

Hope Community Council

Minutes of the Meeting held at Heulwen Community Centre, Hope on Wednesday 2nd October 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, Mr D Roberts, Mrs C Sheibani, Mrs S Waterhouse, Dr R Parsonage

Absent: Mr A Parsonage

In attendance: Mrs S Hughes Clerk and Responsible Financial Officer.
Jamie Bennett– FCC Streetscene

161. Apologies for Absence

Apologies were received from Cllr H Manning.

162. Declarations Of Interest

There were no Declarations of Interest received.

163. Public Questions

There were no public questions received.

164. Chairman's Announcements

The Chair had attended the Craft and Produce Show where the council's Hanging Basket and Scarecrow Competition results were announced. She wished to thank all members who were involved as they both were very positive and successful.

She attended the OVW Area meeting in September where she received interesting information:

- Avow (Association of Voluntary Organisations in Wrexham). They have numerous resources available to the community council such as for events; gazebos, display boards etc all free of charge.
- Information relating to a fund set up by Steve Morgan in relation to landfill sites.
- From the findings and recommendations put forward by the Independent Review Panel on Community and Town Councils in Wales, four will be put forward.

165. Minutes of Council

Cllr Healey raised an omission on Minute 127. He had in fact reported that he was in receipt of CCTV footage relating to the incident at Sarn Lane, which he has reported to the police.

RESOLVED: with the above amendment being approved the Minutes of the Meeting of the Council held on 4th September 2019, be approved as a correct record and signed by the Chair.

166. Visitors to Meeting

- i. PCSO Peter Jones did not attend the meeting but had provided a report which was circulate to all members.
- ii. Jamie Bennett – Highways & Operational Trunk Road Manager (FCC Streetscene Street Lighting) have a brief introduction to himself, his role within street lighting and the structure of the department.

He explained that due to the restructure, he will be looking at all Town and Community Councils lighting, maintenance, repairs and charges to bring them all in line with each other. He will in the near future be drawing up a revised Service Level Agreement and will provide the clerk with a draft copy as soon as possible.

JB explained that the majority of lights owned by the council are the old 'sox' (orange) lights which are now extremely expensive to replace and suggested they should consider replacing these with LED's.

There are electricians currently undertaking an inspection of all the council owned lights which is a requirement every 6 years. This has been brought forward slightly to allow for all the lights to be inspected and recorded on their system. All work undertaken will now be immediately logged in the system ensuring everything is always up to date.

Amendments will be made to electrician's rota's slightly to allow for evening inspections.

Cllr Parry asked whether the LED lights are proven for their longevity? JB advised approx. 20 years. Cllr Hilton asked about the upgrading of columns, JB advised work has commenced on the upgrading of columns and will be ongoing.

The Chair thanked JB for his time and attending the meeting.

** JB left the meeting at 6.45pm

167. Matters Arising

Min 127 - Mr David Swale – Castell Alun High School has provided a written report on the Welsh Bacalaureate event in which the council made a donation. He apologised for not attending the September Meeting.

168. 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 – 4th September 2019.
- (ii) Leisure and Environment – 4th September 2019.
- (iii) Finance – 4th September 2019.

169. External Audit of Accounts for the Financial Year Ended 31 March 2019.

The Clerk reported that the external audit has been undertaken and returned. As mentioned in September, the only issue/recommendation noted was:

Terms of Reference

What is the issue?

The Council have sub groups in place which may need to be set up as other committees.

Why has this issue been raised?

The council is at risk of not conducting their business legally, efficiently and effectively.

What do we recommend you do?

The council should consider setting these sub groups as other committees and setup terms of reference including any delegation of authority for any other committee as soon as possible or in any event before the end of the current financial year.

RESOLVED: the Council accepted the report from the Clerk and the Annual Return. The Notice of Conclusion has already been displayed and will remain for a period of 14 days and the full Annual Return will be placed on the Council website.

The Committees and Terms of Reference have been included on the agenda under item 10.

170. Committees

- i. The Clerk had prepared and circulated draft/example Terms of References for the current structure of the existing Committees (Planning & Highways, Leisure & Environment and Finance) for members to review and comment.

Cllr Olsen proposed that the council formally adopt the above as committees together with the Terms of Reference which was seconded by Cllr Healey.

The Clerk invited members to make amendments or additions to the ToR, the only addition being to add under 'Operations' that the ToR to be reviewed annually.

- ii. To Clerk had prepared and circulated a draft/example of Terms of Reference for a Staffing Committee (Advisory) for members to consider also highlighting the requirement to appoint members to the committee and considerations of any delegated powers for the Terms of Reference. Cllr Hilton proposed that the Council form an Advisory Staffing Committee which was seconded by Cllr Cunnah.

