

# Hope Community Council

## Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 3<sup>rd</sup> July 2019.

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

**Absent:** Mrs C Sheibani, Mr A Parsonage

**In attendance:** Mrs S Hughes Clerk and Responsible Financial Officer.  
Kevin Crumplin & Vicky Plant, FCC Streetscene & Transportation

### 83. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mr H Manning.

### 84. Declarations Of Interest

There were no Declarations of Interest received.

### 85. Public Questions

There were no public questions received.

### 86. Chairman's Announcements

The Chairman apologised for being absent from the June meeting and thanked Cllr Olsen for Chairing the meeting. She also apologised for not being able to attend the Castle Working Group meeting. She informed members of a recent event she had attended with guest speaker Sophie Huw. The event referenced a number of issues affecting all counties across Wales; transport, health education etc.

The village carnival will be held this week together with the Annual Pram Race on Friday evening.

She reminded members of the following upcoming events at the Castle; 28<sup>th</sup> July – Castle Walk, 31<sup>st</sup> July – Picnic and Stories and 14<sup>th</sup> August – Bat Walk.

### 87. Minutes of Council

**RESOLVED:** the Minutes of the Meeting of the Council held on 5<sup>th</sup> June 2019, be approved as a correct record and signed by the Chair.

### 88. Visitors to Meeting

- i. PCSO Peter Jones did not attend the meeting or provide a report.
- ii. Jamie Bennett, FCC Streetscene – Street Lighting. Mr Bennett gave his apologies, he was due to meet with the Clerk which he was going to report on, however, the meeting was postponed due to the flooding. He has requested to attend the September meeting.
- iii. Kevin Crumplin & Vicky Plant, FCC Streetscene & Transportation had been asked to attend the meeting to provide further details of the recent additional enforcement initiative from FCC.

They explained the enforcement that they are able to deal with, but explained for issues such as parking on pavements would have to be dealt with by the police. They have now got a new special enforcement for situations such as double parking, cars parked blocking footpath crossings, dropped kerbs but(not driveways). Cllr Olsen asked who would deal with hazard parking which they confirmed would be the police.

Cllr Olsen asked whether they would provide committed hours. KC advised that as this was a rural area, they undertake mainly driving patrols to assess the area. He advised that since 2014 they have issued 19 PCN's (penalty charge notices) on Hawarden Road bus stop and 49 PCN's since 2013 on Castle Street. Since 2013

there have been a total of 114 for our wards. Cllr Olsen asked how effective are the PCN's? How many have been paid and how many required further action? KC did not have this information and was unable to provide details.

Cllr Hilton questioned parking around schools and this is always a problematic area. KC said that these are observed and explained there is an observation time required when parking on single or double yellow lines, however, if there is parking in a bus stop then this would be an immediate fine.

KC informed members that the team works during the hours of 7am – 7pm. FCC are not just looking to issue PCN's, but to also use this as an educational process.

VP explained that at this staged FCC are awaiting feedback from T&CC's regarding interest and demand, which at that point they would look at producing a rota.

KC suggested that an option to address the parking issues on Castle Street would be to consider implementing 'Loading Restrictions'. This would be something the council would need to raise and address with FCC Highways.

\*\* Cllr Parry arrived at the meeting – 6.55pm

KC advised that currently as a rural area they visit the villages around once a week. They have 7 officers at present, 3-4 which solely cover parking for the whole county. 1 day consist of 7-8hours, but they may consider offering ½ days.

Cllr R Parsonage asked how reports of fly tipping are dealt with? KC explained that once reported the site would be attended by an officer and the waste would be collected. Depending on the contents of the fly tipping would depend on whether they had enough information to investigate. They are currently reviewing the process to see if it can be streamlined to allow for fixed notices (£200) rather than court proceedings.

Cllr Healey raised the issue of fly tipping at clothes banks as he was aware there are cases of waste e.g food being left there and when he contacted FCC they advised they did not have a policy for this.

KC explained that he is aware of Waste Disposal Services being offered on social media and reiterated that home owners are responsible and have a duty of care to ensure whoever they are paying to dispose of their waste are credible.

VP explained that FCC will receive all income from the PCN's which covers costs of back office administration.

