

# Hope Community Council

## Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 7<sup>th</sup> February 2018.

**Present:** Councillors Mrs C Cunnah (Chairman), Mrs M Williams, Mrs S Waterhouse, Mr A Parry, Mr H Manning, Dr R Parsonage, Mrs A Dunlop, Mr D Healey, Mr C Shone, Mr A Parsonage and Mrs C Sheibani

**Absent:**

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.

### **325. Declaration of Acceptance of Office**

Mrs Sheibani signed the Declaration of Acceptance of Office which was witnessed by the Clerk. The Chairman offered a warm welcome and introduction to Hope Community Council.

**RESOLVED:** Cllr Sheibani signed the Declaration of Acceptance of Office and was witnessed by the Clerk.

### **326. Apologies for Absence**

Apologies were received from Cllrs Mr B Hughes, Mrs L Davies and Mrs J Hilton

### **327. Declarations Of Interest**

There were no Declarations of Interest received.

### **328. Public Questions**

There were no public questions received.

### **329. Chairman's Announcements**

The Chairman made the following announcements:

- Her application via One Voice Wales to attend the Buckingham Palace Garden Party has been successful and she will be attending on May 15<sup>th</sup> 2018.
- Cllrs Cunnah, R Parsonage, Hughes, Hilton and Shebani attended an event on Wednesday 31<sup>st</sup> January held by North East Wales Community Voice with regard to planning concerns. The event had attendees from Mold, Hawarden, Ewloe, Llay, Rossett, Northop, Gwernaffield, Higher Kinnerton, Treuddyn and Penyffordd / Penymynydd. The event was excellent, well organised and informative. The intentions are to have one voice for planning on over developments. Information had been circulated to members and the Chair asked the council to vote on whether they wished to be included and the Council's name added to the North East Wales Community Voice. A vote was taken and was unanimously agreed for the Council to be added to the North East Wales Community Voice.

**RESOLVED:** it was unanimously agreed that Hope Community Council will be included on the North East Wales Community Voice.

\*\* Cllrs Manning and Dunlop arrived – 6.40pm

### **330. Minutes of Council**

**RESOLVED:** the Minutes of the Meeting of the Council held on 3<sup>rd</sup> January 2018, be approved as a correct record and signed by the Chair.

### 331. Visitors to Meeting

PCSO P Jones was unable to attend the meeting and provided a report of recent issues.

**RESOLVED:** the report was received and noted.

### 332. Matters Arising

The Clerk advised in the absence of Cllr Davies that the fund raising event for the defibrillator will now be held in May and Cllr Davies would appreciate any support from members to co-ordinate this event.

**Min 289** – The littering outside of the Ye Olde Castle Inn was reported and responses have been received from FCC, Kingdom Enforcement and Ye Olde Castle Inn. This area will now be monitored.

### 333. Minutes of Committees

**RESOLVED:** the minutes of the following standing committees be approved and adopted and confirmed as a correct record.

- (i) Planning and Highways – 3<sup>rd</sup> January 2018.
- (ii) Leisure and Environment – 3<sup>rd</sup> January 2018.
- (iii) Finance – 3<sup>rd</sup> January 2018.

\*\* 6.40pm member of the public left the meeting.

### 334. Appointment of 2017-18 Internal Auditors

The Council was requested to approve the engagement of JDH Business Services Ltd as the Council's internal auditor and confirm that the internal auditor was a suitable person to carry out the work in accordance with proper practice guidance. A copy of the Letter of Engagement had been circulated to all members to review.

**RESOLVED:** that the Council approve the engagement of JDH Business Services Ltd as the Council's internal auditor and confirm that the internal auditor is a suitable person to carry out the work in accordance with proper practice guidance. The Letter of Engagement was signed by both the Chairman and the Clerk.

