

# Hope Community Council

## Minutes of the Annual Meeting held at Heulwen Community Centre, Hope on Wednesday 17<sup>th</sup> May 2017

**Present:** Councillors Mrs SL Davies, Mrs C Cunnah, Mr C Shone, Mr B Hughes, Mrs M Williams, Mrs S Waterhouse (Smith), Mrs A Dunlop, Ms K Harston, Mr G Edwards, Mr D Healey

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
1 x member of the Public

### 1. Election of Chairman 2017/2018

The current Chairman Mrs SL Davies thanked the Council for their support over the last year and congratulated all members on their success.

The Chairman nominated Cllr Cunnah for the election of Chairman of the Council for 2017/18 and requested any other nominations.

**RESOLVED:** the nomination that Councillor Mrs C Cunnah be elected Chairman of the Council for 2017/18 was seconded by Cllr Shone and unanimously agreed. Councillor Cunnah took the Chair, made and signed the declaration of acceptance of office. The Chair thanked members for their support and thanked Cllr Davies for her leadership in which was a tough year, she had always remained calm, polite and courteous.

### 2. Appointment of Vice Chairman 2017/2018

The Chairman nominated Cllr Hughes for the election of Vice Chairman of the Council for 2017/18 and requested any other nominations.

**RESOLVED:** the nomination that Councillor Mr B Hughes be appointed Vice-Chairman of the Council for 2017/18 was seconded by Cllr Shone and unanimously agreed. Councillor Mr Hughes made and signed the declaration of acceptance of office.

\*\*6.40pm Cllr Healey arrived.

### 3. To receive Signed Declarations of Acceptance of Office for all members.

**RESOLVED:** Declarations of Acceptance of Office was received, signed and witnessed by the Clerk for Cllrs Davies, Cunnah, Hughes, Williams, Shone, Waterhouse (Smith), Dunlop, Harston, Edwards, A Parsonage and Healey.

It was approved by Council that due to unforeseen personal circumstance that an extension until the June Meeting will be granted for Ms R Parsonage to sign the Declaration of Acceptance of Office.

### 4. Apologies for Absence

Apologies were received from Cllrs A Parsonage and R Parsonage.

### 5. Standing Committees

**RESOLVED:**

- a) that standing committees of the Council for 2017/18 be designated as follows:-
  - (i) Planning and Highways
  - (ii) Leisure and Environment
  - (iii) Finance
  
- b) that the Chairmen of the above standing committees be appointed as follows:
  - (i) Planning and Highways – Councillor Mrs SL Davies.
  - (ii) Leisure and Environment – Councillor Mrs M Williams.
  - (iii) Finance - Councillor Mr B Hughes.

## 6. Policies and Procedure Documents

The following policies and procedures were circulated to the Council prior to the meeting for members to review. The Chairman asked members if they would like to comment on the documents and whether the Council would approve and adopt.

- Model Code of Conduct
- Standing Orders
- Financial Regulations
- Internal Financial Controls
- Annual Investment Strategy
- Formal Risk Assessment
- Complaints Procedure
- Data Protection Policy
- Freedom of Information Scheme

**RESOLVED:** there were no comments received . The Council reviewed, approved and adopted the above documents.

## 7. Asset Register

The Asset Register for 2017/18 was circulated to members with the agenda.

**RESOLVED:** the Asset Register for 2017/18 be approved.

## 8. Community Council Insurance Policy

The Annual Insurance Renewal was received from Zurich with an annual premium of £463.42.

The Chairman highlighted to members that currently the insurance policy does not cover street lights which had previously been at the request of the Council, or the skate ramp at the Willows Play Area.

**RESOLVED:** the Council approved the above and requested the Clerk to process the renewal. The Clerk will make enquires with regard to the necessity of insuring the street lights and also with FCC regarding insurance cover for the skate ramp at the Willows Play Area. This will be reported at the June Meeting.

## 9. Meeting Dates

The following dates were reviewed for the 2017/2018 meetings:

7 June 2017	5 July 2017	August 2017 – recess
6 September 2017	4 October 2017	1 November 2017
6 December 2017	3 January 2018	7 February 2018
7 March 2018	4 April 2018	2 May 2018

**RESOLVED:** for the above to be the dates of the 2016/17 Council Meetings.

Chairman: ..... 7<sup>th</sup> June 2017

# Hope Community Council

## Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 17<sup>th</sup> May 2017.

