

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 2nd January 2019.

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

Absent:

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
Helen Jones – FCC, Older People’s Strategy Co-ordinator
PCSO Peter Jones
Lee Shone – FCC Streetscene & Transportation
1 x member of the Public

242. Apologies for Absence

Apologies were received from Cllrs Mrs C Sheibani and Mrs S Waterhouse.

243. Declarations Of Interest

There were no Declarations of Interest received.

244. Public Questions

Concern was raised to the Council regarding speeding along Stryt Isa especially between 8.15am and 9.00am. He advised that he has written to FCC to request the installation of speed ramps and has been liaising with Cty Cllr Healey, however, he was informed that the issue does not score highly enough on the road safety matrix. It is a 30mph road, most of which is single tracked and he feels that it is extremely dangerous and would like something to be done. He suggested the possibility of a one way system (part way) which he realises would more than likely be strongly objected to, so put to the council the suggestion of 20mph speed limit and speed bumps. He thanked the members for allowing him to speak and was happy to leave this with the Council.

** 1 x member of the public left at 6.35pm

245. Chairman’s Announcements

The Chairman wished everyone a very Happy New Year.

246. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 5th December 2018, be approved as a correct record and signed by the Chair.

247. Visitors to Meeting

- i. Mrs Helen Jones – FCC Older People’s Strategy Co-ordinator gave a brief presentation on Age & Dementia Friendly Communities. She explained Age Friendly is where everyone, regardless of age is able to stay healthy and participate in the community and where everyone is treated with respect. The 8 areas of focus are: social participation, respects & social inclusion, civic participation & employment, housing, transport, outdoor spaces & public buildings, community support & health services and communication & information. They have undertaken a number of events to engage with residents and are now in the process of collating and identifying the results. They will continue engaging and look at a vision for ‘Alyn Villages’ to become age friendly.

She also provided information detailing Leeswood & Pontblyddyn’s Age-Friendly Community Action Plan and asked whether this could be something that Hope Community Council also considers undertaking.

Cllr Hilton agrees and supports, however, expressed concern that FCC have a number of initiatives similar to this but under a different ‘heading’. Cllr Healey fully supports and commented that the council should embrace this vision and work with Helen Jones to achieve an age and dementia friendly community.

There is an open coffee morning at Heulwen Close Community Centre on Thursday 14th February.

** Lee Shone arrived at 6.55pm

The Chairman thanked HJ for the presentation and attending the meeting and suggested that this could be a matter that the council considers in the future.

**Helen Jones left the meeting at 7.00pm

- ii. PCSO Peter Jones – a copy of the police report had been provided to members which was reviewed. Cllr Hilton did question why the vandalism at the Willows bus shelter was not on the report, to which he advised it had not been reported to 101. Cllr Hilton objected to this as she had actually reported the damage and provided PCSO with the dates and time.

Cllr Parry also raised concern of an incident he had reported to 101 and no response was received. The incident was 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 feels that employers of paperboys/girls should have a duty of care to ensure their safety ie lights on bikes and hi-viz clothing and requested if the PCSO could look into this safety matter further.

**PCSO Jones left the meeting at 7.05pm

- iii. Lee Shone – FCC Streetscene & Transportation. Cllrs Healey & Hilton attended a meeting with LS on Wednesday 19th December to present the Transport, Traffic and Travel Strategy. LS provided the council with preliminary information on the Road Safety Grant which FCC are submitting to the Welsh Government covering the area from A550 Hawarden Road – Abermorddu lights – Holly Bush junction.
 - a. Possible option for lights on the A550 and right turn into Hawarden Road
 - b. Parking restrictions on Fagl Lane
 - c. Potential to improve the footpath to Castell Alun
 - d. A mandatory 20mph limit outside of the schools
 - e. Improvements could be seen at Kiln Lane if the issue on Hawarden Road was addressed
 - f. Part time lights at Ysgol Estyn for 20mph or 30mph limits
 - g. A crossing installed outside of the medical centre
 - h. There are limitations on what can be done to improve issues at Bridge End, but they would be looking to improve speed awareness
 - i. Improvements to the timing of the lights in Abermorddu eg, school times
 - j. Improvements to the junction at the Holly Bush to address issues with HGV's turning

FCC are currently working on the bid which has to be submitted to Welsh Government by 18th January. Should the grant be successful work would be undertaken in the next financial year, obviously following a number of consultations and necessary legal requirements.