The Chair thanked VP and KC for attending and for the information they have provided. This item will be discussed further under the Planning & Highways agenda.

\*\* VP & KC left the meeting at 7.15pm

## 89. Matters Arising

**Min 51** – communication is still ongoing regarding FCC covering costs to relocate one of the CCTV cameras to Sarn Lane. The work itself may be undertaken by FCC.

**RESOLVED:** the council will not pursue this request and will await to hear from FCC.

**Min 51** - PCSO Jones has responded as follows to the Councils questions:

- i. *I spend my time where it is needed most, I undertake an evidence based approach meaning that I research our systems to find out where is causing most demand. This way I can target areas with patrols to try and reduce that demand and help to keep individuals safe. We do not have a specified number of hours for each area.*
- ii. *I do partake in foot patrol where possible.*
- iii. *I cover from Caerwys to Saltney. My patch specifically is Saltney, Kinnerton, Hope, Caergwrle and right up to the Wrexham border, Ffrith, Llanfynydd, Leeswood, Treuddyn and Nercwys.*

**RESOLVED:** the report was received and noted.

**Min 52/ 286** – A response has been received from Alistair Hemphill regarding tree work at the castle. This was in relation to a letter from a local resident requesting that the council undertake some tree work, e.g, thinning, lowering and/or felling due to reduction of light in their home. We wrote to Alistair Hemphill and Stuart Body and the advice received is ‘ *the answer to residents on Castel Street would be that no tree work will be carried out except that needed for the health of the woodland as deemed by Flintshire’s tree officer*’. Further information on the Flintshire’s Corporate Tree Plan should you wish to view: <https://www.flintshire.gov.uk/en/PDFFiles/Countryside--Coast/Tree/Tree-Plan.pdf> .

**RESOLVED:** members fully supported the response from Flintshire Countryside Services and will write to the resident providing the above information and explanation.

## 90. 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 – 5<sup>th</sup> June 2019.
- (ii) Leisure and Environment – 5<sup>th</sup> June 2019.
- (iii) Finance – 5<sup>th</sup> June 2019.

## 91. Delegated Powers – Summer Recess

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

**RESOLVED:** the above be approved with any matters arising being reported at the September meeting.

## 92. School Governor – Ysgol Estyn

Due to Cllr Cunnah resigning for the post, the Chairman asked whether there were any members wishing to stand for the vacancy, Cllr D Healey confirmed he would like to take the post.

**RESOLVED:** Cllr Healey will fill the vacancy of School Governor for Ysgol Estyn. The Clerk will contact the School of Governors Clerk.

## 93. Community Engagement

Cllr Hilton asked members whether the council should actively participate in the carnival and hold a stall. Cllr Williams advised that she felt that this may not be an appropriate method of engagement as the carnival has changed over the years and now offers alcohol. Cllr R Parsonage advised that the Community Action Group had previously had a stall which was extremely poorly attended.

Cllr Cunnah wished to thank Cllrs Waterhouse, Olsen and Hilton for setting up and launching the council’s facebook page ‘Hope Community Council’

**RESOLVED:** the Council would not actively participate in the Carnival by way of hosting a stall.

## 94. Training

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

Cllr Hilton has confirmed her attendance for the Planning Aid Wales training course ‘Responding to Planning Applications & Maximising your Community Influence’ being held on 4<sup>th</sup> July, however, unfortunately it has since been cancelled. The Clerk advised that a further course will be held in October and should the council have a number of members wishing to attend we could suggest a date.

Cllr Hilton confirmed she also wished to attend the OVW Course – The Council as an Employer on 9<sup>th</sup> July.

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

## 95. Correspondence

- Two letters from FCC Standards Committee with feedback following further visits to Town and Community Councils.
- FLVC, Invitation to the 22nd Annual General Meeting and Awards Ceremony, Thursday 12th September 2019, The Clwyd Room, Theatre Clwyd, Mold, 5.30pm. RSVP by Thursday 5th September.
- Save The Date: the Mayor of Mold Cllr Tim Maunders will hold his Civic Service on Sunday 8th September 2019 at 11.00am at St Mary's Church Mold.
- Summer Playscheme will be running from Monday 22nd July for a period of 4 weeks. The sessions will be held at the Willows Play Area 1.30pm – 3.30pm.
- The Clerk has been invited and will be attending a pension training session on 3rd September for LGPS regulations and the employers responsibility to adhere to these regulations.
- A letter from FCC regarding progress on the Deposit Local Development Plan (LDP). A further revision to the LDP Delivery Agreement has been approved by Welsh Government and can be viewed at: <https://www.flintshire.gov.uk/en/PDFFiles/Planning/Preferred-Strategy-Consultation/LDPDeliveryAgreement-MainDoc-MAY2019.pdf>

