

PENYFFORDD COMMUNITY COUNCIL

Minutes of the (Zoom) Virtual Meeting held on Wednesday 12th January 2022

Present by Video: Councillors Mr M Rothero (Chairman), Mr R Bestwick, Mr J Priddin, Mr D Williams, Mrs P Ransome, Mr A Ibbotson, Mr D Walker, Cllr I Challinor and Mr P Blackman

Also Present: Mrs Sarah A Hughes, Clerk & Responsible Financial Officer.
Rona Harper, Christina Walker & Alison Fuller- Woodworks CIC
1 x Member of the public

178. Apologies

Apologies were received from Cllrs Mr R Wakelam (Vice Chairman) and Ms C Hinds.

The Clerk reported that Cllr S Saxon has submitted his letter of resignation as from 12th January 2022. Due to the May 2022 elections, should a casual vacancy occur in the six months before the date on which that elected member would have retired, an election is not to be held. However, the community council, may still fill the vacancy by co-option for the remaining term of office.

RESOLVED: Cllr Saxons resignation was received. Although the term of office will be short, due to the existing vacancy following the resignation of Tom Evans, the council will advertise the two vacancies for co-option.

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

Cllr Walker declared an interest in relation to Min 183 and correspondence from Penyffordd Bowling Club. He will complete and submit the Declaration of Interest form.

180. Visitors

Christina Walker gave an overview and background of WoodWorks CIC. Their aim is to work with the community, environment and local residents. They will be holding the first session at West View Wildlife Garden tomorrow between 10.00 – 12.00 where any volunteers will be welcome.

Rona Harper advised that a communication flyer was posted to local residents at the weekend. The first session will be focussing on clearing work for future tree planting. They will also be planning to form a circular walk of the nature area. A grant applications has been submitted to Transport for Wales which they hope to hear from by the end of the month.

The Chairman and Cllr Bestwick thanked WoodWorks CIC for attending the meeting and their presentation.

**RH, CW and AF left the meeting @ 6.50pm

181. To receive and approve the Minutes of the Ordinary meeting held on 8th December 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.

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

Min 159 - Jayne Rogers has left FCC and currently there is no replacement. The invitation was extended to Anthony Stanford to attend a meeting, however, information has subsequently been received advising that AS is currently on long term sickness and suggested either Katie Wilby or Barry Wilkinson to attend a meeting.

RESOLVED: Katie Wilby will be invited to the February meeting.

Min 161/ 146 - Newsletter and Place Plan Surveys have been distributed, however only approx. 46 responses have been received to the survey. Cllr Ransome expressed concern over the timescale of the distribution and lessons need to be learnt for future. Cllr Walker proposed public engagement events were required.

RESOLVED: Cllrs Walker and Williams will co-ordinate public engagement sessions to speak to local residents in February.

Min 161/ 151 - Mark Tami has provided a copy of a response he received from Jeremy Miles AS/MS - Minister for Education and Welsh Language in relation to Nitrous Oxide.

Min 166 - Mark Tami has responded to the letter he was copied into with regard to the Downing Street parties. No response has been received from Downing Street or The Secretary of State for Wales

Min 167 – Cllr Ibbotson advised he has raised the issue of from the gate access/barrier from Hawthorn Way and the White Lion estate. Cllrs Ibbotson and Williams will pursue.

Min 170 – Cllr Ransome reported residents have questioned what actions the council are doing regarding the speeding issues within the village. Cllr Ibbotson advised he has taken this up with FCC but has not received a response.

RESOLVED: Cllrs Ibbotson, Williams and Bestwick will review the previous correspondence and information from Anthony Stanford in relation to the Dobshill speed reduction request and due to the absence of AS, as mentioned above, the council will be inviting Katie Wilby to the February meeting.

Min 171(c) – Cllr Williams reported that residents have expressed their disappointment that the council will not be taking any action at West View play area and will only be monitoring.

Min 144 – following the council's/ approval of £900 for the Sponsor a Trees, it was reported that the quote for the trees and supply's has come in at £980.

RESOLVED: the council approved the additional £80.

Min 175 - The issue with the brightness of the traffic lights on Corwen Road were inspected and repaired by FCC. The contractor has confirmed that they revisited the signals and confirmed that dimming is still working, so the signals should not be as bright at night. Unfortunately, there is nothing more that can be done about the brightness of the signals. They are operating within the accepted guidelines specified for traffic signals.

