

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 5th June 2019.

Present: Councillors Mrs C Olsen (Vice Chairman), Mrs C Cunnah, Mr B Hughes, Mrs M Williams, Mrs L Davies, Mr A Parry, Mrs C Sheibani, Mrs S Waterhouse, Mr A Parsonage, Dr R Parsonage and Mr D Roberts

Absent:

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

46. Apologies for Absence

Apologies were received from Cllrs Mrs J Hilton, Mr D Healey and Mr H Manning.

47. Declarations Of Interest

There were no Declarations of Interest received.

48. Public Questions

There were no public questions received.

49. Chairman's Announcements

The Chairman informed members that she was aware of a local resident, residing in his family council home, who had in the last 2 years lost both parents, has now received a 4 week eviction notice due to the fact that he is not named on the rent book. She personally has contacted FCC, County Councillor Healey, Jack Sargeant and Mark Tami. She asked members if they would agree to a Community Council letter of support.

RESOLVED: the Council agreed to offer support and will write to FCC Housing to request, at minimum due to the bereavement, to defer the eviction and also consider providing alternative housing.

50. Minutes of Council

RESOLVED: the Minutes of the Annual Meeting and Meeting of the Council held on 1st May 2019, be approved as a correct record and signed by the Chair.

51. Visitors to Meeting

There were no visitors to the meeting, although PCSO Peter Jones did provide members with an updated police report.

One matter in the report was the recent ASB and criminal damage at Sarn Lane play area. PCSO Jones has requested the council to consider relocating the CCTV currently in Caergwrle to Sarn Lane. The Clerk informed members that she has obtained costings for the relocation which would amount to £350. As the play area is owned by FCC she had also spoken with Richard Roberts, FCC to ascertain if they would cover these costs which he is going to pass to the Anti-social Behaviour Co-ordinator in the Community Safety Department.

Cllr Parry questioned what the allocated hours of police attendance were for the villages and what areas our PCSO covers? He appreciates the demands on the police but also recognises that there seems less police foot patrols.

RESOLVED: the Council approved that if FCC cover all costs for the relocation of the fixed CCTV camera currently in Caergwrle, it can be relocated to Sarn Lane play area.

The Clerk will ask PCSO Jones for information on patrol hours for the villages and what areas he has to cover.

52. Matters Arising

Min 286 – The Clerk reported that she has chased Alistair Hemphill and Stuart Body a number of times in regard to tree cutting at the castle. AH is looking into this and she will await a response.

Min 7 – the phone kiosk was added to the policy and the final premium came in lower than the quote of £698.30 for the 3 year LTA. The premium was £688.81.

RESOLVED: the report was received and noted.

53. 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 – 1st May 2019.
- (ii) Leisure and Environment – 1st May 2019.
- (iii) Finance – 1st May 2019.

54. External Audit – Annual Return of the Year Ended 31st March 2019

The Chairman and Clerk were required to certify the supporting documents as true copies of the originals.

RESOLVED: the Clerk and Cllr Olsen, Vice Chairman, signed the documents in the absence of the Chairman, Cllr J Hilton.

55. Social Media

The Clerk presented members with a draft Social Media Policy together with a ‘Social Media - Guide For Councillors’.

RESOLVED: the Council approved and adopted the Social Media Policy and the Administrators will now implement the Council’s Social Media pages.

56. Press/Media Policy

The Clerk presented the Council with a Press/Media Policy for consideration.

RESOLVED: the Council approved and adopted the policy.

57. Model Local Resolution Protocol for Community and Town Councils

One Voice Wales have circulated the above as an informal resolution protocol for the Council with a recommendation that the Council adopted the scheme for dealing with low level complaints occurring within the Council.

Cllr Parry questioned the Clerk to how often the Council’s policies are reviewed. The Clerk advised that policies will be updated as and when required, however, all policies are reviewed annually at the AGM

RESOLVED: the Council approved and adopted the policy.

58. Community Engagement

Cllr Sheibani informed members of the success of the Community Litter Pick on 6th May, there were approx. 20 people including children who took part and it was an excellent way for community engagement and to promote the council.

Cllr A Parsonage informed of the success and attendance at the Duck Race on Sunday 2nd June.

RESOLVED: the reports were received and noted.

59. Training

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

The Clerk highlighted and provided information to members of the recently launched on-line training modules provided through OVW and recommend that all members should review these.

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

60. Correspondence

- Flintshire Citizens Advice: Proposed Rural Project – Support for Rural Advice Service. Through Welsh Government Funding they will bringing their information and advice services direct to residents of the rural communities within Flintshire. Also as part of the project they will be expanding their own digital communication channels for the future to assist access for residents. They are planning to visit Cilcan and Caergwrle wards for a presentation.
RESOLVED: this information will be passed to the Administrators to advertise on Social Media.
- Correspondence from North Wales Community Health Council – copy included with the agenda.
- A request from the School Governor Clerk for a volunteer from the community council to be a school governor to Ysgol Estyn. Cllr Cunnah advised that she had recently resigned from her post as Governor.
RESOLVED: this will be included on the July agenda.

