

Hope Community Council

Minutes of a Meeting of the Extraordinary Planning and Highways Committee Meeting held at Heulwen Community Centre, Hope on Monday 3rd February 2020.

Present: Councillors Mrs L Davies (Chairman of the Committee), Mrs J Hilton, Mr B Hughes, Mrs M Williams, Mr D Roberts, Mr A Parsonage, Mr D Healey, Mr H Manning, Mr A Parry, Mrs C Sheibani

Absent:

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

338. Apologies for Absence

Apologies were received from Cllrs Mrs C Cunnah, Mrs S Waterhouse, Dr R Parsonage & Mrs C Olsen.

339. Declarations of Interest

There were no Declarations of Interest received.

340. Planning Application

Ref: 060792. Application for a change of use from a dwelling house (use class C3) to a home for 11 children (use class C2), including the conversion of the garage annex to on-site education facility, and the demolition of an on-site building and its replacement to provide a self contained unit for one of the children (11 children in all). Also to include car parking. Oaklea Grange, Sandy Lane, Higher Kinnerton.

https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060792

*6.40pm Cllr C Sheibani arrived

The Chairman had prepared and circulated detailed information on this application. Cllr Parry questioned why FCC had not offered vacant county buildings as an education facility?

Cllr Sheibani wished to express that she was in fully support of the application as there is a desperate need for such educational facilities.

There were lengthy and in-depth discussion on this application with varying views. The Chairman asked members to take a vote; 8 – supported the application (with provisions), 1 – against Cllr L Davies and 1 – abstention Cllr A Parry who advised he felt that he did not have enough information to make an informed decision.

RESOLVED: the Council support this application with the following provisions:

- External low level lighting
- Highway
 - Condition of the highway needs addressing
 - Drainage needs addressing
- Due to the installation of a new drive/parking, the drainage on site needs to be addressed ensuring it complies with ecological regulations.
- An Environmental Impact Survey needs to be undertaken
- The premises should have inclusive access to the first floor
- The self contained unit should be relocated closer to the main house.

341. Application for a Premises License – Co-op (formerly The Red Lion)

Notification was received from FCC that the above premises will be a convenience store open seven days a week selling groceries, sundry items and alcohol for consumption off the premises, Monday to Sunday 06:00 to 23:00 hours.

Members fully reviewed and considered the license application received from Flintshire County Council and whilst some members expressed concern raised by residents, it was agreed the application would be supported. The Council will however

write to Flintshire County Council highways to express concern regarding the potential increase in traffic, congestion and parking.

The Chair suggested making an invitation to the Co-op to attend a future meeting, however, members felt that this was unnecessary.

RESOLVED: the license application will be supported. The council will however write to FCC Highways to express concern regarding the potential increase in traffic, congestion and parking.

342. Application to Stop Up Highway - Highways Act 1980 - Section 116. Land fronting West Bank, Wrexham Road, Penyffordd

Formal notice was received from Flintshire County Council regarding the proposal to apply to the Magistrates' Court for a 'Stopping Up' Order under on the above address.

Information was provided showing that the area in was once part of the main Wrexham Road, but has now been surpassed by the new 'A' road and although it is still a Classified road, it does not serve any further purpose as a public highway. Currently the owners of West Bank have erected a gate across part of the highway at the above address, and enclosed a street lighting column which belongs to the Community Council. To rectify the situation the Area Manager (Streetscene) has agreed that if the gate is removed and replaced nearer the property to allow the lighting column to remain in the highway, he would be happy for the land to be 'Stopped Up' and it's public status removed

Cllr Williams provided a brief report on the history of this application as it has been previously raised a number of years ago.

RESOLVED: this was fully supported by the council.

The committee meeting began at 6.30pm and ended at 7.40pm

Chairman: 4th March 2020

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 5th February 2020.

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

Absent:

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

343. Apologies for Absence

Apologies were received from Cllrs Mrs L Davies, Mrs M Williams and Mr D Healey

344. Declarations Of Interest

There were no Declarations of Interest received.

345. Public Questions

There were no public questions received.

346. Chairman's Announcements

There were no Chairman's announcements.

347. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 8th January 2020, be approved as a correct record and signed by the Chair.

348. Visitors to Meeting

- i. PCSO Peter Jones did not attend the meeting but did provide a written report.
- ii. Claire Parry, FCC submitted her apologies.

RESOLVED: Claire Parry will be invited to attend the March meeting or if she is unable to attend will be requested to provide the council with a written report on the progress of the Road Safety Grant.