183. Public Questions

The resident gave a brief overview of his personal situation regarding the issue of the school transport to Castell Alun due to the boundary line and the continued to give a history of his failed dealings with FCC. He commented that it was his understanding that the transport that FCC are offering to the Elfed is in fact more expensive than allowing the children to use the Castell Alun bus. This applies to other communities within Flintshire in a similar situation. He is keen to pursue this further and asked the council for support.

Cllr Williams provided a brief outline of what actions he as Cty Cllr and the council have undertaken in the past, all without success. This is a community cohesion situation and is splitting friendship groups at the age of 11. The interpretation of this policy is not socially, educationally or financially sensible.

Cty Cllr Ibbotson advised that he has been in discussions with FCC on this matter and offered to speak directly with the resident to assist him.

The Chairman thanked the resident for his attendance and for raising his concerns. Cllr Williams proposed to the council to bring forward agenda item 11 – School Transport. The Chairman and members unanimously agreed. The Chairman informed the resident that as they move to the formal agenda item he would not be able to participate any further.

184. School Transport

Cllr Williams shared a paragraph from within the FCC School Transport policy '*The LA is required to determine whether the provision of transport for pupils of statutory school age is necessary to facilitate the attendance at a designated school of the pupil concerned. If such transport is deemed necessary, then the transport must be provided free of charge*'. He believes that there is an interpretation that justifies providing transport when it comes down to the wellbeing of the children and the designated school for the area is Castell Alun. Currently this is socially and morally wrong.

The Chair questioned what further action the council can take? Cllr Ibbotson considers that there needs to be an increase in co-ordination and that there is a role for the council in this, not necessarily to lead the campaign but can support such as letters, additional resolutions and updates to residents. He doesn't consider there is any formal mechanism that the council could take that would push this forward with FCC.

Cllr Ransome is supportive of pursuing this and Cllr Blackman considers that residents need to be encouraged to be involved.

RESOLVED: the council will write to Neal Cockerton, Chief Executive and a copy will be shared with Mark Tami MP regarding school transport.

** 7.55pm Member of the public left the meeting.

185. Public Questions

Correspondence was received from Penyffordd Bowling Club and shared with members, requesting the councils backing of the facility to help support their grant applications for an automatic watering system.

The Chairman advised that he was aware the positive impact the bowling club has had on the youth of the village with previous youth events. The children had thoroughly enjoyed the learning, play and interaction. This is a valuable asset for the community.

RESOLVED: the council will provide a letter of support to Penyffordd Bowling Club.

186. Community Council Draft Estimates for 2022/23

The amendments discussed at the December meeting were made and a revised copy issued. Cllr Ibbotson also submitted amend proposals of 0.00% increase and -3.7% decrease for members to consider. The Chairman asked Cllr Ibbotson to provide reasoning behind the proposed amendments. The budget was scrutinised and the proposals from Cllr Ibbotson were fully considered and voted on item by item.

The final budget was considered and Cllr Rothero proposed the 2022/23 precept to be £116,851 which is a 10.08% increase per year based on a Band D property. In accordance with Standing Order 3(f) and due to the proposal Cllr Ibbotson requested this to be a recorded vote.

RESOLVED: the Council's precept requirement for 2022/23 be approved as £116,851 (one hundred and sixteen thousand, eight hundred and fifty one pounds) and that Flintshire County Council be informed accordingly. This equates to the Band D sum of £53.82p per year, which is an increase of £4.93 per year (10.08%) based on a Band D property. The Chairman and Clerk be authorised to sign the declaration of precept requirement for submission to Flintshire County Council.

Recorded Vote - In favour: Cllrs Rothero, Priddin, Walker, Williams, Bestwick, Ransome. Challinor & Blackman.

Objection: Cllr Ibbotson.

187. Quarterly Budget Review

- 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.
- 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:

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

188. Bank Balances and Accounts for Payment

Accounting and payment information as at 12th January 2022.