**Present:** Councillors Mrs C Cunnah (Chairman), Mr B Hughes (Vice Chairman), Mrs SL Davies, Mr C Shone, Mrs M Williams, Mrs S Waterhouse (Smith), Mrs A Dunlop, Ms K Harston, Mr G Edwards, Mr D Healey

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
1 x member of the Public

### 10. Apologies for Absence

Apologies were received from Cllrs A Parsonage and R Parsonage.

### 11. Declarations Of Interest

There were no Declarations of Interest received.

### 12. Public Questions

There were no questions received from the public.

### 13. Chairman's Announcements

The Chair is honoured to have been nominated and is looking forward to the forthcoming year. The Council has a wide range of age, experience, knowledge and skills. She is aware that although members will have different views, there is one common goal and hopes that it will be conducted in a constructive and harmonious way.

Cllr Healey expressed his full support to the Chair and is looking forward to working together.

### 14. Minutes of Council

**RESOLVED:** the Minutes of the Meeting of the Council held on 5<sup>th</sup> April 2017, be approved as a correct record and signed, by the Chairman. Proposed by BH and seconded by SLD.

### 15. Visitors to Meeting

There were no visitors to the meeting, however, PCSO Ellis attended prior to the meeting to introduce her replacement PCSO Peter Jones.

### 16. Matters Arising

**Min 378** Janet A Roberts – Play Development Officer will be attending the June Meeting  
A meeting with Mike Taylor, Countryside Services is still to be arranged

**Min 387** Claire Morter – Education Practitioner will be attending the June Meeting

**Min 391** Invitations were offered to Mark Tami and Carl Sargeant. MT has responded that he would like to attend dependant on the election results. No response to date from CS.

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

### 17. Election Results, Vacancies for Co-option

The Clerk reported that following the 4<sup>th</sup> May Elections Caergwrle Ward has two vacancies which will be advertised as a Notice of Co-option.

**RESOLVED:** the Notice of Co-option advertised for 14 days and applications will be reviewed at the June Meeting.

## 18. Minutes of Committees

**RESOLVED:** the minutes of the following standing committees be approved and adopted and confirmed as a correct record. Proposed by BH, seconded by SW,

- (i) Planning and Highways – 5<sup>th</sup> April 2017.
- (ii) Leisure and Environment – 5<sup>th</sup> April 2017.
- (iii) Finance – 5<sup>th</sup> April 2017.

## 19. Bank Signatories

The following members were nominated as bank signatories:

Cllrs C Cunnah, SL Davies, B Hughes, M Williams, S Waterhouse (Smith) & Mrs S A Hughes – Clerk/RFO

**RESOLVED:** the above named be approved as bank signatories and the HSBC bank mandate be completed.

## 20. Internal Audit

The Clerk had circulated the following report with the agenda's detailing the internal auditor's recommendations and the proposed changes to be implemented:

There were three issues arising from the Internal Audit which I have reviewed and commented below:

- i. The accounts for payment schedule for 1/6/16 has not been signed by the chair of the council as required by the internal financial controls. The schedule for the 2/11/16 has not been signed by the finance chair.

*The existing internal financial controls had stated the payment schedule would be signed by both Chairman of the Council and Chairman of Finance. This has been amended to now read 'is signed by the Chairman of the Finance Committee and/or Chairman of Council and then attached to the appropriate signed copy of the Finance Committee minutes.*

Amendments have been made to the 1/6/16 schedule and to the 4/1/17 schedule and they have not been initialled by the signatories.

*Any future amendments or additions to the payment schedule will be initialled by the signatures of the schedule.*

- ii. The financial regulations have not been updated since implementing telephone banking, including controls to prevent online banking fraud, including supplier fraud.

*The financial regulations s.6.17 has procedures in place for internet banking, but does not cover telephone banking. If the Council approve access to Internet Banking this will allow the Clerk to procedure receipts of all payments via Internet banking assisting in the programme of regular checks of standing data with suppliers.*

- iii. Staff costs on the annual return is to include home/office allowance payments. Also home/office allowance now needs to be declared through a P11D.

*The figures on the Annual Return have been amended and Staff Costs now included home/office allowance payments.*

*Approval required from the Council to authorise Compacc Complete Accountancy to complete and submit a P11D at a cost of £35.*

**RESOLVED:** the above report be received and noted. The Council approved the Clerk to proceed with registering for internet banking and for Compacc Complete Accountancy to complete the P11D's annually.