The Terms of Reference was discussed and Cllr Healey questioned No.1 Membership of 7 Councillors whether it should be in line with the other committees which is full council. After discussions, it was agreed that the membership would remain as 7 councillors to include either the Chair or Vice Chair but not both, this would allow a 'senior member' to be available and impartial should an appeal be required in anyway.

No.7 was also questioned as it states that the Clerk would be responsible to service the committee, however, this would not be practical if a sensitive matter arose relating to the clerk and therefore members requested the additional wording '*and where inappropriate will be serviced by a nominated member*'.

RESOLVED:

- i. The Council adopted that they will formalise the existing committees Planning & Highways, Leisure & Environment and Finance. The presented Terms of References for the aforementioned committees will be adopted with the addition that they will be reviewed annually.
- ii. The Council adopted to form an Advisory Staffing Committee with no delegated powers. Amendments will be made to the Terms of Reference No.1 membership to include either the Chair or Vice Chair but not both and also the addition of the wording to No.7 '*and where inappropriate will be serviced by a nominated member*'. Membership of the committee will be Cllrs Hilton (as Chairman of the Council), Cunnah, Sheibani, Williams, Hughes, Manning, Roberts.

171. Job Evaluation – Clerk

As requested the Clerk provide members with information from the SLCC. Cllr Hilton proposed for the SLCC to undertake a job evaluation for the role of Clerk which was seconded by Cllr Healey.

Cllr Cunnah also made a proposal for this matter to be deferred and discussed at the first Staffing Committee meeting which was seconded by Cllr Williams.

Cllr Hilton highlighted that should the council defer this they would lose the offer of sharing the cost with the current Clerks other employer (Penyffordd Council).

Due to receiving two proposals, it was taken to a vote by show of hands.

RESOLVED: the majority was in agreement that the council should commission the SLCC to undertake a Job Evaluation of the Role of Clerk with the costs being split 50/50 with Penyffordd Council.

172. Review of Polling Districts and Places/Stations 2019

FCC are undertaking a review of polling districts and polling places for the County of Flintshire. This review will look at our polling district boundaries and the polling places/stations within those boundaries. All responses to the review are required by the 4th October 2019.

The current locations are: Hope Community Centre, Heulwen Close, Hope
Caergwrle Presbyterian Church Hall, High Street, Caergwrle

RESOLVED: the current locations are satisfactory and no other locations were recommended.

173. Place Plan

Cllr Olsen reported that during a planning training course with Planning Aid Wales, 'Place Plans' were highlighted. She has made further enquiries with Cllr R Parsonage, Andy Roberts (FCC) and Penyffordd Community Council. Should the Community Council have a Place Plan this would assist them in supporting their comments for future plans for the villages and is a more considered way of doing things.

She provided members with information received from Planning Aid Wales on a bespoke 3 hour Place Plan Training Course, and stated that the earliest it could be held is 25th November. The cost would be £600 (+ travel capped at £50). Cllr Olsen proposed that the Council should undertake the training and bring together a Place Plan for the community. This was seconded by Cllr Healey. Cllr Healey asked whether the training would be open to the public and local Cty Cllrs. CO responded that the trainers advised it would predominately be for members of the Community Council but she would check.

Cllr Hilton asked whether FCC are still adopting Place Plans in which CO advised Andy Roberts, FCC has stated yes they are.

Cllr Sheibani asked how long it would take to create the Place Plan? CO advised that the bespoke training would be very advantageous in starting and would work towards April 2020.

RESOLVED: the council agreed unanimously for the Council to bring together a Place Plan and to undertake the Planning Aid Wales – Place Plan Training. Cllr Olsen will coordinate the training and will seeking clarification from Planning Aid Wales regarding recommended attendees.

174. Flintshire County Council – Winter Maintenance

In an attempt to improve the County wide resilience and readiness for the coming winter FCC will be offering the following services to the Town and Community Councils:

1. Information on local weather forecast and gritting actions (via email).
2. Salt bins. If the Community Council requires additional bins within their community, to be funded at their own cost, they can be supplied by the Council and subject to the future availability of rock salt filled at the same frequency as the Council owned bins. The bins will be supplied in a different colour (in order to distinguish them from Council bins) and the cost will be £135.00 to purchase and each refill will be charged at £60.00.
3. Bagged rock salt is also available at approximately £5 per bag delivered to a location of your choice, for use around Town and Community Council owned property.
4. Community involvement in Snow Clearing. In an attempt to assist the local community to help themselves during any periods of heavy snow, the Council will be offering basic equipment in order that the community can take on some localised footway snow clearing work. It is stressed that the intention is for these operations to supplement the Council's own snow clearing operations not replace them. The Council will continue to provide the winter maintenance service at the current level of previous years.

RESOLVED: the Council do not wish to participate in any of the above for 2019/20.

