

Hope Community Council

Minutes of the Virtual (Zoom) Meeting held on Wednesday 1st December 2021.

- Present by:** Councillors Mrs C Olsen (Chairman), Mr H Manning, Mrs L Davies, Mr B Hughes,
Video: Mrs C Cunnah, Mrs C Sheibani, Mrs S Waterhouse, Mrs J Hilton, Mr D Roberts and Mr A Parry.
Youth Representative Mr M Taylor.
- Absent:** Cllr A Parsonage
- Also Present:** Mrs S Hughes Clerk and Responsible Financial Officer

177. Apologies for Absence

Apologies were received from Cllrs R Parsonage and M Williams.

178. Declarations of Interest

There were no Declarations of Interest received.

179. Chairman's Announcements

The Chairman reported that a letter of 'thanks' had been received from Nightingale House Hospice for the recent grant donation.

She also reported that the council has been successful is piloting the new Self Evaluation Toolkit for Town and Community Councils which herself and the Clerk will be undertaking.

180. Minutes of Council and Standing Committees

RESOLVED: the Minutes of the Ordinary Meeting of the Council held on 3rd November 2021 be approved as a correct record. In accordance with guidance from the Internal Auditor, it is acceptable for the minutes to be formally signed by way of an electronic signature from the Chairman.

181. Matters Arising

Min 158 - Message from Claire Morter re: Public Space Protection Orders (Nitrous Oxide) - I raised this in our ASB Police meeting yesterday and we feel in the first instance a Multi-agency approach possibly offer members of the community an information education session/drop-in held by Sorted and the police.

Also if the community could report any NOS ASB incidents to the police 101 and then these issues will be logged and it will trigger a referral for a wider multi agency response ASB VARM monthly meetings to support the issues and the hot spot areas.

The draft poster which has been approved by the police and Claire Morter was shared with members for consideration.

Jack Sargeant MS is in agreement and has asked the North Wales Police and Crime Commissioner for his comments. Mark Tami MP has written to the Minister for Education & Welsh Language.

RESOLVED: a slight amendment to the wording will be requested and will then be published on the council website, social media, noticeboards and Cllr Hilton will distribute to local shops.

Min 159 - The Flag Application Process has been deferred until January 2022.

Min 161 - The Clerk is working with Cllrs Sheibani, Olsen, Cunnah & Hilton to co-ordinate a suitable date for the Engagement Event between 27th November 2021 – 29th January 2022.

Min 168 - Chairman's Charity – following the meeting the Chair contacted the Clerk the Chairman's Charity and on reflection, having received a late appeal from the Air Ambulance, she requested for the £250 she had indicated to go to Jackson's to be reduced to £125 and £125 be sent to the Air Ambulance.

Min 171 - Complaint submitted 15.11.2021 and response received: 19.11.2021 stating FCC aim to respond to complaints within 10 working days.

Min 175 – only one applications have been received for the Christmas Lights Competition, however, Cllr Olsen will continue to promote on social media and Cllr Hilton will share with local businesses.

182. Public Questions/Correspondence

There was no public question received.

183. Councillor Vacancy

The Notice of Co-option was advertised following the resignation of David Healey with a closing date of the 24th November. No applications were received. Due to the vacancy arising outside of the 6 months before an election, the council are required to continue to re-advertise.

RESOLVED: the Co-option Notice will be re-advertised with a closing date of the 21st January 2022.

184. Community Council Draft Estimates for 2022/23

The Council reviewed and considered the draft estimates for 2022/23 together with a report detailing reasons of increases/decreases. The Chairman went through the budget where Councillors were invited to comment on the estimates before them and discuss any amendments which they would wish to be included in the final budget.

The Clerk advised that the 2022/23 Precept letter has been received from FCC and they have advised that the current Tax Base of equivalent Band D properties has slightly increased from 1846.57 to 1850.10.

RESOLVED: members fully considered the budget and unanimously approved this Council's precept requirement for 2022/2023 as £113,155 (one hundred & thirteen thousand, one hundred and fifty-five pounds) which equates to the Band D sum of £61.16 per year. Compared to last year this is an increase of £10.41 per year for a band D property (+20.51%).

The Chairman and Clerk was authorised to sign the declaration of precept requirement for submission to Flintshire County Council.

185. Chain of Office

Due to the current Chain of Office ribbon being full no further name bars can be included, costings were presented for the current chain to be displayed in a display box and to purchase a new Chain of Office.