Bank Balances	Current £20,483.30	Deposit £163,425.85	Play Area £9,792.70
Payments Received			
30/12/2021	FCC	Precept	£33,579.67
Banks Transfers			
05/01/2022	Deposit Acc	To Current Acc	£10,000.00
Unpresented Cheques/Payments			
Poppy Appeal	Poppy Wreath 2019, 2020 & 2021		£150.00

Accounts for Payment

Payee	Details	Amount
Mega Electrical NW Ltd	PYF & PYM Christmas Lighting	£4,002.00
Mega Electrical NW Ltd	Dobshill Christmas Lighting	£1,482.00
RN Electrical & Security	CCTV Annual Service	£496.00
Mrs S Hughes	Stationery, Travel, General Admin etc	£73.09
Mr G Davies	Bin Bags	£1.99
Staffing Cost	Dec-21	£2,350.54
AVOW	Payroll Charges Oct - Dec	£48.75
SLCC	Practitioners Conference & Project Management training	£198.00
Mrs S Hughes	Royal Images - Official Image of HM The Queen (Operation London Bridge)	£92.40
Mrs S Hughes	Shaws & Sons Ltd - 2 x condolence books (Operation London Bridge)	£91.14
HSBC	Bank Charges x 2 Charitable Accounts (Nov)	£10.00

RESOLVED: The above accounts be approved and will be processed for payment. 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.

189. To Receive the Monthly County Councillors Reports

Cllr Ibbotson submitted a written report in advance of the meeting. He reported that the resurfacing of Abbott's Lane remains incomplete and whilst a commitment has been made by the contractor, no firm date has been confirmed. Reports of dust releases from Hanson cement have reduced in frequency recently, however he still remains engaged with this issue.

190. Planning Applications

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

RESOLVED:

- i. [Ref: 063873](#). Coffee Shop - Fascia Signs, Pole Sign, Height Barrier, Post Sign, Menu Boards. Costa Coffee, Chester Road, Dobshill. **Supported with the observation and concern to ensure that the signage does not impact on highway safety.**
- ii. [Ref: 063933](#). Erection of a single storey extension to rear. 28 Abbottsford Drive, Penyffordd. **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.**

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

- i. [Ref: 062780](#). Removal of agricultural occupancy condition 4. Southern Acres, Wrexham Road, Penyffordd. **Approved**
- ii. [Ref: 063204](#). Application for removal of condition 2 upon planning permission reference 72/51. Whitewell Farm, Chester Road, Penymynydd. **Approved**
- iii. [Ref: 063711](#). Erection of a single-storey rear extension. The Gables, Park Lane, Penyffordd. **Permitted Development**

c) To receive an update of any ongoing development, planning applications or appeals.

Cllr Ibbotson reported that complaints had been received regarding the water discharge from the Rhos Road (North) development (Brook Meadow) which he is currently liaising with FCC and the water authority.

Cllr Ransome also reported the issue of contractors parking on Rhos Road which is obstructing the pavement and impairing road safety. This is also intensified by the lack of road markings on Abbots Lane.

RESOLVED: Cty Cllr Ibbotson will continue to pursue the issues, including the issue of parked cars on Rhos Road. The council will also write to the developer Castle Green regarding the parked cars.

191. Community Facilities

Cllr Williams reported that there has been a further delay at the Changing Rooms due to the contractor having a family bereavement.

The Chairman advised that he has requested the clerk to prepare a project plan for this and all other projects and that she will be liaising with the appropriate members over the coming weeks.

RESOLVED: the report was received and noted. The Clerk will prepare a Project Plan.

*9.45pm Cllr Williams left the meeting.

192. Play Areas

a) Melwood play area improvements – Cllr Bestwick reported a start date has been confirmed as 14th February. Also, provision agreement has been received from Hanson for the supply of stone. This stone will need to be drop at the layby on Hazel Drive, so communication will need to be made to the residents who use this for parking.

b) Dobshill play area – Cllr Challinor reported that he and Cllr Williams have assessed the hedgerow on the play area where it was hoped additional hawthorn could be planted to patch the holes, however, the extent of the problem is beyond this and suggested that it needs to be repaired by a contractor.

RESOLVED:

a) Cllr Bestwick will liaise with Hanson and communicate with the owners of the vehicles.

b) The council will contact Hawarden Estate to ensure work can be completed and a quote from their contractor will be requested.

193. Hanson Monitoring System

There have been no significant developments on the location of the monitoring system and with the absence of Cllr Wakelam this will be included on the February agenda.

