

**Minutes of the Meeting held at Heulwen Community Centre,
Hope on Wednesday 5th December 2018.**

Present: Councillors Mrs C Cunnah (Chairman), Mrs J Hilton, Mrs L Davies, Mr A Parry, Mrs C Sheibani, Dr R Parsonage, Mr A Parsonage, Mr D Healey, Mr D Roberts, Mrs S Waterhouse, Mr B Hughes, Mr H Manning and Mrs C Olsen

Absent:

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
Mr Robert Dewey – Flintshire County Council Standards Committee
Jo Woodward, Groundwork North Wales – Warm Homes in Winter, Year Round Savings
Mrs C Olsen
2 x Members of the Public

200. Apologies for Absence

Apologies were received from Cllr M Williams.

201. Declarations Of Interest

There were no Declarations of Interest received.

202. Public Questions

There were no public questions received.

203. Chairman's Announcements

The Chairman welcomed back the Clerk and was happy to see she was fit and well. She wished to highlight & acknowledge recent community celebrations and events. She thanked Cllr Hilton and Sheibani for co-ordinating and hosting the Community Engagement Event and for the other members who also supported them. She had heard wonderful reports of various armistice celebrations, a great effort by all involved. There was also a lovely turn out for the Hope Church Christmas Light Switch On. All of the above demonstrates community spirit.

The Masonic Hall in Caergwrlle will also be hosting a Christmas Light Switch On, this Friday 7th December.

The Chair has received an invitation from Graham Hughes, Castell Alun Head Teacher, to attend a meeting to open discussion and relations between the council and the school. She asked members if they had any issues, concerns or matters they wished her to raise for them to be passed to her before 18th December.

204. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 3rd October 2018, be approved as a correct record and signed by the Chair.

205. Visitors to Meeting

- i. Mr Robert Dewey – Flintshire County Council Standards Committee. Mr Dewey gave a brief introduction to himself and explained that members of the Standards Committee will be visiting all Town and Community Councils in Flintshire (a total of 37). Attendance at the meeting is purely to observe how councils behave. Gain an understanding where improvements can be made, identify best practice which could then be shared with other councils and offer where necessary appropriate training. He asked members to undertake the meeting as though he was not there.
- ii. PCSO Jones was unable to attend the meeting and submitted his apologies together with a police report. He had informed the Clerk that he had undertaken shift changed to enable him to attend the November meeting, which unfortunately was cancelled, so was not able to amend his shifts again this month.

Cllr Parry reported of a near miss of a motor vehicle which almost collided with a newspaper boy in the early hours, allegedly no lights on bike or high viz clothing. He has notified the police, however, he has no response and this matter was not included in the PCSO's report. He feels that employers of paperboys/girls should have a duty of care to ensure their safety ie lights on bikes and hi-viz clothing.

The Chairman concluded from the report that due to the number of recent thefts and especially this time of year, that everyone needs to take extra care and be vigilant. She also has been informed by residents of drug use at Hope Station and requested for this to be reported to the police and request extra police presence in the area. It was highlighted that the entrance (Fagl Lane entrance) to the station is very poorly lit which should be raised with Transport for Wales.

Cllr Hilton enquired whether members were aware if the cash machine will be replaced at the Caergwrle Garage following the recent vandalism? Whilst it has not been confirmed, members seem to think it would not be replaced.

RESOLVED: the Clerk will report the matter of drug use at Hope Station to the PCSO and request an increase police presence. A letter will be sent to Transport Wales to request improvements to the lighting at the entrance of Hope Station.

iii. Jo Woodward, Groundwork North Wales – Warm Homes in Winter, Year Round Savings. She gave a brief report on their current project 'Green Doctor' which is funded by 'Leap' helping vulnerable consumers with the following:

- Switching Energy Supplier
- Energy Savaging Tips
- Advice about Smart Meters
- Installing Energy Saving Products (max 10 light bulbs per home).

The eligibility criteria is extremely broad to qualify for a home visit; any home on low income; social housing, home owners, tenants; someone living in the home who has health conditions which could be made worse by living in cold conditions; a child under the age of 5; over state pension age; recently suffered a bereavement. More details on the scheme and eligibility can be found by either calling Groundwork, Green Doctors on 01978 757524, or <https://applyforleap.org.uk/eligibility>

Following 400 home visits last year, on average they were able to save the consumer £200 per year on energy bills. This year they are looking to increase the home visits to 700.

