

Hope Community Council

Minutes of the Annual Meeting held at Heulwen Community Centre, Hope on Wednesday 1st May 2019

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

Absent:

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
Ian Williams – FCC Streetscene

1. Election of Chairman 2019/2020

The current Chairman Cllr Cunnah asked members for nominations for the 2019/20 Chairman. Cllr Healey nominated Cllr Hilton which was seconded by Cllr Olsen. The Chairman asked if there were any other nominations, which there were none.

RESOLVED: the nomination by Cllr Healey that Councillor Hilton be elected Chairman of the Council for 2019/20 was seconded by Cllr Olsen and unanimously agreed. Councillor Hilton made and signed the declaration of acceptance of office.

2. Appointment of Vice Chairman 2019/2020

Cllr Healey nominated Cllr Olsen for the election of Vice Chairman of the Council for 2019/20. There were no further nominations.

RESOLVED: Cllr Olsen be appointed as Vice-Chairman of the Council for 2019/20. Councillor Olsen made and signed the declaration of acceptance of office.

3. Apologies for Absence

There were no apologies received.

4. Standing Committees

- a) The Council approved the existing standing committees for 2019/2020. These committees do not have any delegated powers or terms of reference as they will be held at the same time as the ordinary meeting of the council.
- b) Members made the following nominations for Chairmen of the Standing Committees:
 - (i) Planning and Highways – Cllr L Davies was nominated by Cllr Roberts and seconded by Cllr Hughes, unanimously agreed by council.
 - (ii) Leisure and Environment – Two nominations were received. Cllr M Williams was nominated by Cllr Hughes and Cllr Sheibani nominated Cllr Healey. Due to receiving two nominations a vote was taken with Cllr Williams receiving the majority vote.
 - (iii) Finance – Cllr Olsen was nominated by Cllr Hilton and no further nominations were received.

RESOLVED:

- a) that standing committees of the Council for 2019/20 be designated as follows:-
 - (i) Planning and Highways
 - (ii) Leisure and Environment
 - (iii) Finance
- b) that the Chairmen of the above standing committees be appointed as follows:
 - (i) Planning and Highways – Councillor L Davies
 - (ii) Leisure and Environment – Councillor M Williams
 - (iii) Finance – Councillor Olsen

5. Policies and Procedure Documents

The following policies and procedures were circulated to the Council prior to the meeting for members to review. The Chairman asked members if they would like to comment on the documents and whether the Council would approve and adopt.

The Clerk raised that the Council at present does not have a Press/Media Policy and suggested that this be considered.

- Model Code of Conduct
- Standing Orders
- Financial Regulations
- Internal Financial Controls
- Annual Investment Strategy
- Formal Risk Assessment
- Complaints Procedure
- Data Protection Policy
- Freedom of Information Scheme
- CCTV Policy (new for 2019)

RESOLVED: the Council approved for the Clerk to prepare and present a Press/Media Policy for consideration. There were no other comments received. The Council reviewed, approved and adopted the above documents.

** 6.45pm Cllr R Parsonage arrived.

6. Asset Register

The Asset Register for 2019/20 was circulated to members with the agenda. Cllr Hilton asked the Clerk to obtain an update from FCC with regard to the street lighting upgrades.

Cllr Parry highlighted that the red telephone kiosk was absent from the asset register.

RESOLVED: the red telephone kiosk will be added with the insurance valuation of £2000, which will also be reported to Zurich. With the aforementioned addition the Asset Register for 2019/20 be approved.

7. Community Council Insurance Policy

The Annual Insurance Renewal was received from Zurich with an annual premium of £726.95. This is an increase of approx. £100 which relates to adding assets throughout the year. This will be slightly over the agreed budget of £675.

The Clerk also reported an option and costs should the council opt for a Long Term Agreement of 3 years - £698.30 or 5 years - £669.66 which offers a slight reduction. These options were fully considered and Cllr Sheibani proposed opting for the 3 year LTA.