Cllr Cunnah did raise the suggestion of a cycle path from Hope to Penyffordd as this had been previously raised by Cllr Waterhouse. LS advised that due to the cost implications of this, the wider area it would cover, could in turn have a significant negative impact on the grant and therefore at this time it would not be included in this bid.

Cllr Cunnah also brought to the attention of LS the question raised by the member of the public. LS advised that under the 20mph limit mentioned above, this would extend through to Fagl Lane and Stryt Isa. Cllr Healey will communicate this information back.

Cllr Manning questioned the concerns with speeding on Pigeon House Lane, which LS advised that they are trying to encompass as much as possible within this bid which in turn would see improvements in others areas of the village.

The Clerk asked that in previous experience with the WG grants, is it 'all or nothing'? LS advised that in the past it has been a yes or no answer, rather than being offered for example 50% of what has been requested.

The Chairman thanked LS for attending and the information he provided.

** LS left the meeting at 7.20pm

248. Matters Arising

Min 203 – the Chairman reported that she attended Castell Alun School for the scheduled meeting on the 18th December with Mr G Hughes, however, unfortunately he was away from the building and therefore the meeting did not take place.

249. 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 – 5th December 2018.
- (ii) Leisure and Environment – 5th December 2018.
- (iii) Finance – 5th December 2018.

250. National Joint Council for Local Government Services (NJC) – 2019/2020 National Salary Award

The Clerk reported that notification has been received from NALC with details of the 2019/20 salary award and new pay scales. Currently the Clerk is banded as SCP25, however, in accordance with the new scaling/banding as from 1st April she will be banded as SCP17 which is an increase of 3.2%. The Home Allowance will also increase by 3.2%.

RESOLVED: the above report was received and noted and the council approved the above increases with effect from the 1st April 2019.

251. Community Council Draft Estimates for 2019/20

Amendments were made to the budget following the comments at the December meeting and a copy enclosed with the agenda (version 2). The suggested precept working on this budget equates to £86,325.

The Council considered the draft estimates for 2019/2020 together with reports detailing reasons of increases/decreases and the Chairman asked for any comments. Cllr A Parsonage proposed which was seconded by Cllr Hughes that the Council should go with the minimum required of £86,325 equating to a 1.08% increase (£0.50p - based on a band D property). This was voted upon and agreed by the majority.

As the precept was agreed the Chairman and the Clerk were required to complete and sign the declaration of precept requirement.

RESOLVED: that this Council's precept requirement for 2019/2020 be approved as £86,325 (eighty-six thousand, three hundred and twenty five pounds) which equates to the Band D sum of £46.61 per year, the Chairman and Clerk was authorised to sign the declaration of precept requirement for submission to Flintshire County Council.

252. Community Engagement

Cllr Hilton advised she is still working on the community engagement action plan and requested for this to be carried forward and included on the February/March agenda.

RESOLVED: this item will be included on the February or March agenda.

253. Training

The Clerk provided members with a list of upcoming OVW training courses.

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

254. Correspondence

- An invitation for the Chairman to attend the Mayor of Mold's Charity Dinner, Dance and Auction on Friday 22nd February.
- The next County Forum will take place on Thursday 14th February, 6.30pm – 8.30pm at Town Council Offices, Connahs Quay.
- Information from Welsh Government regarding more detail about Welsh Government's next steps in implementing its policy approach for the community and town council sector. Copies provided to members.

- Correspondence from FCC with information to their response to Welsh Government regarding to the county Corporate Play Sufficiency Assessment, 2019 -2022. They have requested a contribution with regard to our area and community.

RESOLVED: the Chairman and Clerk will provide a response.

255. Future Agenda Items

Cllr Healey requested for the safety barriers on Ash Path to be included on the Leisure and Environment agenda in February.

Chairman: 6th February 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 2nd January 2019.

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

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

256. Apologies for Absence

Apologies were received from Cllrs Mrs C Sheibani and Mrs S Waterhouse.

257. Declarations of Interest

There were no Declarations of Interest received.

258. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5th December 2018.

259. Matters Arising

There were no matters arising.