349. Matters Arising

Min 269 – FCS are looking to provide information for the Section 6 The Biodiversity and Resilience of Ecosystems Duty Report. This has been chased up by the Clerk.

Min 297(ii) – Further correspondence received from PCSO Jones on 21/01/2020 he has now been told by his Inspector that they are now allowed to keep the laptops at the station as they aren't connected to 4G and they physically have to drive to the camera to view footage.

Min 303 – The Clerk has attempted repeatedly to contact Mike Angel, FCC to request feedback on their meeting and whether FCC will be considering installing internet access at the community centre

Min 306 – the advertisement for the Youth Representative has been issued and displayed.

350. Minutes of Committees

RESOLVED: the minutes of the following standing committees were received:

- i. Planning and Highways – 8th January 2020.
- ii. Leisure and Environment – 8th January 2020.
- iii. Finance – 8th January 2020.

351. County Councillors Report

A written report in advance of the meeting prepared by County Councillors David and Gladys Healey was provided to all members. Topics included:

- Planning; Co-op (former Red Lion), Oaklea Grange and the Stopping Order on Wrexham Road.
- Transport

RESOLVED: the report was received and noted.

352. Appointment of the 2019/20 Internal Auditor

The Council was requested to review the Terms of Reference and Letter of Engagement for the appointment of JDH Business Services Ltd as the Council's internal auditor and confirm that the internal auditor was a suitable person to carry out the work in accordance with proper practice guidance.

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

353. Website & Council Emails

The Clerk provided members with additional information and 3 quotes for the possibility of a new redesigned website which would also ensure that the Accessibility Regulations would be met.

All of the above websites would provide training and allow the council more administration access than what is currently available.

There were a range of quotes, costs and services which were considered by the council. One quote which was significantly under budget also provided costs to provide members with formal council email addresses.

The Clerk informed the council that they would need to be aware that the contract with the current provider will expire the end of March 2020 and therefore may be a period of time that the council's website was down.

RESOLVED: the Council approved for a redesigned website and will be appointing a new provider. Cllrs Manning, Hilton and Waterhouse together with the Clerk will form a Website Working Group in order to review the quotes in detail and establish the exact requirements of the Council. A recommendation will then be submitted to the full council.

354. SSAFE – VE Day

FCC Jenny Prendegast has confirmed that the Willows could not be used for a VE Day such as a community picnic due to the weight of all the people tables and chairs.

Cllrs Olsen & R Parsonage led a community meeting on Thursday 23rd January where other community groups, societies etc met to discuss possible plans. She presented a draft itinerary for members to consider which included events such as tea parties, films, stories, a parade, church services, involvement of the local school children, display of a spitfire and army vehicles. This was the first draft and plans will no doubt evolve.

Cllr Parry suggested liaising with other councils to ascertain if they have arranged for a spitfire flyby which the community council could also possibly employ.

**6.50pm Cllr Sheibani arrived.

Cllr Olsen asked whether the council will be providing a budget for this event? The Chairman proposed up to £1000 which was fully supported by the council. Cllr Olsen advised that enquires are also being made for other sources of funding.

The Council have initially taken the lead on organising these events with the support of the local community. A further meeting will be held on Friday 28th February where all members of the council are invited.

The Chairman thanked Cllrs Olsen and R Parsonage for their work so far.

RESOLVED: the council supported to make up to a £1000 financial contribution to the event. A further meeting will be held on 28th February. As the Council are taking the lead on these events, the Clerk will liaise with the Zurich Insurance.

355. Community Engagement

The VE Day Celebrations encompassed community engagement.

356. Training

OVW and Planning Aid Wales were both asked whether they provided training on S106 and Planning Aid Wales. Planning Aid Wales have advised they could provide a bespoke course at £600 for the course plus travel expenses (capped at £50).

Due to the cost of the course it was proposed that in the first instance the council write to Andrew Farrow, Chief Officer of Planning to request information on the S106 process. Should the council require further information/clarity it will then be considered as to whether to invite Andrew Farrow to make a presentation to the council.

The Clerk informed members that she will be attending the SLCC National Conference 25th – 27th February.

Information on any training courses were provided to members and should anyone be interested in training they should contact the Clerk.

RESOLVED: The Council will write to Andrew Farrow to request information on the S106 process. Members to contact the clerk should they wish to attend any training events.

357. Correspondence

- FCC provided an updated copy of the FCC Environmental Enforcement Arrangement which was circulated to all members.