The LDP will be placed on Deposit for consultation in September 2019. Prior to this the draft Deposit LDP will be reported to Council on Tuesday 23rd July at 2.00pm seeking formal approval to go out to consultation. Further details on the consultation arrangements and how to comment on the Plan will be issued prior to the start of consultation. In particular, the use of the on-line consultation portal, as an easy and convenient way to comment on the Plan will be encouraged. Objections and representations submitted in advance of the start of the consultation exercise will not be accepted.

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

- The Clerk read a letter which had been posted to Cllr Olsen anonymously. The content of the letter detailed concern of adverse possession of land on Hawarden Road. Cllr Olsen proposed that this be supported as Cllr Parry had also been raising this concern for quite some time.

Cllr Healy advised members that there is a misconception that any money received by FCC for selling land would not address the austerity issues as the proceeds would go to the capital account and not the revenue account.

Cllr Parry advised that as well as land being obtained by Oak View, currently land being obtained by Hill Crest has no stopping order applied.

**RESOLVED:** a copy of the letter will be sent to FCC Planning Enforcement, Gareth Owens FCC Legal and Mark Tami MP. The Clerk will also chase Gareth Owens on a response regarding the current investigation he is undertaking following the submission of evidence from Cllr Parry.

## 96. Future Agenda Items

There were no future agenda items requested.

Chairman: ..... 4<sup>th</sup> September 2019

# Hope Community Council

## Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 3<sup>rd</sup> July 2019.

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

**Absent:** Mrs C Sheibani, Mr A Parsonage

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

### 97. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mr H Manning.

### 98. Declarations of Interest

Cllr R Parsonage declared an interest in relation to agenda item 5(ii).

**RESOLVED:** Cllr R Parsonage declared and completed the Register of Interest.

### 99. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5<sup>th</sup> June 2019.

### 100. Matters Arising

There were no matters arising.

### 101. Planning Applications

Cllr Davies reported that she had spoken to Punch Tavens regarding work at the Red Lion who advised that work has completed inside and they are now awaiting the Board to release the finance for the remaining works.

The Committee considered planning applications received as follows:

- i. Ref: 060029. Proposed installation of 1no. replacement post sign, 2no. sets of halo lit lettering & lion motif, various poster cases and sign written text including associated lighting. Red Lion Hotel, Hawarden Road, Hope. **Supported.** [https://digital.flintshire.gov.uk/FCC\\_Planning/Home/Details?refno=060029](https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060029)

\*\* Cllr R Parsonage left the meeting at 7.45pm

- ii. Ref: 059981. Erection of first floor extension. The Old Surgery, 7A Hawarden Road, Hope. **Supported** [https://digital.flintshire.gov.uk/FCC\\_Planning/Home/Details?refno=059981](https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059981)

\*\* Cllr R Parsonage returned to the meeting at 7.50pm

**RESOLVED:** the above comments will be reported to Flintshire County Council Planning.

- iii. Notification has been received that an appeal has been made to the Planning Inspectorate in respect of Ref: 059428. Erection of detached dwelling and garage (retrospective). The Spinney, Huxleys Lane, Hope. Appeal Ref: APP/A6835/A/19/3229347. Appeal Start Date: 04/06/2019.

Cllr Davies informed members that the neighbouring properties have now apparently withdraw their objections. She asked members for approval to submit correspondence detailing the councils objection to the Planning Inspectorate which was fully support by all members. Cllr Cunnah questioned whether Cty Cllr G Healey will also be providing a response to the Planning Inspectorate which Cllr Healey advised he would ask for this to be done.

**RESOLVED:** the Council will provide a written response to the Planning Inspectorate and Cllr Healey will also

request that this is done by Cty Cllr G Healey.

