

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 6th November 2019.

Present: Councillors 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, Mr D Roberts, Mrs C Sheibani, Dr R Parsonage, Mr H Manning and Mr A Parsonage

Absent:

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

214. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mrs M Williams

215. Declarations Of Interest

There were no Declarations of Interest received.

216. Public Questions

There were no public questions received.

217. Chairman's Announcements

The Chair reported that the community engagement event had been successful with approx. 20 visitors. A number spoke to Cllr Olsen regarding the LDP. The general feeling was positive and that the villages are looking tidy. She also thanked Cllrs Healey and Sheibani for the recent litter pick.

218. Minutes of Council

RESOLVED: the Minutes of the Meeting of the Council held on 2nd October 2019, be approved as a correct record and signed by the Chair.

219. Visitors to Meeting

PCSO Jones was unable to attend and provide members with a report.

Cllr Healey wished to express disappointment with the result of the incident at Sarn Lane. He was aware of CCTC footage which could have possibly assisted the case, however, the police had not expressed an interest in seeing it. Evidence was available but the police did not deal with it.

RESOLVED: the council will write to Arfon Jones, Police & Crime Commissioner North Wales to express disappointment in how the case was dealt and the fact that there were two separate footages of CCTV which could have assisted the case which the police did not obtain.

220. Matters Arising

Min 171 – The Job Evaluation has been completed and some members from the Personnel Advisory Committee met with Gwilym Rippon to discuss the report on Monday 4th November. The Chairman reported that herself, Cllrs Cunnah and Hughes attended the meeting and that a proposal will be submitted at the December meeting.

Min 177 – Fcc and Hope Community Council will be undertaking a plaque unveiling at the Willows Playing Fields in relation with Fields in Trust - Centenary Field. Friday 8th November 2019, 11.00am. The Chairman and Chair of Leisure and Environment have submitted their apologies and Cllr Healey agreed to represent the council.

221. Minutes of Committees

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

- i. Planning and Highways – 2nd October 2019.
- ii. Leisure and Environment – 2nd October 2019.
- iii. Finance – 2nd October 2019.
- iv. Extraordinary Planning and Highways – 16th October 2019.

222. Staffing Committee (Personnel Advisory Committee)

The Clerk presented the amended Terms of Reference to the Council for approval and adoption.

RESOLVED: the Terms of Reference for the Personnel Advisory Committee be approved and adopted.

223. County Councillors Report

The Council have requested a monthly update report from County Councillors David and Gladys Healey which they have welcomed and agreed to. They provided members with a written report in advance of the meeting with information on: recycling, brown bins, FCC's financial challenge, work undertaken by FCC Streetscene, replacement bus passes and Alyn Villages Community Clean up.

The Chairman thanked Cty Cllr Healey and asked that he passed this onto Cty Cllr Gladys Healey, the communication was very much appreciated.

RESOLVED: the report was received and noted.

224. Community Engagement

Cllr Hilton reported the main points raised from the Community Engagement event held on Saturday 2nd November, 10.00am – 6.00pm in Heulwen Close Community Centre.

- i. Positive comments on how tidy the villages are.
- ii. Question raised on the LDP.
- iii. Speeding issues Fagl Lane.
This is currently being investigated by FCC.
- iv. Request to extend the 30mph through all of Abermorddu, Hawarden Road.
This is currently being investigated by FCC.
- v. Wrexham Road (land side) holding water.
This will be reported to FCC Streetscene.
- vi. Reports of ongoing odour issues on Sarn Lane and Derby Road, Caergwrlle
Cllr Healey advised he will put contact details of Welsh Water in his next Heartbeat Newsletter. Cllr Olsen suggested the council should undertake a survey with residents to ascertain the extend of the problem and requested this to be included on the December agenda for further consideration.
- vii. Residents did appreciate the councils time.

The Chairman thanked all members who attended and support this event. She suggested that next year it could focus on the achievements of the council such as providing photographs of play area improvements, Christmas lights etc.

She commented that there could be opportunity for potential big plays for the community council to work with FCC in the future if and when FCC will be investing in the Willows, e.g football pitch, clubhouse. These are obviously very ambitious but worth considering.