The Clerk advised that there may be a slight increase to the premium after the telephone kiosk has been added.

RESOLVED: the Council approved the renewal with Zurich Insurance and will opt for the 3 year Long Term Agreement. The telephone kiosk will be added and the council approved for the payment to be processed.

8. Meeting Dates

The following dates were reviewed for the 2019/20 meetings:

5 June 2019	3 July 2019	August 2019 – recess
4 September 2019	2 October 2019	6 November 2019
4 December 2019	8 January 2020	5 February 2020
4 March 2020	1 April 2020	6 May 2020

RESOLVED: for the above to be the dates of the 2019/20 Council Meetings.

Chairman: 5th June 2019

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 1st May 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 A Parry, Mrs C Sheibani, Mr D Healey, Mrs S Waterhouse, Mr A Parsonage, Mr H Manning, Dr R Parsonage and Mr D Roberts

Absent:

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
Ian Williams – FCC Streetscene

9. Apologies for Absence

There were no apologies received.

10. Declarations Of Interest

There were no Declarations of Interest received.

11. Public Questions

There were no public questions received.

12. Chairman's Announcements

The Chairman thanked members for their support in her appointment and also wished to thank Cllr Cunnah who had undertook the role of Chair for the past 2 years.

She informed members that Park in the Past are holding a 'End of Winter Fire' event on Saturday 4th May and also reminded members of the community litter pick being held on Monday 6th May.

13. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 3rd April 2019, be approved as a correct record and signed by the Chair.

14. Visitors to Meeting

- i. Ian William – FCC Streetscene had requested to attend the meeting to provide the council with an update.
 - a. Contractors have now been approved to undertake the repairs to Rhyddyn Hill bridge. Work will commence within the next 3-4 weeks. There will be traffic lights and the public footpath will be closed.
 - b. The majority of pot holes within the community have been repaired and work will continue.
 - c. Grass cutting has commenced of the highways amenities within the village. This is the first cut of a scheduled four.
 - d. Replacement street name plates have either been replaced or ordered for Windsor Avenue and Wrexham Road. Also a new HGV sign has been ordered for Rhyddyn Hill.

Cllr Parry asked what the criteria was for repairing pot holes. IW advised the policy changed in January of this year and is now on a risk base inspection. FCC acknowledge they are behind with the back log of repairs and are getting extra resources to assist.

Cllr Healey thanked IW. He informed him of a further pothole outside of the former Half Way Inn. There is a depression in the road (o/s 21 Mold Road) which requires attention as when it rains it is collecting water. He also raised again the condition of the Willows Car Park and that it seriously requires addressing.

Cllr Cunnah informed IW of a report which she had made of an absent drain cover on Stryt Isa which is

potential very dangerous (grass verge by Mountain View). She provided him with the reference number and he agreed to follow up.

Cllr Williams requested a litter bin to be installed by the train station, Sarn Lane, Hope.

Cllr Parsonage advised that the hedges opposite the Indian restaurant still require attention as they have encroached on the pathway.

Cllr Davies thanked IW for his prompt response to the possibly collapsed drain outside of the White Lion. He confirmed he had visited the site earlier today and they are making the necessary investigations and surveys.

The Chairman thanked IW.

**7pm IW left the meeting.

- ii. PCSO P Jones was unable to attend but his colleague supplied the council with an updated Police Report.

Cllr R Parsonage informed members that she was aware of an incident on Derby Road and a burglary in Caerwrlle which were not on the report but had been reported to 101.

PCSO Jones has confirmed that he will be sure to check traffic related incidents for future reports and ensure that they are included providing that they are in the public interest.

RESOLVED: the Clerk will contact PCSO Jones to highlight that above incidents and question why they had not been included in the report.

15. 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.

RESOLVED: the report was received and noted.

16. Minutes of Committees

RESOLVED: the minutes of the following standing committees be approved and adopted and confirmed as a correct record.

