

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 6th July 2016.

Present: Councillor Mrs SL Davies (Chairman) and Councillors Mrs C Cunnah, Mr PR Pemberton, Mr B Hughes, Mr EA Parsonage, Mr I Sumpter, Mrs L Griffiths, Mr P Evans and Mrs S Waterhouse

In Attendance: Mrs S Hughes Clerk and Responsible Financial Officer.

77. Apologies for Absence

Apologies for absence were received from Councillors Mr A Parry, Mr P Smith, Mr C Shone, Mrs A Williams.

78. Declarations Of Interest

There were no Declarations of Interest received.

79. Chairman's Announcements

No items to report.

80. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 1st June 2016, be approved as a correct record and signed, by the Chairman.

81. Visitors to Meeting

- i. It was requested by the Council to postpone the visit of Andrew Farrow, Chief Officer of Planning and make a request that he attends in September.
- ii. Mr Paul Robson (Integrated Transport Unit Manager) & Michelle Henson (Transport Operations Co-ordinator) from Flintshire County Council, Streetscene attended the meeting to inform the Council that following the council's Expression of Interest made relating to Community Transport they were now looking for two members to join a Partnership Group. A meeting will be held in August 2016 (date to be confirmed) to work together with other Community Councils, FCC and transport providers. The Partnership Groups will be pilot schemes and will be settling terms and references to look at the key areas in developing community transport provision within our area. Discussions will include:
 - Identifying key concerns
 - How we can remedy those concerns
 - How we can engage with public transport providers/community transport providers
 - Develop a business case
 - A toolkit to assist in setting up a transport body
 - Drop In Sessions – to get the voices of local communities
 - Review existing contacts

The Council's that have put themselves forward as leads for the Partnership Groups are Buckley, Mold, Connah's Quay and Queensferry.

RESOLVED: Cllr S Waterhouse expressed an interest in being a member of the Partnership Group, the Clerk will establish the second member and confirm this details to Mr Robson by the end of July.

82. Matters Arising

Min 22 & 49 – Correspondence has been received from Enterprise Inns Ltd informing the Council that a letter

has been sent to the publican of Ye Olde Castle, Caergwrle addressing the issues raised.

Min 55 – Nominations were put forward to the Centenary Fields Programme, however, notification has been received advising that ‘only the landowner can nominate a site’.

RESOLVED: the above has been noted.

83. 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 – 1st June 2016.

(ii) Leisure and Environment – 1st June 2016.

(iii) Finance – 1st June 2016.

84. Community Transport

The Chair reported that following the invitation from Kinnerton Community Council for an informal meeting to discuss community transport herself together with Cllrs C Cunnah, M Williams, B Hughes, Clerk and representatives from Penyffordd Community Council met on the 14th June. Kinnerton provided results of a recent online survey which was undertaken to gain a better understanding of the communities transport needs. It was resolved that Hope and Penyffordd Community Councils would also undertake this survey which will be online and paper copies issued around the villages. Once the results are collated, the three Councils will meet again to discuss the matter further, anticipated end of July/beginning of August.

The Clerk advised that the Council has also received an invitation from Llanfynydd Community Council to attend a Special Meeting in September to discuss community transport with neighbouring Councils.

RESOLVED: once the survey has been completed members will meet again with Kinnerton and Penyffordd Community Councils, date to be confirmed. The Council would also like to accept the invitation from Llanfynydd Community Council.

85. Financial Regulations

The updated version of the Model Financial Regulations has now been received and circulated to all Councillors. The Chairman asked the Council if there were any comments

RESOLVED: the revised Model Financial Regulations has been reviewed by the Council and approved to be adopted.

86. Traffic Wardens

It has been noted that there does not seem to be a presence of Traffic Wardens in the area, Cllr Pemberton advised that he has raised this issue with FCC and is awaiting a response.

RESOLVED: this item will be included on the September agenda.

87. Summer Recess – Delegated Powers

The Council was requested to authorise the Chairman, Vice-Chairman and Chairman of Planning and Leisure Committees to deal with any urgent matters during the summer recess subject those matters being reported back to Council at the September meeting.

RESOLVED: the above be approved.

88. Clerks Review

As the Clerk has now completed the three month probationary period she is due a review of her contract and salary.

RESOLVED: This item was not discussed or reviewed due to the absence of a number of members and will be

included on the September agenda.

89. Correspondence

The following correspondence was received and noted.