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

- i. Ref: 059929. Demolition of existing conservatory and erection of dining room extension. Bryntirion Hall Nursing Home, Mold Road, Caergwrle. **Approved.**

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

## 102. Enforcement Matters

In advance of the meeting the following information had been requested from FCC Enforcement.

Q1. Could you please provide information on what current enforcement services are provided for Hope, Caergwrle and Abermorddu?

A1. We currently enforce parking, littering and dog fouling by patrol around the 3 areas. Parking issues are predominantly around castle street in Caergwrle where officers will normally spend some time walking around and we attend Abermorddu school fairly regularly so an officer will have a drive around the area and if anything is witnessed that needs dealing with then they will park up.

Sidewaste, Flytipping and Abandoned Vehicles are also covered by the team but these are dealt with outside of patrols.

Q2. Could you please provide information on the penalties enforced for the past year by FCC Enforcement?

A2. 1/4/18 – 31/3/19

Records show 3 PCN's issued around school, unfortunately I cannot separate data out for individual areas but we can view information on specific roads.

In respect of dog fouling and littering Kingdom were aware of the area and were requested to patrol, I believe that there was never anything issued in the area although the patrol did show attendance.

Together with the above and the information provided by Vicky Plant and Kevin Crumplin the council consider fully considered whether they would express an interest in participating in this scheme.

Cllr Davies feels that there is a need for more yellow lines in the villages which will assist in the Officers in being able to enforce and issue PCN's.

Cllr Roberts advised of parking issues on Stryt Isa whereby users of the football pitch are parking on the grass verges and churning up the grass.

**RESOLVED:** the Council agreed unanimously that at the present time they would not be participating in this scheme. They will feedback to FCC that there are concerns that the Officers at this stage do not have the enforcement power to assist with the current parking issues within the villages and before they could consider financing addition enforcement officers, they would require more yellow lines and a review of implementing loading restrictions (Castle Street).

## 103. Network Rail – Fencing and Safety Concerns at bridge End. Caergwrle

The Clerk reported that Network Rail, Stewart McIlroy (Community Relations Executive) has responded to advise he is trying to get dates from the maintenance co-ordinator on when they can come and meet with Councillors, however, he is not able to confirm a date at this time due to the flooding that is ongoing.

**RESOLVED:** the Clerk will continue to liaise with Network Rail and co-ordinate a meeting.

## 104. Traffic and Speeding Concerns

The Clerk reported that to date she has not received a response from Lee Shone to her request of speeding, traffic calming measures and concern of traffic and speed on Hawarden Road Abermorddu.

**RESOLVED:** the Clerk will continue to chase a response from Lee Shone.

## 105. Transport, Traffic and Travel Strategy

The Chair advised that as the Welsh Funding Grant had been unsuccessful that the council should reconsider the Strategy and propose individual improvement in priority order.

Cllr Healey explained that he had spoken with Lee Shone, FCC Highways who advised that Grant requested was in the top 3, however, Welsh Government did not actually support any improvements within Flintshire. He suggested that maybe the Council could relook at Active Travel, such as cycle path Penyffordd – Hope and to contact and raise this with Sue Price. He advised that Cty Cllr Gladys Healey will also raise this. Cllr Hilton asked whether the route should also go to Abermorddu, however, this was no felt viable.

Cllr Healey advised that there has been a minibus LT7 which runs from Red Lion to Mold (via Nercwys, Treyddyn etc) however this route does take 45mins. The route has been oversubscribed especially on Wednesday and Saturdays due to Mold Market. There has now been a larger 28 seater bus provided. FCC are talking about a demand and response service, fully details are unclear at present but Cty Cllrs David and Gladys Healey are due to meet with Steve Jones and Ruth Cartwright FCC Transportation on Friday this week. Cllr Healey will report back to the Council.

**RESOLVED:** Cty Cllr G Healey will write to Sue Price regarding a cycle path Hope to Penyffordd, which the Council will also write to show their support. The Council will wait until they have received a response from Lee Shone before consider what options from the TTT Strategy will be prioritised for submission.

Cty Cllrs David and Gladys Healey are due to meet FCC Transportation on Friday and Cllr Healey will provide a report back to the council.