- (i) Planning and Highways – 3rd April 2019.
- (ii) Leisure and Environment – 3rd April 2019.
- (iii) Finance – 3rd April 2019.

17. Internal Audit

The internal audit has been completed with only 2 minor issues raised:

Issue 1

Employee mileage of £150.73 has been included in staff costs in the Annual Return. The draft annual return also restates the 2017/18 balance so that staff costs includes employee mileage.

In order to be included within staff costs the expense must be a Benefit (ie Benefit in Kind) which is a disclosable item on a P11d. Mileage expenses are a benefit that is disclosable on a P11d only to the extent that they are in excess of the 45p tax neutral rate permitted by HMRC. Therefore, only the mileage rate in excess of 45p per mile paid by the council is a discloseable benefit

Recommendation 1

The Annual Return should be amended to include travel expenses as other payment. Staff costs should therefore be £9,943 and other payments should be £43,250.

Action 1

The Annual Return has been amended as advised above.

Issue 2

A review of the asset register found that the following asset was added into the asset register at an incorrect valuation including VAT: Defibrillator included at £1722 when it should be £1379.

Recommendation 2

Assets should be included within the asset register net of VAT.

Action 2

The asset register has been updated to exclude VAT on the defibrillator, cabinet and installation.

RESOLVED: the above report was received and noted by the council. The Chairman thanked the Clerk for her work.

18. Annual Return for the Year Ended 31st March 2019

The Clerk presented the Annual Return for signature. The Notice of Appointment of Date for the Exercise of Electors Rights will be displayed from (no later than) 16th June 2019 to at least 1st July 2019. The documents will then be made available for inspection between 1st July – 26th July 2019.

RESOLVED: the Council approved the Annual Return for the Year Ending 31st March 2019 which was signed by the Clerk/RFO and Chair. The Clerk will display the Notice of Appointment of Date for the Exercise of Electors Rights from (no later than) 16th June 2019 to at least 1st July 2019. The documents will then be made available for inspection between 1st July – 26th July 2019.

19. Social Media

The Council considered implementing suitable Community Council social media pages. Whilst there were obvious concerns about using social media, Cllr Hilton felt that it would assist with promotion, engagement, involvement and accessibility. Cllr Manning agreed and highlighted that it could also assist with targeting a younger audience. Cllr Olsen who currently also runs other community facebook pages said it could also assist the council in promoting events.

- i. The Council were in favour of a Community Council Facebook Page, with Cllrs Olsen, Hilton and Waterhouse agreeing to be the Administrators for the site and will maintain and monitor.
- ii. The Council agreed that they should consider adopting a Social Media Policy. The Clerk advised that she had a draft policy and a Social Media Guide For Councillors which she will present at the June meeting.

RESOLVED: the Council agreed to a community council facebook page which will be Administered by Cllr Olsen, Hilton and Waterhouse. The Clerk will present the Social Media Policy to the council together with a Social Media Guide for Councillors at the June meeting. No Social Media will be launched until the council have reviewed, approved and adopted the policy.

20. One Voice Wales

RESOLVED:

- i. Cllrs Hilton and Olsen agreed to represent the Council for OVW in the quarterly meetings and to receive and review the OVW emails.
- ii. The Council will support Cllr Hiltons application to represent One Voice Wales on the Betsi Cadwaladr Health Board Stakeholder Reference Group. Ballot paper to be submitted by 24th May.

21. Training

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

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

22. Correspondence

- WBRUA Spring Newsletter
- Notes from the February FCC County Forum. Copies circulated to all members.

- A letter from FCC Standards Committee with regard to feedback from Council Meetings they attended in January and February. In brief it referred to controlling the length of meetings.
- An email from FLVC with regard to the 2019 Best Kept Communities Competition. The closing date for entries is 14th June.
- An email from OVW inviting member council to propose a maximum of two motions for debate at the AGM on Saturday 5th October. Motions would need to be submitted no later than noon on Thursday 20th June.
- An email to the Clerk from Welsh Government inviting her to take part on the new POSW (Planning Officers Society for Wales) Survey, which she has completed.
- An email from Mr D Swale (Castell Alun High School) in relation to delivering the Welsh Bacallaureate.