175. Community Engagement

Cllr Hilton reminded members of the Community Engagement event being held on Saturday 2nd November, 10.00am – 6.00pm in Heulwen Close Community Centre and asked for volunteers.

RESOLVED: Cllrs Hilton, Sheibani, Healey and Olsen will host the event and provide a report back to the council.

176. 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.

177. Correspondence

- An email was forwarded on from Cty Cllr G Healey from Ms Rawlinson regarding the pavement condition from Gwern Lane, to Caer Estyn, Cross Road. The pavement is in a terrible condition with much loose gravel, dirt, etc. together with a large amount of weeds encroaching on the footpath and also (in part) the overhanging hedgerow. This has been passed onto Ian Williams –Streetscene.
- The Chair of FCC will be hosting a Charity Fashion Show on Thursday 10th October – 7pm , at the Clwyd Rood, Theatre Clwyd. Tickets £5.
- A letter received from Flintshire 50+ Advisory Group requesting consideration for a donation towards to printing

of Codgers Quarterly. I have replied informing them of our Financial Assistance applications.

- An email received from North Wales Fire and Rescue Authority inviting responses to their consultation - on the development of its long-term Environmental Strategy. Closing date 31st December 2019.
http://www.yourvoicewrexham.net/kms/elab.aspx?noip=1&CampaignId=950&utm_medium=email&utm_source=govdelivery
- FCC Waste Consultation – they are undertaking a public consultation to engage with residents on the current and future waste services. <https://www.flintshire.gov.uk/en/Resident/Bins-Recycling-and-Waste/Waste-Strategy-Consultation/Recycling-and-Waste-Consultation.aspx>
- The 8th update from FCC Standard Committee from visiting Town and Community Councils. The clerk highlighted a few points in the letter; post ‘summer recess’ minutes can be two months old before they are approved. This makes it difficult to remember what has transpired and also means it’s a long time until the public see what has happened. FCC suggest that once the minutes are prepared, they are checked by the Chair and then published marked ‘DRAFT’ until they are confirmed as accurate; they have asked for feedback if the council have found all/any of the feedback useful; FCC will be holding a Code of Conduct Training and asked for numbers of interested members; and finally they provided a link to the ‘Guide for New Councillors in Wales’ booklet which may be useful.
RESOLVED: publishing of July draft minutes will be considered next year. Cllrs Olsen, Parry and the Clerk expressed an interest in attending the Code of Conduct Training.
- The Clerk reported that confirmation has been received that the Willows Playing Fields has been processed with Fields in Trust as a Centenary Field and FCC have asked for a meeting with the Clerk, Chair, Chair of L&E and Cllr Healey to organise a Centenary Field plaque unveiling. The meeting will take place on Tuesday 15th October, 2.30pm.
- Wrexham – Bidston Rail Users Association Newsletter and notification of their AGM on Saturday 26th October.

178. Future Agenda Items

- Cllr Olsen requested for Ian Lloyd to attend the November meeting as a visitor.

Chairman: 6th November 2019

Hope Community Council

Minutes of a Meeting of the Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 2nd October 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, Mr D Roberts, Mrs C Sheibani, Mrs S Waterhouse, Dr R Parsonage.

Absent: Mr A Parsonage

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

179. Apologies for Absence

Apologies were received from Cllr H Manning.

180. Declarations of Interest

There were no Declarations of Interest received. The Chair reminded members of the difference between declaring a personal and prejudicial interest.

181. Minutes

Cllr Healey raised an error on min 141 in that he had not raised the issue of the misspelling of menage in planning ref: 060094.

RESOLVED: with the above amendment being approved, Chairman be authorised to sign the minutes of the previous meeting of the committee held on 4th September 2019.

182. Matters Arising

Min 140 - The Clerk is still chasing Network Rail following having to submit a further log on the 27th August regarding a site meeting to address fencing and safety concerns at bridge End, Caergwrle. She has been advised that the issue has been passed to Network Rail Maintenance Team and is awaiting feedback.

Min 143 – i) the locations have been passed to Lee Shone to undertake speed surveys. The Clerk has have asked if he could possibly give me an idea of how long this will take. ii) a letter has been sent requesting ‘loading restrictions’ & yellow lines. Mr S Jones Chief Officer has responded informing me he has passed this to Mark Middleton to investigate.

Min 144 – this was dealt with in the above same letter so has been passed to Mark Middleton to investigate.

183. Process for Planning Applications Received and Responses Submitted

- i. Cllr Olsen proposed a change in procedure, in that as soon as a planning application is received it is communicated to all members. The preferred method of communicating this will be by email and by telephone for those members who do not use email.
- ii. Cllr Olsen explained that following attending a training course with Planning Aid Wales she prepared a Planning Application Response Template which falls in line with what FCC use. This was circulated to all members and she is proposed that the council uses this template to reply to all planning application. Cllr Healey was fully supportive and seconded the proposal.