- Connah's Quay Civic Service, Sunday 24th July 2016 at 11.00am.
- PCSO Andrea Ellis provided a Police Report which was received and noted.
RESOLVED: the report which was received was basic and the Council requested that if a PCSO is unable to attend a meeting that the report which is submitted provides more details.
- In his absence Cllr A Parry provided a summary of the County Forum which he attended on 30th June 2016.
- Flintshire Summer Playscheme Notice – the scheme will run weekdays between 1.30pm – 3.30pm from Monday 25th July to Friday 12th August 2016 located at Hope, Sports Centre Fields.
RESOLVED: the Clerk will circulate and display the notice.
- Notice received from FCC regarding Revised Supplementary Planning Guidance Note Consultation No.23 Developer Contributions to Education.
- 30th Anniversary Concert for Chernobyl, 7.30pm - 22 July 2016 in Rhyl Pavilion.

90. Future Agenda Items

- Cllr Pemberton requested:
 - CCTV in the centre of Caergwrle
 - Gresford Road sign

Chairman: 7th September 2016

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 6th July 2016.

Present: Councillors Mrs SL Davies (Chairman of the Council), Mrs C Cunnah, Mr PR Pemberton, Mr B Hughes, Mr EA Parsonage, Mr I Sumpter, Mrs L Griffiths, Mr P Evans and Mrs S Waterhouse

In Attendance: Mrs S Hughes Clerk and Responsible Financial Officer.

91. Apologies for Absence

Apologies for absence were received from the Chairman Mr C Shone and Councillors Mr A Parry, Mr P Smith and Mrs A Williams.

92. Declarations of Interest

There were no Declarations of Interest received.

93. Minutes

RESOLVED: in the absence of the Planning Chairman the Chairman of the Council be authorised to sign the minutes of the previous meeting of the Committee held on 1st June 2016.

94. Matters Arising

There were no matters arising.

95. Planning Applications

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

- (i) Ref : 055414. Land at Rhyddyn Farm, Bridge End, Caergwrle. Erection of 2no. dwellings.
- (ii) Ref: 055414. Land at Rhyddyn Farm, Bridge End, Caergwrle. Erection of 2.no dwellings (Amendments to submitted application) **Application ref: 055414, the Council object to the application due to the safety concerns of access.**
- (iii) Ref: 055381. Estyn Lodge, Lower Mountain Road, Hope. Erection of attached garage. **Supported, no objections.**
- (iv) Ref: 055424. 3 Almond Way, Hope. Erection of two storey extension to side of dwelling and creation of basement store. **Supported, no objections.**
- (v) Ref: 054615. Rhyddyn Farm, Bridge End, Caergwrle. Erection of 4no. dwellings (starter homes). Appeal Notice - a hearing will be heard on 27th July 2016, 10.00am, Clwyd Room, County Hall. **Cllr Cunnah will liaise with the Chairman and also FCC Planning on attending the hearing.**
- (vi) Ref: 055477. Fairview, Porch Lane, Hope Mountain, Caergwrle. Erection of replacement dwelling. **Supported, no objections.**
- (vii) Ref: 055577. Westwinds, Stryt Isa, Hope. Erection of single storey extension to rear of the dwelling. **Supported, no objections.**
- (viii) Ref: 055523. Land side of Meadow Bank, Hawarden Road, Caergwrle. New 4 bedroom dwelling consisting of lower ground, ground and first floors with integral garage. **Supported, no objections.**

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

- (i) Ref: 055324. 2 Hawthorn Villa, Caer Estyn. Erection of single storey side extension. **Approved**
- (ii) Ref: 055377. Rhyddyn Farm, Bridge End, Caergwrle. Variation of condition no.19 attached to planning permission ref: 047214 to extend period for submission of BREEAM final certificate by 9 months. **Approved**
- (iii) Ref: 055159. Rhyddyn Farm, Bridge End, Caergwrle. Display of 2no. monolith signs. **Approved**

96. Highway Matters

No items received.

Chairman: 7th September 2016

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 6th July 2016.

Present: Councillors Mrs SL Davies (Chairman of the Council), Mrs C Cunnah, Mr PR Pemberton, Mr B Hughes, Mr EA Parsonage, Mr I Sumpter, Mrs L Griffiths, Mr P Evans and Mrs S Waterhouse

In Attendance: Mrs S Hughes Clerk and Responsible Financial Officer.

97. Apologies for Absence

Apologies for absence were received from Councillors Mr A Parry, Mr P Smith, Mr C Shone, Mrs A Williams.

98. Declarations of Interest

There were no Declarations of Interest received.