** Cllr R Parsonage arrived at 6.50pm

Cllr Parry asked how they would communicate with residents to book a home visit? JW advised that initially contact would be made via telephone to certify the criteria. When they attend a home visit they would have ID badges and where necessary they can be provided with a password. They would never Cold Caller.

The Chairman thanked JW for attending and the information she provided. JW advised she would be happy to attend any other group or organisation within the community. She asked if members could please promote the project.

** Jo Woodward left the meeting at 7pm.

206. Matters Arising

Min 128(i)/168 – the Clerk reported she has contacted Mark Middleton regarding the surface condition of the pavement on Caergwrle High Street and that the Council considers the surface of the pathway to be unsafe for users, especially for residents with pushchairs, wheelchairs or mobility scooters. He has responded and advised that he will actually look at this himself with Ian Williams, once Ian has returned from leave.

RESOLVED: the Clerk will pursue this matter and chase a response from Mark Middleton.

Min 129 – Gareth Owens, FCC Legal has responded to the councils letter regarding adverse possession and has requested additional information.

RESOLVED: the Chairman, Cllr Parry and the Clerk will prepare the information request and respond accordingly.

Min 167 (iii) - Following correspondence to Kevin Crumplin – Enforcement Officer regarding parking at the Spar,

he has responded advising that officers are in attendance around this area on a regular basis, but unfortunately due to the nature of the parking restrictions at this location vehicles do have to be given observation times so this would be 5 minutes for a public vehicle or 10 minutes for a goods vehicle, unless they are showing clear signs of loading and unloading where they are expected to be returning to and from the vehicle within the observation times and then removing the vehicle when complete. (loading and unloading would not be classed as someone going to the shop to purchase items but is intended for the likes of a delivery vehicle unloading into a shop).

Cllr Parry advised that parking on Castle Street is increasing worse at an evening. Cllr Healey advised that Enforcement do not patrol if an evening.

Min 174 – Cllr Healey reported that he attended the South Flintshire Police Meeting which he had found very informative. In brief he gave a comparison of an ‘iceberg’ which was used at the meeting. The tip of the iceberg being the crime which we are aware of such as speeding, ASB, theft etc and underneath the tip is the enormity of what the police are having to deal with in Flintshire such as child exploitation, modern day slavery and organised gangs.

207. 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 – 3rd October 2018.
- (ii) Leisure and Environment – 3rd October 2018.
- (iii) Finance – 3rd October 2018.

208. Casual Vacancy – Co-option

Following the co-option advertisement, only one application was received for the vacancy. The expression of interest was reviewed by members and resolved that the candidate Claire Olsen would be op-opted onto the Council for the ward of Caergwrle.

The Chairman proposed that as Mrs Olsen was in attendance at the meeting that she would be invited to sign the Declaration of Acceptance of Office and join the meeting. This was approved by the Council and Mrs Olsen agreed.

RESOLVED: Claire Olsen would be op-opted onto the Council for the ward of Caergwrle. The Council approved that as Mrs Olsen was in attendance that should would be invited to sign the Declaration of Acceptance of Office and join the meeting.

Mrs Olsen signed the Declaration of Acceptance of Office which was witnessed by the Clerk and she joined the table at 7.10pm. Introductions were made.

209. Community Council Draft Estimates for 2019/20

The Council reviewed and considered the draft estimates for 2019/2020 together with a report which detailed reasons of increases/decreases. The Chairman went through each budget heading where Councillors were invited to comment on the estimates before them and discuss any amendments which they would wish to be included in the final figures before considering approval of the final budget and the precept in January 2019.

The Council agreed that as all 3 villages now have bracket Christmas Lights that the budget should be reduced. The Clerk advised that she will review the potential costs for the current lights and will reduce accordingly. It will be approx. £5000.

Members agreed that at this stage no further CCTV cameras will be budgeted.

The Chairman recognised that the Castle has a significant amount held in reserves, which at this stage she feels is still required until the completion of the Cadw Partnership when the Council will have more of an idea of the financial implications. Members fully agreed.

The Clerk advised that the 2019/20 Precept letter has been received from FCC and they have advised that the current Tax Base of equivalent Band D properties has increased from 1843.47 to 1851.99.