## 21. Annual Return for the Year Ended 31<sup>st</sup> March 2017

Due to the home/office allowance being allocated into the staff cost (previously allocated in other payments), the Welsh Audit Office has advised that the Annual Return will need to be amended as both years should be prepared on the same basis so if a cost is moved from one box to another in 2016/17 it should be moved in the comparative year too.

**RESOLVED** the Council approved the Annual Return Ended 31 March 2017 which was signed by the Clerk/RFO and Chairman. The Notice of Appointment of Date for the Exercise of Elector's Rights will be displayed from 22<sup>nd</sup> May – 4<sup>th</sup> June 2017. The documents will then be made available for inspection between 5<sup>th</sup> – 30<sup>th</sup> June 2017.

## 22. Employers Pension Scheme

Notification has been received from Clwyd Pension Fund that the employer pension contribution rate for 2017/18 will be 12.4%, increased by 0.9% with effect from the 1st April.

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

## 23. Councillor Training

Flintshire County Council will be hold a number of training sessions for new and existing town and community councillors:

Thursday 25th May, 6pm	Council Chamber Room, County Hall Mold
Tuesday 30th May, 2pm	Llanasa Council to host – venue to be confirmed
Thursday 1st June, 6pm	Council Chamber Room, County Hall Mold

One Voice Wales will also be holding various training courses.

**RESOLVED:** Cllr Healey confirmed he will be attending Thursday 25<sup>th</sup> May, other members will confirm with the Clerk.

## 24. One Voice Wales Representative

The Council's membership of One Voice Wales allows a Council Representative to attend the quarterly Area Committee Meetings. Two members may be attend, however, only one vote per council is permitted.

The Clerk advised the next meeting is due to be held on 7<sup>th</sup> June, which unfortunately coincides with the June Council Meeting.

**RESOLVED:** Cllrs A Dunlop and K Harston be appointed as the Council's One Voice Wales Representatives. The Clerk will include these members in future OVW correspondence.

## 25. South Flintshire Police Consultation Evening

Cllr Waterhouse (Smith) attended the event held on 25<sup>th</sup> April and provided a brief report:

There had been 76 recorded incidents of ASB during 2016/17 as opposed to 46 in 2015/16, however, they have made a change in the way they record crime, so this could have affected the results. Praise was given to the youth work based at Castell Alun High School being held on Friday evenings as this has had a positive impact on reducing the number of ASB incidents.

It was suggested that as with other Community Councils, Hope could create a 'Task Group' comprising of Community Council, County Councillors, Police and FCC Youth Workers to collective work at obtaining funding for the youth. An example of Mynydd Isa 'Miffy Project' was given, this has been running for a number of years, has received a large amount of funding and results show that ASB has subsided.

The Police would support the Community Council with funding applications.

The Police are encouraging members of the public to report crime via 101 as this assists them in building a larger picture of crime rather than reporting via a third party.

They asked for council's social media links such as facebook, Instagram etc as they regularly post links to these pages.

Cllr Healey advised Sgt Katie Newby (1861) who would be a useful contact.

**RESOLVED:** the Chair thanked Cllr Waterhouse for the report. As Claire Morter– FCC Education Practitioner is

attending the June Meeting, the Council asked the Clerk to request that CM provides further information on the Mynydd Isa 'Miffy Project'.

**26. Community Youth Club**

The Chair requested that as this has been a standing agenda item, for it to be removed for future agendas unless otherwise requested.

Cllr Harston informed the Council that she is a qualified youth worker and may be aware of available premises.

**RESOLVED:** this will be removed as a standing agenda item. Details of the available premises and activities for youths will be discussed further in June with Claire Morter.

**27. Correspondence**

- The Clerk had received a telephone call from from a resident who has raised his concern regarding the withdrawal of the Sunday service bus route from Mold – Wrexham.

**RESOLVED:** the Clerk will liaise with FCC for further information.

**28. Future Agenda Items**

Chairman: ..... 7<sup>th</sup> June 2017

# Hope Community Council

## Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 17<sup>th</sup> May 2017.

**Present:** Councillors Mrs SL Davies (Chairman), Mrs C Cunnah, Mr B Hughes, Mrs M Williams, Mrs S Waterhouse (Smith), Mrs A Dunlop, Ms K Harston, Mr G Edwards, Mr D Healey

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
1 x member of the Public

### 29. Apologies for Absence

Apologies were received from Cllrs A Parsonage, R Parsonage and C Shone.

### 30. Declarations of Interest

There were no declarations of interest received.