61. Future Agenda Items

There were no future agenda items requested.

Chairman: 3rd July 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 5th June 2019.

Present: Councillors Mrs L Davies (Chairman of the Committee), Mrs C Olsen (Vice Chairman), Mrs C Cunnah, Mr B Hughes, Mrs M Williams, Mr A Parry, Mrs C Sheibani, Mrs S Waterhouse, Mr A Parsonage, Dr R Parsonage and Mr D Roberts

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

62. Apologies for Absence

Apologies were received from Cllrs Mrs J Hilton, Mr D Healey and Mr H Manning.

63. Declarations of Interest

Cllr Olsen declared an interest on agenda item 5A(i) and completed a Declaration on Interest form.

64. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 1st May 2019.

65. Matters Arising

Min 29ii – A response has been received from Network Rail regarding Bridge End Caergwrle. *I have spoken with our maintenance team and they have advised that our fencing is inspected annually and the fence at this location has been deemed safe for its purpose. Our fencing inspectors look at a number of things when they check to see if a fence is adequate for its purpose, this includes history of trespass, local area and the speed of the railway line.*

Members were not happy with the response and felt that this is still a safety issue and asked the Clerk to arrange a site meeting.

Cllr Parry advised he believed the trees/hedges had been cut back to undertake stonework.

RESOLVED: Network Rail will be requested to attend a site meeting with Cllrs Davies, A Parsonage and Parry.

66. Planning Applications

The Committee considered planning applications received as follows:

** Cllr Olsen left the meeting at 7.10pm

- i. Ref: 059898. Erection of 1no dwelling. Land side of Springfield Villa, Hawarden Road, Caergwrle. **Supported** https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059898

** Cllr Olsen returned to the meeting at 7.18pm

- ii. Ref: 059888. Change of use and extension to existing building to form residential annexe. Caeau Farm, Gresford Road, Hope. **Supported** https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059888
- iii. Ref: 059880. Change of use of existing paddock associated with the Maelor Equestrian Centre for the erection on one keyworkers dwelling. The Equestrian Centre Caeau Farm, Gresford Road, Hope. **Objection due to this being a development in the open countryside.** https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059880
- iv. Ref: 059929. Demolition of existing conservatory and erection of dining room extension. Bryntirion Hall Nursing Home, Mold Road, Caergwrle. **Supported** https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059929
- v. Ref: 059872. Extension and internal alterations existing double bedrooms and provide additional bedroom. Chestnut House Nursing Home, Hawarden Road, Hope. **Supported** https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=059872
- vi. Ref: 059942. Erection of single storey rear extension (retrospective). Faes y Gad, Hawarden Road, Caergwrle. **Objection due to extending the approved build within a conservation area without the relevant permission.**

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: 059428. Erection of detached dwelling and garage (retrospective). The Spinney Huxleys Lane, Hope. **Refused**
- ii. Ref: 059608. Demolition of existing conservatory and provision of 2 single storey extensions – one to the north and one to the south of the existing property. Atcherley Cottage, Hope Mountain, Caergwrle. **Approved**
- iii. Ref: 059477. Refurbishment and alterations to public house including new external cladding and decoration, new entrance ramp and landing, new pergola to rear beer garden, new painting and adjustment to parking areas, new boundary treatments to external seating areas, new childrens play equipment and new external doors. Red Lion Red Lion Hotel, Hawarden Road, Hope. **Approved**
- iv. Ref: 059650. Erection of detached garage. 6 Stone Cottages, Hawarden Road, Caergwrle. **Approved**
- v. Ref: 059728. Erection of two storey and single storey rear extension and creation of a dormer to the front elevation and increased roof space. 9 Mold Road, Caergwrle. **Approved**

RESOLVED: the above be received and noted.

67. Enforcement Matters

Flintshire County Council are currently looking into the feasibility of allowing Town and Community Councils to fund additional Enforcement Officers. The implementation of this scheme will be dependent on whether there is sufficient interest.

The duties of the Officers will be dependent on local needs, however, Councils may wish to consider: Enhanced litter enforcement patrols, Enhanced dog fouling enforcement patrols, Enhanced fly tipping investigations and Enhanced car parking infringement patrols.

The cost of an Enforcement Officer will be £195 per day, with all funds generated through fixed penalty notices being retained by FCC. A full report would be provided to the council of these additional patrols and Officers would be available to attend meetings if required.