Concerns were raised over the cost for the above and members requested the clerk to obtain costings for a replacement ribbon and the council will consider options to future display the existing ribbon and name bars. The Clerk questioned whether the council wishes to continue with providing Chairman name bars?

RESOLVED: costings will be obtained for a replacement ribbon which will be presented at the January meeting. The Clerk will also obtain costs for the updating of the Chairman's board currently displayed in Hope Church.

186. CiLCA

The Clerk provided a report in relation to her Contract of Employment and successfully achieving CiLCA. The report included information that the salary scale will be increased by 1 point, which would then move the Clerk to the next Banding and reference to 9.2 with regard to progressing automatically through the salary range by annual increments (1st April) until reaching the maximum salary in the range.

RESOLVED: the report was received and approved. 1-point salary scale increase will be implemented from 27th October and 1-point scale increase with effect from 1st April 2022 and annually thereafter (*the Council may withhold an increment if it is considered that performance fell below the level expected, following an annual appraisal, or award an additional increment for exemplary performance if it chooses to do so.*)

187. FCC – Winter Maintenance

RESOLVED: the council considered the correspondence from FCC in relation to preparations for the coming winter and will register to receive the Information on local weather and gritting forecast. This will be shared to Cllr Manning to ascertain if the information is can easily extracted to share on social media.

188. Training

- i. A number of members are still yet to complete and return their training record and also to provide any training courses they wish to attend.
- ii. In order for the council to consider appropriate group training, the clerk will require the above to be completed.

RESOLVED: the Chairman requested for Training to be removed from the monthly agenda and to be included quarterly. Available training courses will continue to be shared with members on a monthly basis.

189. 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 Parry requested that the condition of footpaths previously raised with FCC is to be included on the Issue Log.

RESOLVED: the report was received and noted. The footpath conditions will be included on the Issue Log.

190. Correspondence

The following correspondence was received and noted:

- OVW & Planning Aid Wales Training Courses and events.
- FCC - Consultation on the review of the Council Tax Premium Scheme for long term empty properties and second homes. Closing date 6th December 2021 (emailed and included on the website 12.11.21).
- FCC – Consultation on the Flintshire’s Digital Strategy. Closing date 31st January 2022 (emailed and included on the website 12.11.21).
- OVW - Rachel Carter local places for nature officer is inviting you to join our Nature forum hosted on Microsoft Teams. The forum will also be meeting regularly to discuss environmental projects, ideas, potential funding streams and all topics Nature! (emailed 15.11.2021)
- Hanson - Minutes of Liaison Committee Meeting 11th October 2021
- The Boundary Commission for Wales will be holding a number of Public Hearings between 11 January – 21 February (Ramada Plaza, Wrexham – 3rd Feb 2022).
- Grant Receipts and Thank You Letters
- Older Peoples Commissioner for Wales - Engagement Sessions – Reconnecting with our Communities (emailed 23.11.21).
- Access to Politics Event, 9th December at 9.00am.
- Menter Iaith Fflint a Wrecsam AGM Tuesday 7th December at 6.30pm.
- National Eisteddfod 2022 funding request letter.
RESOLVED: the council will write to advise that all grant/funding requests are consider at the November council meeting.
- OVW Wrexham and Flintshire Area Committee meeting will be held 7th December at 7.00pm.
- Letter regarding the Appropriate Sum under Section 137(4) (A) of the Local Government Act 1972 - Section 137 Expenditure Limit for 2022-23. The appropriate sum for the purposes of section 137(4) (a) of the Local Government Act 1972 (the 1972 Act) for Community and Town Councils in Wales for 2022-23 is £8.82 per elector.
- Keep Wales Tidy provided posters and information on their dog fouling campaign.
RESOLVED: posters will be shared on the website, social media, noticeboards.

191. Future Agenda Items

- Issues at the Willows Car Park and effectiveness of the CCTV. Issues include ASB, criminal damage to vehicles and drug misuse.
RESOLVED: Cllr Hilton will obtain information from affected residents for the January meeting and the above issues will be reported the PCSO and Claire Morter, FCC Youth Services.
- The clerk reported for information that all CCTV units will be serviced in the coming weeks.

Finance

192. Appointment of Internal Auditor

RESOLVED: the Council approved the engagement of JDH Business Services Ltd as the Council’s internal auditor for 2021/22 and confirm that the internal auditor is a suitable person to carry out the work in accordance with proper practice guidance. The Letter of Engagement will be electronically signed by both the Chairman and the Clerk.