RESOLVED: the Clerk will make any necessary adjustments to the draft budget and represent to the Council at the January meeting for approval and for submission of the 2019/20 precept.

210. Community Engagement

Cllrs Hilton and Sheibani thanked all members who helped and supported the event. They felt that it had been a very worthwhile exercise and was welcomed by the residents in attendance. They hadn't received negative feedback but rather constructive comments and interest in the roles and responsibilities of the Council. Although there were only approx. 10-11 residents the quality of the dialogue was valuable.

There were a number of issues raised which the council are already aware of and are either dealing with or was the responsibilities of FCC. Such as parking, hedges, traffic lights, drop kerbs, bracken on the castle, footpaths, the Willows Playing fields, street lighting. Cllr Sheibani also highlighted that the request was made for the Council to have its own Facebook Page.

They were also able to engage with young people and proposed that when the Council are in the position to consider the play are improvements under match funding that they again engage with young people of the community to gain an understanding of their opinions.

Cllr Hilton suggested that a Community Event should be consider at least annually or possible bi-annually. She would also like to see a Community Council Action Plan.

Cllr Hilton will prepare an Action Plan from the issues raised which will be provided at the next meeting and the Council will identify actions to be taken.

RESOLVED: Cllr Hilton will provide the Clerk with a copy of the Action Plan drawn up following comments at the Community Engagement Event which will then be included on the January agenda.

211. Review of the Electoral Arrangement for the County of Flintshire

Correspondence was received and circulated from the Local Democracy and Boundary Commission for Wales informing that they will be reviewing the electoral arrangements for the County of Flintshire with a view to considering and formulating proposal for the future arrangements. The commission would welcome any comments you may wish to make. The 12 week consultation period begins 1st November 2018 – 23 January 2019.

Cllr Healey advised that the consultation suggests that the ideal number of electors per ward would be 1895. At present Hope Ward is over this figure by approx. 160, however, Caergwrlle is below by approx. 500. Cllr Healey advised he has provided a response in his County Councillor capacity with the possibly boundary review covering Cefn-y-Bedd.

The Chair felt that this review is in very early stages and targeted more at FCC. Further consultations will be taken after this.

RESOLVED: the Council will not be providing a response to this particular consultation and will wait for the next process of the consultation.

212. Flintshire County Council - Winter Maintenance

In an attempt to improve the County wide resilience and readiness for the coming winter FCC will be offering the following services to the Town and Community Councils:

1. Information on local weather forecast and gritting actions (via email).
2. Salt bins. Council owned bins are soon to be filled and the operation will be repeated (if required) during January 2019. Prior to filling however, each location is to be assessed to ensure its meets the Council's criteria for the provision of salt bins and any found not meeting the criteria will be removed. The bins is for use on the highway only and is not intended for private use.

If the Community Council requires additional bins within their community, to be funded at their own cost, they can be supplied by the Council and subject to the future availability of rock salt filled at the same frequency as the Council owned bins. The bins will be supplied in a different colour (in order to distinguish them from Council bins) and the cost will be £135.00 to purchase and each refill will be charged at £60.00.

Cllr Parry asked for clarification to how many salt bins there are and the location of these.

3. Bagged Rock Salt. Available at approximately £5 per bag delivered to a location of your choice, for use around

Town and Community Council owned property.

4. Community involvement in Snow Clearing. In an attempt to assist the local community to help themselves during any periods of heavy snow, the Council will be offering basic equipment in order that the community can take on some localised footway snow clearing work. It is stressed that the intention is for these operations to supplement the Council's own snow clearing operations not replace them. The Council will continue to provide the winter maintenance service at the current level of previous years. If the Town and Community Council, or any other groups nominated by them, request equipment, they will receive the below. FCC will require the groups to store the equipment safely until it is required.
 - 8 bags of rock salt and applicators
 - Shovels for snow clearing
 - Instructions and indemnity notices for those people carrying out the work

RESOLVED: the Council do not wish to participate in any of the above for 2018/19. The Clerk will contact FCC to request confirmation of the number and location of the salt bins.

213. Training

There was no information received from OVW on current training courses. The Chair reported that she did attend the Code of Conduct Training with Cllr Roberts which was very informative and also the defibrillator training with Cllrs Healey and Parry.

RESOLVED: members to contact the clerk should they wish to attend any training events.