99. Minutes

RESOLVED: in the absence of the Chairman, the Chairman of the Council be authorised to sign the minutes of the previous meeting of the committee held on 1st June 2016.

100. Matters Arising

Min 69: Cllr Pemberton brought to the table a letter, work schedule and tender list in respect of Caergwrle Castle. .

RESOLVED: the Clerk will issue these to the relevant companies requesting a tender price by Monday 5th September

101. Meadow Crescent – Street Lighting

A request had been received from a resident for an additional street lighting column on Meadow Crescent. Flintshire County Council has assessed the location and the recommendation from their area electrician is for an additional light column. The Clerk advised that the cost of the column and installation would have to be covered by the Community Council and would be in the region of £1500.

Cllr Cunnah informed the Council that she has previously received requests for additional street lighting in a different location.

RESOLVED: i) the Clerk will establish with FCC if a recommendation has been made for an additional light why the costs would have to be covered by the Community Council. ii) due to the future costs of maintenance and replacements of columns, the Community Council will create a log of all requests received for additional street lighting which will be reviewed throughout the year to enable the Council to priorities the requests.

102. Telephone Kiosk – Abermorddu

Cllr Waterhouse informed the Council of the Red Telephone Box Regeneration Project available through Cadwyn Clwyd. They are looking for 15 community projects within Denbighshire, Flintshire and Wrexham (5 from each county). If successful the Council would work with an appointed consultant to design and deliver a suitable shell scheme which can be fitted into the kiosk to enable the community to use the facility in another form e.g. Tourist Information Point, community library, defibrillator station etc.

Cllr C Cunnah also advised the Council that she is aware of a painter who will provide the Council with an estimate to paint the kiosk.

RESOLVED: the Council will apply for the Red Telephone Box Regeneration Project and in the meantime Cllr

Cunnah will obtain a quote to repaint the box.

103. Public Footpaths & Signage

Following the request for this item the public footpaths in question have now been cut. Cllr Waterhouse was unable to report on signage. Cllr Parsonage did inform the Council that the Ramblers Association do randomly inspect signage and report any problems to Flintshire County Council.

RESOLVED: the above was noted.

104. Queensway Play Area

The Clerk reported that notification had been received that the previous contractor responsible for grass cutting of the play area has gone into liquidation. Due to the short notice the Chair of Leisure & Environment and the Clerk met with the Operations Director of Greenfingers who have agreed to undertake the contract for this year which will be reviewed if necessary after October. Usual maintenance visit would be made between March – October (a total of 16 visits @ £45 per visit, exc vat).

RESOLVED: the above was noted and approved.

105. Willow Playing Field

The Chairman of the Council, Chair of Leisure and Clerk met with Richard Roberts and Alan Roberts, Flintshire County Council at the Willow Playing Field to review the location of the dog walking area. After reviewing the locations and possibilities, it was suggested the Council consider leaving the current dog walking area as it would not be cost effective to move but to also consider fencing another area at the opposite end of the field.

The estimate from Flintshire County Council to install a further fenced dog walking area would be £6,750.00.

Cllr Davies informed the Council that she has spoken with Mr R Roberts to advise him that as there is no signage for dog walking area and that as there is a gap in the current fencing where dogs can actually get out of the area.

Cllr Cunnah had suggested the possibility of fencing around the children's play equipment.

RESOLVED: the Council requested this item to be included on the September agenda for further discussion.

** 7.30pm Cllr P Evans left the meeting.

106. Crossways Play Area Abermorddu

No matters arising.

107. Caergwrle Castle

The Clerk has received a complaint from a resident regarding youths congregating, damage to the stone wall and litter around the pathway entrance to the Castle. The Clerk advised that PCSO Ellis is aware and dealing with the issue of the youths.

Cllr Pemberton informed the Council that he has spoken to Mike Eastwood regarding repairs to the wall.

Cllr Waterhouse informed the Council that FCC have employed a private Enforcement Team to tackle littering and dog fouling, the local County Councillor will be able to provide more details.

RESOLVED: the Clerk will respond to the resident and advise them to liaise with County Council Dave Healy in respect of details of the private Enforcement Team.

Chairman: 7th September 2016

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 6th July 2016

Present: Councillor Mrs C Cunnah (Chairman) and Councillors Mrs SL Davies, B Hughes, EA Parsonage, I Sumpter, and Mrs S Waterhouse

In Attendance: Mrs S Hughes Clerk and Responsible Financial Officer.