### 335. General Data Protection Regulation

May this year will see the new General Data Protection Regulation (GDPR) come into force. As part of this regulation the Council will be required to have a Data Protection Officer (DPO) which at present it is unclear whether the Clerks are able to do this or whether it will have to be outsourced due to the fact of a conflict of interests. Details of the new regulation has been circulated to members for information.

The Clerk provided members with details of quotes obtained for services which would ensure the Council's GDPR obligations. Of the two quotes the Clerk recommended using Microshade. The package they are offering is at a reduced rate due to their working partnership with One Voice Wales. As well as including the DPO services, it also includes IT security, hosting, secure back up and the current versions of Microsoft.

The Council agreed with the Clerk's recommendation, however, as Cllrs Manning and Sheibani have a professional understanding of the GDPR, they will scrutinise the company and package to ensure to covers the council's needs.

**RESOLVED:** whilst the Council approved Microshade to provide DPO and IT services, in the first instance Cllrs Manning and Sheibani will scrutinise the company and package and report at the March meeting.

\*\* Cllr R Parsonage arrived – 6.55pm

### 336. Village Questionnaire

Cllr Parsonage has prepared a draft village questionnaire to assist with the Community Development Place Plan. This had been circulated to members to review and comment on. Cllr Healey suggested that it should be considered amended the term Youth Club to Youth Provision. Cllr Cunnah also provided constructive feedback.

**RESOLVED:** the above be received and noted.

### 337. Transport

Cllr Healey reported that there is uncertainty of the DB1 in Flintshire which would obviously affect this community and asked whether the Council needs to consider community transport services. Details of the DB1 are yet unknown. He suggested that the Council should invite Kate Wilby and Ruth Cartwright – FCC Transport to the March meeting.

**RESOLVED:** the Council will invite Kate Wilby and Ruth Cartwright to the March meeting.

### 338. Training

The Chairman has requested that Training remains as a monthly agenda item to ensure the Council addresses any training needs.

### 339. Correspondence

- Email from FCC. Flintshire County Council's Standards Committee has a remit not only to promote good conduct at the County Council but also at Town and Community Councils.

As a part of their role, the Independent Members of the Committee (who are not Councillors and who have been co-opted by the Council following open advert) are keen to visit every Town and Community Council within Flintshire. Their purpose will be to observe how the meetings are conducted in order to understand the issues facing your Council and how the Members' Code of Conduct is being applied when considering them. They will attend the meeting on their own and between them will ensure that every town/community is visited over the course of the coming 12 months. They will not interrupt or intervene in your meeting and will simply be present to observe rather than to offer advice.

As the meetings of your Council are open to the public, the Independent Members could, of course, simply attend whenever they chose. However in the interests of transparency, the County Council will notify your Clerk of when a visit is planned and who will be attending.

- Thank you letter received from Alder Hey Childrens Charity.
- Invitation for the Chairman to Connah's Quay Town Council Chair's Civic Ball on Saturday 24<sup>th</sup> February.
- FCC Chairman's Charity Concert will take place on Thursday 1<sup>st</sup> March at 7pm at St Mary's Church, Mold. Ticket costs £15.00.
- FCC Business Development Officer – Tourism has written to the council advising that they would like to support local events by including and promoting on their tourism website and social media platforms.
- The next County Forum will be held on Wednesday 28<sup>th</sup> February, 6.30pm – 8.30pm at Douglas Place Community Centre, Saltney.
- The Independent Review Panel have invited members to attend an engagement event (maximum 2). Our local event will be held on Wednesday 7<sup>th</sup> March 9.30 – 12.30 at Wrexham Memorial Hall. At the event you will hear from the panel on their findings to date, as well as have tabled discussions on the panel's key areas of focus. Finally there will be an opportunity for a feedback session with the panel.

**RESOLVED:** the Chairman will endeavour to attend.

\*\* Cllr Shone left the meeting – 7.15pm

- An email request from a resident to install a salt bin for use on Mountain View, Hope.  
**RESOLVED:** the Clerk will make enquires with FCC with regard to the installation of a salt bin and alternatively including Mountain View on their gritting route. This will be included on the March agenda.
- An email enquiry from a resident with regard to the Council's participation on the Best Kept Village Competition.