214. Correspondence

- Email from Insp Darren Whibberley re: Operation Careen, copies provided to members
- The Annual Report for 2017 - 2018 for Citizens Advice Flintshire. The report provides an overview of their wide range of advice work during the 12 mth period to support the residents of Flintshire, and in particular highlights the problems and issues many of their clients have faced with the roll out of Universal Credit in the County. The report also demonstrates the level and impact of the work undertaken by Citizens Advice Flintshire during the year with over 6,737 people helped, £6.6 million of debts dealt with and £4.9 million of income generated for local people.
- WBRUA Autumn 2018 Newsletter and Notice of Annual General Meeting.
- FCC Licensing. The draft Gambling Policy for January 2019 has now been published on their website, and the consultation period is now open. The consultation can be accessed by following this link: <https://www.flintshire.gov.uk/en/Business/Licences-and-permits/Gambling-premises-licence.aspx>
- Notification from FCC that Arriva intend to make changes to their X4 service on the 28th October 2018. X4 – Ellesmere Port - Chester – Broughton – Hawarden - Buckley – Mold. The service will be extended to serve the Countess of Chester Hospital, and onward to Ellesmere Port (Including Cheshire Oaks)
- An invitation to the Chairman and their partner to attend Sealand's Candle Lit Christmas Carol Service at St. Bartholomew's Church, Seahill Road, Sealand on Tuesday 18th December 2018 starting at 7.30pm.
- FCC County Forum future meeting dates: Thursday 14th February 2019 -6.30pm – 8.30pm. Tuesday 25th June 2019 - 6.30pm – 8.30pm. Monday 7th October 2019 - 6.30pm – 8.30pm
- Correspondence for the Welsh Government advising the appropriate sum for the purpose of Section 137(4)(A) of the Local Government Act 1972 for Community and Town Council in Wales for 2019/20 is increasing from £7.86 per elector to £8.12 per elector.
- Communication has been received from Helen Jones, FCC Older People's Strategy Co-ordinator requesting to attend a forthcoming meeting to provide an overview of Age-Friendly Community development and to consider how the Community Council might be involved in the process of supporting the community to become more Age and Dementia Friendly. The Chairman has invited Helen to attend the January meeting.

RESOLVED: Helen Jones, FCC Older People's Strategy Co-ordinator will be attending the January meeting.

215. Future Agenda Items

No future agenda items were requested.

Chairman: 2nd January 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 5th December 2018.

Present: Councillors Mrs L Davies (Committee Chairman), Mrs C Cunnah (Chairman), Mrs J Hilton, Mr A Parry, Mrs C Sheibani, Dr R Parsonage, Mr A Parsonage, Mr D Healey, Mr D Roberts, Mrs S Waterhouse, Mr B Hughes, Mr H Manning and Mrs C Olsen

Absent:

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
2 x Members of the Public

216. Apologies for Absence

Apologies were received from Cllr M Williams

217. Declarations of Interest

There were no Declarations of Interest received.

218. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3rd October 2018.

219. Matters Arising

There were no matters arising.

220. Planning Applications

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

- i. **Ref: 059002. Change of use from tattoo studio to beauty salon. 12 Castle Street, Caergwrle.
- ii. **Ref: 059025. Erection of single storey side extension. 15 Rhyddyn Hill, Caergwrle.
- iii. Ref: 059028. Application for approval of reserved matters following outline approval 053445. Ty Carreg, Stryt Isa, Hope. ***The Council would request that the distance between adjacent boundary properties in Stryt Isa are met by the legal requirement.***
- iv. **Ref: 059091. Retention of portacabin for use as classroom for a further period of 3 years. Bryntirion Hall School, Mold Road, Caergwrle.
- v. Ref: 059101. Change of use to 4no. self contained flats including a ground floor extension to the rear. Caergwrle Clinic, Ty Cerrig Drive, Caergwrle. ***The Council support this application, however, they do have reservations regarding the limited parking for the number of properties.***
- vi. Ref: 059170. Demolition of existing conservatory, construction of single storey rear extension along with new garage building and internal modifications. Dovedale, Wrexham Road, Hope. ***Support.***
- vii. Ref: 059212. Fell 1no. scots pine within Caergwrle Conservation Area. 50 Castle Street, Caergwrle. ***Support.***
- viii. Ref: 059142. Erection of agricultural workers dwelling. Wood Farm, Sandy Lane, Higher Kinnernton. ***Support,***
- ix. Ref: 059133. First floor extension to create a bedroom and shower area, amendment of existing front door for wheel chair access and all associated works. 50 High Street, Caergwrle. ***Support.***