Cllr Olsen advised she had attempted to contact FCC to gain further information without success. Members expressed concern at the cost and the fact that all funds generated would go back to FCC.

Cllr R Parsonage questioned that this would be in addition to what FCC already provides, however, there is no information advising of what this is. Also it would be beneficial to receive information on what the enforcement results were for last year.

RESOLVED: the Council will request information on what enforcement services FCC already provide for the three villages, together with enforcement results for the past year. A member of Streetscene will be invited to attend the July meeting to discuss further. This will be included on the July agenda.

68. Highway Matters

Cllr Parry wished to raise his continued concern regarding speeding. The villages have no speed controls; speed bumps, flashing signs, road safety signs etc and the amount of traffic and speeding is increasing. Hawarden Road Abermorddu is a busy and fast road with houses on both sides and it is increasingly difficult to cross safely.

RESOLVED: the Clerk will contact Lee Shone, FCC Highways regarding the speeding issues and the council's Transport, Traffic and Travel Strategy will be included on the July agenda to review following the unsuccessful road safety grant from FCC to Welsh Government.

Chairman: 3rd July 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 5th June 2019.

Present: Councillors Mrs M Williams (Chairman of the Committee), Mrs C Olsen (Vice Chairman), Mrs C Cunnah, Mr B Hughes, Mrs L Davies, Mr A Parry, Mrs C Sheibani, Mrs S Waterhouse, Mr A Parsonage, Dr R Parsonage and Mr D Roberts

Absent:

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

69. Apologies for Absence

Apologies were received from Cllrs Mrs J Hilton, Mr D Healey and Mr H Manning.

70. Declarations of Interest

There were no Declarations of Interest received.

71. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 1st May 2019.

72. Matters Arising

Min 34ii – The two benches have been provisional ordered and the Clerk has been supplied with pro forma invoice. They are actually providing a 2m bench as opposed to 1.8m at the same price.

Min 36 - The noticeboards are being constructed and estimated to be installed on the 12th June.

RESOLVED: the above was received and noted.

73. Playing Fields

- i. On the 24th May a site meeting was held at Queensway Play Area with Cllrs Williams, A Parsonage, the Clerk, R.Roberts and Jones Brothers. In reviewing the condition of the fence it was agreed by all that there was no option to replace sections of the fence and therefore recommended to the council that 82 meters of fencing requires replacing using the metal duex fencing which will total approx. £4320+vat. Work could be undertaken in approx. 4-5 weeks. This work would replace the majority of the fencing leaving wooden fencing & posts at either end of the railing which is still in acceptable condition.

The replacement wetpour has been agreed at a total price of £1650 which is less than originally estimated.

During the meeting with RR, MW and the Clerk it was suggested that for 2019/20 match funding the council could consider purchasing 1 additional play item and also consider relocating the football goals to give a larger playing area which would also assist with the damage and well used ground. This could be considered at a later date.

- ii. The Clerk prepared and circulated costings, to date, received from Richard Roberts for the improvements to High Street play area. Further quotes are still to be received and will be presented at the July meeting.

The Chairman reported that there are broken trees and uncut grass on the bank of the Willows play area and she will contact FCC Streetscene. Cllr A Parsonage advised that he would be happy to attend and remove the branches.

RESOLVED:

- i. The Council approved for the replacement fencing and wetpour repairs at Queensway Play Area to be undertaken as above.
- ii. The remaining quotes for High Street play area will be obtained and presented at the July meeting. Cllr A Parsonage will remove the broken branches at the Willows play area.

74. Crossways Play Area Improvements

The Clerk presented the eight designs and quotes received from six suppliers for the play area improvements. Two of the designs had not met the criteria; not castle themed and no swings.

After members had fully consider the options, there were two design preferences and a vote was taken. The majority were in favour of Wicksteed – Option 1 as this design provided everything on the criteria and also offered two separate climbing structures for different age groups. This option allowed a choice of colour which was decided as grey/green.

Cllr Olsen requested for consideration of the new swing to be located at the top of the field next to the existing swing.

The work will commence in September to ensure that the play area does not have to close during the summer school holidays.

Cllr Olsen reminded members that she had been approached by a local resident who supply's parts to play equipment suppliers and has offered upto £500 worth of parts which could be set against the total balance. Cllr Olsen will collate all relevant information which will be passed to the Clerk in order for her to liaise with Richard Roberts to see if this would be possible.

RESOLVED: the council approved Wicksteed Option 1, in grey/green at a total of £24980.07. The work will not commence until after the school summer holidays (ideally first week in September).

Cllr Olsen will provide the Clerk with all relevant information regarding the £500 donation of parts and the Clerk will liaise with Richard Roberts.