### 31. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the Committee held on 5<sup>th</sup> April 2017.

### 32. Matters Arising

**Min398.** Vehicle Activation Sign – Hawarden Road, Abermorddu. Jamie Bennett, FCC advised the location of the VAS was determined by discussions with Darell Jones – FCC and Cty Councillor Healey. The camera has now been installed; however, this is not permanent and can be relocated at any time. The Clerk has requested to be given prior notice as and when it will be due to be removed.

The Clerk also reported that she had received email communication from ACCH Action Group who have been asked by a number of residents in Abermorddu to raise concerns as to why the speeding sign was placed on Hawarden Road and not Wrexham Road. They stated Hawarden Road is a busy road although not as busy as the main road of Wrexham Road, Abermorddu. The latter also has residential houses all along it and is a main route for children going to the nearby school and using the crossing at the junction. The residents would ask whether the community council could erect another speed sign on the Wrexham Road. However, if that is not possible immediately then could the sign be moved.

The Council has previously made enquiries to the cost of a VAS, however, these were exceptionally expensive so no further action was taken to purchase.

Cllr Healey advised the location of the VAS opposite Crossways was decided due to the fact of speed of cars and on visibility issues. Speed Watch results showed that Hawarden Road has a higher usage and higher speeds than Wrexham Road.

Cllr Cunnah personal believes that the sign should have been installed at the entrance of the village rather than the middle and that Wrexham Road speed limit should be 30mph.

**RESOLVED:** The above be received and noted. The Clerk will request an up to date price on the purchase of a VAS and also write to FCC with regard to reducing the speed limit on Wrexham Road, Abermorddu from 40mph to 30mph.

### 33. Planning Applications

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

- i. Ref: 056270. Erection of single storey extension. Groes, Porch Lane, Hope Mountain, Caergwrle.  
**Supported.**

- ii. Ref: 056788. Extend existing barn with new steel framed building. Firs Farm, Lower Mountain Road, **Supported.**

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

- i. Ref: 056558. Change of use from community facilities to workshop/shed incidental to the use of the main dwelling. Bryn Castell, Bryn Yorkin Lane, Caergwrle. **Approved**
- ii. Ref: 056494. Erection of single storey rear extension and installation of roof lights and new high level window. 45 Rhyddyn Hill, Caergwrle. **Approved**
- iii. Ref: 056569. Change of use to 1no dwelling. Former Doctor's Surgery, Hawarden Road, Hope. **Approved**
- iv. Ref: 056659. Change of use of former shop to residential. 4 Castle Street, Caergwrle. **Approved.**

Cllr Healey advised that ref: 056668 . Construction of a new retail pharmacy. Car park, Hawarden Road, Hope has been passed to the FCC Planning Committee. The Community Council together with the County Councillor and residents will be given the opportunity to speak at the Committee Meeting and he urges the Council to plan ahead and prepare for this meeting. It is anticipated the meeting will take place towards the end of June – beginning of July.

**RESOLVED:** Planning Application 056668 will be included on the June agenda.

### **34. Highway Matters**

- i. Cllr Edwards raised concerns over the damage to the bridge on Rhyddyn Hill. Cllr Healey advised that there had been an accident where a vehicle had hit the bridge and is currently being processed through the insurance. Due to the fact the bridge is classified as a ‘listed building’, FCC are liaising with CADW. In April the work was put out to tender.
- ii. The Car Park in Caergwrle is in very poor state with a number of pot holes.
- iii. Cllr Cunnah raised concerns over the traffic congestion on the junction of the A550 Hawarden Road/Wrexham Road, Hope (opposite Hope Motor Company) and suggested the need for a turning slip lane.

#### **RESOLVED:**

- i. Cllr Healey will pursue this matter with Mark Middleton – FCC.\*
- ii. The Clerk will report this to FCC requesting resurfacing repairs.\*
- iii. The Clerk will write to FCC to request for the location to be reviewed and be considered for a turning slip lane.\*  
\*To be included on the June Agenda.

Chairman: ..... 7<sup>th</sup> June 2017



# Hope Community Council

## Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 17<sup>th</sup> May 2017.

**Present** Councillors Mrs M Williams (Chairman), Mrs C Cunnah, Mr B Hughes, Mrs SL Davies, Mrs S Waterhouse (Smith), Mrs A Dunlop, Ms K Harston, Mr G Edwards, Mr D Healey

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
1 x member of the Public

### 35. Apologies for Absence

Apologies were received from Cllrs A Parsonage, R Parsonage and C Shone.

