

Hope Community Council

Minutes of the Ordinary (Multi Location) Meeting held on Wednesday 3rd May 2023

Present: Councillors Mr D Roberts (Chairman), Mrs T Bowgett (Vice Chairman), Mrs L Davies, Mrs M Williams, Mrs C Cunnah, Mr M Taylor, Mrs J Arnold, Mr A Parsonage, Mr B Hughes, Mrs C Sheibani, Mr J Mead and Mrs E Oldham.

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer

11. Apologies for Absence

Apologies for absence were received from Cllrs N Jones and J Tilston.

12. Declarations of Interest

There were no Declarations of Interest received.

13. Police Report

There were no reports from the Police.

14. Chairman's Announcements

The Chairman on behalf of the council wished to thank Cllr Cunnah for all her work and efforts during her 12 months as Chair.

15. Minutes of Council

RESOLVED: the Minutes of the Ordinary Meeting of the Council held on 5th April 2023 and the Extraordinary Meeting of the Council held on 13th April 2023 be approved as a correct record and signed by the Chairman.

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 – 5th April 2023
- ii. Leisure and Environment – 5th April 2023
- iii. Finance – 5th April 2023

17. To Review any Matters Arising from the Minutes

Min 334 – Cllr Davies and Cllr Parsonage have co-ordinated bunting for the Kings Coronation.

Min 364 – 21st April an email was received from Jack Sargeant MS writing in support of the questions posed by his constituent regarding the telephone kiosk and asking if the council could engage with the local community to come to a suitable solution to preserve this important piece of heritage.

Confirmation has also been received regarding the number of complaints/requests received by Mark Tami MP (one written complaint and two phone calls) and Cty Cllr David Healey (two residents, one of whom sent several emails).

Mr Neal Cockerton, FCC Chief Executive confirmed FCC will continue to store the kiosk in the depot and asked for the council to let them know when we have come to a decision.

Min 337 – Cllr Parsonage confirmed that he has undertaken the maintenance on the cenotaph flag poles.

18. To receive any Public Questions/Correspondence.

There were no public questions received.

19. County Councillor Report

Cty Cllrs David and Gladys Healey provided a report which included information on:

General enquiries from residents - enquiries from residents with regard to a range of issues – traffic and transport (including issues with the Wrexham-Bidston line), an issue of a stray horse on the road

and an issue concerning a red phone box. Having read the report, by the Chair of HCC, about the phone box and we completely accept that HCC acted in good faith with regard to its handling of the issue given the information that was available at the time.

20 MPH issue - they will forward HCC's request for exceptions to be made, however, they would expect there to be a 20 mph requirement outside Ysgol Estyn and also feel that the requirement should also apply to the area between the junction of Sarn Lane and the Hope Motors junction. They would similarly like there to be a 20 mph speed limit along High Street, on the (A541) in the village of Caergwrle as elderly people have difficulty in cross this road. They are eager for there to be a 20 mph speed limit along Fagl lane and Rhyddyn Hill as complaints are received about speeding along these roads.

They will submit HCC's request for a survey to be undertaken to show the levels of pollution for vehicles travelling at 20 mph and those travelling at 30 mph. However, the roll-out of the 20 mph requirement is a Welsh Government, not a County initiative, and the County may not be prepared to fund such a survey.

HGVs in our community - they fully appreciate that deliveries need to be made by HGVs, however, this to can cause local issues and dangers. They understand that Flintshire is looking for funding so that the road under the bridge at Padeswood can be lowered to enable HGVs to be diverted to this route.

Caergwrle Pavement – After 8 years of lobbying, they are pleased to see improvements being made to the pavement outside the shops in Caergwrle's High Street.

Potholes – They have submitted a list of potholes to Streetscene with the request for a hot-tar fill. Fills made during the winter months are only temporary, cold tar fills. They tend to last through the summer months and then come out the following winter.

Aura and Hope Sports Centre - They are liaising with a local resident who is hoping to establish a Community Interest Company (CIC) to run Hope Sports Centre following its closure by Aura.