RESOLVED: to be included on the February agenda.

194. Consultation

To review [The Local Government and Elections \(Wales\) Act 2021: Draft Statutory Guidance for Community and Town Councils](#). This consultation is seeking views on draft statutory guidance for community and town council.

RESOLVED: the report was received and noted. Should members have any comments these will be forwarded to the Clerk before the consultation closes on 17 March 2022.

195. Queen's Platinum Jubilee

Local groups were contacted to establish if a collaborative approach could be made for any events. Team Red and The Red Lion did respond with suggestions. The Clerk took this opportunity to remind members that the budget had been agreed and no specific funding was agreed for such an event.

Cllr Ransome advised the WMI will be holding a meeting imminently to discuss this. The council could also link in the Sponsor a Tree scheme as planting of trees is part of the Platinum Jubilee. The council could also purchase and plant a commemorative oak tree with a plaque.

RESOLVED: Cllr Ransome will act as a conduit with the local groups to establish what events are to be planned and what involvement is required from the council.

196. Issues Raised with Flintshire County Council

A 'FCC Issue Log' has been prepared to allow the council to regularly monitor the progress of issues raised.

Cllr Bestwick advised two of the four new bins have been installed.

RESOLVED: the report was received and noted.

*In accordance with Standing Orders and the 3.5 hour time limit on the meeting, the Chairman asked members if they were happy to continue to cover the final agenda items? **RESOLVED:** Members unanimously agreed.*

197. **Clerks Review**

**10.03pm the Clerk left the meeting

The Chairman submitted a confidential proposal.

**10.10pm the Clerk returned to the meeting.

RESOLVED: the council approved the Chairman’s proposal and will award the Clerk a 2 point (SCP29) scale increase with effect from 1st April 2022 in recognition of performance and the successful completion of CiLCA. Due to this award the council approved for the 2022/23 budget to be amended accordingly.

198. **To acknowledge and note correspondence received.**

The following correspondence was received and noted.

- OVW & Planning Aid Wales Training & Events.
- OVW - Welsh Government Councillor remuneration and citizen engagement in Wales – reports. Emailed 16.12.2021
- Confidential email from Neal Cockerton.

199. **Members Items/Future Agenda Items**

- Cllr Walker – the Welsh Government announcement that from April 2022 all community pharmacies in Wales will be able to offer an extended range of services as part of substantial reforms agreed by the Health Minister.
- Cllr Walker requested an update on the proposed improvements to the access of Penyffordd Train Station from Transport for Wales.

The meeting commenced at 6.30pm and closed at 10.15pm

Chair..... 9th February 2022

Penyffordd Community Council - Summary Accounts			
2021 - 22 Financial Year			
Income			
	Actual	Anticipated	Difference
Precept	100,739.00	100,739.00	0.00
Bank Interest	10.48	13.00	-2.52
Refunds/Other	2,690.33	0.00	2,690.33
Grants/Funds(Play Area)	13,000.00	0.00	13,000.00
Sponsor a Tree	420.00	0.00	420.00
VAT Refund	32,100.44	32,100.44	0.00
Total	148,960.25	132,852.44	16,107.81

Expenditure

	Actual	Agreed Spend	Balance
Parks & Open Spaces	49,400.83	133,434.00	84,033.17
General Admin etc	5,291.06	17,180.00	11,888.94
Office Costs	1,433.53	1,210.00	-223.53
Staffing Costs (wages, hmrc, pension)	21,721.14	30,528.00	8,806.86
Street Lighting (inc Christmas Lights)	25,639.73	51,264.23	25,624.50
Highways & Footpaths	29.88	2,450.00	2,420.12
Grants	3,200.00	5,873.00	2,673.00
Investing in Youth	0.00	5,000.00	5,000.00
Provision of Balances	1,884.30	5,100.00	3,215.70
Community Buildings	9,429.84	24,133.06	14,703.22
Community Improvements	595.00	5,000.00	4,405.00
S106 Money	0.00	7,000.00	7,000.00
Total	118,625.31	288,172.29	169,546.98