He is planning the 'Community Challenge' aspect. The students must plan to contribute to the community and spend ten hours actively participating. His plan is to have all 200+ year 10 students contribute a minimum of 10 hours – (2000 working hours) actively participating in the project which will be based at Park in the Past. The briefs set include; i) Way-marking footpaths around the lake, to the Roman fort and around the entrance side of the quarry ii) Producing maps of the walks for the entrance area giving the distance, elevation gain and links to 3D 'fly through' animations iii) Points of interest will be marked and videos made. QR codes will be placed so that visitors can access the video via mobile devices iv) Nature trails will be made with quizzes and puzzles for young children to follow v) The entrance area will be tidied up and planted with bulbs and seeds of non-invasive native species vi) plan to design and make benches and picnic benches vii) like to map in a Cross Country run track that can be used by the school but also be used to host countywide and national events.

Mr Swale is requesting either financial support or guidance on where grants may be obtained and also assistance with obtaining materials for the project. A copy of the request has been circulated to all members and a number of members have already contacted Mr Swale offering advice, guidance and personal support.

RESOLVED: the council recognised that this is an excellent opportunity and is a very ambitious task. The Council approved to make a grant donation of £200 towards the community and environmental improvements this project will achieve. They would be extremely interested in receiving a report on the project and will invite Mr Swale to a future meeting.

23. Future Agenda Items

- The council approved that they will hold the Best Kept Hanging Basket/Planter Competition for 2019, with judging taking place w/c 29th July.
RESOLVED – the Clerk will prepare the notices and application forms and this will be included on the June agenda.
- Cllr Olsen informed members of an initiative by a South Wales Community Council. They have appointed an Operative who deals with parking enforcement, litter and handyman. This could be something for the council to consider which would address a number of concerns and complaints. Cllr Hughes feels that the above mentioned should be addressed by FCC and not the Community Council. Cllr Healey advised that he was aware that FCC are developing an 'In House' model of enforcement officers since the contract with Kingdom ended. There could be a possibility to have the option for Towns and Community Councils to buy in extra hours.
RESOLVED: the Clerk will contact FCC for information on the new 'In House' system and the possibility of options to purchase additional Enforcement Officer hours and will include it on the June agenda.
- Cllr Sheibani highlighted that the council agreed to for Community Engagement to remain as a regular agenda item and it had not been included this month.
- Cllrs R Parsonage and Waterhouse requested for a Scarecrow Competition to be included on the June agenda.

Chairman: 5th June 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 1st May 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 A Parry, Mrs C Sheibani, Mr D Healey, Mrs S Waterhouse, Mr A Parsonage, Mr H Manning, Dr R Parsonage and Mr D Roberts

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

24. Apologies for Absence

There were no apologies received.

25. Declarations of Interest

Cllr J Hilton declared an interest relating to agenda item 5a(i)/minute 28a(i)

RESOLVED: Cllr Hilton completed a Declaration of Interest Form which was passed to the Clerk, this will be updated on the Declarations of Interest Register.

26. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3rd April 2019.

27. Matters Arising

Min 328 – a letter was sent to FCC (Steve Jones, Andrew Farrow & Anthony Stanford) on 11th March with regard to the concern of residents installing temporary dropped kerbs. Mr Mark Middleton replied on 24th April advising the local area co-ordinator has been monitoring the situation and identified the properties illegally crossing the footway to gain access to properties. The planks of wood and any other such obstructions of the highway will be removed and a list of properties provided to the Authorities development control section, to write formally advising of the infringement and providing advice on the process of forming a permissible right of access.