(Note: ** due to the November meeting having to be cancelled, the closing date on this application had expired and therefore the Council were unable to provide a response)

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: 058899. Application for a non-material amendment to planning permission ref: 058289. Land at Rhyddyn Farm, Bridge End, Caergwrle. **Approved**
- ii. Ref: 058959. Erection two storey rear extension, internal alterations, creation of a dormer to the front elevation and increase in roof space. 9 Mold Road, Caergwrle. **Refused**
- iii. Ref: 058910. Erection of 1no. dwelling. 6 Rhyddyn Hill, Caergwrle. **Approved**

RESOLVED: the above be received and noted.

** 2 x Members of the Public left the meeting at 8pm

221. Transport, Traffic and Travel Strategy

Cllr Healey reported that he had recently attended a display of details of the Road Safety Grant that has been awarded to Connah's Quay and gained an insight to what is happening elsewhere.

He stated that from the information he obtained it may be worth further reviewing our own proposals. Further suggestions to facilitate pedestrian and disability movement within the community and between Hope, Caergwrle & Abermorddu were reviewed and considered by the Council.

Cllr Healey asked whether the Council would not be in agreement that the Strategy be passed to Lee Shone FCC for consideration. He proposed to arrange a meeting between FCC, County Councillors and representative from the Community Council.

RESOLVED: The Council approved that with the agreed amendments (below) that County Councillors David and Gladys Healey can submit the Transport, Traffic and Travel Strategy which has been reviewed, discussed and agreed upon with both the Community and County Councillors. Cllr Healey submit the Strategy to FCC and will co-ordinate a meeting between FCC, County Councillors and Community Council.

- Zebra crossing between Heulwen Close and Medical Centre (requested by Community Conversation participants)
- Relocation of VAS by Heulwen Close so that it faces traffic approaching the Bridge. Current VAS to be switched on if working.
- Improvement of the exit and path at the north end of the Willow dog walking area to allow for elderly and disabled people to navigate from the Willow to the Sarn Bridge.(Requested by Community conversation participants)
- An assessment of options to ease congestion, reduce speed (possible priority passing) along Pigeon House Lane, Hope. Together with consideration for installation of cyclist warning signs.
- Dropped kerb on Caergwrle Hawarden Road between railway bridge and Caergwrle Station to allow mobility scooters to cross Hawarden Road. This would facilitate movement from the Station and also from Caergwrle village to e.g. medical centre. (Requested by resident with mobility scooter)
- Appropriate resurfacing of the pavement outside the shops on Caergwrle High Street (Long standing request by elderly and disabled)
- Safety railings outside the area between Meadow View and No 49 Mold Road. This is a raised part of the road where elderly or short-sighted residents could fall on to the road, especially in icy conditions. (Requested by elderly and partially sighted residents).
- An assessment of the exit from Crossway, Abermorddu due to parking a restricted viability.

222. Alyn Meadows (Tudor Court) Development

Cllr Davies has been contacted by local residents to seek support from the community council for ongoing issues they are having with FCC, information relating to this was provided to members with the agenda. Despite correspondence from the residents to FCC over the past 3 years relating to the non compliance of the development with the conditions of the planning consents, issues such as the culvert drainage ditch uncovered and dangerous to children, drainage, play areas.

Cllr Davies has spoken to G.D Jones, Planning Officer at FCC and he seemed confident that there are some encouraging moves to making this safe. He has met with the developers and details of a proposed grill for the culvert had been passed to the drainage department.

The road will be adopted by FCC once matters are resolved. Both FCC and the developers are keen to resolve matters and are working together to get a satisfactory outcome for all.

Cllr Healey advised that Cty Cllr G Healey has taken this up and is working with the residents. Andy Roberts, FCC

has been taken off working on the LDP to address these ongoing issues.

RESOLVED: due to the progress between the County Councillor, FCC and developers the above report was received and noted. No action will be taken by the Community Council at this stage.

223.Speeding and Highway Issues

The Clerk reported that she has continued to pursue Lee Shone to obtained the most recent and up to date speeding report.