The Council discussed the participation on this competition and also considered the reinstatement of the Best Hanging Basket Competition. Cllr Healey proposed to reinstate the Best Kept Hanging Basket/Garden Competition.

**RESOLVED:** this item will be included on the March agenda for further consideration.

### 340. Future Agenda Items

- Cllr A Parsonage asked whether the Council was aware of what had happened to the rout iron bench located in the Willows Bus Shelter? A new shelter had been installed by FCC, although no communication had been made with the Community Council, and the bench had been removed.  
**RESOLVED:** the Clerk will make enquires and this will be included on the March agenda.
- Cllr Dunlop - One Voice Wales Representatives
- Cllr R Parsonage – to report on current waiting lists for Council House/Sheltered Accommodation

Chairman: ..... 6<sup>th</sup> March 2018

# Hope Community Council

## Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 7<sup>th</sup> February 2018.

**Present:** Councillors Mrs C Cunnah, Mrs M Williams, Mrs S Waterhouse, Mr A Parry, Mr H Manning, Dr R Parsonage, Mrs A Dunlop, Mr D Healey, Mr A Parsonage and Mrs C Sheibani

**Absent:**

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.

### 341. Apologies for Absence

Apologies were received from Cllrs Mr B Hughes, Mrs L Davies, Mrs J Hilton and Mr C Shone.

### 342. Declarations of Interest

There were no Declarations of Interest received.

### 343. Minutes

**RESOLVED:** the Chairman of the Council be authorised to sign the minutes of the previous meeting of the Committee held on 3<sup>rd</sup> January 2018.

### 344. Matters Arising

**Min 302** – the Clerk advised that she has continued to follow up with FCC Conveyancing Dept to enquire the progress of their investigations at Hawarden Road, Abermorddu and has been unsuccessful in receiving a response.

Again members feel that is totally unacceptable that a response has not been received and communication from FCC has again failed. It was proposed and agreed by full council that the Clerk should make a final attempt to contact the Conveyancing Department and if no response is received within 7 days, a formal letter of complaint will be submitted. It was suggested that as the land in question could be considered on the highway, that the Clerk also write to FCC Highways.

**RESOLVED:** the Clerk will again attempt to contact FCC Conveyancing and if a response is not received within 7 days a formal letter of complaint submitted. The Clerk will also write to FCC Highways to establish if they are able to assist in answering the enquiry.

### 345. Planning Complaint

A response was received on the 26<sup>th</sup> January 2018 and circulated to all members.

Cllr Cunnah summarised the letter response by saying that FCC have explained that the Community Council's objections were fully considered, however, it commonly means that either significant weight could not be attached to those objections or there was no evidence to outweigh compliance with planning policy.

Cllr Cunnah also informed members that she has been communicating with planning to establish whether FCC offer planning training to Town and Community Councils and what training/experience is held by members of the Planning Scrutiny Committee. Mark Harris Planning Officer advised that currently FCC do not offer training to Town and Community Councils and that members of the Planning Committee are required to attend a minimum of 75% of the planning training. CC has requested FCC to provide the data which details the training courses and attendance by County Councillor's on the Planning Committee.

Cllr Healey advised that Planning Committee meetings are available on webcam and suggested that members view these which may assist with understanding the decisions made. CC acknowledge that this may be an alternative training tool but feels that the council requires training to assist with understanding the legalities and objections.

Cllr Waterhouse asked the Clerk to make enquiries with One Voice Wales to ascertain if they are able to provide a bespoke training course for planning.

**RESOLVED:** the above be received and noted. The Clerk will contact OVW to establish any bespoke planning training they may be able to offer.