Rural Communities – The Flintshire County Council - Council Plan is in process of being refreshed to cover the period 2023-2028 and the issue of Rural Regeneration has been introduced into the Council Plan for the first time.

They are eager to monitor the progress of and participate in the implementation of these elements of the Council Plan and particularly welcome the idea that there will be a 'community consultation to better understand rural community needs'. They hope that Town and Community Councils will be invited to participate in this consultation.

They are aware of issues of lack of access to services, lack of adequate transport, and the feeling of being left behind which afflict rural communities. However, if HCC members have any other issues which they feel are important with regard to rural sustainability they would welcome the opportunity to learn of them and work together for our community.

Cllr Cunnah expressed dismay of the local outcry regarding the removal of the telephone kiosk but not for the closure of the local sports centre, this is very surprising. Cllrs Williams and Parsonage reported that they are in the process of making enquires regarding the use of the Willows for a football pitch.

Cllr Arnold raised the issue of the missed brown bin collection and questioned that as this is a payable service could FCC add an extra collection to the end of the year? She also questioned whether the car parking charges will be outsourced or ran by the council?

RESOLVED: the council would support any initiative to enable the sports centre to remain open. The council will write to the Cty Cllrs to ask whether an extra brown bin collection could be added to the end of the year and also confirmation of whether the car parking charges will be outsourced or ran by the council?

20. Internal Audit

Members were provided with the Internal Auditors report completed by JDH Business Services.

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

	ISSUE	RECOMMENDATION	FOLLOW UP
1	<p>Staff costs includes a tax free allowance paid to the Clerk for home working of £312.</p> <p>The annual return has been updated this year to clarify that only taxable allowances are to be included within the staff costs.</p>	<p><i>The annual return should be amended as follows:</i></p> <p><i>Staff costs £18,050</i></p> <p><i>Total other payments 59,363</i></p>	<p><i>Implemented - The annual return was amended by the Clerk prior to our certification of the annual return.</i></p>

RESOLVED: the report was received and noted.

21. Annual Return for the Year Ended 31st March 2023

A copy of the Annual Return was provided to all members. The Clerk then presented the Annual Return for signature.

She reported that the council have been advised by the Audit Wales that due to delays, they are not yet in a position to issue the audit notices for the 2022-23 audits. In the meantime, they recommend that we prepare and approve the annual returns as soon as we are able to. They will provide the dates for the exercise of electors' rights under the 2004 Act with the audit notice in due course. As soon as this is received the Clerk will take the necessary action.

The council are due to have a full in-depth audit this year and the Clerk is awaiting further details.

RESOLVED: the Council approved the Annual Return for the Year Ending 31st March 2023 which was signed by the Clerk/RFO and Chair. This will be submitted with the supporting documents to Audit Wales.

Once dates have been confirmed by Audit Wales for The Notice of Appointment of Date for the Exercise of Electors Rights, this will then be displayed and the documents made available for inspection.

22. Clerks Report

The Clerk circulated the updated Issue Log detailing outstanding issues and details of progress. This report is for information only and should any items require further discussion they will need to be included on a future agenda (if not already on the current agenda).

Cllr Williams asked if there was any update on the Willows S106 which the Clerk advised there was not. She also asked about the installation of the interpretation board at the castle by CADW, the Clerk advised there has been a few weeks delay.

RESOLVED: the report was received and noted and will be updated accordingly.

23. Correspondence

The following correspondence was received and noted:

- OVW & Planning Aid Wales Training Courses and events
- WBRUA – Spring Newsletter
- Citizens Advice – Advisors Network Forum
- OVW – Motions for 2023 Annual General Meeting.

RESOLVED: should a Cllr wish for a motion to be submitted they will request this to be added to the June agenda for the council to consider.

24. Future Agenda Items

- Telephone Kiosk to be included on the Leisure & Environment agenda for June.