Min 366 – the Clerk advised that information from Cllrs Olsen and Parry regarding postal addresses has been passed to FCC and they are investigating.

RESOLVED: the above was received and noted.

28. Planning Applications

Cllr Davies reported to the council of an email she and Cty Cllr G Healey had received from a neighbour of Ref: 059428. Erection of detached dwelling and garage (retrospective). The Spinney Huxleys Lane, Hope (now known as Scarlett Manor). It had stated that we shouldn't be vengeful in dealing with retrospective planning for Scarlett Manor and should forget about seeking to change the property to comply with original planning. A reply was sent from Cty Cllr G Healey stating it will now be up to the officers to arrive at an arrangement which is not in breach of the planning conditions granted by the original application. This was the correct action to take in the case of a breach and the committee has acted appropriately.

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

- i. 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. **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: 059142. Erection of agricultural workers dwelling. Wood Farm, Sandy Lane, Higher Kinnerton. **Approved**
- ii. Ref: 059498. Conversion of existing out-building to holiday accommodation. Tyddyn, Porch Lane, Caergwrle. **Approved**
- iii. Ref: 059716. Application for the approval of details reserved by condition No.3 (proposed colour scheme) attached to planning permission ref. 059407. Land at, 2 Pant Cottage, Pentre Lane, Hope Mountain, Caergwrle. **Approved**

RESOLVED: the above be received and noted.

29. Highway Matters

- i. Cllr Davies advised that work has now commenced on the refurbishment of the Red Lion which apparently will take 7 weeks and a further 7 weeks for training. It was noted that the name has also changed to ‘The Lion’.
- ii. Cllr A Parsonage reported that trees/hedges have been cut by Network Rail at Bridge End, Caergwrle. The removal has now created an access should youths chose to climb through the fencing onto the train line and he expressed extreme safety concern.

RESOLVED: the council will write to Network Rail and request that this is addressed as a matter of urgency.

Chairman: 5th June 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 1st May 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 A Parry, Mrs C Sheibani, Mr D Healey, Mrs S Waterhouse, Mr A Parsonage, Mr H Manning, Dr R Parsonage and Mr D Roberts

Absent:

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

30. Apologies for Absence

There were no apologies received.

31. Declarations of Interest

There were no Declarations of Interest received.

32. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3rd April 2019.

33. Matters Arising

There were no matters arising.

34. Playing Fields

- i. The Chair reported that two estimates had been received for the replacing fencing at Queensway. Wooden Fencing - Remove existing fencing and dispose, supply & install new - 70 linear metre = £3203.20 (£45.76 per linear meter) and Duex Fencing (metal) - Remove existing fencing and dispose, supply & install new - 70 linear metre = £3826.20 (£54.66 per linear meter).

CLlr A Parsonage advised that he had visited the site to assess the fencing and in his opinion there were only 14 post and 5 rails that required attention and proposed that these should be repair rather than replacing the whole fence system. The Clerk asked whether CLlr Parsonage would be willing to meet with the contractor on site to review the repairs which he agreed.

With regard to the issue with the wetpour shrinkage, Richard Roberts will be obtaining a quote but has advised it is estimated to be in the region of £2000 - £2500.

- ii. The Clerk presented the council with quotes for a bench to be installed at Sarn Lane play area and advised that Ian Williams, FCC Streetscene has confirmed that he would be able to assist with the installation.

The Council approved to purchase a black bench 1800mm length (per bench £399 +£30 fixings). As SLPW agreed the delivery cost of £55 would be for 1-2 benches, the Council also agreed to purchase a further bench which is to be installed at the High Street play area.

- iii. Richard Roberts has provided the council with proposed improvements for the High Street play area and should this be acceptable he will obtain the necessary quotes. This would include
 - Through clean of play surfaces, jet wash soft surface and spraying to kill moss
 - Improvement to the access/ gate entrance
 - Installation of a bench
 - Replace the existing (out of commission) roundabout with a Dish roundabout

- Replace the two springers with a new springer along with a new seesaw

Cllr Hilton felt that the surfacing at High Street was in a worse state than that at Queensway which is being replaced. Cllr Williams will visit the sites.