### 36. Declarations of Interest

There were no Declarations of Interest received.

### 37. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5<sup>th</sup> April 2017.

### 38. Matters Arising

**Min 402 (366iv).** The Clerk circulated to members a copy of the letter sent to Mr Ken Skates AC/Am and reply his subsequent reply.

### 39. CCTV Security Cameras

The Clerk provided the Council with a report advising of any amendments to the three original quotes, costs for relocating the cameras, the safety of the recordable information and the legal requirements for recording (inc young people).

Of the three tenders received, there were two contractors that met or exceeded the Council's specifications and therefore merited further consideration. One of the remaining two options had included in the quotation an Annual Servicing Plan and associated costs. Although this had not been included in the Council's specification, to ensure that the systems are maintained and fully functioning it is now considered a necessity rather than an optional extra. The third confirmed they would only be able to offer a 'supply only package' and that the Council would themselves need to liaise with Flintshire County Council and arrange installation of the cameras.

There are only two tenders for consideration as option 3 is only able to offer 'supply only'. It was suggested that option 3 is disregarded.

Options 2 & 3 met all the specifications requested by the Council. There is however a significant variance in quotations from options 2 & 3 regardless of offering comparable systems.

It was recommended that the Council considers awarding the CCTV contract to Connected Security. The reasoning behind this recommendation is not only the fact that their price is substantially lower in comparison but that they recognised the need for 'after care' and the quotation includes Annual Servicing of the systems. Connected Security has an excellent reputation in the sector and has worked in partnership with a number of local Community Councils and North Wales Police.

Training will be provided to the Police who will be monitoring the CCTV footage and appropriate signage displayed. In addition to the original quote Connected Security suggested the council considers anti-climb post guards at a cost of £80 per unit.

The Council unanimously approved to award the contract of installing and maintaining four CCTV security units to Connected Security.

The Council will hold a site meeting with Connected Security and request the attendance of PC Hazel Goss to ascertain six suitable locations. Out of the six locations identified, four CCTV cameras will be installed with the option to relocate a camera as and when required.

The Clerk highlighted to the Council that due to a possible change in location from the original quote and if they wish to install anti climb guards there will be a slight variance in price.

**RESOLVED:**

- i. The purchase and installation of four CCTV security cameras will be awarded to Connected Security.
- ii. A meeting will be arranged between Cllrs MW, SLD, BH, DH, Connected Security and PC Hazel Goss to identify six possible locations.
- iii. These locations will be reported at the June Meeting for the Council to approve the four locations for the cameras to be installed.
- iv. A revised quotation will be requested once the locations have been identified and approved and whether the Council wish to also install 'Anti Climb Guards'.

**40. Dog Control Public Spaces Protection Order (PSPO)**

Mike Eastwood – FCC, Streetscene has liaised with the Clerk regarding the letter issued by Andrew Farrow regarding the above. The PSPO is necessary to replace the current Dog Control Order which will cease in October 2017, and will last for an initial period of 3 years.

The proposed prohibited activities agreed by the Council to be included in the Dog Control PSPO are summarised below, any breaches would result in the issuing of a Fixed Penalty Notice to the offender.

This matter will be open to consultation from 1st June 2017 and the County Council is currently developing a list of sites within its ownership that will be included in the order.

1. Dog faeces must be removed immediately from all public land.
2. A dog owner may be asked to place their dog on a lead, if requested, by an authorised officer, if the dog is causing nuisance or harassment to another dog, person or animal at any public location (there is NOT a requirement for dogs to be kept on a lead at all times in public areas)
3. Dogs to be excluded from the playing areas of marked sports pitches, designated sporting areas (bowling greens, tennis courts), fenced equipped children's play areas and School Grounds.
4. Dogs to be kept on a lead in Cemeteries.
5. Dog walkers to have on their person a means of collecting dog waste if asked by an authorised officer.

There will be no costs associated with the order for the Town and Community Councils and the cost of the enforcement patrols will be recovered through the income from any fixed penalty notices issued. There will be some minimal costs in respect of any signage required by the Town and Community Councils at each of the nominated sites, which will be agreed between the two parties before the arrangements come into place.

The Council considered the 'public spaces' which fall within their responsibility (either leased or owned) which they would like to nominate to be included in the consultation exercise, which would allow enforcement action to be taken against any individual allowing their dog to contravene any of the above orders.

ME advised that playing areas that are in ownership of FCC will automatically be included as with public highways.