## 106. Highway Matters

Cllr Parry informed members that he had reported to FCC that the glass on the bus stop outside of Caergwrle car park was loose and bolts missing.

**RESOLVED:** this will also be reported by the Clerk.

Chairman: ..... 4<sup>th</sup> September 2019

# Hope Community Council

## Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 3<sup>rd</sup> July 2019.

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

**Absent:** Mrs C Sheibani, Mr A Parsonage,

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

### 107. Apologies for Absence

Apologies were received from Cllr Mrs S Waterhouse and Mr H Manning.

### 108. Declarations of Interest

There were no Declarations of Interest received.

### 109. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5<sup>th</sup> June 2019.

### 110. Matters Arising

**Min 72/36** - there has been a delay with the noticeboards as the Perspex delivered was damaged and needed to be ordered. Cllr Healey wished to raise the request of a noticeboard for Abermorddu.

**RESOLVED:** It was agreed this would be considered and a noticeboard for Abermorddu will be included on the September agenda.

**Min 74** – the Clerk reported that that the colours although requested grey/green, will also include yellow to pick out crucial thresholds, handholds, footsteps etc. to assist visual impairment. It was requested for the swing to be installed at the top of the field next to the existing swing, however, this will require an extra cut and fill cost from Wicksteed as it is on a slope. The original cost was £510, however, it has been negotiated at a lower cost of £346.50. In accordance with the Financial Regulations, this additional cost has been approved by the Clerk and Cllr Williams as Chair of the Committee. Also due to manufacturing lead time, commencement would not be until the end of September/early October.

**Min 77** – copies of the Best Kept Hanging Basket/Planter Competition Application form has been provided to all members should they wish to distribute or for members of the public to collect them.

Cllr R Parsonage has tried to contact Pixie Lillies to ask if they would be willing to undertake Judging the Competition and we are awaiting confirmation.

**RESOLVED:** the above reports were received and noted.

### 111. Playing Fields

Cllr Williams provided the following report from visit to; Willows play area – dead branches have been removed and grass has been cut; Queensway – needs cutting, edges need spraying and the willow tree needs attention. The replacement fencing has been ordered.

**RESOLVED:** the report was received and noted. The Clerk will request for the above works to be addressed by Greenfingers.



## 112. High Street Play Area Improvements

All costs have been received from Richard Roberts for the refurbishment of the High Street Play Area which was circulated to all members. The total cost of £9555 is within the £10,000 agreed budget and a further cost of £474 for the bench to be installed at Sarn Lane play area which had been previously agreed would be included in this budget of £10,000. This totals £10029.00 (ex vat).

**RESOLVED:** the Council approved for the above improvement works to be undertaken at High Street play area.

## 113. Allotments

Cllr Waterhouse had informed the Clerk prior to the meeting that there is a scheme at Park in the Past which she is part of. They are building 10 vegetable beds which will be able to rent for an annual payment once constructed. If there is demand then they will bid for funding to build 10 more. They have also written to FCC to enquire about the old Recycling Centre.

**RESOLVED:** the report was received and noted and no further comments made.

## 114. Caergwrle Castle

- i. The Castle Working Group met on Monday 1<sup>st</sup> July to review the tenders and a written report was circulated. The Clerk also reported on the verbal communication with Will Davies from Cadw, where he expressed his and Gwilym Hughes disappointment in the proposal from Cadw. The following recommendation from the Working Group was put to the Council:

### **Recommendation made by the Castle Working Group to be present to the Council for approval.**

1. The terms and ground specification is not acceptable and therefore no agreement will be signed at this stage.
2. The Council will ask Cadw for a defined explanation of the roles of both Cadw and the Community Council.
3. Speak with Tom Woodall, FCS to request the current management plan to be reviewed and improved with a 3 year plan taking us to the end of our contract on 2022.
4. The council will at this stage rely on the expertise of FCS to provide a suitable and appropriate groundworks plan for the castle which will be site specific.
5. The new management plan is to also include the community council to monitor the agreed works.
6. As the council are in contract with FCS until 2022, after the expiry of the contract the council could then go to tender for a new contract.
7. The benefits of remaining with FCS; Ranger, community involvement and the fact that the council are already in a contract with them until 2022.
8. Once a management plan has been prepared by FCS, the Working Group will meet during the summer recess to review and agree. This will then hopefully be presented at the full council meeting in September for approval.
9. If agreed by full council, the council will then write to Cadw providing a list of all elements of the existing terms and groundworks which they have identified as being unrealistic, unacceptable and in appropriate for the site. They will provide a copy of the Management Plan drawn up by FCS with a proposal that this be considered as the agreed groundworks.

