

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the (Zoom) Virtual Meeting held on Wednesday 10th June 2020

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

Present by Phone: Councillor Mr D Walker

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

15. Apologies

Apologies were received from Councillor Mrs E Davies, Ms C Hinds & Dr J Smith-Bellis.

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

There were no Declarations of Interest received.

17. Minutes of the Council Meeting held on 13th May 2020.

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

18. Matters Arising

- i. The Clerk provided members with an addition to the Virtual Meetings Procedure which refers to recordings of meetings.

RESOLVED: this addition was approved and will be incorporated to the Virtual Meetings Procedure.

- ii. Due to the number of items on the agenda the Chair and Clerk agreed to defer Land at the Millennium Clock and Christmas Lights.

Cllr Williams suggested that a small group have an informal meeting in advance of July to prepare a proposal for the Christmas lighting.

RESOLVED: Cllr Williams will schedule an informal meeting to review Christmas lighting and prepare a proposal.

19. Public Questions

- i. An email received from a resident 10.06.2020 raising concerns of the yellow lines on Hawarden Road being ignored and there being no warden support from Flintshire Council or Penyffordd Council. He asked if the Council could consider using simple concrete bollards (estimate half a dozen would be needed) to stop the incessant driving down the pavement and parking so that people could walk safely down the pavement?

6.40pm Cllr Wakelam arrived

RESOLVED: the council will write to Steve Jones and Anthony Stanford, FCC in a follow up to previous communication regarding traffic management of the whole village. As a temporary measure, the council will place traffic cones in the required area.

- ii. An email received from a business owner 10.06.2020 in relation to concerns of the planning application Ref: 061240 and that the development will put their business under threat. The Chair proposed that the email be heard under the agenda item 6 Planning Applications.

20. Planning Applications

- i. To review and consider Planning Applications received:

- a) [Ref: 061285](#). Extension to existing garage for storage purposes. 30 Min Y Ddol, 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.

- b) [Ref: 061337](#). First floor extension. 10 Corwen Road, Penyffordd. **The Council has no objection, but request any concerns of local residents be forwarded to them for consideration. 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.**
- c) [Ref: 061240](#). Demolition of existing buildings and erection of a petrol filling station (sui generis) and associated retail facilities (use class A1) and supporting amenities and, a drive-thru coffee shop with associated access, car parking and servicing. Dobshill Garage, Chester Road, Dobshill.
- The Clerk read out the Public Question email and residents' concerns in relation to this application

- 1) *Loss of community Facility: Will the council consider the impact on community facilities? They have been trading here for the past 8 years, serving an average of 600 customers per week. They have a very strong loyal customer base, via reputation, product offering not available via other pet businesses and ongoing customer loyalty schemes. They have further supported the community during the Covid pandemic by offering free local delivery and click and collect.*
- 2) *Loss of existing jobs: The Kay group state they will be creating jobs, but with the loss of her business this will risk 6 jobs. In addition, the Kay group are trying to force out the owners of the existing petrol station with a further 8 or so jobs at risk. Will this be taken into consideration?*
- 3) *Road Safety: She understands the Kay Group wish to relocate the fuel station to where her unit currently stands stipulating this will improve road safety. From the experience of what they witness there on a very regular basis, she feels this is highly unlikely.*
 - *Most accidents here are by driver error and speed.*
 - *They have witnessed many accidents due to the speed in which cars travel in both directions and fails to see how the relocation of the fuel station will have any impact on that.*
 - *Minor accidents are very frequent from cars leaving her entrance when a vehicle comes around the roundabout too fast.*
 - *Other accidents have occurred in traffic queuing at the roundabout when drivers are either not concentrating and notice the slowed traffic, or generally traveling too quickly.**Therefore, will consideration be given to the increase in traffic flow this development will bring with potential further traffic issues on an already bad road?*
- 4) *Prior to the planning application above she had approval from the previous landlord to expand her pet business into the vacant unit next door, incorporating a dog friendly coffee shop for their many customers who bring their dogs. Her own planning application (060267) had been approved with the following provisions: The proposed coffee shop (A3), shall operate solely in conjunction with and ancillary to the pet shop (A1) hereby permitted. It shall not be brought into use until relocation of the retail use (A1) has taken place. In the event of the retail use (A1) ceasing, the coffee shop (A3) shall also cease operation. REASON: The coffee shop (A3) has been permitted on the basis that it is ancillary to the retail unit in order to control the level of associated vehicle movements, in compliance with Policy GEN1 of the Flintshire Unitary Development Plan*

In the proposed development plans this includes a drive thru coffee shop with associated access. Does this not contradict what was taken into consideration with my own planning application?