The Chair also offered that she would be willing to provide refreshments to council members in advance of the meetings.

RESOLVED: (v) will be reported to Ian Williams FCC Streetscene. (vi) will be included on the December agenda for consideration as to whether the council should undertake a resident survey.

225. Training

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

A training session (provided by FCC) for Town and Community Councillors will be held on Wednesday 13th November from 6pm – 8pm at Pentre Halkyn Community Centre. The training will be aimed at both new and existing Councillors and will cover:

- Code of Conduct
- Principles of Conduct in Public Life
- Behaviours that are good/bad
- Advice for Chairs on how to manage meetings to reduce the risk of complaints under the Code

Planning Aid Wales - Responding to Planning Applications on 28th November 2019, 5.30pm to 8.30pm at Gwersyllt Community Centre.

RESOLVED: members to contact the clerk should they wish to attend any training events. Cllrs Hilton and Olsen expressed to attend the Planning Aid Wales training.

226. Correspondence

- A letter from the SSAFE The Armed Forces Charity with regard to the VE Day 75th Anniversary.
RESOLVED: the council would like to consider this further and it will be included on the December agenda. The Clerk will obtain further details.
- An email received from a youth in the village asking whether there could be an extension added to the skate ramp. The Clerk has responded informing him of match funding for other play areas and that there will be future 106 funds for the willow. At which time, the council would consider what was needed.
RESOLVED: the letter and response was received and noted.
- The Chair of Flintshire presents A Christmas Charity Concert. Sunday 15th December at 5.30pm, St Marys Church, Mold. Tickets £5.
- A thank you letter from Nightingale Hospice to all Town and Community Councils.

227. Future Agenda Items

- Cllr Olsen – requested the council to consider a budget heading called ‘Village Improvements’.
RESOLVED: in principle this was agreed, the clerk will take this into consideration when preparing the draft budget for December. This will be discussed further at the December meeting.
- Cllr Olsen – wifi access (dongle) for meetings.
RESOLVED: the Clerk will obtain costs and further information to be included on the December agenda.
- Cllrs Hilton and Olsen – Registration with the Land Registry to assist with planning application. Cllr Cunnah advised that here is a cost per transaction of £3.00.
RESOLVED: Annual Subscription costs and further details will be obtained for the December meeting.
- Cllr Olsen – asked the council to consider appointing a Youth Representative.
RESOLVED: this will be included on the December agenda.

The meeting of the Full Council began at 6.30pm and ended at 7.20pm. It was then followed by the Planning & Highways Committee Meeting, Leisure & Environment Committee Meeting and the Finance Committee Meeting.

Chairman: 4th December 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 6th November 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, Mr D Healey, Mr A Parry, Mr D Roberts, Mrs C Sheibani, Dr R Parsonage, Mr H Manning and Mr A Parsonage

Absent:

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

228. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mrs M Williams.

229. Declarations of Interest

Cllrs A Parsonage and R Parsonage declared an interest in relation to agenda item 7 (min 234) and completed Declaration of Interest Forms.

230. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 2nd October 2019 and 16th October, be approved as a correct record and signed by the Chair.

231. Matters Arising

Min 182/140 - Network Rail have been to assess the safety concerns at Bridge End, Caergwrlle which was raised by the council and they have responded by advising that *'Our maintenance supervisor has been out to inspect the area and has determined that the removal of the trees, does not pose an increased safety risk, owing to the fact a fence line is in place at the top of the embankment. Since the work to remove the vegetation happened we have had no reports of trespass recorded by any staff or train drivers either.'*

Members were not satisfied with the response from Network Rail and again requested a site meeting to review the location.

RESOLVED: the Clerk will again request a site meeting with Network Rail.

Min 182/143 – i) the locations have been passed to Lee Shone to undertake speed surveys. The Clerk has asked if he could possibly give an idea of how long this will take. This has been chased up on the 28th October.

ii) a response regarding the request for 'loading restrictions' & yellow lines has been received from Mr M Middleton and circulated to members was received and noted.