RESOLVED: the above report was received and noted and the Council will await the report from Lee Shone.

224.Highway Matters

Cllr Hilton raised the issue and safety of parking outside of Castell Alun school and suggested the need for bollards or railings. Cllr Davies also had received complaints of the armistice poppies that had been laid outside the graveyard had been moved by the school. Cllr Healey advised that the reason the poppies had been moved was due to concerns that cars would therefore park on the road increasing safety concerns at school pick up.

RESOLVED: the Chairman advised that she will bring these issues up with Mr Hughes, Head teacher when she is due to meet on the 18th December.

Chairman: 2nd January 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 5th December 2018.

Present: Councillors Mrs C Cunnah (Chairman of the Council), Mrs J Hilton, Mrs L Davies, Mr A Parry, Mrs C Sheibani, Dr R Parsonage, Mr A Parsonage, Mr D Healey, Mr D Roberts, Mrs S Waterhouse, Mr B Hughes and Mrs C Olsen

Absent:

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

225. Apologies for Absence

Apologies were received from Cllrs Mrs M Williams (Committee Chair) and Mr H Manning.

226. Declarations of Interest

There were no Declarations of Interest received.

227. Minutes

RESOLVED: the Chairman of the Council be authorised to sign the minutes of the previous meeting of the committee held on 3rd October 2018.

228. Matters Arising

Min 154/187 - Cllr Williams has been in contact with FCC who have confirmed that the S106 money from Tudor Court will be in the sum of £29,150 which is to be used to upgrade off site play grounds. Richard Roberts is now looking into when this money should be received.

229. Playing Fields

Cllr Healey referred to the moneys held for the Crossways play area improvements and requested for the Council to seek example designs and costings from Richard Roberts, FCC. This will be used as a starting point to engage with the young people as to what equipment they would like to have in the community.

RESOLVED: the Clerk will request for Richard Roberts to provide a number of examples of designs and costings for the improvements to the Crossways play area.

230. Football Facilities

The Clerk reported on correspondence received from Gareth Jones Head Teacher of Ysgol Estyn and Chairman of Hope Dragons Youth Football, copies of which have been provided to members. Enquiries had been made as to the use of the Willows Playing Fields for youth football. The Clerk responded and advised that this had also been raised earlier in the year and unfortunately FCC advised that as a large part of the ground was a former refuse tip ground settlement and usage caused exposure of considerable amounts of glass causing potential injury to users. FCC made a health and safety call and removed the goal posts and use of the ground for formal sports. Without major investment to install a membrane, land drainage scheme importation of thousands of tons of soil I do not consider the area being suitable to sustain formal grass sports provision. Due to this response and the potential financial costs (which would be in the region of £100k), unfortunately the Community Council felt this could not be pursued any further.

Cllr A Parsonage reported that since the above correspondence, Hope Dragons Football have been given permission to use the Boys Brigade pitch in Cefn-y-Bedd.

It is also understood that the contracts Castell Alun High School have with other football teams for the use of the facilities are due to be reviewed in May 2019.

RESOLVED: as Hope Dragons Youth Football now have use of football facilities, no action will be taken, but the report was received and noted.

231. Millennium Maps

Cllr A Parsonage advised that he had viewed the maps with Cllr Williams and whilst the Perspex is very poor state, the artwork is in pristine condition. He advised he would be willing to undertake the work of replacing the Perspex which was approved by the Council.

Cllr Healey also reported that during a meeting with Countryside Services and a consultant working for Cadw, it had been suggested that the current millennium map in Caergwrle could be replaced with information Cadw and castle information.

RESOLVED: the Council approved for Cllr Parsonage to undertake the refurbishment of the Perspex in both the Hope and Abermorddu Millennium Maps. Currently no refurbishment will be made to the map in Caergwrle.

232. Christmas Lighting

Cllr Cunnah has collected the Christmas light stock that was being held by Mr Sumpter and assessed their condition, quality and usability. She advised that some were broken whilst there are a number still in working order.

Since the council has now purchased and installed bracket lighting in the 3 villages, they considered the cost implications of these lights and it was proposed for the ‘Christmas string lighting stock’ to be written off.

The Council also agreed that should a local group or business wish to have the working lights before they are disposed of, they would be happy to donate on the condition that the council has absolutely no liability to the condition, safety or installation of the lights.