On reviewing the application and taking into consideration the above comments, members had a very in-depth discussion where pro's and con's were reported. Due to this potentially being a controversial application and the size of the development, it was proposed that the council should make enquiries with local residents and businesses, attend a site meeting and further review the plans.

RESOLVED: The council will write to FCC advising an extension to the closing date is required for further investigations on this application and an extraordinary meeting will be held on Wednesday 24th June. During this time the council will write to Dobshill residents requesting their comments and members of the council will meet with local businesses and attend a site visit. Cllr Walker agreed to post the letters.

- d) [Ref: 061043](#). Proposed advertisements for a new co-operative store (Amendment and/or addition). Land adjoining Millstone Inn, Hawarden Road, Penyffordd. **The council expressed appreciation that their previous comments had been listened to and support the amendment.**

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

- a) Ref: 061110. Application for the approval of details reserved by condition nos. 3 (arboricultural method statement), 4 (landscaping) and 7 (drainage) attached to planning permission ref. 053216 Offas Dyke, Abbots Lane, Penyffordd. **Approved**
- b) Ref: 061175. Application for the approval of details reserved by condition no. 7 (site investigation) attached to planning permission ref. 058310. Land West of Greenwood Grange, Chester Road, Dobshill. **Part Permitted/Part Refused**

- c) Ref: 061070. Minor Works Planning Application at the Land Adjoining Millstone Inn, Hawarden Road, Penyffordd, for 1 No. External Condenser, 3 No. External Air Conditioning Units, 1 No. External Refrigeration Compressor Pack and 1 No. Amazon Locker. Land adjoining Millstone Inn, Hawarden Road, Penyffordd. **Approved**
- d) Ref: 061079. Application for approval of details reserved by condition no's 3 (Plans), 4(Fences), 14(Travel Plan)attached to planning permission reference 059373. Land Adjoining Millstone Inn, Hawarden Road, Penyffordd. **Approved**
- e) Ref: 061138. Proposed Erection of new Garage. Pheasant Fields, Lower Mountain Road, Penyffordd. **Refused**
- f) Ref: 061127. Proposed Extension and internal remodelling of Existing Property. Pheasant Fields, Lower Mountain Road, Penyffordd. **Approved**

iii. To review and consider the current status of the ongoing planning appeals.

- a) The Chair reported that there has been lots of communication/letters re: Rhos Road from the council, councillors and members of the public to the Planning Inspectorate, Welsh Government and the First Minister. He has also spoken to residents. He advised that when the detailed plans are submitted that the council must fully consider and scrutinise the plans. Unfortunately he feels that this would go to the High Court. Cllr Williams reported that he will still pursuing this.
- b) Rossett Focus Group had written to the council, copy circulated to all members, regarding North Wales - Planning Inspectorate Perverse Housing Decisions in which the Chair provided an initial response. They are considering starting a national campaign to expose the flaws in the Welsh Planning system and they wish to explore whether the council would wish to join them in this venture.

Cllr Ransome supported this and suggested contacting other T&CC's to have one voice and share experiences and possibly training. The Chair and Cllr Williams recalled that a Group had been previously formed with other T&CC and Cllr Williams advised he would gather these contacts.

RESOLVED: Cllr Williams will obtain contact details for T&CC's who were previously in support of working jointly in having one voice to fight against the welsh planning system.

21. COVID19

- i. A review of the current situation and consider how the Community Council can assist, support the community at this time.
 - a) Cllr Walker reported that he has received the additional puzzle books and a few copies have been delivered.
 - b) Cllrs Williams & Blackman reported that the Book Exchange is still being well received and they are at the British Legion Mon, Wed & Fri. The numbers are certainly increasing. Additional donations would always be welcomed.
 - c) At the May meeting the council considered how further they could support the pensioners of the village, however, since this was agreed, it was highlighted that not only would it be difficult to identify the pensioner demographics of the wider community, it would also increase the estimated costs. Cllr Ransome feels that this has been a missed opportunity as the council had agreed in principle. Cllr Wight asked whether the council should just focus on the pensioner's bungalows or consider increasing the expenditure?
After a lengthy debate on if and how this could be undertaken without discriminating anyone, Cllr Wight proposed that the council should not pursue the matter of providing gifts for pensioners. This was seconded by Cllr Blackman and agreed by a majority vote.
RESOLVED: the council will not be providing gifts to pensioners.
 - d) Cllr Wakelam reported that there has been an increase in numbers of youths in the play areas. AB felt that play areas should now be opened as there is plenty of space for social distancing and this could prevent from youths gathering in homes.
The Clerk advised that the council are following both government and FCC guidance. Open spaces such as parks are starting to open, however, play areas remain closed due to the safety risk of touching the play equipment. She also advised that the police have limited resources at present and therefore would not be offering a routine patrol. Cllr Wight feels that there is a general lack of police presence within the community.
RESOLVED: the play areas will remain closed and future decisions will be made on advice from WG and FCC.
 - e) Cllr Priddin asked whether the council would consider having the 'Clocktower Cobra' permanently cemented in? Also he stated that the garden of the clocktower is looking in a very poor state.
RESOLVED: Members to consider suitable options for a location for the Cobra to be permanently sited for the July meeting.
 - f) Cllr Williams advised that the Red Lion and Penyffordd Covid19 are co-ordinating a Fun Run to raise funds for Chester Zoo and Welsh Mountain Zoo and any support from the council would be appreciated.