### 346. Planning Applications

(a) The Committee considered planning applications received as follows:

- i. Ref: 057928. Erection of 1no. dwelling. Land side of The Boulevard, Hawarden Road, Caergwrle. *The plans do not show the land verge owned by FCC. Is the occupant aware that FCC own a proportion of this land? Prior to planning be given, major consideration needs to be made on will the occupant require planning approval from FCC to access the property or will they have to purchase the land? Has the land verge automatically been passed to the occupant or will the occupant have to purchase the existing verge? Also the council would like to query a statement in the application, as it states that the previous use of land was used for garages and as far as members are aware (certainly for the past 47 years) this has not been used for garages.*
- ii. Ref: 057977. Erection of a rear extension, 2 no dormer extensions to the front elevation and the construction of a detached garage. Llwyn Derw, Wrexham Road, Penyffordd. *No objections*
- iii. Ref: 057976. Construction of an extension. Honey's Bakery, Hawarden Road, Caergwrle. *Support*

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

(b) The following applications which had been determined by Flintshire County Council were reported:

- i. Ref: 057633. Amendment to previously approved planning application for two dwellings re: 055414, to allow change in housetypes. Land at Rhyddyn Farm, Hawarden Road, Hope. *Approved*
- ii. Ref: 057775. Erection of replacement dwelling. The Orchard, Rhyddyn Hill, Caergwrle. *Approved*

**RESOLVED:** the above be received and noted.

### 347. Planning Laws in Wales - Consultation

The consultation questions in this paper set out the Law Commission's ideas about the ways in which Welsh planning law should be reformed. The consultation period will run from 30 November to 1 March 2018, after which the Commission will review all the responses received, and publish their final recommendations to the Welsh Government.

Comments and responses, and those of members, are likely to be of particular value to the Commission, as it will provide an insight into the potential impact of the proposed changes. They hope to gather a wide range of views and gain as much information as possible, including information about the costs and benefits of suggested changes.

The Council having reviewed the document did not feel qualified in planning to pass any comments.

**RESOLVED:** the Council did not wish to submit any comments.

### 348. Speeding Issues

The Clerk reported that she had spoken with Lee Shone from Streetscene who has been working through the council's list regarding speed issues etc, . He has met with Cllr Healey on a few occasions to address the Council's issues together with a number of issues raised by Cllr Healey in his County Councillor capacity.

Mr Shone apologised for not including the council in his correspondence and will ensure that the Council will be included in any further communication.

**RESOLVED:** the above was received and noted.

**349. Street Lighting**

FCC have confirmed that the cost for a Victorian style lantern would be £400 each, however, the Clerk is waiting on confirmation as to how much an ordinary lantern would cost so that we can compare costs.

**RESOLVED:** the Clerk will continue to obtain pursue this matter and will be included on the March agenda.

**350. Highway Matters**

Chairman: ..... 6<sup>th</sup> March 2018

# Hope Community Council

## Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 7<sup>th</sup> February 2018.

**Present:** Councillors Mrs M Williams (Chairman) Mrs C Cunnah, Mrs S Waterhouse, Mr A Parry, Mr H Manning, Dr R Parsonage, Mrs A Dunlop, Mr D Healey, Mr A Parsonage and Mrs C Sheibani

**Absent:**

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.

### **351. Apologies for Absence**

Apologies were received from Cllrs Mr B Hughes, Mrs J Hilton, Mrs L Davies and Mr C Shone.

### **352. Declarations of Interest**

There were no Declarations of Interest received.

### **353. Minutes**

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3<sup>rd</sup> January 2018.

### **354. Matters Arising**

The Chairman asked Cllr Healey to clarify the forthcoming changes to the charges for 'Brown Bin Waste'. Cllr Healey advised that if residents wish to have their brown bins collected they will need to register with FCC and pay a charge of £30 per bin. They will then receive a sticker that will be placed on the bin allowing the collectors to know who has registered. He advised that FCC will be issuing information leaflets in due course.

**Min 314** - the issue of dog fouling on the Willows Play Area has been reported and an emailed received from Kingdom advising that this will be monitored.