108. Apologies for Absence

Apologies for absence were received from Councillors Mr A Parry, Mr P Smith, Mr C Shone, Mrs A Williams, Mr P Evans, Mrs L Griffiths and Mr PR Pemberton.

109. Declarations of Interest

There were no Declarations of Interest received.

110. Minutes

RESOLVED: that the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 1st June 2016.

111. Matters Arising

There were no matters arising.

112. Hope Community Library

Due to limited members at the meeting the Chairman requested for this item to be included and discussed on the September agenda.

RESOLVED: to be included on the September Agenda.

113. Quarterly Budget Review (Q1)

The Clerk provided the Council with copies of the quarterly budget, bank statements and bank reconciliation. (Appendix A – Quarterly Summary Budget Review).

The documents had been reviewed prior to the meeting and no issues were raised. The Chairman recognised the accounts are positive for Q1.

RESOLVED: the Council approved the above which was authorised by a member of the Council other than the Chairman.

114. Payments

Cheque No.	Payable to	Details	Amount
200800	Scottish Power	Electricity Charges 30.04.16 - 31.05.2016	£534.05
200801	Flintshire County Council	Street Lighting Inspection & Maintenance April/May 16	£350.00
200802	Hope Parish Church	Room Hire for June Meeting	£ 36.00

200803	Greenfingers	Queensway Play Area Maintenance	£54.00
200804	Compacc Complete Accountancy	Annual Payroll (10 months)	£80.00
	Staffing Costs	June Wages, Expenses & HMRC Back pay	£997.09
		Total	£2,051.14

* Transfer of £8000 was made from the Current Account to the Deposit Account

* Vat Claim received £2141.21

* Bank Charge of £30 for unpaid cheques has been refunded (4/7/16)

The Clerk informed the Council that following the Gratuity Payment that was made to the previous Clerk it has been brought to her attention by the new Payroll Provider that it unfortunately incurred Employers National Insurance of £314.06. This amount has been included in the above payments

RESOLVED: that the above payments up to and including 6th July 2016 be approved.

115. Any other Business

The Chairman asked the Clerk if the final payment has been made in relation to the Willow Playing Field Skate Park as this payment should be held until final remedial works have been rectified and completed.

The Clerk advised no payment has been made by the Community Council and will liaise with Flintshire County Council.

The meetings began at 6.30pm and ended at 8.00pm.

Chairman: 7th September 2016

Appendix A – Quarter 1 Budget Review
 Hope Community Council - Summary Accounts
 2016/17 Financial Year

Income

	Actual	Anticipated	Difference
Precept	18,000.00	54,000.00	-36,000.00
Bank Interest	8.56	25.00	-16.44
Refunds/Other	0.00	0.00	0.00
VAT Refund	2,141.21	2,141.00	0.21
Total	20,149.77	56,166.00	-36,016.23

Expenditure

	Actual	Agreed Spend	Balance
Leisure & Environment Committee			
Summer Play Scheme	0.00	1,800.00	1,800.00
Enviro Improvements/Play Grounds	639.33	12,000.00	11,360.67
Caergwrle Castle	2,884.00	10,000.00	7,116.00
Planning & Highways Committee			
Bus Shelters	0.00	0.00	0.00
Street Lighting Supply	1,050.57	5,500.00	4,449.43
Street Lighting Maintenance	175.00	10,000.00	9,825.00
Christmas Lights	0.00	2,000.00	2,000.00
Finance Committee			
Staffing costs (salaries, pensions, ni, paye)	4,047.20	8,600.00	4,552.80
General Admin	1,389.75	4,430.00	3,040.25
S137 - Grants	1,000.00	3,000.00	2,000.00
Election Costs	0.00	500.00	500.00
Chairman's Allowance	200.00	600.00	400.00
Total	11,385.85	58,430.00	47,044.15

Current Summary

Bank Balance as at 31 March 2016	37,047.03
Total Expenditure	11,385.85
Total Income	20,149.77
Balance as at 30 June 2016	45,810.95
VAT Costs for 2016/17 Financial Year	464.09

End of Year Prediction

Balance as at 31 March 2016	37,047.03
Reserved & allocated for Caergwrle Castle	5,000.00
Available Balance as at 31 March 2016	32,047.03
- Total Anticipated Expenditure	58,430.00
+ Total Anticipated Income	56,166.00
- Allocated for Caergwrle Castle	5,000.00
+ / - on Anticipated income v's expenditure	-2,264.00
Anticipated Closing Balance as at 31 March 2017	29,783.03