RESOLVED:

- i. This was fully supported. With immediate effect members will be informed of any planning applications received by the Clerk as soon as reasonably possible via email and telephone (for those members who do not use email)
- ii. Cllr Olsen’s proposal was unanimously agreed and the council going forward will use the template to responds to planning applications.

184. Planning Applications

The Committee considered planning applications received as follows:

- i. Ref: 060367. Removal of existing earth bank to improve vehicular sight lines. Bryn Awelon, Gresford Road, Hope. https://digital.flintshire.gov.uk/FCC_Planning/Home/Details?refno=060367 **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: 060083. Replacement of roof structure to provide new first floor accommodation, reduction in width of building to provide vehicular access to rear, removal of existing garage, erection of rear extension and two detached garages. The Cottage, Fagl Lane, Hope. **Approved**
- ii. Ref: 060158. Extension and alterations to dwelling. Shordley Bank Farm, Shordley Road, Hope. **Refused**

RESOLVED: the above be received and noted.

185. Flintshire Local Development Plan

The FCC LDP Consultation has now been published and will run from 30th September until 5pm Monday 11th November 2019.

FCC will also be holding a number of Drop In Events, one of which will be held at Heulwen Close Community Centre on Tuesday 8th October 4pm – 8pm.

In order to allow members to full review the consultation the Chairman proposed to call for an extraordinary meeting to include agenda items 7, 8 & 9 (Flintshire Local Development Plan, Local Democracy and Boundary Commission for Wales and National Development Framework Consultation).

RESOLVED: it was unanimously agreed for an extraordinary meeting to be held on Wednesday 16th October at Heulwen Close Community Centre to review and prepare response to the Flintshire Local Development Plan, Local Democracy and Boundary Commission for Wales and National Development Framework Consultation.

186. Local Democracy and Boundary Commission for Wales

The Commission has published its draft proposals for the future electoral arrangements for the County of Flintshire. The 12-week consultation period commenced on 5 September 2019 and closes on 27 November 2019.

RESOLVED: it was unanimously agreed for an extraordinary meeting to be held on Wednesday 16th October at Heulwen Close Community Centre to review and prepare response to the Flintshire Local Development Plan, Local Democracy and Boundary Commission for Wales and National Development Framework Consultation.

187. National Development Framework Consultation

The draft NDF sets out development policies for Wales as a whole and for the North Wales, Mid and South West Wales and South East Wales regions. It identifies overarching outcomes which are a vision for change over the next 20 years and form the basis for its policies and proposals.

This consultation is seeking views on the draft of a new national plan for Wales, the National Development Framework (NDF) with a closing date of the 1st November 2019.

RESOLVED: it was unanimously agreed for an extraordinary meeting to be held on Wednesday 16th October at Heulwen Close Community Centre to review and prepare response to the Flintshire Local Development Plan, Local Democracy and Boundary Commission for Wales and National Development Framework Consultation.

188. To Consider Escalating a Formal Complaint to Flintshire County Council

- i. Following numerous emails and letters, the last being dated 6th September (which was sent via the post) regarding adverse possession, a reply is yet to be received. The Clerk did report on correspondence passed on from Mark Tami whereby FCC have provided him with a response. The council expressed a wish to now escalate this by way

of submitting a formal complaint to FCC.

ii. Cllr Olsen has also requested the matter of dropped kerbs to be escalated following no action taken since the council raised this back in March 2019. There are still planks of wood on the highway (Hawarden & Wrexham Roads, Abermorddu) which are a hazard and safety issue. She also raised concern of driveways constructed of stones which are scattering onto footpaths and highways.

Cllr Healey agrees with the concerns, however, does not feel it is the correct time to escalate this matter when families are experiencing financial hardship.

RESOLVED:

- i. The Council will submit a formal complaint to FCC with regard to the lack of response from FCC regarding the concerns raised of adverse possession.
The Clerk will also write to Mark Tami thanking him for forwarding on the response he received from FCC.
- ii. That the public's safety is paramount and residents should be acting legally in this matter. The council will escalate this concern within FCC Streetscene/Highways. Cllr Healey wished to have his objection recorded that he did not agree with the escalation at this time due to hardship amongst the community.

189. Stile Access to Footpath to the South Bank of the River Alyn off Sarn Lane

To consider the correspondence received from FCC regarding the installation of a kissing gate giving access and equality for disabled users.

Cllr Waterhouse provided a map of the existing public right of way and the proposed right of way which FCC have suggested. FCC have asked whether the community council were aware of the land owners where the proposed public right of way would cross. On receipt of this information FCC will approach the owners to seek permission to add to a public right of way footpath, which would then allow FCC to install a kissing gate.