Proposed dates for the meeting: 26th July (2pm onwards), 14th or 15th August (ideally evening as CO may not be able to attend in the day), 20th or 21st August (late afternoon/early evening)

- ii. AH is in the process of arranging for the bracken to be sprayed and to complete the removal of saplings from the moat.

Tom Woodall Flintshire Countryside Services has requested in the near future to meet with the council to undertake a review of the current Management Place which is in place until 2022.

### **RESOLVED:**

- i. The Council fully support all of the above recommendations. The Clerk will contact Tom Woodall, Flintshire Countryside Services and will follow up and co-ordinate a meeting between FCS and the Working Group in advance of the September meeting.

### 115. Village Scarecrow Competition 2019

- i. Cllr R Parsonage the Clerk prepared and circulated the Application Form (inc Rules) and Poster. The competition will run from 1<sup>st</sup> August – 1<sup>st</sup> September 2019. The closing date for applications will be Sunday 28<sup>th</sup> July 2019.
- ii. The Judging will take place during the 2<sup>nd</sup> week of August and awards will take place in the Hope Church Craft Fair on Saturday 7<sup>th</sup> September 2019.

#### **RESOLVED:**

- i. The application and poster was approved for publication and distribution. It was also agreed that whilst members of the council can participate in displaying a scarecrow, they cannot submit an application to the competition.
- ii. Cllr R Parsonage confirmed that herself, together with Cllr A Parsonage will undertake the judging and awards will be presented at the Craft Fair on Saturday 7<sup>th</sup> September.

Chairman: ..... 4<sup>th</sup> September 2019

# Hope Community Council

## Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 3<sup>rd</sup> July 2019

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

**Absent:** Mrs C Sheibani, Mr A Parsonage

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

### 116. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mr H Manning.

### 117. Declarations of Interest

There were no declarations of interest received.

### 118. Minutes

**RESOLVED:** the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 5<sup>th</sup> June 2019.

### 119. Matters Arising

There were no matters arising.

### 120. Quarterly Budget Review

- i. The Clerk provided the Council with copies of the quarterly year summary (appendix A1), budget monitoring report (Appendix A2) and bank reconciliation (Appendix A3). The documents had been reviewed prior to the meeting and no issues were raised.
- ii. In order to meet the requirements of the financial regulations and internet banking, it is necessary for a programme of regular checks of standing data with suppliers to be followed. Cllr D Roberts looked through and certified a number of invoices and payments receipts.

#### **RESOLVED:**

- i. The quarterly budget/accounts be approved.
- ii. The supplier payments were reviewed and approved by Cllr D Roberts.

### 121. Payments

- i. To authorise accounts for payment up to and including 3<sup>rd</sup> July 2019.

Payable To	Details	Amount
Planning Aid Wales	Response to Planning Training - J Hilton	£35.00
Flintshire County Council	Street light energy - April 2019	£381.84
Thomas Fattorini Ltd	2 x chairman bars	£110.96
Flintshire County Council	Caergwrle Castle - Annual Maintenance 2018-19	£2,700.00
Staffing Costs	June Wages, Expenses	£1,007.48
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£45.12
Mrs S Hughes	SLCC - Cilca Fee	£350.00

- ii. To authorise delegated powers for payments during the summer recess.

**RESOLVED:**

- i. That the above payments up to and including 4<sup>th</sup> July 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.
- ii. The Clerk will obtain the required two bank signatories in accordance with the bank mandate for payments during the summer recess, these will then be reported in the September Meeting where the report will be signed by the Chairman and/or Chairman of Finance.

The meetings began at 6.30pm and ended at 8.45pm.