Cllr Ransome said that she had been approached to ask whether the council would fund refreshments for the runners?

There were mixed responses such as the council should support this request; the council should donate directly to the charity; there are and have been many fundraising events in the community, how does the council chose which one to support; the council has a budget for grants for local community groups which are only considered once a year.

The Chairman hugely supports this idea but feels that the council should be offering practical support such as promoting the event, being present at the event etc. and members need to fully consider any request for financial donations as this money is received through public taxation. The council are due to review how expenditure can be reduced. How does the council identify one fundraising initiative from another. This was fully supported by Cllr Bestwick.

Cllr Wakelam suggested purchasing bottles of water.

RESOLVED: the council agreed to support the event by making a donation to the refreshments. The Clerk will liaise with the organisers to establish what is needed.

- ii. Village Scarecrow Competition for 2020. The Chairman suggested that this should not be ran by the council. Two years ago it had been successful but unfortunately not well received last year. The village has seen some wonderful community engagement such as rainbows, teddies, snake and should anyone be willing to run the event he would be fully supportive.

AB feels that this would be a very good opportunity for community engagement from the council.

The Chair expressed concern that there was not enough interest in this particular competition last year and asked if there were any other ideas?

The Clerk suggested that the council could consider holding a poll on social media to gain an insight to what the interest may be and that if the competition was held it should be held during the 'normal' school holiday period. The Chair asked members to vote on 1) Run the competition 2) Initially hold a poll to gauge the interest or 3) Do not run the competition.

RESOLVED: the Council will initially hold a poll to gauge the interest in a Village Scarecrow Competition and this will be included on the July agenda.

22. Annual Return Year Ended 31st March 2020

A copy of the Annual Return was provided to all members to review which has been certified by the Clerk.

The Clerk advised that as a council this needs to be approved by either:

- Obtaining an actual signature on the annual return.
- Adding an electronic (scanned) copy of a signature to the annual return. If this option is taken, councils must provide the auditors with a copy of an email or letter from the chair confirming the signature is genuine
- The clerk may add the chair's name to the annual return with a note that the chair has provided an electronic signature in the form of an email. The email should then be attached to the annual return when sent to the external audit team.

The Notice of Appointment of Date for the Exercise of Elector's Rights will be advertised on the website. These documents will be made available from 1st – 28th September 2020 (this is obviously a lot later than usual due to current covid19 regulations and social distancing).

The Clerk also advised that the council is required under regulations to publish the Annual Return and External Audit Report by 30th September, however, she has been advised that it is unlikely that the External Audit will be completed/returned before the end of September so we will therefore be required to display an appropriate notice on the website.

RESOLVED: The 2019/20 Annual Return was approved by the council and will be signed by the Chairman by way of an electronic signature and the Chairman will provide an email confirming that the signature is genuine. The Notice of Appointment of Date for the Exercise of Elector's Rights will be advertised on the website together with a copy of the Annual Return and notice regarding the Publication of audited accounts for the year ended 31 March 2020.

23. Model Financial Regulations

Following the Internal Audit, the Clerk circulated the updated and revised Financial Regulations for members to review and adopt.

RESOLVED: the Financial Regulations were approved and adopted.

24. 2020/21 Expenditure

The planned expenditure for 2020/21 is significantly higher than the precept. The expected spend for this year was £127,965 (and the precept is £98,374). The difference between the precept figure and the expenditure was due to the fact the council had over £40,000 unspent money. This does not take into account the S106 money or any reserved money.

In order to prevent a significant increase to the precept for next year the Chair and Clerk reviewed all planned expenditure to ascertain where budgets will not be spent due to Covid19 and where projects could be deferred which was presented to members in advance of the meeting.