Min 188 – i) Cllr Sheibani has provide a timeline of correspondence in relation to the anonymous letter sent to Mark Tami for our information which details that Mr Tami had responded immediately and the delay in response was due to FCC.

ii) An email was sent to Mark Middleton on the 14th October asking for information on how they actually dealt with our report back in March/April 2019 of residents who have installed temporary dropped kerbs causing safety issues. This this was chased again on 28th October and he has since advised *'I have checked with my Area Co-ordinator, Ian, and he has confirmed that properties where identified and passed to our Development Control section who would undertake to write to the respective properties. I have asked Ian to locate the list he prepared and resend asking for confirmation that letters have been sent in order to report back to your next meeting'*.

Min 189 – Derrick Charlton FCC has advised they will do a Land Registry search to make sure they know for definite who the owner is. FCC will keep the council updated.

Min 190 – An email was sent to Ian Williams re: definitive time of tree and hedge cutting. He advised on 28th October - *The majority of the tractor flail hedges have been completed, but the backup needs to be completed, this will be undertaken by our in house crew over the next month, the crew will start one end of the area and work their way through all the villages.*

232. Terms of Reference

RESOLVED: the Terms of Reference for the Committee be approved and adopted.

233. Planning Applications

The Committee considered planning applications received as follows:

- i. Ref: 060408. Change of use to single dwelling. Halfway Inn, 42 High Street, Caergwrle. https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060408 **Supported**
- ii. Ref: 060474. Erection of detached residential dwelling with associated parking. Land Adjacent to 19 Rhyddyn Hill, Caergwrle. https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060474 **Objection as this site is outside of the settlement boundary and in open countryside.**
- iii. Ref: 060589. Extension to existing Cemetery at Bryn y Grog, Fagl Lane, Hope LL12 9RB to enable a continuation of burial provision. Change of Use from Agricultural Land to Cemetery Use. Cemetery, Fagl Lane, Hope. https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060589 **Supported**
Cllr Olsen did raise and requested it to be noted that she has concerns over the layout of the extension as it does not provide for any extra parking facilities and introduces a significant extra walking distance from the car park to this extension.
- iv. Ref: 060595. Proposed extensions and alterations to dwelling. Top Y Rhos Cottage Tir Y Fron Lane, Pontybodkin, Mold. https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060595 **Supported**

RESOLVED: the above comments will be reported to Flintshire County Council Planning via both email and post.

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

- i. Ref: 060272. Erection of two storey extension to the front of dwelling & single storey side extension. 53 Rhyddyn Hill, Caergwrle. **Approved**
- ii. Ref: 060335. Change of use of first floor storage to residential and erection of single storey rear extension. 20 High Street, Caergwrle. **Approved**
- iii. Ref: 060367. Removal of existing earth bank to improve vehicular sight lines. Bryn Awelon, Gresford Road, Hope. **Approved**

RESOLVED: the above be received and noted.

** Cllrs A Parsonage and R Parsonage left the room at 7.48pm (during discussions of the candidate sites)

234. Flintshire Local Development Plan

The draft response was circulated to members in advance of the meeting for consideration. The Chairman thanked Cllrs Olsen and R Parsonage for their thorough work in preparing the response.

The Chairman ran through the response whereby minor amendments were made.

Cllr Healey wished to dispute the statement on page 5 of 'little demand for affordable housing' as he is personally aware of the demand and need. Cllr Cunnah responded that the comment refers to affordable homes to buy as opposed to social housing e.g council homes to rent.

** Cllrs A Parsonage and R Parsonage returned to the room at 7.55pm

Cllr Healey also stated that there is concern that this comment could affect developers offering affordable homes and there could just build executive homes if there is little demand. Cllrs R Parsonage and Olsen advised that they requested information from FCC with the details of the waiting lists for social housing.

Cllr Healey proposed for page 5 (f) to be removed. Cllr Cunnah stated that the demand he is aware of are residents

requiring council houses/rentals rather than the need for them to be able to buy an affordable home. Cllr Healey agreed.

Cllr Healey also raised an error on page 6 where it refers that Bluebell fields siting in the Ward of Llanfynydd. He advised that the boundary of wards is actually different to the settlement boundary and the majority of bluebell fields actually sits in the Caergwrle ward.