75. Caergwrle Castle

- i. The revised Groundwork Schedule had been received from Cadw. Cllr Waterhouse has reviewed the document and provided the Clerk with appropriate documents to issue for tender. This has been sent to four contractors with a return date of the 21st June. Once these are received the Working Group will meet to review in order to provide a report/recommendation at the July council meeting.

A response letter has been received from Lord Elis-Thomas which was read to the Council stating that he feels that the maintenance of the moat and rampart would be best suited to be included with the groundworks maintenance of the site.

Cllr Williams expressed concern at the detail of the work involved due to having no utility road upto the castle for the machinery required. Cllr Cunnah feels extremely let down by Cadw and questioned 'how much have Cadw spent on the stonework in the last 20 years?' Cllr Hughes expressed that no contract should be signed with Cadw at this time. Cllr Cunnah advised that no decision should be made until the tender documents are received and can be reviewed.

- ii. The Clerk has contacted Alistair Hemphill regarding costings for bracken straying which has been estimated at £700. He also advised that he has removed approx. 70 of the regeneration and will be undertaking the remaining work next week.
- iii. AH has requested to attend all December meetings so he can provide a report to the council of works undertaken during the year.

He has also reported the following events to be held at the castle:

Sunday 28th July, 11am – 2pm. Caergwrle Castle Walk. Join the Ranger and local historian who will guide you through the centuries of folk lore, who married who or murdered whom. Meet at castle entrance.

Wednesday 31st July, 12pm – 2pm. Caergwrle Castle Picnic and Stories. Book in advance - 01352 703900
Bring a picnic to the castle and hear some ancient stories and try out our scavenger hunt. Meet in the Castle

Wednesday 14th August, 7pm – 8.30pm Batty Castle. Book in advance - 01352 703900. Enjoy an evening stroll to the castle with the local Ranger and a Batty expert who will bring to life the nocturnal lives of your local flying mammals. Caergwrle Castle

- iv. Cllr A Parsonage advised he will contact AH with regard to the installation of the bench at the castle.

RESOLVED:

- i. A meeting will be held with the Working Group after the 21st June to review the tender documents and to prepare a recommendation to the council.
- ii. The council approved for the bracken spraying to be undertaken this year and next year if required.
- iii. AH will be invited to attend the December meeting. The Social Media Administrators will promote the events on the councils facebook page.
- iv. Cllr A Parsonage will contact AH and co-ordinate the installation of the refurbished route-iron bench.

76. Village Scarecrow Competition

Cllr R Parsonage reported that she is hoping to meet with Kinnerton Community Council who have previously ran a scarecrow competition to gain information and details of such event. She advised that she would personally like to donate a prize for this competition in memory of her nephew and suggested that it could maybe held around bonfire night.

RESOLVED: Cllr R Parsonage will make enquires and seek advice with Kinnerton Community Council on running a scarecrow competition and should the council approve to hold this event will donate a prize. This will be included on the July agenda.

77. Best Kept Hanging Basket/Planter Competition

- i. The Council approved the application form for issue which will be displayed on the council website, noticeboards and social media.
- ii. It was proposed to approach Pixie Lillie's to ask if they would assist again with the judging along with Cllr B Hughes. It was also proposed that the awards are presented at the Craft & Produce Show held in Hope Church Hall, Hope.

RESOLVED:

- i. The Council approved the application form for issue which will be displayed on the council website, noticeboards and social media.
- ii. Cllr R Parsonage will approach Pixie Lillie's to ask if they would assist again with the judging along with Cllr B Hughes. The awards will be presented on Saturday 7th September at the Craft & Produce Show held in Hope Church Hall, Hope.

Chairman: 3rd July 2019

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 5th June 2019

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

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

78. Apologies for Absence

Apologies were received from Cllrs Mrs J Hilton, Mr D Healey and Mr H Manning.

79. Declarations of Interest

There were no declarations of interest received.

80. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 1st May 2019.

81. Matters Arising

There were no matters arising.

82. Payments

To authorise accounts for payment up to and including 5th June 2019.

Payable To	Details	Amount
Canda Copying	Photocopier Rental	£51.94
Flintshire County Council	Annual Rent for Queensway Play Area	£59.33
SLPW	2 x benches - Sarn Lane & High Street Play Area	£1,137.60
Staffing Costs	May Wages, Expenses & Class 1A NIC(P11d)	£1,253.03
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£36.22
Flintshire County Council	March Street Light Energy and Maintenance	£771.34
		£3,309.46

The Clerk had worked an additional 7 hours during the month of May and requested authorisation to claim overtime which would be processed in the June payroll

RESOLVED: That the above payments up to and including 5th June 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 Council approved for the 7 hours overtime worked by the Clerk to be processed in the June payroll.

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

Chairman:3rd July 2019