193. Payments

To authorise accounts for payment up to and including 1st December 2021.

Payable To	Details	Amount
Flintshire County Council	Bench Installation - Caergwrle Castle	£82.50
Flintshire County Council	Street Light - Maintenance Repairs	£395.00
Staffing Cost	Nov-21	£1,308.73
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£26.00

RESOLVED: The above payments be approved. In usual times the payment schedule would be formally signed by the Chairman of Finance and/or the Chairman of the Council & countersigned by two bank signatories, however, in accordance with guidance from the Internal Auditor as the Accounts for Payments are approved at the meeting & itemised within the minutes this will be accepted.

Planning and Highways

194. Planning Applications

- i. The following planning applications were received for the Committee to consider:
 - a) [Ref: 063718](#). Proposed removal of existing pitched roof to be replaced with Flat Roof with roof light. Proposed addition of Roof Lights. Proposed Re- render of the property. Proposed replacement of Doors and Windows. 37 High Street, Caergwrle, Wrexham. **Supported.**
 - b) Notification that the following planning applications will be heard by the FCC Planning Committee on 24.11.2021.
 1. [Ref: 062344](#). Proposal: Proposed residential development. Wrexham Signs Ltd, Pughs Yard, Hawarden Road, Caergwrle, Wrexham, Flintshire, LL12 9BB
 2. [Ref: 061271](#). Change of use of land for extension of existing site to provide up to 6 Gypsy Traveller Pitches. White Acres Caravan Site Gwern Lane, Hope, Wrexham, Flintshire, LL12 9RU (subsequently notified that this was withdrawn for the November Planning Committee meeting and that it will be included at the 15th December meeting).
 - c) [Ref: 063752](#). Replacement of roof covering and new dormer window. 54 Rhyddyn Hill, Caergwrle. **Supported.**
 - d) [Ref: 063737](#). Proposed Alterations & Extension. Keepers Cottage, Tir Y Fron Lane, Pontybodkin. **Supported.**
 - e) [Ref: 063722](#). Change of use from public house/restaurant to private dwelling. Bridge Inn, Hawarden Road, Hope. **Supported**
 - f) [Ref: 063765](#). Application for removal or variation of a condition following grant of planning permission reference:062952. Yew Tree House, Stryt Isa, Hope. **Supported**

RESOLVED: the above responses will be submitted to Flintshire County Council.

- ii. The following applications received which have been determined by Flintshire County Council.
 - a) [Ref: 062802](#). Erection of a single 3 bed detached dwelling, parking & associated works. Land to the rear of 39-41 High Street, Caergwrle. **Refused**

195. Safer Routes and TTTS Update

Cllr Davies provided a verbal report of the meeting held on Thursday 18th Nov with FCC where they reported back on the Safe Routes Consultation.

She advised that members expressed concerns that all the funding was going on the Active Travel

Route which gave little benefit as it was a long way to travel to school and was doubtful that parents would be happy to allow their child to make this journey alone. If the school transport were to be stopped, parents would surely prefer to drive them themselves thus adding to the traffic problems in the centre of Hope. The problem has always been road safety issues in the centre of the village.

Ms Wellstead had said there were lots of elements in the bid for funding and Welsh Government chose to provide funding just for Active Travel. They will be applying for the next phase for funding to further the plans.

Jayne Rogers, Interim Transport Strategy Manager, was not aware the council had submitted a comprehensive report of our issues concerning road safety in our villages. She requested a copy of our TTTS and this has now been sent along with the map showing areas of concern. She will review this information and a further meeting will be arranged to discuss and put forward to the Welsh Government to request for further funding.

Members supported these concerns in that the councils TTTS seems to have been disregarded by FCC and that the funding which was secured to improve safety on a road through Hope, Caergwrle and Abermorddu has not been fulfilled within the scheme FCC will be undertaking.

RESOLVED: the council will write to FCC to support the concerns that were raised by members at the meeting held on the 18th November together with expressing disappointment that whilst the council had been led to believe that they were working in partnership with the local County Councillors and FCC to address all the concerns within the TTTS plan, this seems to have been disregarded.

196. Highway Matters

Cllr Davies reported that during storm Arwen there has been damaged to the derelict property on the corner of Llywn Eglwys with half of the roof being blown off and concerns of possible asbestos. This has been reported together with providing images, to FCC Environmental who responded to say they would need to contact the land owner. Cllr Davies stated that numerous departments within FCC and the community council have tried to contact the land owner on several occasions over the last couple of years without success. Building Control have been in contact and have advised they will attend site to undertake an assessment.