260. Planning Applications

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

- i. Ref: 059323. Demolition of existing conservatory and replacement with single storey extension along with two storey side extension. Atcherley Cottage, Bannisters Lane, Caergwrle. **Supported**

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: Ref: 059091. Retention of portacabin for use as classroom for a further period of 3 years. Bryntirion Hall School, Mold Road, Caergwrle. **Approved**

RESOLVED: the above be received and noted.

261. Transport, Traffic and Travel Strategy

Following the December meeting the strategy had been updated and a copy provided to all members. Cllrs Healey & Hilton attended a meeting with Lee Shone on Wednesday 19th December to present the Transport, Traffic and Travel Strategy. Matters relating to this meeting were discussed under the main agenda minute: 247(iii)

262. Highway Matters

No further matters to report.

Chairman: 6th February 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 2nd January 2019.

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

Absent:

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

263. Apologies for Absence

Apologies were received from Cllrs Mrs C Sheibani and Mrs S Waterhouse.

264. Declarations of Interest

There were no Declarations of Interest received.

265. Minutes

RESOLVED: the Chairman of the Council be authorised to sign the minutes of the previous meeting of the committee held on 5th December 2018.

266. Matters Arising

Min 233 - the Clerk advised that Cllr Parsonage had provided her with the final response for the Consultation on Flintshire County Council's Revised Rights of Way Improvement Plan and Policies and Procedures. This has now been submitted.

Min 234(i) – The Council had decided that they will postpone the Annual Management Review until the Cadw partnership has been agreed, however, for your information the Clerk provided a copy of the 2017/18 Annual Report from Alistair Hemphill Flintshire Countryside Services.

267. Playing Fields

Cllr Williams advised that the play area at Queensway is looking in good condition and that there are repairs required at the Willow play area which she will be raising with FCC.

RESOLVED: the report was received and noted.

268. Crossways Play Area Improvements

Correspondence has been received from FCC (Aura Leisure) that they have awarded £10,000 match funding for 2018/19. This will be split between Crossways, Abermorddu and High Street, Caergwrle play areas.

Richard Roberts has been requested to provide a few designs and quotes for Crossways with the budget of £25,000. Cllr Healey suggested as a way of consultation with the community the council could set up a gazebo on Crossways to show residents ideas for equipment and designs. Cllr Olsen also suggested undertaking a leaflet questionnaire from local residents. Members agreed that a consultation process is required and will formalise the process once the designs and quotes have been received. The Clerk will also ask Richard Roberts to provide designs and costs for wooden play equipment.

The Clerk also confirmed that the Council will hold £10,000 in reserves from Match Funding for the Caergwrle High Street play area.

RESOLVED: the Council will undertake a consultation for the play area improvements at Crossways. Further details of this will be agreed once the quotes have been received from Richard Roberts together with costs for wooden play items.

269. Caergwrle Castle

- i. A meeting was held on Wednesday 12th December with Cadw where Cllrs Cunnah, Healey, Hilton and Roberts were present. Cllr Cunnah reported that they had informed Cadw that the council would require the moat to be included in the guardianship agreement, however, Cadw were very reluctant and their preference would be to only take the castle remains above ground. Cadw did however agree that they would take back the councils request for further consideration. Therefore, no agreement has been signed. Cllr Healey had expressed that he felt that Lord Ellis-Thomas would be in support of the request and suggested for the Council to write directly to him which was fully supported by Cllr Cunnah. Cllr Cunnah proposed that Cllr Healey with his historical experience should prepare the letter and liaise with the clerk.
- ii. The Clerk advised FCC have confirmed that they will look to fund a replacement for the bench that they have lost which was removed from the bus shelter, up to approx. £500. The Clerk is liaising with Alistair Hemphill as to a suitable bench for the castle, he has suggested getting a bespoke bench crafted, however, this would certainly be in excess of £500. Members considered various options for seating such as route iron, wood and recycled plastic. It was agreed that costs for these various material will be obtained.
- iii. Nothing further to report.

RESOLVED:

- i. The Council will write to Lord Ellis-Thomas requesting that the moat be included in the guardianship agreement which will be drafted by Cllr Healey and passed to the Clerk.
- ii. Cllr Parsonage will obtain a quote for a route iron bench and the clerk will obtain costs for a recycled plastic bench and a bespoke wooden bench.