The meeting of the Council began at 6.43pm and ended at 7.08pm

Chairman: 7th June 2023

Hope Community Council

Minutes of the Finance Committee (Multi Location) Meeting held on Wednesday 3rd May 2023

Present: Councillors Mrs T Bowgett (Chair of Committee), Mr D Roberts, Mrs L Davies, Mrs M Williams, Mrs C Cunnah, Mr M Taylor, Mrs J Arnold, Mr A Parsonage, Mr B Hughes, Mrs C Sheibani, Mr J Mead and Mrs E Oldham.

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer

25. To Receive Apologies for Absence

Apologies for absence were received from Cllrs N Jones and J Tilston.

26. To Receive any Declarations of Interest

There were no declarations of interest received.

27. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th April 2023, be approved as a correct record and signed by the Chairman.

28. To review any Matters Arising from the Minutes

Min 345 – the updated Attendance Allowance Scheme was presented at the AGM.

29. Payments

To authorise accounts for payment up to and including 3rd May 2023.

Payable to	Details	Amount
RN Electrical Contracting Ltd	*6mth Service of CCTV Cameras	£1,020.00
Mrs S Hughes	ICO - Annual Data Protection Fee (paid by the Clerk)	£40.00
Mrs M Williams	Reimbursement for Lock - Queensway	£22.99
WBRUA	Annual Subscription	£30.00
Staffing Cost	Apr-23	£2,148.75
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£185.02
Mrs S Hughes	Tesco Mobile - Monthly data package	£10.00
HSBC	Monthly Bank Fee (March-April)	£5.00
Groundforce Landscape Ltd	Queensway Maintenance 1 of 7	£213.60
Canda Copying	Photocopier Rental (+ extra prints)	£48.94
Zurich Insurance	Annual renewal (2yr of 5yr - LTA)	£1,666.34
JDH Business Services Ltd	2022/23 Internal Audit	£294.00

(*approved and paid mid month).

The Clerk also submitted a request for 14 hours overtime which is mainly due to the additional work resulting from the removal of the telephone kiosk.

RESOLVED: The above payments be approved. In accordance with the Financial Regulations, the schedule for payments was signed by the Chairman of Finance and/or the Chairman of the Council and countersigned by two bank signatories. The council also approved the overtime which will be processed in the May payroll.

The meeting of the Committee began at 7.08pm and ended 7.12pm

Chairman: 7th June 2023

Hope Community Council

Minutes of the Planning & Highways Committee (Multi Location) Meeting held on Wednesday 3rd May 2023

Present: Councillors Mrs L Davies (Chair of Committee), Mr D Roberts, Mrs T Bowgett, Mrs M Williams, Mrs C Cunnah, Mr M Taylor, Mrs J Arnold, Mr A Parsonage, Mr B Hughes, Mrs C Sheibani, Mr J Mead and Mrs E Oldham.

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer

30. To Receive Apologies for Absence

Apologies for absence were received from Cllrs N Jones and J Tilston.

31. To Receive any Declarations of Interest

There were no declarations of interest received.

32. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th April 2023, be approved as a correct record and signed by the Chairman.

33. To review any Matters Arising from the Minutes

There were no matters arising.

34. Planning Applications

- i. The following planning applications received for the Committee to consider.

RESOLVED:

- a) No planning applications were received.
- ii. Applications received which have been determined by Flintshire County Council.
 - a) [FUL/000800/22](#). Erection of a dormer bungalow on land opposite Bryn Tudor. Land opposite Bryn Tudor, Huxleys Lane, Hope. **Refused**
 - b) [FUL/000205/23](#). Erection of a two & a half storey side extension with dormer window to the front elevation, roof lights and in-roof solar panels to rear. Bryn Ffynnon Farm, Bryn Yorokin Lane, Caergwrle. **Approved**

35. Highway Matters

- i. The Chair was pleased to see the improvement works on the pavements on the Caergwrle High Street. This is something the council, together with Cty Cllr's have been pursuing in the Transport, Traffic and Travel Strategy for a number of years.
- ii. The new 20mph temporary signage in the village was raised – is this apart of the new government 20mph limit?
- iii. Cllr Bowgett reported that she has received concerns of the section of the cycle path (Old Wrexham Road) in between where they have installed fencing there is a gap in the hedge. A request to make this secure to ensure that travellers are not able to again access.
- iv. Cllr Taylor reported of dangerous parking on the yellow lines outside the Spar in Caergwrle. The Chair advised that this has been reported a number of times, however, unfortunately, there is a time allowed before enforcement can be taken.