358. Future Agenda Items

Cllr Parry requested the concern of speeding to be included on the March agenda.

The meeting of the Full Council began at 6.30pm and ended at 7.15pm. It was then followed by the Planning & Highways Committee Meeting, Leisure & Environment Committee Meeting and the Finance Committee Meeting.

Chairman: 4th March 2020

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 5th February 2020.

Present: Councillors, Mrs J Hilton, Mrs C Olsen, Mrs C Cunnah, Mr B Hughes, Mr D Roberts, Mr A Parsonage, Mrs S Waterhouse, Dr R Parsonage Mr H Manning, Mrs C Sheibani and Mr A Parry.

Absent:

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

343. Apologies for Absence

Apologies were received from Cllrs Mrs L Davies (Chairman of the Committee), Mrs M Williams and Mr D Healey

344. Declarations of Interest

There were no Declarations of Interest received.

345. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 8th January be approved as a correct record and signed by the Chair.

346. Matters Arising

Min 321 – a Land Registry Search was undertaken for the garage/café. The owner is: Libra Quality Homes Ltd, a letter has been sent.

Min 340 – the Clerk circulated the draft response for planning application: 060792 and sought clarification from the members who attended the P&H Extraordinary meeting on the councils observations.

347. Planning Applications

- (a) There were no planning applications received for the Committee to considered.
- (b) The following applications which had been determined by Flintshire County Council were reported
- i. Ref: 060606. Side extension including loft conversion. 6 Sunhill Drive, Caergwrle. **Approved**
 - ii. Ref: 060651. Single storey extension to rear to form kitchen and living space. 11 Almond Way, Hope, Wrexham. **Approved**
 - iii. Ref: 058627. Extension and conversion of single dwelling to 4no. flats. Riverside, Bridge End, Caergwrle. **Approved**
 - iv. Ref: 060716. Proposed demolition of existing dwelling, construction of new 3 bedroomed split level property with associated parking. Monte Bella, Bryn Yorkin Lane, Caergwrle. **Approved**
 - v. Ref: 060717. Demolition of existing additions to property and erection of new extension to rear and side along with internal alterations. 51 Rhyddyn Hill, Caergwrle. **Approved**

RESOLVED: the above be received and noted.

348. Formal Complaint to Flintshire County Council

A response to the council's formal complaint regarding adverse possession was received from Gareth Owens FCC on the 10th January, a copy of which was provided to all members.

Cllr Parry expressed dissatisfaction with some of the content of the letter which was fully supported by Cllr Hilton and it was suggested that a site meeting should be requested with Gareth Owens. Cllr Olsen also suggested that in advance

of the meeting that a land registry search should be undertaken on the properties in question.

RESOLVED: land registry searches will be undertaken and the information passed to Cllrs Davies, Parry, Hilton and Olsen. A site meeting with Gareth Owens, FCC will also be requested.

349. Sarn Lane/Derby Road, Caergwrle

In relation to the odour complaints on Sarn Lane/Derby Road Cllr Olsen prepared a list of draft survey questions for the council to consider which was circulated in advance of the meeting. The Clerk confirmed that they are able to access the online survey cognitive forms free of charge.

RESOLVED: the council approved for the survey to be undertaken.

350. Highway Matters

- i. Concerns was raised regarding a boundary brick wall which has been built at Brackenwood, Fagl Lane.
 - a. The height of the wall
 - b. The condition of the pavement
 - c. A historic hedge removed

RESOLVED: the council will write to FCC Planning and FCC Highways to raise these concerns.

- ii. Cllr Olsen reported the ongoing issue of pot holes and also that there still remain planks of wood, being used as dropped kerbs, on the highway in Abermorddu Wrexham Road.

RESOLVED: Cllr Olsen will report the pot holes on the FCC 'app'. The report of planks of wood will be chased with FCC Highways.

- iii. Cllr Parry reported that there is an overgrown tree obstructing the traffics lights as your approach Abermorddu. Also the condition of the footpath in front of the takeaway in Caergwrle which the Clerk advised that this has been previously assessed by FCC who advised they were satisfied with the condition. Finally there is a significant amount of litter of the Ffrwd Road.

RESOLVED: the Clerk will report the overgrown tree at the Abermorddu traffic lights and the litter on the Ffrwd Road to FCC Streetscene.

The committee meeting began at 7.15pm and ended at 7.40pm

Chairman: 4th March 2020

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 5th February 2020.

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

Absent:

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

367. Apologies for Absence

Apologies were received from Cllrs Mrs M Williams (Chairman of the Committee), Mrs L Davies, and Mr D Healey.