Some members raised concern at where spending cuts had been suggested and asked for this to be deferred to allow further review. Whilst this was agreed the Chair stated that all members had received this in advance of the meeting to allow for the figures to be reviewed and comments/suggestions prepared.

The Clerk asked that in advance of the July meeting members should contact either herself or the Chair with any questions regarding specific budget items so that they have all the required knowledge/information to enable a productive discussion at the July meeting.

RESOLVED: this will be deferred to the July meeting.

25. Bank Balances and Accounts for Payment

Bank Balances as at 10th June 2020	Current	£43,142.85
	Deposit	£193,473.47
	Play Area	£8,601.70

S106 - War Memorial Refurbishment Project	Spend to Date	Balance
Spend including VAT	£164,451.04	£25,548.96
Possible VAT to be claimed (tbc)	£27,293.50	£52,842.46

Payments Received

02/06/2020	HMRC	VAT refund	£18,304.48
04/06/2020	HSBC	Interest	£102.98

Bank Transfers

08/06/2020	Deposit Account	To Current Account	£10,000.00
09/06/2020	Deposit Account	To Current Account	£10,000.00

Unpresented Cheques/Payments

102196	Poppy Appeal	Poppy Wreath	£50.00
--------	--------------	--------------	--------

Accounts for payment up to 10th June 2020

CURRENT ACCOUNT

Payment Method	Payee	Details	Amount
int	Flintshire County Council	Street light Repairs March 20	£93.67
int	Froya Ltd	Council Email Accounts	£1,080.00
int	Staffing Costs	May-20	£2,162.32
int	Mr G Davies	Bin Bags	£3.98
int	Mrs S Hughes	Stationery, Travel, General Admin etc	£15.43
int	Mrs S Hughes	Puzzle Books - COVID 19	£51.51
int	Mrs S Hughes	PPE - Covid 19	£38.02
int	SLCC	Annual Membership	£161.00
chq	Bryn Build	WMI Refurb 3rd Interim Invoice (work for may 2020)	£33,397.27
			£37,003.20

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.

26. Correspondence

The following correspondence was received, acknowledged and noted.

- A Planning Aid Wales – Online Training
- Email - Northop Hall Council seeking advice re Speculative Planning Applications.
- Supplementary Report from IRPW - The Principles relating to the Reimbursement of Costs of Care

27. Members Items (AOB)

- Cllr Williams wished to refer back to Covid 19 regarding a report of a fundraising Fun Run - (please see Min21(f)).
- Cllr Williams reported that he is looking to create a petition for residents to put pressure on the assembly to do a full review of the planning process of the Planning Inspectorate. Cllr Williams will circulate the information.
- Cllr Williams advised that due to FCC not undertaking routine grass cutting, the entrances to the village need attention. Cllr Wight suggested that this should be deferred to initially the Environment Working Group to assess which areas and what works needs to be done as he would prefer investment into wild flower seeds. Cllr Williams agreed this would be done together with contractor estimates and asked for a delegated decision be made if under £500.
- Cllr Blackman advised that the planters that were order some months ago will be delivered this week.
- Cllr Ransome asked whether the council would be considering holding any event for either VJ Day or Remembrance Day? Cllr Blackman advised the British Legion are considering if anything will be possible but are awaiting on Government guidance.
RESOLVED: this will be included on the July agenda when further Government advice will have been issued.
- Cllr Ransome reported that the Welsh Government have undertaken a survey for youth on how Covid19 has affected their emotions/wellbeing. She advised that AB had taken part in the survey. AB commented that the results of the survey are worth reviewing.
- Cllr Wakelam reported that the brook along the Millstone play area and youth club is blocked. Also the fly tipping of garden waste has not been removed on Penymynydd Road.
RESOLVED: Cllr Williams has been liaising with Ian Williams, FCC Streetscene and these will be reported.
- Cllr Wakelam requested that Covid19 Community Garden be included on the July agenda.
- Cllr Walker advised that he has been in contact with Sarah Blake FCC Transportation regarding the reintroduction of a bus service to Chester given that some residents will require this service when shops/businesses reopen. He asked the Cty Cllrs to also follow this up with FCC.
- The Chairman asked members whether they wished to have elections in July? Cllr Walker felt this process would be better undertaken at a face to face meeting if possible.
RESOLVED: the council will continue to review the updated advice from Welsh Government and review again as and when the AGM and elections will be held.
- The Clerk had previously informed members by email but wished it to be minuted that whilst Glyn Davies was working last week an anonymous resident had left him a little gift and card to thank him for keeping their village tidy.

The meeting commenced at 6.30pm and closed at 9.35pm

Chair.....8th July 2020