RESOLVED: FCC will be asked about the temporary 20mph signage and also FCC Highways and Streetscene will be requested to secure the access to the old Wrexham Road.

The meeting of the Committee began at 7.12pm and ended at 7.22pm

Chairman: 7th June 2023

Hope Community Council

Minutes of the Leisure & Environment Committee (Multi Location) Meeting held on Wednesday 3rd May 2023

Present: Councillors Mrs M Williams (Chair of Committee), Mr D Roberts, Mrs T Bowgett, Mrs L Davies, Mrs C Cunnah, Mr M Taylor, Mrs J Arnold, Mr A Parsonage, Mr B Hughes, Mrs C Sheibani, Mr J Mead and Mrs E Oldham.

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer

36. To Receive Apologies for Absence

Apologies for absence were received from Cllrs N Jones and J Tilston.

37. To Receive any Declarations of Interest

There were no declarations of interest received.

38. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th April 2023, be approved as a correct record and signed by the Chairman of the Council.

39. To review any Matters Arising from the Minutes

Min 360 - a further site meeting has been arranged with Ian Williams regarding the Old Mill Garden improvements on Thursday 11th May.

40. Children's Play Areas Match Funding Scheme Improvements to 2023/24.

The council considered the correspondence received from Aura regarding applying for the 2023/24 Match Funding with the Willows play area being identified as they most in need of investment.

RESOLVED: the council will apply for £10,000 match funding for investment at the Willows play area.

41. Play Areas

- i. Willows – following the improvements to the pathway from Sarn Lane to the Willows FCC did not replace the gate which leads to the dog walking area. The Chair reported that she has been liaising with FCC and the reason they did not replace the gate was due to accessibility, however, they are now reviewing the possibility of installing an accessible swing gate.

The installation of the new equipment has not yet commenced.

Signage relating to dogs on leads and enforcement have still not been updated.

- ii. Porch Lane – whilst the play area is open, it doesn't look very inviting.
- iii. Cllr Oldham suggested a site visit of all the play areas.
- iv. High Street – the benches outside of the play area are looking very untidy and require maintenance.

RESOLVED:

- i. FCC will be asked for the dog signs to be updated as soon as possible.
- iii. The Clerk will liaise with members who wish to have a site visit of the play areas.
- iv. The condition of the benches will be reported to FCC with a request to enhance the benches and the surrounding area.

42. Caergwrle Castle

The Interpretation Boards are in the process of being produced and it is anticipated they will be installed later this month. There have been a few weeks delay due to a manufacturing issue.

Questions relating to the tree works at the castle were raised on social media and a response was prepared by FCS:

The trees have been cut down as part of the management of Castell Caergwrle Scheduled Ancient Monument heritage site to improve the setting and views to and from the castle that have been lost over many years following natural tree regeneration, responding to comments received from the local

community. More management work will be undertaken in the future and will include the management of rhododendron and laurel in particular as undesirable invasive species. The management of Caergwrle Castle is a careful balance between historic, natural and public access and we attempt to have a balanced approach between these different elements.

RESOLVED: the report was received and noted. A Castle working Group meeting will be co-ordinated.

43. **Cenotaph – Flags**

Costings for St David’s Day Flags - £8.00each (5ft x 3ft – suitable for light outdoor use). Mrs H Cunnah has agreed to take responsibility for the flags e.g store, put up and take down.

It was proposed by Cllr Davies that the council should purchase 1x St David’s Day flag and 1x Welsh flag.

RESOLVED: the council approved to purchase 1x St David’s Day flag and 1x Welsh flag which Ms H Cunnah will take responsibility for. The flags will be flown annually a few days before and a few days after St David’s Day.

The meeting of the Committee began at 7.22pm and ended at 7.50pm

Chairman: 7th June 2023