368. Declarations of Interest

There were no Declarations of Interest received.

369. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 8th January 2020, be approved as a correct record and signed by the Chairman.

370. Matters Arising

There were no matters arising.

371. Playing Fields

High Street play area is now complete and open.

The Clerk advised that the benches are still to be installed on High Street and Sarn Lane, however, this has been delayed due to the current demands on FCC Streetscene.

RESOLVED: the report was received and noted.

372. The Willows Playing Fields

Jenny Prendegast – FCC has advised that it is hoped that the assessment of the field will take place during 2020.

RESOLVED: the report was received and noted.

373. Summer Playscheme 2020

Correspondence was received and consider in respect of the potential costings for the 2020 Summer Playscheme.

At present FCC are still awaiting confirmation of grant funding from Welsh Government towards the summer programme which then identifies the amounts required from our partnership with town and community councils.

To allow some preparation for council and based on the anticipated level of funding from Welsh Government, as in 2019, we can provide the following information:

The cost of a basic scheme, 3 weeks (15 x sessions AM or PM) and 2 members of staff would be £1,428.90.

The 'worst case scenario' should a grant not be received would require additional funding estimated at £900 per scheme.

RESOLVED: the council will support the 2020 summer playscheme. The Clerk will request the attendance figures for 2019.

374. Caergwrle Castle

- i. The revised Management Plan and costings was received from Flintshire Countryside Services and circulated to the Working Group on 27th January. The Clerk suggested that this needs to be fully reviewed and considered together with FCS and Cadw.
- ii. The clerk reported that Alistair Hemphill has advised he has asked a tree surgeon to view the work required to remove the trees at the entrance and is awaiting a price. He said it would take one day so it is anticipated to be around £550. Also the council will not have to replace the trees as it is outside the conservation area but he will be putting the tree guard in.
- iii. Cllr A Parsonage advised that Alistair Hemphill has still not been to collect the route iron bench for installation at the castle.

RESOLVED:

- i. A meeting of the Castle Working Group, FCS and Cadw will be co-ordinated to review and consider the revised Management Plan and costing in order for a recommendation to be submitted to the full council in March.
- ii. The report was received and noted.
- iii. AH will be contacted and requested to collect and install the bench as soon as possible.

The committee meeting began at 7.40pm and ended at 7.50pm

Chairman: 4th March 2020

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 5th February 2020

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

Absent:

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

375. Apologies for Absence

Apologies were received from Cllrs Mrs L Davies, Mrs M Williams and Mr D Healey.

376. Declarations of Interest

There were no Declarations of Interest received.

377. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 8th January 2020, be approved as a correct record and signed by the Chair.

378. Matters Arising

There were no matters arising.

379. Payments

To authorise accounts for payment up to and including 5th February 2020.

Payable To	Details	Amount
1st Hope Brownies	Grant	£400.00
1st Hope Rainbows	Grant	£400.00
Castell Alun Bowling Club	Grant	£200.00
Hope Community Craft Club	Grant	£150.00
Friends of Hope Community Library	Grant	£200.00
Hope Preschool Play Group	Grant	£550.00
Castell Alun Colts FC	Grant	£300.00
Castell Alun Friends Assoc	Grant	£150.00
Ysgol Estyn Home School Assoc	Grant	£300.00
Abermorddu CP France Acc	Grant	£300.00
Flintshire County Council	Street light energy - Dec & Jan 2020	£763.68
Compacc Complete Accountancy	Payroll for Members Allowances	£25.00
Christine Cunnah	Members Allowance	£120.00
David Healey	Members Allowance	£120.00
Myra Williams	Members Allowance & Snr Role	£520.00
Shelia Lynn Davies	Members Allowance & Snr Role	£520.00
Claire Olsen (nee Jones)	Members Allowance & Snr Role & Vice Chair	£868.28
HMRC	PAYE & NI relating to Members Allowances	£601.72
Staffing Costs	Jan Wages	£1,118.26
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£101.08
	Total	£7708.02

The Clerk worked an additional 9 hours during the month of January and requested authorisation to claim overtime which would be processed in the February payroll

RESOLVED: That the above payments up to and including 5th February 2020 be approved and processed for payment. The Council also approved the 9 hours overtime payment for the Clerk which will be processed in the February payroll. These were signed by the Chairman of Finance and/or the Chairman of the Council and countersigned by two bank signatories.

The committee meeting began at 7.50pm and ended at 7.55pm

Chairman:4th March 2020