Cllr Olsen proposed that on reflection HCAC029 Mold Rd, Caergwrle - Bryntirion Hall & HCAC005, Land East of Primrose Cottage, Stryt Isa, Hope and Land at the Indian Restaurant, Hawarden Road, Hope which is owned by Flintshire County Council should be withdrawn, this was seconded by Cllr Davies and unanimously agreed.

Cllr Hilton proposed to include the Spectrum site (cefn-y-bedd). This was unanimously agreed. Cllr A Parsonage commented that there is no evidence of previous flooding which was the reason the application had been previously refused.

Cllr Olsen sought approval from the Council to also make an addition to the response in relation to Whitty's Pond. They had received information that this was created when a farmer had made a dam to control the water flow into Bluebell Fields. If this is the case, this should be structural checked and controlled.

The Clerk wished to express her appreciation to Cllrs Davies, Olsen and R Parsonage for the time and efforts in preparing the response and evidence.

RESOLVED: Cllr Olsen will make the aforementioned amendments and the council will submit the LDP response before the 11th November 2019.

235. Formal Complaint to Flintshire County Council

The formal complaint letter regarding adverse possession was sent to FCC on 14th October. They aim to respond within 10 working days. This was chased on 28th October. A response was received on 28th October noting that a draft response was being prepared. A further response was received on 6th November with a brief update and apologies for the delay. The response has been prepared however, Mr Gareth Owens is liaising with the Legal Team as it is clear that the land holdings are complicated. Legal have been asked to provide a plan indicating clearly what they do and don't own. Mr Owens will be in a better position to respond once he has received this information.

RESOLVED: the report was received and noted. The Council will await a formal response from Mr G Owens.

236. Highway Matters

- Cllr Olsen reported pot holes along Fagl Lane and grids/gullies that require cleaning on Hawarden Road, Abermorddu.
- Cllr Sheibani reported pot holes on Pigeon House Lane and flooding issues at the crossroad.
- Cllr Parry raised continued concern of pedestrian safety as properties that have slate/stone driveways have debris that is dispersing onto the pathways and roads.
- Cllr Parsonage reported damage to pavements: outside of the Spar (Castle Street) and the 2 new build homes opposite Fellows Lane on Hawarden Road.
- Cllr Healey also reported pavement damage outside of the sandwich shop, High Street Caergwrle.

RESOLVED: the above will be reported to Ian Williams – FCC Streetscene Coordinator.

The committee meeting began at 7.20pm and ended at 8.25pm

Chairman: 4th December 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 6th November 2019.

Present: Councillors 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, Mr D Roberts, Mrs C Sheibani, Dr R Parsonage, Mr H Manning and Mr A Parsonage

Absent:

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

237. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mrs M Williams

238. Declarations of Interest

Cllr Olsen declared an interest in relation to agenda item 7 (min 243) and completed a Declaration of Interest Form.

239. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 2nd October 2019, be approved as a correct record and signed by the Chair.

240. Matters Arising

Min 197 - Cllr Olsen has managed to source a defib from Abermorddu Primary School and with the funds raised by the community they have been able to purchase a cabinet. This has now installed.

Min 201 - correspondence received from Jenny Prendergast regarding the use of the Willows play area was provided to all members.

RESOLVED: Cllr Hilton requested that the Willows be included as a regular agenda item.

241. Terms of Reference

RESOLVED: the Terms of Reference for the Committee be approved and adopted.

242. Playing Fields

Crossways Play Area – Wicksteed have marked the location for the equipment and will be commencing installation this week.

High Street Play Area - There has been work started in High Street, the play items have been repainted with new climbing walls fitted, the area was power washed, and the concrete threshold in the gate entrance has been completed, there now remains the installation of the new play items which is scheduled for next week.

RESOLVED: the report was received and noted.

** Cllr Olsen left the room at 8.28pm

243. Queensway Play Area

The maintenance of Queensway Play Area has been put out to tender, with three companies providing quotes. The quotes were reviewed and considered by the council and Cllr Hilton proposed the lowest quote which was the existing contractor Greenfingers.