RESOLVED: the Christmas string lighting stock will be written off the council’s asset register and disposed of. Should any groups or business wish to have these lights, the council will donate on the condition that the council holds no liability to the safety, condition or installation of the lights.

233. Consultation on Flintshire County Council’s Revised Rights of Way Improvement Plan and Policies and Procedures

Flintshire County Council published its first Rights of Way Improvement Plan (ROWIP) in 2008 setting out how the Council intended to deliver improvements to the network over a 10 year period. Section 60 of the Countryside Rights of Way Act 2000, requires all Local Highway Authorities to produce a Rights of Way Improvement Plan and to undertake a complete review at the end of its lifespan.

The revised draft plan and the full range of Policies and Procedures are being shared with interested parties and FCC would encourage people to feed back their comments to assist in the delivery of a modern rights of way service maintaining the network for the communities in Flintshire. The closing date of the consultation is 31st December.

Cllr R Parsonage provided a draft response which was circulated to members to consider. It was considered that the draft plan was disappointing, poor and inadequate. Members agreed for Cllr R Parsonage to liaise with the Clerk and submit a response on behalf of the council.

RESOLVED: Cllr R Parsonage will liaise with the Clerk and submit a response on behalf of the Council.

234. Caergwrle Castle

- i. The Clerk had provided members with a report received from Countryside Services to enable a review of the Annual Management Plan, however, it was unclear whether the report provided full details of work undertaken in 2017/18. Due to the pending partnership agreement with Cadw, it was proposed that the review is postponed as a further review will be required once the agreement is complete.
- ii. Cadw have provided a copy of the draft agreement for the Guardianship of the castle remains. Due to concerns raised by Cllrs Healey and Cunnah regarding the moat not being included into Cadw’s Guardianship, the Clerk is trying to co-ordinate a meeting between the council and Cadw to discuss this matter further. The proposed date for

the meeting is Wednesday 12th December at 12.00. Cllr Healey proposed that members should meet prior to the meeting.

- iii. The Council was contacted by Channel 5 to request permission to film at the castle, which was granted. Filming was done on Friday 19th October. This was part of a new Channel 5 series named The Secrets Beneath Britain. They are working closely with archaeological digs across Britain to unearth new findings and discover what life was like for our ancestors. As part of the series they are focusing on the medieval peasant community. The presenter Helen Skelton and historian Dr Alexander Langlands are on a journey to find out more about the peasant communities attitudes to work, life and death. We have been added to their transmission list for when it will be aired, but should be Spring 2019.

Alistair Hemphill has been liaising with FCC regarding the old bench which was removed from the bus shelter which the council had agreed to have installed at the castle. It seems as though the bench has either been destroyed or is in very deep storage. As AH is repairing an existing bench at the castle, he has offered to also make an additional bench. Members expressed that it is totally unacceptable that FCC are unable to locate the bench and requested that the Clerk pursues this matter further with FCC and if the bench is not located, that a like for like should be provided.

AH has asked if the community council owns the plot where the cenotaph is? He was wondering about the conifers as it was mentioned that there was talk in the past about having them removed, if this is the case then he would consider doing this work in December. Members confirmed that the land is in ownership of the Council, however, they do not require the trees to be removed unless they are considered dangerous.

AH has also reported that a metal detector has been back in and digging about, inside castle too. AH has also mentioned this to Cllr Healey who has contacted CADW to try and get a generic poster about this activity.

RESOLVED:

- i. The Clerk will ask AH to provide a full detailed report of work undertaken by Countryside Services during the year 2017/18 which will be circulate to members for information. The review of the Annual Management of the castle will be postponed until completion of the Cadw Partnership Agreement.
- ii. Cllrs Cunnah, Healey, Williams and Hilton will attend this meeting together with Countryside Services and report back to the Council.
- iii. The Clerk will contact FCC regarding the bench to request that this is located within their storage and passed to AH for installation at the castle. If they are unable to locate this, a like for like will be requested as it is totally unacceptable if FCC have lost or destroyed the community council bench.
AH will be advised that the Council do not wish for the confers at the cenotaph to be removed, unless they are considered dangerous in any way.