Cllr Olsen advised that a report has been made to FCC of a skip which has been placed on the pavement on Wrexham Road causing a safety risk to pedestrians who are having to manoeuvre around this into the highway.

Leisure and Environment

197. Play Areas

- i. Willows Play Area – Condition Survey. Rachel Davies of FCC has advised the works currently being undertaken at the Willows are in the course of completion and are not expected to be finished until into the New Year.
- ii. Queensway play area - Brian Davies Ltd have attended site and a quote is now awaited to relocate the existing goal posts.

RESOLVED: the above reported were received and noted.

198. Allotments

Following further correspondence to FCC, communication has been received from FCC and Cllr G Healey.

FCC advised that on making enquires it is unlikely they can provide information on survey information regarding this area of land. The housing colleagues have no knowledge of any flooding issues and whilst they are still awaiting confirmation from Streetscene colleagues, it is unlikely they have anything. They are also unable to provide any historical information on allotments for the villages.

Apart from video evidence from the resident, members were not aware of any other flooding issues in this area.

Members fully considered the option presented by FCC and the Chairman took a vote.

RESOLVED: although this land will not meet the demand for all allotment requests, FCC are not at this time able to offer any other land, therefore with a majority vote the council will accept the land at Queensway which FCC has offered for community allotments. The council are in full support that an allotment and/or equivalent space should be offered to the current tenant. Should any other suitable land become available the council will request to be informed as soon as possible.

199. Noticeboard – Abermorddu

Cllr Olsen reported that the actual location of the board has been determined which will sit between the telephone kiosk and The Kowloon House takeaway, this should not impact any neighbouring properties.

Details of the noticeboard, size, design etc will be confirmed in order to process the appropriate planning application.

RESOLVED: Cllr Olsen and the Clerk will pursue the above in order to prepare and submit the planning application.

200. Caergwrle Castle

i. It was reported that contact has been made with a local solicitor regarding costing and process for registering the castle and cenotaph land. They have advised that there will be solicitor costs and land registry costs, however, the land registry costs may be linked to the value of the land and therefore the council may need to get the land valued. They are making further enquires which is hoped to be received for the next meeting.

ii. FCS have obtained quotes for the replacement of the two sets of steps (total £11385+vat) and the one panel which requires immediate attention. The remaining steps are not urgent but will need replacing. Both sets of steps fall within Compartment 9 which is in guardianship by Cadw. In the first instance this should be raised with Cadw to give them the option to undertake the replacement by their own contractors. Failing that, the council can sign authority to FCS to prepare and submit a grant application to Cadw for financial support for this work.

Cllr Hilton questioned if FCS were to process the grant; how long would this take? and would there be a fee for this work?

iii. Unfortunately, the castle grounds have been affected by storm Arwen and there are a significant number of trees down. Flintshire Countryside Services have placed a closed sign and locked the main gate which will remain closed until the site is made safe.

The Clerk reported that FCS have advised that there is significant amount of damage and with the work required being substantial, they will require a tree surgeon team to make the site safe. This will be at the cost of the community council. Discussions are required between the Castle Working Group and FCS to develop a plan to take these works forward.

Cllr Olsen proposed that delegated powers be given to all Chair's and the Clerk that for any future severe weather forecasts they are able to make the decision to close the site for safety reasons.

Volunteers from the Spar undertook work at the castle on 11th November. The Spar will also be making a financial donation towards the purchasing of the native bulbs.

RESOLVED:

i. The report was received and noted.

ii. Cadw will be contacted in relation to the requirement to replace the two sets of steps within Compartment 9.

FCS will be asked, should a grant application be required for this work, how long would the process take them and would this work be included within the Annual Management Fee or would they charge an additional fee?

iii. A meeting of the Castle Working Group and FCS will be co-ordinated as soon as possible to develop the plans required to make the site safe and be reopened. Following the outcome of this meeting there may be a requirement for an extraordinary meeting to be called.

The council fully supported the proposal from Cllr Olsen and delegated powers were given to all Chairs and the Clerk to close the site for safety purposes for any anticipated severe weather forecasts.

On receipt of the donation, a letter of thanks will be sent to the Spar for the donation and the work of the volunteers.

The meeting of the Council began at 6.30pm and ended at 8.35pm

Chairman: 5th January 2022