Chairman: 6th February 2019

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 2nd January 2019

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

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

270. Apologies for Absence

Apologies were received from Cllrs Mrs C Sheibani and Mrs S Waterhouse.

271. Declarations of Interest

There were no declarations of interest received.

272. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5th December 2018.

273. Matters Arising

Min 239 – Cllr Cunnah advised that a meeting will be co-ordinated between herself, Cllrs R Parsonage, Hilton and Olsen before the February meeting to review all grant applications.

274. Quarterly Budget Review

- i. The Clerk provided the Council with copies of the quarterly year summary, budget monitoring report and bank reconciliation. The documents were reviewed and the clerk asked if there were any comments or concerns, no comments or concerns were raised.
- ii. Cllr M Williams reviewed and certified a number of invoices and payments receipts in order to meet the requirements of the financial regulations and internet banking.

RESOLVED: The quarterly accounts be approved and the supplier payments were reviewed and approved by Cllr M Williams.

275. Payments

To authorise accounts for payment up to and including 2nd January 2019.

Payable To	Details	Amount
Staffing Cost	Dec 2018 Staffing Costs	£805.26
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£24.01
Greenfingers	Queensway Play Area Grass Cut April - Oct	£54.00
Flintshire County Council	Electricity & Maintenance Oct 2018	£705.84
	Total	£1,589.11

RESOLVED: That the above payments up to and including 2nd January 2019 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 8.10pm.

Chairman:6th February 2019

Hope Community Council - Summary Accounts
2018/19 Financial Year

Income

	Actual	Anticipated	Difference
Precept	85,000.00	85,000.00	0.00
Bank Interest	83.75	25.00	58.75
Refunds/Other	6,720.94	0.00	6,720.94
Grant Returned	0.00	0.00	0.00
VAT Refund	3,713.57	3,713.57	0.00
Total	95,518.26	88,738.57	6,779.69

Expenditure

	Actual	Agreed Spend	Balance
Leisure & Environment Committee			
Summer Play Scheme	2,220.00	1,800.00	-420.00
Enviro Improvements/Play Grounds	771.93	13,200.00	12,428.07
Caergwrle Castle	3,000.00	15,000.00	12,000.00
L&E Misc/Reserved - Crossways Match Funding	0.00	10,000.00	10,000.00
L&E Misc/Reserved - Caergwrle Castle	0.00	9,287.00	9,287.00
Planning & Highways Committee			
Bus Shelters	0.00	0.00	0.00
Street Lighting Supply	3,054.72	5,000.00	1,945.28
Street Lighting Maintenance	2,329.95	26,000.00	23,670.05
Christmas Lights	645.98	10,000.00	9,354.02
CCTV	0.00	1,000.00	1,000.00
P&H Misc/Reserved - Street Light Upgrade	0.00	13,866.50	13,866.50
Finance Committee			
Staffing costs (salaries, pensions, ni, paye)	6,597.73	8,511.00	1,913.27
General Admin	6,209.79	4,727.00	-1,482.79
S137 - Grants	0.00	3,000.00	3,000.00
Election Costs	0.00	500.00	500.00
Chairman's Allowance & Cllrs Expenses	253.10	2,700.00	2,446.90
Training	160.00	1,500.00	1,340.00
Fin Misc/Reserved - Noticeboard	300.00	795.00	495.00
Total	25,543.20	126,886.50	101,343.30

Current Summary

Bank Balance as at 31 March 2018	55,956.25
Total Expenditure	25,543.20
Total Income	95,518.26
Balance as at 31 December 2018	125,931.31
VAT Costs for 2018/19 Financial Year	838.50

Finance Committee - Quarterly Budget Review 31st December 2018

Current Acc Bal B/f			5,081.86		
Date Cashed	Cheque No	Payee	Details	Amount	Unpresented Cheques
			Actual Balance Carried Forward	5,081.86	
					£5,081.86 Bank Statement Balance
				120,849.45	
Deposit Acc Bal B/f			Details	Amount	
Date	Type				
				Total	
			Balance Carried Forward	120,849.45	
			Total Balance of All Accounts	125,931.31	£120,849.45 Bank Statement Balance
					£125,931.31 Total Balance inc Unpaid Chqs