Chairman: 2nd January 2019

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 5th December 2018

Present: Councillors Mrs J Hilton (Committee Chair) Mrs C Cunnah (Chairman of the Council), Mrs L Davies, Mr A Parry, Mrs C Sheibani, Dr R Parsonage, Mr A Parsonage, Mr D Healey, Mr D Roberts, Mrs S Waterhouse, Mr B Hughes and Mrs C Olsen

Absent:

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

235. Apologies for Absence

Apologies were received from Cllrs Mrs M Williams and Mr H Manning.

236. Declarations of Interest

Declarations of Interest was received from Cllrs Healey, Waterhouse and Roberts in relation to agenda item 5 (min 239).

237. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3rd October 2018.

238. Matters Arising

There were no matters arising.

239. Annual Grant Applications

All applications for financial assistance received from local groups were provided to members in advance of the meeting. One application had been received after the closing date which members considered whether it should be included. There were mixed views on the matter; yes it should be included as the council wishes to assist local groups and no it should not be considered as it would be unfair to other groups who may have applied after the closing date. After a full discussion it was proposed and agreed that for this year only the closing date will be extended to mid January 2019 and all applications reviewed at the February meeting. The notice and applications will be advertised again noting the new closing date.

Cllr Hilton proposed that rather than dividing the money equally between the applications it should be reviewed on a merit basis, which was supported by Cllr Healey and Waterhouse. She also suggested that for 2019, the application form should be reviewed and applicants informed of any new criteria. Cllr Cunnah also asked the council to be mindful that there are small groups who apply for financial assistance who may not be able to submit full professional business plans and that shouldn't mean that they don't deserve financial assistance.

Cllr Cunnah proposed a small Working Group to meet prior to the February meeting to review the applications and provide a report and proposals back to the council. This was approved and Cllrs Cunnah, Hilton, R.Parsonage and Olsen

RESOLVED: it was proposed and agreed that for this year only the closing date will be extended to mid January 2019 and all applications reviewed at the February meeting. The notice and applications will be advertised again noting the new closing date.

A Working Group consisting of Cllrs Hilton, Cunnah, R Parsonage and Olsen will meet prior to the February meeting and will submit a report to the council.

The 2019 Financial Assistance Application Form will be reviewed and re-vamped setting a revised criteria.

240. The Independent Remuneration Panel Draft Annual Report 2019/20

The Independent Remuneration Panel Draft Annual Report 2019/20 has now been published for consultation and is available on its website:

<https://gov.wales/irpwsb/home/publication-reports/draft-annual-report-2019-20/?lang=en>

A copy of Section 13 which relates specifically to Community and Town Councils has been provided to members in advance of the meeting to review and fully consider. Unfortunately, due to the November meeting having to be cancelled the Council have missed the deadline of the 27th November should they have wanted to submit comments.

The Clerk reminded members that payment for the 2018/19 Payments to Members will be paid in February 2019 and that she will require the completed forms from all members as soon as possible.

RESOLVED: the report was received and noted. The Clerk will again provide a copy of Members Payment Form to all councillors which needs to be completed and returned by the end of January 2019.

241. Payments

To authorise accounts for payment up to and including 5th December 2018.

Payable To	Details	Amount
Staffing Cost	Oct 2018 Staffing Costs	(*)£805.26
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	(*)£81.77
Microshade Business Consult Ltd	Annual PDF Fusion	£48.00
Microshade Business Consult Ltd	GDPR Audit & DPO Advisory service	£240.00
Flintshire County Council	Summer Playscheme	£2,220.00
Greenfingers	Queensway Play Area Grass Cut April - Oct	£54.00
Canda Copying Ltd	Photocopier Rental	£48.00
Wales Audit Office	2017/18 External Audit	£232.80
Flintshire County Council	Electricity & Maintenance Aug 2018	£771.34
Flintshire County Council	Caergwrle Castle - Annual Maintenance Fee	£3,000.00
Greenfingers	Queensway Play Area Grass Cut April - Oct	£54.00
Flintshire County Council	Electricity & Maintenance Sept 2018	£628.34
Staffing Cost	Nov 2018 Staffing Costs	£805.26
Mrs S Hughes	Postage	£15.32
		£9004.09

(*) Staffing payments were processed on 16/11/2018

RESOLVED: That the above payments up to and including 5th December be approved and processed for payment. These were signed by the Chairman of Finance and/or the Chairman of the Council and countersigned by two bank signatories.

The meetings began at 6.30pm and ended at 9.20pm.

Chairman:2nd January 2019