RESOLVED: the Council will write to FCC confirming the identity of the landowner (Rhamberfedd Farm).

190. Highway Matters

- The Chairman reported that she had contacted Punch Taverns to obtain an update on the refurbishment, however, they were unable to provide a clear update at this time.
- Cllr Parry questioned enforcing and surveying tree/hedge cutting as there are areas where it is encroaching onto footpaths. The Clerk did advise that this was raised with Ian Williams last month where he advised the FCC owned trees & hedges would be cut in the winter month.
RESOLVED: the Clerk will contact Ian Williams to raise this concern again and request a clearer time frame of when this work will be done.

Chairman: 6th November 2019

Hope Community Council

Minutes of a Meeting of the Leisure and Environment Committee held at Heulwen Community Centre, Hope on Wednesday 2nd October 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, Mr D Roberts, Mrs C Sheibani, Mrs S Waterhouse, Dr R Parsonage

Absent: Mr A Parsonage

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

191. Apologies for Absence

Apologies were received from Cllr Mr H Manning.

192. Declarations of Interest

There were no Declarations of Interest received.

193. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 4th September 2019.

194. Matters Arising

Min 150 – although the council resolved the locations of the two benches, concerns have since been raised whether the location of the bench at Sarn Lane play area next to the stone wall is in fact the best location as it may attract youths congregating on the wall (possibly damaging the wall and/or causing noise issues for local residents).

This was agreed by the Council and the new location proposed as the middle of the field facing towards the play equipment (Meadow Crescent).

RESOLVED: the bench for Sarn Lane will be installed in the centre of the field facing towards the play equipment/Meadow Crescent.

** Cllr Olsen left the meeting at 8.30pm

195. Playing Fields

The Chair reported that the new equipment to be installed at Crossways play area has been delayed and will be installed this month.

She asked if members were aware of what will be happening to the wild flowers on the Willows. Cllr Healey reported that they will be cut just before 26th October in time for the community clean up day on the 26th when the debris will be removed.

RESOLVED: the report was received and noted.

196. Queensway Play Area

The council has previously approved upto £2500 for the repairs to the wetpour surfacing under the swings at Queensway play area. Aura have had issues with the originally contractor and have now been advised of 2 options; Option 1 – to repair the perimeter of the surfacing together with 3 circle patches which are damaged - £1950 or Option 2 – to remove and replace 24m² @ 70mm(complete area) in black/green 50/50 mix - £2850.00.

The Chair advised that herself and the clerk are currently reviewing the grass cutting contract and will be requesting 3

quotations which will be brought to the November meeting.

RESOLVED: the council approved Option2, for the full removal and replacement of the wetpour. Quotes will be obtained for the grass cutting contract which will be reviewed at the November meeting.

197. Telephone Kiosk (Defibrillator Station)

Cadwyn Clwyd are no longer running any schemes to assist with the refurbishment of telephone kiosks. They have directed the council to 'Community Heartbeat' who may be able to offer advice. An information pack has been requested and is being posted out.

Cllr Hilton requested this item be deferred as Cllr Olsen had informed her that there may be a possibility of obtaining a free defibrillator and that Avow may be able to assist in the refurbishment of the kiosk.

RESOLVED: Cllr Hilton to will provide the clerk with information from Avow regarding refurbishment of the kiosk. This item will be deferred until the November meeting.

198. Caergwrl Castle

- i. A letter and the councils proposed management plan has been sent to Cadw and we are awaiting a reply.
- ii. Alistair Hemphill has requested funding from the council for the ibeacon relocation at the cenotaph. This would include securing legs onto the beacon as the base needs to be cut off and the new planting. This will cost around £100 and he provided a plan which also shows the location of additional planting of cherry trees.

Members were not keen on either the proposed cherry trees due to the falling of petals and leave or flower beds due to the upkeep and actually requested whether an option would be to remove the existing trees.

Cllr Healey reiterated the urgent need to have the trees/saplings in the moat of the castle removed as soon as possible. The Clerk advised this work has previously been requested and will chase.

RESOLVED: the council does not support AH request to install cherry trees and flower beds. An enquiry will be made as to whether the current trees could be removed at the cenotaph and also to chase AH regarding the scheduled work to remove the trees and saplings from the moat as a matter of priority.

199. Christmas Lighting

All three villages now have Christmas bracket lighting. The Council did reduce the budget for this year to only cover the cost of installation and removal of the lights.

RESOLVED: no further lighting will be purchased this year.

200. Noticeboard – Abermorddu

The Clerk has been unable to collate the information requested and therefore will be included on the November agenda.

RESOLVED: the Clerk will obtain further information and costings for a new noticeboard to be installed on Hawarden Road, Abermorddu and will be included on the November agenda.