Chairman: .....4<sup>th</sup> September 2019

**Hope Community Council - Summary Accounts**  
**2019/20 Financial Year**

**Income**

	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Precept	28,775.00	86,325.00	-57,550.00
Bank Interest	52.05	125.00	-72.95
Refunds/Other (inc Match Funding)	0.00	10,000.00	-10,000.00
VAT Refund	2,955.17	2,955.17	0.00
<b>Total</b>	<b>31,782.22</b>	<b>99,405.17</b>	<b>-67,622.95</b>

**Expenditure**

	<b>Actual</b>	<b>Agreed Spend</b>	<b>Balance</b>
<b>Leisure &amp; Environment Committee</b>			
Summer Play Scheme	0.00	2,200.00	2,200.00
Enviro Improvements/Play Grounds	769.12	13,200.00	12,430.88
Caergwrl Castle	23.02	10,000.00	9,976.98
L&E Misc/Reserved - Crossways Match Funding	0.00	25,000.00	25,000.00
L&E Misc/Reserved - High Street Match Funding	568.80	10,000.00	9,431.20
L&E Misc/Reserved - Caergwrl Castle	0.00	20,933.00	20,933.00
<b>Planning &amp; Highways Committee</b>			
Bus Shelters	0.00	0.00	0.00
Street Lighting Supply	1,153.18	5,000.00	3,846.82
Street Lighting Maintenance	747.00	26,000.00	25,253.00
Christmas Lights	0.00	4,000.00	4,000.00
CCTV	0.00	1,000.00	1,000.00
P&H Misc/Reserved - Street Light Upgrade	0.00	35,309.05	35,309.05
<b>Finance Committee</b>			
Staffing costs (salaries, pensions, ni, paye)	2,725.61	8,874.00	6,148.39
General Admin	1,807.19	5,358.00	3,550.81
Grants	200.00	3,000.00	2,800.00
Election Costs	0.00	500.00	500.00
Chairman's Allowance & Cllrs Expenses	0.00	6,700.00	6,700.00
Training	0.00	1,500.00	1,500.00
Noticeboard (inc £495 held in reserve)	0.00	1,695.00	1,695.00
Defibrillator	0.00	250.00	250.00
<b>Total</b>	<b>7,993.92</b>	<b>180,519.05</b>	<b>172,525.13</b>

**Current Summary**

Bank Balance as at 31 March 2019	99,637.90
Total Expenditure	7,993.92
Total Income	31,782.22
<b>Balance as at 30 June 2019</b>	<b>123,426.20</b>
<b>VAT Costs for 2019/20 Financial Year</b>	<b>259.59</b>