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	148,960.25
(-)Total Expenditure for 2021/22	118,625.31
Gross Balance as at 31 Dec 2021	193,551.85
Current	£14,293.33
Deposit	£159,643.42
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	9,792.70
Reserved - Best Kept Prize Money (Meadow Rise)	0.00
Reserved - Portacabin (Comm Facility) which will be reclaimed vat	133.06
Reserved - Sponsor a Tree payments	489.00
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)	0.00
Net Balance as at 31 Dec 2021	115,764.860
VAT Costs for 2021/22 Financial Year	9,750.79

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	£1,905.20	£294.80
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	£17,938.80	£17,061.20
(£20,000 held in reserves - West View or Dobshill)	£20,000.00	£25,001.88	£-5,001.88
Bulbs/Shrubs (inc £930 Sponsor A Tree reserves)	£1,330.00	£861.08	£468.92
Seat/ Memorial Garden(clock)	£21,500.00	£730.00	£20,770.00
Litter Receptacles/equipment	£150.00	£85.87	£64.13
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	£0.00	£4,000.00
Skate Ramps	£34,999.00	£720.00	
(inc £9999.99 Loto Grant held in reserves)			
Old School Garden/West View Wildlife Garden **NEW	£2,500.00	£2,153.00	£347.00
Staff, Admin & Office Costs			
Staffing Costs			
Wages, (inc Employee Pension) HMRC & NI	£23,928.00	£18,443.61	£5,484.39
Payroll	£350.00	£132.50	£217.50
Employer Pension	£4,500.00	£1,906.24	£2,593.76
Clerks Expenses - Home Allowance & Travel	£1,750.00	£1,238.79	£511.21
Office Costs			
Postage	£70.00	£78.97	£-8.97
Stationery	£300.00	£209.48	£90.52
Office Machinery	£150.00	£475.48	£-325.48
IT Services & DPO Services	£690.00	£771.55	£-81.55
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	£175.52	£3,824.48
Clock Tower	£500.00	£1,239.46	£-739.46
Annual Subscriptions	£880.00	£894.00	£-14.00
Training	£1,500.00	£278.00	£1,222.00
Website	£500.00	£0.00	£500.00
Members Allowance	£5,000.00	£0.00	£5,000.00
Newsletter	£500.00	£596.00	£-96.00
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	£204.63	£245.37
Electrical Testing	£500.00	£0.00	£500.00
Repairs & Maintenance	£42,314.23	£21,877.10	£20,437.13
(Incs £32314.23 held in reserves)			
Christmas Tree/ Lighting	£8,000.00	£3,558.00	£4,442.00
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	£2,900.00	£2,673.00
CAB	£300.00	£300.00	£0.00
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	£4,000.00	£0.00
Community Changing Rooms (inc £133.06 reserves)	£5,133.06	£5,429.84	£-296.78
Community Improvements	£5,000.00	£595.00	£4,405.00
Provision of balance	£5,100.00	£750.30	£4,349.70
(inc £100 held in reserve Meadow Rise - BKCC)			
S106 Money			
Youth Club - Survey	£7,000.00	£0.00	£7,000.00
	£288,172.29	£118,625.31	£169,546.98

Finance Committee - Quarterly Budget Review as at 31 December 2021						
Current Acc Bal B/f					£10,333.30	
Date Cashed	Cheque No	Payee	Details	Amount	Uncleared Cheques	
					cancelled 13/10/21	102221 - Poppy Appeal
					cancelled 13/10/21	102222 - Poppy Appeal
					150	102229 - Poppy appeal
					£150.00 Total uncleared	
Balance Carried Forward				£10,333.30	£10,483.30 Bank Statement Balance	
Deposit Acc Bal B/f					£173,425.85	
Date	Type	Details		Amount		
				Total		
Balance Carried Forward				£173,425.85	£173,425.85 Bank Statement Balance	
Play Area Acc Bal B/f					£9,792.70	
Date	Type	Details		Amount		
				Total		
Balance Carried Forward				£9,792.70	£9,792.70 Bank Statement Balance	
Total Available Balance of All Accounts				£193,551.85	Total Bank Balance Inc Uncleared Cheques £193,701.85	

Account Balances

Last updated 05 Jan 2022 11:01 



Account	Balance
40-16-01 01285645 Charitable - Penyffo Play	GBP 9,792.70
40-16-01 43035867 Bmm Account - Peny Comm Counc	GBP 173,425.85
40-16-01 91029770 Charitable - Peny Comm Counc	GBP 10,483.30