### **355. Playing Fields**

The Chairman had no details to report.

### **356. Match Funding – Crossways Play Area, Abermorddu**

FCC (Aura Leisure and Libraries Ltd) have confirmed that they will only be able to offer £5,000 match funding instead of the £10,000 as requested. Initially the Council had to consider if they wished to match fund the £5,000 or continue with the proposed £10,000.

The Clerk circulated copies of the design plans which is considerably over budget, totalling over £27,000 for members to review on consider the most suitable pay equipment.

The Council agreed that although FCC are only able to offer a sum of £5,000, they will still invest £10,000 giving a total sum available for improvements of £15,000. It was felt by members that the plan and quote submitted was not acceptable and requested that further designs and quotes are received and that they are more in keeping with the available budget.

Cllr Williams and Manning proposed to obtain costings for the supply of either a 5-side MUGA and a 5-side grass pitch. Whilst members agreed to obtaining costs, it was not agreed that either of these would replace the play equipment needed for the Crossways Play Area.

Once a more acceptable design and quote has been received a site meeting will be requested with Richard Roberts.



**RESOLVED:** the Clerk will request Aura Leisure (FCC) to provide alternative designs and quotes more in keeping with the available budget of £15,000. Costings will also be requested for a 5-side muga and 5-side grass pitch.

### 357. Summer Playscheme Programme 2018

Flintshire County Council have written to inform Town and Community Councils that due to financial challenges they have been unable to offer a match funding schemes for this year, however, they have received funding through Welsh Government's Play Opportunities Grant which they are proposing to pass onto Town and Community Councils for the sole purpose of making a contribution to the provision of the play schemes. The amount per council would be £911.

FCC have advised a number of choices available to the T&C Council's and in summary are as follows:

- a) T&C to make their own play scheme arrangements
- b) Commission the Local Authority to make the play scheme arrangements
- c) To not provide any play scheme arrangements

If the Council chooses to continue with the LA making the playscheme arrangements the estimated costs, which includes the £911 grant mentioned above, would be in the region of £1309 for a standard 3 week scheme. With an additional cost of £355 per week.

The Clerk provided usage of the 2017 scheme which ran for 3 weeks:

Wk1 – 102, Wk2 – 80 and Wk3 – 80. (98 children aged 5 – 12 years were registered to the scheme for 2017)

**RESOLVED:** the Council will participate in the 2018 Playscheme choosing option b) Commission the Local Authority to make the play scheme arrangements. Due to receiving a grant it was agreed that the budget will allow the Council to extend the usual 3 week scheme and provide a 4 week scheme at an additional cost of £355. The total 4 weeks is estimated to be £1664.

### 358. Caergwrle Train Station

Cllr Parry advised that communication with Network Rail has been slow, however, he has spoken with Steve Jones, Chief Officer Streetscene who has advised they will be willing to offer support where possible such as risk analysis, litter removal.

He asked the Council for approval to seek quotes for work and to consider financial contribution. The Council support Cllr Parry in obtaining quotes and in principle financial support, however, until quotes are received and until Network Rail have cleared defined their involvement and investment, they are unable to determine the limit of financial contribution.

**RESOLVED:** Cllr Parry will obtain quotes for work required and will continue to liaise with Network Rail.

### 359. Bee Friendly Scheme

Cllr Dunlop had requested this item for the Council's consideration. The scheme seeks to help protect struggling pollinators via a series of easy measures. It is also an accreditation scheme from the Welsh Government with successful projects being able to call themselves a 'Bee Friendly' area or village or town (similar in nature to the Fairtrade Town idea).

In 2013, The Welsh Government launched an action plan to protect pollinators in Wales, called the Action Plan for Pollinators. A Task Force group of individuals and organisations was set up to implement the action plan. The Task Force's Bee Friendly scheme aims to help all our pollinators by creating a nation of Pollinator-Friendly communities and organisations, schools, public bodies, town and community councils, businesses, universities and colleges, places of worship... and many other organisations all around Wales. Pollinators include honey bees, bumble bees and solitary bees, some wasps, butterflies, moths and hoverflies, and some beetles and flies. Although the scheme is called Bee Friendly, they want people to take action to help all pollinators, and not just bees.