HOPE COMMUNITY COUNCIL BUDGET MONITORING 2019/20					
Committee/Budget	Budget	Actual to Date	Available	Notes	
Head	2019/20	30-Jun-19	Balance		
<b>Leisure and Environment Committee</b>					
1.1	Summer play scheme	£2,200.00	£0.00	£2,200.00	To be paid 2nd/3rd quarter
1.2	Environ imp/plygrnd	£13,200.00	£769.12	£12,430.88	
1.3	Caergwrlle Castle	£10,000.00	£23.02	£9,976.98	
1.3*	(together with Reserves)	£20,933.00	£0.00	£20,933.00	
1.4	L&E Misc/Reserved - Crossways Match Funding	£25,000.00	£0.00	£25,000.00	£10k - CC and £5k - FCC 17/18 & £5k- CC and £5k FCC 18/19
1.4*	L&E Misc/Reserved - High Street Match Funding	£10,000.00	£568.80	£9,431.20	£5k- CC and £5k FCC 18/19
	<b>Total</b>	<b>£81,333.00</b>	<b>£1,360.94</b>	<b>£79,972.06</b>	
<b>Planning and Highways Committee</b>					
2.1	Bus shelters	£0.00	£0.00	£0.00	
2.2	Street lighting – supply	£5,000.00	£1,153.18	£3,846.82	
2.3	Street lighting – maint (inspections & repairs)	£26,000.00	£747.00	£25,253.00	Work has commenced awaiting inv
2.4	Christmas lights	£4,000.00	£0.00	£4,000.00	Invoice usually received 4th quarter
2.5	CCTV Cameras	£1,000.00	£0.00	£1,000.00	
2.6	P&H Misc/Reserved - Street Light Upgrade	£35,309.05	£0.00	£35,309.05	Work has commenced awaiting inv
	<b>Total</b>	<b>£71,309.05</b>	<b>£1,900.18</b>	<b>£69,408.87</b>	
<b>Finance Committee</b>					
3.1	Salaries and N.I. (& payroll fees)	£7,914.00	£2,463.52	£5,450.48	
3.2	Pension/gratuity	£960.00	£262.09	£697.91	
3.3	Expenses - Clerk Travel (Gen Admin)	£200.00	£50.28	£149.72	
3.4	Telephone (Gen Admin)	£0.00	£0.00	£0.00	
3.5	Audit fees (Gen Admin)	£500.00	£163.20	£336.80	
3.6	Chain / honours board (Gen Admin)	£100.00	£0.00	£100.00	
3.7	Stationery & equipment (Gen Admin)	£350.00	£101.50	£248.50	
3.8	Computer, Maint, Hosting & GDPR(Gen Admin)	£1,000.00	£0.00	£1,000.00	
3.9	Petty cash (Gen Admin)	£0.00	£0.00	£0.00	
3.11	Insurance (Gen Admin)	£675.00	£688.81	-£13.81	
3.12	Subscriptions (Gen Admin)	£720.00	£135.00	£585.00	Renewals due early 2019
3.13	Photocopier (Gen Admin)	£250.00	£51.94	£198.06	
3.14	Election expenses	£500.00	£0.00	£500.00	Not anticipated to be spent
3.15	Office costs (Gen Admin)	£1,213.00	£306.46	£906.54	
3.16	Grants	£3,000.00	£200.00	£2,800.00	To be spent 3rd quarter
3.17	Chairman's allowance/Cllr Exp	£6,700.00	£0.00	£6,700.00	Payments to be made 4th quarter
3.18	Council website (Gen Admin)	£350.00	£275.00	£75.00	
3.19	Training	£1,500.00	£35.00	£1,465.00	
3.21	Noticeboard/Millennium Maps	£1,200.00	£0.00	£1,200.00	Refurb commenced on noticeboard waiting invoice
3.21*	(together with reserves held from insurance claim)	£495.00	£0.00		
3.22	Defib	£250.00	£0.00	£250.00	
				£0.00	
	<b>Total</b>	<b>£27,877.00</b>	<b>£4,732.80</b>	<b>£23,144.20</b>	
<b>Summary</b>					
	Leisure and environment (incs £30933 reserves)	£81,333.00	£1,360.94	£79,972.06	
	Planning and Highways (incs £35309.50 reserves)	£71,309.05	£1,900.18	£69,408.87	
	Finance (incs £495 reserves)	£27,877.00	£4,732.80	£23,144.20	
	<b>Total</b>	<b>£180,519.05</b>	<b>£7,993.92</b>	<b>£172,525.13</b>	

Finance Committee - 1st Quarter Review 30th June 2019						
<b>Current Acc Bal B/f</b>				5,738.35		
<b>Date</b>	<b>Cheque</b>		<b>Details</b>	<b>Amount</b>		<b>Unpresented Cheques</b>
<b>Cashed</b>	<b>No</b>	<b>Payee</b>				
				<b>Total</b>		
			Actual Balance Carried Forward	5,738.35		
						<b>£5,738.35 Bank Statement Balance</b>
				117,687.85		
<b>Deposit Acc Bal B/f</b>			<b>Details</b>	<b>Amount</b>		
<b>Date</b>	<b>Type</b>					
				<b>Total</b>		
			Balance Carried Forward	117,687.85		
			<b>Total Balance of All Accounts</b>	<b>123,426.20</b>		<b>£117,687.85 Bank Statement Balance</b>
						<b>£123,426.20 Total Balance inc Unpaid Chqs</b>

Hope Community Council ▼ ?

## Balances Help Print

### Overview of balances

Please select an 'Account number' to view more details on the account balance.

Balances are as at: 27 Jun 2019 15:29:08

Account name	Account type	Sort code	Account number	Balances
HOPE CC	BMM ACCOUNT	401601	<a href="#">11084046</a>	GBP <a href="#">0.00</a>
HOPE C C	COMMUNITY	401601	<a href="#">31082426</a>	GBP <a href="#">5738.35</a>
HOPE CC	BMM ACCOUNT	401601	<a href="#">51084054</a>	GBP <a href="#">117687.85</a>

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