RESOLVED:

- The Council agreed that the option of repairing only what is needed rather than a full replacement fence should be considered. The Clerk will contact the contractor to arrange a site visit with Cllr A Parsonage to review the extent of the repairs and obtain a quote for repairs only.

The Council approved the estimate of £2000 - £2500 for the surfacing to be replaced with wetpour. The Clerk will liaise with RR.

- Two black 1800mm benches & fixings will be ordered to be installed at Sarn Lane and High Street play areas.
- The Council approved the options for refurbishment at the High Street play area and the Clerk will obtain quotes for the proposed work.

35. Crossways Play Area Improvements

Cllr Olsen reported on the consultation which actually took place over two days due to weather on Saturday 27th April and Sunday 28th April. Despite the weather they still had local residents attend and provide valuable feedback.

The feedback was that they would like equipment to suit the age of 12yrs and under. They liked the equipment which had features of a castle and included a small zip wire. They liked the idea of 1 larger piece of equipment and a set of swings for the older children.

Confirmation was received earlier in the day from RR that the FCC procurement process has now changed and in brief would allow the community council to source quotes for local suppliers who may not be on the FCC procurement list, if the project is under £25,000. Four like for like quotes would have to be obtained and would still require approval from FCC to ensure all H&S requirements are met. RR has offered to attend a meeting to inform members in further detail of the changes.

Cllr Olsen proposed that four like for like quotes are obtained for the castle effect play equipment and swings in preparation to present the quotes at the June Meeting. This was seconded by Cllr Healey who also praised Cllrs Olsen and Hilton for their efforts in this community consultation.

Cllr Olsen also reported of dogs being exercised on the play area and suggested more prominent signs are required. Also the boundary fencing is damaged and needs replacing. Cllr Healey questioned whether the PSPO (public space protection order) would apply to this play area? Cllr Olsen advised she will raise these matters with FCC Streetscene.

During the consultation they had been approached by a local resident who actually provides play equipment components to play suppliers and he has offered up to £500 of components which could either be utilised by the council or used against an order with a supplier.

RESOLVED: the Council will obtain four like for like quotes for equipment based on castle features and a set of swings in preparation to present to the council at the June meeting. RR will also be invited to attend the June meeting.

Cllr Olsen will report the damage to the fence, issue of dogs being exercised on the play area and request additional signage with FCC Streetscene.

** 8.30pm Cllr Manning left the meeting.

36. Community Council Noticeboards

The Clerk reported that she had contacted three local companies to obtain estimates for the refurbishment of the boards. Only two quotes have been received.

One quote received was to refurbish (sand down/ prepare /repaint and fit new weatherproof cork pin board) @ £340 per board and the other received advised he considered the boards, especially in Caergwrle, are beyond refurbishment and provided a quote to purchase materials and to make 2 new notice boards using tanalized treated timber, exterior

plywood backboard with cork board to the inside, and with 2 perspex doors to each. Paint with suitable coloured timber stain. Remove old notice boards and install the new ones, comes to a total of £665.

RESOLVED: the Council approved the quote to have the two noticeboards rebuilt at a total cost of £665.

37. Telephone Kiosk – Abermorddu

Cllr Olsen asked members to consider converting and making use of the kiosk. One suggestion would be similar to that of Treuddyn and using it as a community noticeboard. Cllr Parry suggested rather than converting the kiosk to a noticeboard to install an actual noticeboard in Abermorddu.

Cllr Healey informed members of a scheme with Cadwyn Clwyd whereby the offer financial assistance (match funding scheme) averaging at £750 for refurbishment of telephone kiosk. The Clerk advised that this was explored a couple of years ago with Cllr Waterhouse and the council resolved the cost to refurbish to Cadwyn Clwyd's standard was not viable at the time.