201. Members Item

Cllr Waterhouse raised the matter of an email being circulated on social media from FCC reference the use of the Willows for future events? Cllr Williams gave a brief report that she had communicated with Jenny Prendergast of FCC and the issue is with the internal stability of the landfill site and its inability at present to withstand any load bearing capacity. Any large numbers of vehicles or people would create a load bearing capacity that the field could not withstand. This is why events (such as the carnival or BMX event) cannot take place on the field. JP also informed the clerk that the only activities that can continue at present are that of walking and general free play on the field. The site is safe for this usage only.

FCC have advised that their future plans are for further investigation and if necessary remediation, however this work cannot be started until other sites that are currently on the work plan are completed.

A number of members felt that the issue and explanation is not acceptable and for further information and clarification:

- i. What changed for FCC to look at the condition of the Willows?
- ii. Why has FCC made this decision?
- iii. By this decision, FCC have withdrawn an amenity from the public.
- iv. What is the programme for getting the amenity returned back to full use?
- v. Request for a clear and detailed explanation of what the restrictions of use are?

Cllr Hilton expressed her unhappiness that while FCC are stating no events can now take place on the Willows, they are suggesting a Centenary Event for the community council. The Chairman and Clerk responded in that the Centenary Unveiling will be a small number of people and will not involve heavy vehicles.

RESOLVED: the council will write to FCC requesting answers to the above 5 questions.

Chairman: 6th November 2019

Hope Community Council

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

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

Absent: Mr A Parsonage

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

202. Apologies for Absence

Apologies were received from Cllrs Mr H Manning, Mr A Parry and Mrs C Olsen.

203. Declarations of Interest

There were no declarations of interest received.

204. Minutes

RESOLVED: the Chairman be authorised to sign the minutes of the previous meeting of the committee held on 4th September 2019.

205. Matters Arising

There were no matters arising.

206. Half Year Budget Review

- i. The Clerk provided the Council with copies of the half 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 S Waterhouse looked through and certified a number of invoices and payments receipts.

RESOLVED:

- i. There were no issues raised and the half year budget/accounts be approved.
- ii. The supplier payments were reviewed and approved by Cllr S Waterhouse.

207. Annual Financial Assistance

The Clerk presented the draft Poster and Application Form for this year's Financial Assistance, however, she asked whether the Council wished to draw up more formal criteria for applicants as this has been mentioned last year.

Cllr Cunnah advised that Cllr Olsen had prepared a revised application and Cllr Hilton in the absence of the Finance Chair, Cllr Olsen, requested that this item be deferred.

RESOLVED: the Clerk will liaise with Cllrs Cunnah and Olsen regarding a revised application and this will be included on the November agenda.

208. Payments

- i. To authorise accounts for payment up to and including 2nd October 2019.

Payable To	Details	Amount
Poppy Appeal	Poppy Wreath	£50.00
Staffing Costs	Sept Wages, Expenses	£826.95
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£27.15
Aura Leisure & Libraries Ltd	Replacement Fencing - Queensway	£5,346.00
		£6250.10

Unpresented Chqs

£50.00 200901 Mr Peter Hough 1st Prize Best Kept Hanging Basket
£30.00 200902 Mr Graham Wood 2nd Prize Best Kept Hanging Basket

Payments Received

06/09/2019 HSBC Interest £64.01
24/09/2019 Claire Olsen Fundraising Money for Abermorddu Defib £218.75

The Clerk reported working an additional 14.9 hours during the month of September and requested authorisation to claim overtime which would be processed in the October payroll.

RESOLVED: That the above payments up to and including 2nd October 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 Clerks additional 14.9 hours which will be processed in the October payroll.

The meetings began at 6.30pm and ended at 9.15pm

Chairman:6th November 2019

Hope Community Council - Summary Accounts
2019/20 Financial Year

Income

	Actual	Anticipated	Difference
Precept	57,550.00	86,325.00	-28,775.00
Bank Interest	116.06	125.00	-8.94
Refunds/Other (inc Match Funding)	626.93	10,000.00	-9,373.07
VAT Refund	2,955.17	2,955.17	0.00
Total	61,248.16	99,405.17	-38,157.01

Expenditure

	Actual	Agreed Spend	Balance
Leisure & Environment Committee			
Summer Play Scheme	0.00	2,200.00	2,200.00
Enviro Improvements/Play Grounds	869.12	13,200.00	12,330.88
Caergwrle Castle	2,723.02	10,000.00	7,276.98
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 - Caergwrle Castle	0.00	20,933.00	20,933.00
Planning & Highways Committee			
Bus Shelters	0.00	0.00	0.00
Street Lighting Supply	2,291.04	5,000.00	2,708.96
Street Lighting Maintenance	1,136.50	26,000.00	24,863.50
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
Finance Committee			
Staffing costs (salaries, pensions, ni, paye)	5,077.13	8,874.00	3,796.87
General Admin	3,161.74	5,358.00	2,196.26
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	40.00	1,500.00	1,460.00
Noticeboard (inc £495 held in reserve)	665.00	1,695.00	1,030.00
Defibrillator	0.00	250.00	250.00
Total	16,732.35	180,519.05	163,786.70

