (circulated to all) from the Office of the Police and Crime Commissioner with a survey to gain views on the Welsh Governments proposal to make changes to road legislation in Wales. This was circulated to all members to provide individual responses.
- Email dated 20.07.2020 (circulated to all) from Carolyn Hodrien Transport for Wales.
- Email from FCC re: Amendments to the Flintshire LDP Delivery Agreement and Availability of Deposit LDP Representations, in line with Regulation 19 of the Town and Country Planning (Local Development Plan) (Wales) (Amendment) Regulations 2015. Circulated to all members on 29/07/2020
- OVW Training and bursary for the Chair and Vice Chairman. Circulated on 10/08/2020.
- An email from FCC re: Consultation on the Extension of an Alcohol Control Public Spaces Protection Order (PSPO) in Flintshire. Circulated to all members on 10/08/2020
- Age Cymru Covid 19 Lockdown Survey. Circulated to all members, included on the website and circulated to a number of vulnerable residents on 10/08/2020.
- A follow up email received from Jack Sargeant on 07/09/2020 advised that as promised he has tabled a question to the Minister for Housing and Local Government, Julie James MS, which reads “*Will the Minister make a statement on empowering town councils in north east Wales?*” -He will then use the supplementary to invite the Minister to meet with the council and visit Penyffordd for a discussion on Planning. He is not yet sure whether will be called or what the final order of questions is, however, questions to the Minister are taking place in the Senedd on Wednesday 16th September.
- Notification that PCSO Andrea Ellis will be moving on in the police from 11th September and PCSO Dan Hughes will be covering the villages. The Clerk has written to PCSO Ellis to thank her for her hard work over the past years and wished her well in her new move.
- A letter received from Welsh Border Community Transport requesting financial support. This request is unlike previous years and would not subsidised the fares, the funds would be used to help mitigate daily running costs helping them to continue providing their service.

RESOLVED: the clerk will reply to the letter and advise that any funding request will be considered with all Grant Applications in November/December.

84. Members Items/Future Agenda Items

- Cllr Wight wished to thank all members for their support and kind words.
- Mr Bakewell wished to thank all members for the opportunity and experience during the past 18 months which has been very valuable.
- Cllr Ransome requested ‘Schedule of Meetings’ to be considered to allow for members to share into the council diary any meetings they are due to attend. This was supported by the Clerk and she will look into how this could be done.

The Chairman thanked Cllr Wight for his Chairmanship for the past 18months and to both Cllrs Wight and Williams for the work they have done in serving their community.

The meeting commenced at 6.30pm and closed at 9.30pm

Chair.....14th October 2020