**RESOLVED:** the Community Council will nominate Queensway Play Area and Caergwrle Castle.

**41. Play Equipment Paint Work**

Following a site meeting on 8<sup>th</sup> May with Richard Roberts – FCC, Cllrs Hughes, Cunnah and the Clerk, RR is making cost enquires to paint a number of play items across Sarn Lane, Queensway and the Willows play areas, together with a cost for a replacement play panel on the nexus play item at the Willows.

**RESOLVED:** costing have not yet been received. This will be included on the June agenda.

## 42. Playing Fields

The Chair informed the Council that following a routine site visit to the Willows Play Area she has made a report to Richard Roberts - FCC of three cracks which have appeared on the skate ramp. RR has agreed to attend site to review this and will report back to the Clerk.

**RESOLVED:** the above be received and noted. The Council will await the report from Richard Roberts.

## 43. Caergwrle Castle

- i. The Clerk reported that conformation has been received from Treefellers that the remaining tree work has been completed. They are just awaiting delivery of the hand rail and as soon it arrives it will be fitted. This will finalise their work.
- ii. The CADW Acquisition Application has been submitted and awaiting a response. The panel are due to meet in May 2017.
- iii. Cllr Healey congratulated the Council for the recent work at the Castle and would like to fully support the CADW Acquisitions Application as he feels such an important national monument should not fall at the responsibility of a Community Council.  
He also reported that he had been passed a note by the member of the public present at the meeting that there is evidence of metal detectors being used on the castle site. The Chairman of the Council advised that this will be noted and enquires made however, will not be discussed further as the Public had the opportunity to raise any issues or concerns under 'Public Questions'.
- iv. A meeting with Mike Taylor, Senior Ranger, Countryside Services is yet to be convened due to the elections. Cllrs Williams, Cunnah, Healey, Davies, Hughes and Harston agreed to be appointed to the 'Task and Finish Group' for the 2017/18 Caergwrle Castle Management Plan.

**RESOLVED:** the above be received and noted. Metal Detectors at Caergwrle Castle will be included on the June agenda and both Cllr Healey and the Clerk will investigate further.

Cllrs Williams, Cunnah, Healey, Davies, Hughes and Harston be appointed to the 'Task and Finish Group' for the 2017/18 Caergwrle Castle Management Plan. The Clerk will arrange a mutually convenient time and date to meet with Mike Taylor.

Chairman: ..... 7<sup>th</sup> June 2017

# Hope Community Council

## Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 17<sup>th</sup> May 2017

**Present:** Mr B Hughes (Chairman), Mrs C Cunnah, Mrs M Williams, Mrs SL Davies, Mrs S Waterhouse (Smith), Mrs A Dunlop, Ms K Harston, Mr G Edwards, Mr D Healey

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
1 x member of the Public

### 44. Apologies for Absence

Apologies were received from Cllrs A Parsonage, R Parsonage and C Shone.

### 45. Declarations of Interest

There were no Declarations of Interest received.

### 46. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5<sup>th</sup> April 2017.

### 47. Matters Arising

There were no matters arising.

### 48. Payments

Accounts for Payment up to and including 17<sup>th</sup> May 2017.

Method	Payable to	Details	Amount
200859	Flintshire County Council	Street Lighting Inspection & Maintenance March 17	£240.55
200860	Compacc Complete Accountancy	Payroll 2017/18	£96.00
Phone Bank	Greenfingers	Queensway Play Area Maintenance	£54.00
200861	Mr Richard Chivers	Organist for Chairman's 2016/17 Civic Service	£60.00
200862	JDH Business Services Ltd	2016/17 Internal Audit	£154.80
Phone Bank	Canda Copying Ltd	Photocopier Rental	£48.66
Phone Bank	Staffing Costs	April Staffing Costs	£786.40
Phone Bank	Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£35.82
Phone Bank	Mrs S Hughes	ICO Renewal - chq 200858 cancelled & paid by card	£35.00
200863	Flintshire County Council	Annual Rent - P/PF/0054 Playing Field rear of Ysgol Estyn. Queensway play area	£59.33
		<b>Total</b>	<b>£1,570.56</b>

**RESOLVED:** that the above payments up to and including 17<sup>th</sup> May be approved.

The Clerk reported that the first precept instalment £23,713 has been received together with a Scottish Power refund of £17.17 and the 2016/17 VAT Claim has been submitted to HMRC.

The meetings began at 6.30pm and ended at 8.40pm.

Chairman: .....7<sup>th</sup> June 2017