Current Summary

Bank Balance as at 31 March 2019	99,637.90
Total Expenditure	16,732.35
Total Income	61,248.16
Balance as at 30 Sept 2019	144,153.71
VAT Costs for 2019/20 Financial Year	401.48

HOPE COMMUNITY COUNCIL BUDGET MONITORING 2019/20					
Committee/Budget	Budget	Actual to Date	Available	Notes	
Head	2019/20	30-Sep-19	Balance		
Leisure and Environment Committee					
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	£869.12	£12,330.88	Work due to commence in Oct
1.3	Caergwrlle Castle	£10,000.00	£2,723.02	£7,276.98	
1.3*	<i>(together with Reserves)</i>	£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
	Total	£81,333.00	£4,160.94	£77,172.06	
Planning and Highways Committee					
2.1	Bus shelters	£0.00	£0.00	£0.00	
2.2	Street lighting – supply	£5,000.00	£2,291.04	£2,708.96	
2.3	Street lighting – maint (inspections & repairs)	£26,000.00	£1,136.50	£24,863.50	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
	Total	£71,309.05	£3,427.54	£67,881.51	
Finance Committee					
3.1	Salaries and N.I. (& payroll fees)	£7,914.00	£4,564.61	£3,349.39	
3.2	Pension/gratuity	£960.00	£512.52	£447.48	
3.3	Expenses - Clerk Travel (Gen Admin)	£200.00	£124.76	£75.24	
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	£110.96	-£10.96	
3.7	Stationery & equipment (Gen Admin)	£350.00	£185.55	£164.45	
3.8	Computer, Maint, Hosting & GDPR(Gen Admin)	£1,000.00	£498.00	£502.00	New laptop will be purchased by end of year
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 2020
3.13	Photocopier (Gen Admin)	£250.00	£99.94	£150.06	
3.14	Election expenses	£500.00	£0.00	£500.00	Not anticipated to be spent
3.15	Office costs (Gen Admin)	£1,213.00	£616.12	£596.88	
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	£108.00	£6,592.00	Payments to be made 4th quarter
3.18	Council website (Gen Admin)	£350.00	£361.40	-£11.40	
3.19	Training	£1,500.00	£110.00	£1,390.00	
3.21	Noticeboard/Millennium Maps	£1,200.00	£665.00	£535.00	
3.21*	<i>(together with reserves held from insurance claim)</i>	£495.00	£0.00		
3.22	Defib	£250.00	£0.00	£250.00	
	Total	£27,877.00	£9,143.87	£18,733.13	
Summary					
	Leisure and environment	£81,333.00	£4,160.94	£77,172.06	
	<i>(incs £30933 reserves)</i>				
	Planning and Highways	£71,309.05	£3,427.54	£67,881.51	
	<i>(incs £35309.50 reserves)</i>				
	Finance	£27,877.00	£9,143.87	£18,733.13	
	<i>(incs £495 reserves)</i>				
	Total	£180,519.05	£16,732.35	£163,786.70	

Finance Committee - Half Year Review 2019					
Current Acc Bal B/f				7,034.92	
Date Cashed	Cheque No	Payee	Details	Amount	
					Unpresented Cheques
					£50.00 200901
					£30.00 200902
				Total	
			Actual Balance Carried Forward	7,034.92	
					£7,114.92 Bank Statement Balance
				137,118.79	
Deposit Acc Bal B/f					
Date	Type		Details	Amount	
				Total	
			Balance Carried Forward	137,118.79	
			Total Balance of All Accounts	144,153.71	
					£137,118.79 Bank Statement Balance
					£144,233.71 Total Balance inc Unpaid Chqs

HSBC UK
Hope Community C

My HSBC

- Accounts
- Make payments
- Manage payments
- International
- Interested in?
- User administration
- Contact and support

Account overview Last Updated 25 Sep 2019 10:34

Account	Balance
40-16-01 11084046 <small>Bmm Account - Hope Cc</small>	GBP 0.00 >
40-16-01 31082426 <small>Community - Hope C C</small>	GBP 7,114.92 >
40-16-01 51084054 <small>Bmm Account - Hope Cc</small>	GBP 137,118.79 >

Hope Community Council

Minutes of a Meeting of the Extraordinary Planning and Highways Committee held at Heulwen Community Centre, Hope on Wednesday 16th October 2019.