The Bee Friendly scheme is open to schools, communities, towns, public bodies, businesses, universities and places of worship in Wales. The idea is that a participating group or Community Council could take action under each of four themes:

1. Food – providing pollinator-friendly food sources in your area
2. Five Star accommodation – providing places for insect pollinators to live
3. Freedom from pesticides and herbicides – committing to avoid chemicals that harm pollinators
4. Fun – involving all the community and telling people why you are helping pollinators.

She has circulated details of this scheme to local school and clubs for their consideration.

Cllr Dunlop proposed that the above could be achieved by :

- leaving grassed areas uncut around edges of play areas which would allow for native plants to grow
- village hanging basket competition
- planters located around the villages
- improvements and plants at the railway

Cllr Healey offered to meet with Cllr Dunlop and review possible areas. He also has contact with a local bee keeper who he will invite to the site meeting.

**RESOLVED:** Cllr Healey and Dunlop will invite the local bee keeper to a site meeting reviewing possible areas for consideration. This will be included on the March agenda for further discussion.

### 360. Caergwrle Castle

- i. The Clerk reported that an acknowledgement letter has been received from Lord D Elis-Thomas advising that he is aware of the acquisition request and will give this matter his full attention and be in contact again shortly.
- ii. The Chairman requested that this be included on the March Agenda together with consideration of a Working Group for the Monument. Cllr Healey sought approval from the Council that he may liaise with members of the community who have an interest and experience in the monument.
- iii. The Chairman requested that this be included on the March Agenda.
- iv. With reference to Min 233(ii) The Clerk advised that following the Council’s approval for Countryside Services to co-ordinate the removal of a sycamore tree at the site entrance, the initial estimate was £150, however, due to health and safety this work will require additional staff and the final quote will be £312.50(+vat). Countryside Services will also be arranging for cur fallen trees to be cleared and burned, this work is included in the Annual Management.

**RESOLVED:**

- i. The above be received and noted.
- ii. This will be included on the March agenda, together with a Monument Working Group. The Council approved that members of the public will be able to be part of the Monument Working Group.
- iii. This will be included on the March agenda.
- iv. The Council approved the quote for the removal of the sycamore tree.

Chairman: ..... 6<sup>th</sup> March 2018

# Hope Community Council

## Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 7<sup>th</sup> February 2018

**Present:** Councillors Mrs C Cunnah, Mrs M Williams, Mrs S Waterhouse, Mr H Manning, Dr R Parsonage, Mrs A Dunlop, Mr D Healey, Mr A Parry, Mr A Parsonage and Mrs C Sheibani

**Absent:**

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.

### 361. Apologies for Absence

Apologies were received from Cllrs Mr B Hughes (Chairman), Mrs J Hilton, Mrs L Davies and Mr C Shone.

### 362. Declarations of Interest

There were no Declarations of Interest received.

### 363. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3<sup>rd</sup> January 2018.

### 364. Matters Arising

There were no matters arising.

### 365. Payments

To authorise account for payment up to and including 7<sup>th</sup> February 2018.

Payable To	Details	Amount
Flintshire County Council	Street Lighting Inspection/Maintenance and Supply Dec 17	£699.94
Greenfingers	Queensway Play Area Maintenance	£54.00
Staffing Cost	Jan Staffing Costs	£786.40
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£40.48
Canda Copying Ltd	Photocopier Rental	£48.00
Mega Electrical NW Ltd	Christmas Lighting 2017	£2,688.00
		<b>£4,316.82</b>

**RESOLVED:** That the above payments up to and including 7th February 2018 be approved.

The meetings began at 6.30pm and ended at 9.00pm.

Chairman: .....6<sup>th</sup> March 2018