The contract will need to be in writing and formal. At this stage it was proposed for a 12 month agreement, however, should the contractor not provide the work to the standard required, would be reviewed earlier.

RESOLVED: The council approved for Greenfingers to continue with the maintenance and a draft Service Agreement will be drawn up for the council to consider.

** Cllr Olsen returned to the room at 8.32pm

244. Caergwrle Castle

- i. Cadw have responded to the Council's proposed Annual Management Plan and in principle agree, however, they do have a few questions to address which are currently being dealt with.

Cllr Healey expressed concern of the current regeneration work. He has visited the castle and the (north side) moat does not appear to have been cleared and there still remains saplings and trees in the moat. He asked members to visit the site for a second opinion.

This raised the matter of ensuring that once the new contract is in place with Flintshire Countryside Services that the council will require:

- A schedule of works for each year
- Detailed Patrol Forms (listing compartment work)
- Regular Reviews of the Patrol Forms
- Regular Site Visits

- ii. The Clerk advised she had received a report from Alistair Hemphill – Countryside Services:

AH confirmed he will be liaising with Cllr A Parsonage regarding installation of the route iron bench.

He is putting together a list of events:

- 12th April Egg Hunt
- 19th July Castle History Walk
- 9th August Castle Picnic and Stories
- 9th September Bat Walk

He has been liaising with the local Spar about staff volunteering. He has some funding to redo the steps at the back of the castle which they can help with. The cost of the steps will be £4,000 and they will have a dumper taking stone to the steps.

RESOLVED:

- i. The Council will ask Flintshire Countryside Services to prepare a Schedule of Works for the coming year.
- ii. Alistair Hemphill will be invited to the December meeting and requested to provide the council with details and full costs of the steps proposal. They will also be asked to ensure whether authorisation from Cadw is required for these works.

245. Noticeboard – Abermorddu

The Clerk reported there will be a cost to purchase the noticeboard of approx. £350 (should we get one made similar to Caergwrle and Hope) and there would also be a planning application fee of £50. As an alternative, now that the telephone kiosk no longer needs to be consider for the defibrillator she asked could the council consider adapting the inside of the kiosk, such as fixing cork boards, and using this as the community noticeboard?

Cllr Parry raised concerns of using the kiosk in this way which was also supported by Cllr Healey.

RESOLVED: the Council will commission for a further noticeboard to be built (similar to Hope and Caergwrle) and the Clerk will liaise with Flintshire County Council regarding appropriate planning permission.

The committee meeting began at 8.25pm and ended at 8.45pm

Chairman: 4th December 2019

Hope Community Council

Minutes of a Meeting of the Finance Committee held at Heulwen Community Centre, Hope on Wednesday 6th November 2019

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

Absent:

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

246. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse and Mrs M Williams

247. Declarations of Interest

There were no declarations of interest received.

248. Minutes

RESOLVED: that the minutes of the Committee Meeting held on 2nd October 2019, be approved as a correct record and signed by the Chair.

249. Matters Arising

There were no matters arising.

250. Terms of Reference

RESOLVED: the Terms of Reference for the Committee be approved and adopted.

251. Annual Financial Assistance

The council considered and reviewed the proposed formal criteria and options to monitor grants issued

The closing date for the applications will be Monday 16th December 2019. A Working Group will then review all applications before the January Meeting and submit a proposal. The Working Group will be Cllrs Olsen, R Parsonage and Cunnah.

RESOLVED: the Council approved the 2019/20 criteria which will be issued with all grant applications. Monitoring will be an informal process of requesting feedback from the grant issued. The advert will be placed on the website and noticeboards as soon as reasonably possible. The closing date for applications will be Monday 16th December 2019 and the Working Group consisting of Clls Olsen, R Parsonage and Cunnah will review all applications in preparation to submit a proposal to the Council at the January meeting.

252. The Independent Remuneration Panel Draft Annual Report 2020/21

The IRPW have issued their Draft Report, Section 13 relates to Town and Community Councils. The Panel would be grateful if members were made aware of the contents of the report and any comments on the draft report to be made by 10th December. The Clerk provided a copy of Section 13 to all members. The full report can be found <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2020-2021>

RESOLVED: the report was received and noted. No comments were made.