HOPE COMMUNITY COUNCIL ESTIMATES 2018/19					
Committee/Budget Head	Budget 2018/19	Actual to Date 30-Sep-18	Available Balance	Notes	
Leisure and Environment Committee					
1.1 Summer play scheme	£1,800	£2,220.00	-£420.00	Over budget, but receive a grant for £911 from FCC	
1.2 Environ imp/plygrnd	£13,200	£771.93	£12,428.07	Approved £10k towards match funding	
1.3 Caergwrle Castle	£15,000	£3,000.00	£12,000.00		
1.4 L&E Misc/Reserved - Crossways Match Funding	£15,000	£0.00	£15,000.00	£10k - CC and £5K - FCC. 2017/18	
1.5 L&E Misc/Reserved - Caergwrle Castle	£9,287	£0.00	£9,287.00		
Total	£54,287	£5,991.93	£48,295.07		
Planning and Highways Committee					
2.1 Bus shelters	£0	£0.00	£0.00		
2.2 Street lighting – supply	£5,000	£3,054.72	£1,945.28		
2.3 Street lighting – maint (inspections & repairs)	£26,000	£2,329.95	£23,670.05	Work has commenced awaiting inv	
2.4 Christmas lights	£10,000	£645.98	£9,354.02	Awaiting invoice of approx £10k	
2.5 CCTV Cameras	£1,000	£0.00	£1,000.00		
2.6 P&H Misc/Reserved - Street Light Upgrade	£13,867	£0.00	£13,866.50	Work has commenced awaiting inv	
Total	£55,867	£6,030.65	£49,835.85		
Finance Committee					
3.1 Salaries and N.I. (& payroll fees)	£7,524	£5,888.19	£1,635.81		
3.2 Pension/gratuity	£987	£709.54	£277.46		
3.3 Expenses - Clerk Travel (Gen Admin)	£150	£137.23	£12.77		
3.4 Telephone (Gen Admin)	£0	£0.00	£0.00		
3.5 Audit fees (Gen Admin)	£500	£393.60	£106.40		
3.6 Chain / honours board (Gen Admin)	£100	£945.45	-£845.45	Overspend due to chain of office refurb	
3.7 Stationery & equipment (Gen Admin)	£450	£254.38	£195.62		
3.8 Computer & maint. (Gen Admin)	£500	£669.60	-£169.60	Over budget to GDPR & IT Services. A new laptop will be required shortly	
3.9 Petty cash (Gen Admin)	£0	£0.00	£0.00		
3.11 Insurance (Gen Admin)	£650	£624.93	£25.07		
3.12 Subscriptions (Gen Admin)	£700	£105.00	£595.00	Renewals due early 2019	
3.13 Photocopier (Gen Admin)	£200	£144.00	£56.00		
3.14 Election expenses	£500	£0.00	£500.00	Not anticipated to be spent	
3.15 Office costs (Gen Admin)	£1,177	£898.22	£278.78		
3.16 Grants	£3,000	£0.00	£3,000.00	Due to be paid by year end	
3.17 Chairman's allowance/Clr Exp	£2,700	£253.10	£2,446.90	Due to be paid by year end	
3.18 Council website (Gen Admin)	£300	£332.50	-£32.50	Overspend due to additional hours for 17/18	
3.19 Training	£1,500	£160.00	£1,340.00		
3.21 Fin Misc/Reserved - Noticeboard	£795	£300.00	£495.00	Money used for water safety - Park in the Past	
3.22 Defib		£1,704.88	-£1,704.88	£1584.34 Funds externally raised, the council had no budget	
			£0.00		
Total	£21,733	£11,815.74	£9,917.26		
Summary					
Leisure and environment (incs £19287 reserves)	£54,287	£5,991.93	£48,295.07		
Planning and Highways (incs £13866.50 reserves)	£55,867	£6,030.65	£49,835.85		
Finance (incs £795 reserves)	£21,733	£11,815.74	£9,917.26		
Total	£131,887	£23,838.32	£108,048.18		

Image showing Hope Community Council Summary of Accounts 2018 / 2019.

Inclusive of:

- Income and Expenditure
- Current Summary
- Year End Summary (prediction)
- Balance carried forward
- Committee budget