Cllr Hilton proposed that options for the kiosk could be considered for a future community engagement event. Cllr Healey advised Sarah Jones of Cadwyn Clwyd would attend.

RESOLVED: the council will include possible conversion options for the kiosk at a future community engagement event.

38. Caergwrle Castle

- i. The revised Groundwork Schedule had been received from Cadw and circulated to the Working Group, however, the Group had not met to review and obtain quotes.

** 8.55pm Cllr R Parsonage left the meeting.

There were still grave concerns of what Cadw were expecting from the Council and Cllr Healey proposed:

- Writing to Lord Ellis-Thomas regarding the historical importance of the groundworks of the moat and for Cadw to take on the responsibility and maintenance of the stonework and moat (inc earthworks)
- Obtain quotations for the groundworks & moat in accordance with Cadw's Groundworks Schedule
- Consult with Mr T Woodall - Flintshire Countryside Services

Cllr Olsen queried whether a letter should be sent at this time as the council had not obtain quotes for groundworks.

The council approved Cllr Healey's proposals.

- ii. The Clerk had received a report from a resident that there were damage to the steps which was subsequently reported to Flintshire Countryside Services. Alistair Hemphill went up and repaired the step on 19th April. He has put new screws into all the steps and put a brace on to help stabilise the structure, it will make out the year and possibly more, he will monitor them on patrols. On the 29th April he had a group in from Llys Fasi and they dressed the steps up to the castle and reduced the trip hazards.

The Easter egg hunt went well with about 30 children taking part, Cllrs Hilton and Healey attended on the day and helped to rally the families.

RESOLVED:

- i. The council approved Cllr Healey's proposals. Cllr Healey will assist preparing a letter to Lord Ellis-Thomas and Cllr Waterhouse agreed to assist the Clerk in preparing a works schedule for tender which will be sent to four contractors, one of which will be to Mr T Woodall Flintshire Countryside Services as they are the existing contractors for the Management of the Castle.
- ii. The report was received and noted.

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 1st May 2019

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

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

39. Apologies for Absence

Apologies were received from Cllrs Mr H Manning and Dr R Parsonage.

40. Declarations of Interest

There were no declarations of interest received.

41. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 3rd April 2019.

42. Matters Arising

There were no matters arising.

43. Big Lottery Grant

Cllr Hilton wished to bring to the councils attention that funds are available to apply for through Big Lottery Wales. They have three tiers of funding which the community council would be eligible to apply for (depending on the project) from £300 - £500,000.

Cllr Waterhouse commented that as a member of the Allotments at Park in the Past, they were successful in applying for a grant and was awarded £6000.

RESOLVED: the report was received and noted and will be considered for future projects.

44. One Voice Wales – A Guide for Payments to Members

OVW have provided a guide in relation to payments to members, which was provided to all member for information purposes only.

They are still liaising with HMRC with regard to presenting the case of the £150 allowance being free of any taxable allowance.

RESOLVED: the above report was received, noted and approved.

45. Payments

To authorise accounts for payment up to and including 1st May 2019.

Payable To	Details	Amount
WBRUA	Annual Membership	£25.00
JDH Business Services Ltd	2018/19 Internal Audit	£163.20
Staffing Costs	April Wages & Expenses	£831.12
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£65.05

Zurich Castell Alun High School	Annual Insurance Welsh Bacallaureate – Park in The Past - Grant	£688.81 £200
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The Clerk reported that since January of this year she had worked an additional 16.4 hours. This was due to a number of factors mainly due to issues with payments to members, end of year, accounts, pensions, reports, audits and AGM. She therefore sought authorisation from the council to claim this as overtime which would be processed and paid in the June payroll.

RESOLVED: That the above payments up to and including 1st May 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 the Clerk overtime hours and will be processed in the June payroll.

The meetings began at 6.30pm and ended at 9.15pm.

Chairman:5th June 2019