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

Absent:

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

191. Apologies for Absence

Apologies were received from Cllrs Mrs S Waterhouse, Mr B Hughes and Mrs C Cunnah

192. Declarations of Interest

Cllr A Parsonage (candidate site HCA021 & 023) and Cllr R Parsonage (candidate site HCA 023) both declared an interest in relation to candidate sites discussed under the LDP. Declaration of Interest Forms were completed and the members left the room whilst the related items were being discussed.

193. National Development Framework Consultation

The draft NDF sets out development policies for Wales as a whole and for the North Wales, Mid and South West Wales and South East Wales regions. It identifies overarching outcomes which are a vision for change over the next 20 years and form the basis for its policies and proposals.

This consultation is seeking views on the draft of a new national plan for Wales, the National Development Framework (NDF) with a closing date of the 1st November 2019. <https://gov.wales/draft-national-development-framework>

The Chairman and members reviewed the document and considered all the questions in the response form.

RESOLVED: the Council completed the NDF Response Form which will be submitted by the 1st November 2019.

194. Flintshire Local Development Plan

The FCC LDP Consultation has now been published and will run from 30th September until 5pm Monday 11th November 2019. <https://consult.flintshire.gov.uk/portal/>

The Chairman identified there were two main issues of interest/concern; Bluebells Field (max of 80 houses) and Travellers Site (6 additional units).

She informed members that the concerns raised on the previous objection had now been addressed by FCC and should a further objection be made, there would need to be additional evidential reasons. Cllrs Olsen and R Parsonage provided the council with additional information to support the objection. On reviewing the objections, the council agreed that a formal objection would be submitted and alternative candidate sites suggested.

Members reviewed all the candidate sites to look at potential alternatives to the Bluebell Fields. After lengthy discussions the following was agreed to be submitted:

HCAC005 Land East of Primrose Cottage, Stryt Isa, Hope
HCAC023 Land rear of 17 Plas y Bwl, Caergwrle
HCAC025 Land off Huxleys Lane, Hope
HCAC026 Land north of Bryn Issa, Gresford Road, Hope
HCAC028 Land on south side of junction Gresford Road and Hope Hall Drive, Hope
HCAC029 Land at Bryn Tirion, Mold Road, Caergwrle

Cllr A Parsonage suggested as an alternative which has currently not been identified as a candidate site, Land at the Indian Restaurant, Hawarden Road, Hope which is owned by Flintshire County Council. He explained in brief information on the Wales Right to Build Scheme where the Welsh Assembly have a fund to assist in self builds.

The Council made the following observations in relation to the Travellers Site, Gwern Lane:

- Whether the land in question is appropriate for the land use proposed - green belt/open countryside;
- Effect on the open countryside and use of public footpaths;
- Proportionality - the proposed development in comparison to the immediate community it would be within. Whether the scale is appropriate. The effect on promoting peaceful and integrated co-existence between a site and the local community. Sites should be in context and in relation to the local infrastructure, population size and density to ensure they are in proportion to local settled communities (Planning for gypsy, traveller and showpeople sites WGC005/2018). Cited family expansion - large developments in Queensferry/Llay - whether permissible reason to double the existing site;
- Sewerage/Environmental - impact on surroundings;
- Traffic issues - (a) nature of the lane - single lane, no white line, no speed restriction, surface issues - regular resurfacing (b) main road - extremely busy can't take added site;
- Planning enforcement;
- Possible commercial motive and impact on the community;

RESOLVED: Cllrs Davies, Olsen and R Parsonage will liaise with the Clerk to prepare the Community Council's response taking into account the aforementioned Bluebell Fields, Travellers Site and alternative candidate site proposals.

195. Local Democracy and Boundary Commission for Wales

The Commission has published its draft proposals for the future electoral arrangements for the County of Flintshire. The 12-week consultation period commenced on 5 September 2019 and closes on 27 November 2019. <https://ldbc.gov.wales/reviews/08-19/flintshire-draft-proposals>

The Chairman ran through the proposals which have been submitted in the Report to which members reviewed and considered the proposals.

Cllr Healey made a proposal of a two member constituency of Hope and Caergwrle combined. Cllr Olsen raised the question of whether this would include Cefn-y-bedd to which Cllr Healey explained that this proposal does not include Cefn-y-bedd. Cllr Parry asked if this still included Abermorddu, which was confirmed it will, up to the traffic lights.

Cllr Olsen made a further proposal of a combined community of Hope, Caergwrle and Cefn-y-bedd.

A vote was taken on the two proposals, however, the Clerk did raise the fact that this option of including Cefn-y-bedd was not actually an option in the report. The Council had previously been given the opportunity to submit their suggestions but did not do so at the time.

RESOLVED: the Council will submit a response supporting the option of two member constituency of Hope and Caergwrle combined, but also make a suggestion that this should include Cefn-y-bedd.

The meeting commenced at 6.30 and finished at 8.50pm

Chairman: 6th November 2019