

Hope Community Council

Minutes of the Virtual (Zoom) Meeting held on Wednesday 2nd June 2021.

Present by Video: Councillors Mrs C Olsen (Chairman), Mr H Manning (Vice Chairman), Mrs L Davies, Mrs M Williams, Mrs J Hilton, Mr D Roberts, Mrs C Sheibani, Mr D Healey, Mr B Hughes, Youth Representative Matthew Taylor.

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer.

33. **Apologies for Absence**

Apologies were received from Cllrs S Waterhouse, R Parsonage, A Parsonage, C Cunnah, A Parry and Youth Rep Mr D Jones.

34. **Declarations of Interest**

There were no Declarations of Interest received.

35. **Chairman's Announcements**

The Chair wished to share congratulations to Cllr S Waterhouse on the birth of her daughter.

A copy of the Standing Orders has been circulated again to all members.

Cllr Olsen reported on recent procedural changes to the structure of the agenda and any items wishing to be included on future agendas, these are now to be passed initially to the Chairman of the Committee in which it relates. This will assist with the management of the agenda, allow more structure and aim to conduct council business within 2 hours. Also, whilst virtual meetings are being held Public Questions and Public Correspondence have been combined as one, however, these will be reported at the meeting but no full discussions will be held but rather the matter which has been raised will be carried forward to the follow agenda. She thanked members for their support in these changes.

36. **Minutes of Council and Standing Committees**

RESOLVED: the Minutes of the AGM and Ordinary Meeting of the Council held on 5th May 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.

37. **Matters Arising**

Min 15 - Mr Colin Ellis, Head teacher of Castell Alun has confirmed he can attend in July.

Min 18 – Cllr A Parsonage as a Qualified Engineer has undertaken a survey of the flag poles at the cenotaph. The Chair wished to thank Cllr Parsonage for the report.

Min 19 - The Youth Working Group have met and will be preparing a proposal for the council to consider at the July meeting.

Min 22 - Members of the Personnel Committee reviewed the Pension Consultation and it was considered by the majority that no extraordinary meeting or response was required.

Min 25 – Notification has been received from FCC Planning to advise that the Public Path (no17) Order Consultation has been advertised in the local newspaper.

RESOLVED: the above reports were received and noted.

38. **Public Questions/Correspondence**

There were no public questions or public /correspondence received.

39. **County Councillors Report**

A written report was provided to members in advance of the meeting. Cllr Healey added that an issue has been brought to his attention of local community groups experiencing issues with HSBC due to bank accounts being inactive during the pandemic and subsequently being frozen. He will report further under Future Agenda Items.

He has been in contact with the local PCSO's who will be undertaking a review of all the CCTV. The Clerk advised that this has been done and a report of a faulty camera has been reported. This is now with the CCTV Contractor and further details will be provided at the July meeting.

Improvements to the pathway from Sarn Lane to the Willows will be undertaken by FCC with funding received from Welsh Government. Cllr Davies expressed disappointment that this has not been communicated directly to the community council as it had been discussed with FCC during the Traffic and Travel Strategy meeting.

RESOLVED: the report was received and noted and the Chair thanked the County Councillors.

40. **Internal Audit Recommendation – Supplier Fraud**

The clerk provided members with information/suggestions from the Internal Audit with options to consider for the risk of supplier fraud. She also prepared and circulated a Draft Procedure for the council to consider. Should this be adopted, it will then be included within the council Risk Assessment.

RESOLVED: the council reviewed, approved and adopted the Supplier Account Set Up and Change Procedure which will also be referred to within the Risk Assessment.

41. **Council Email Accounts**

Requested by Cllr Olsen for the council to consider individual Councillor/Youth Rep email accounts. Members were provided with information on cyber security and the advantages and disadvantages of having formal council email accounts, together with a quote from the current IT provider.

The Chair questioned whether there was available budget in which the Clerk advised this would exceed the current IT budget, however, there are funds within the councils 'working balance'.

RESOLVED: the council approved to provide formal council emails to councillors and youth reps and are aware this will exceed the current IT budget and therefore will be taken from the 'working balance'.

42. **School Governors**

Cllr Hilton had questioned which Councillors were currently Minor Authority Governors? Cllr Healey advised he is a Local Authority Governor for Castell Alun and a Minor Authority Governor for Ysgol Estyn with the term being 4 years. At present Castell Alun do not appoint a Minor Authority Governor. The Chair asked whether Cllr Healey could provide reports to the council of matters of interest for both schools?

The Chair also reported that Abermorddu CP School have contacted the council to advise of two Governor vacancies; 1x Minor Authority and 1x Community. Cllrs Hilton and Roberts both expressed an interest in these vacancies.

RESOLVED: Cllr Healey will endeavour to provide the council with relevant updates. The council will write to the Clerk of Abermorddu School Governors to report the appointment of Cllr J Hilton – Minor Authority Governor and Cllr D Roberts – Community Governor.

43. **Access to Meetings**

The Clerk provided members with information and referred to the section the allow councils to continue with remote meetings within the new Local Government and Elections (Wales) Act 2021. There has been confusion amongst clerks/councils regarding the interpretation of some of the wording; some reading it as councils will have to continue to provide remote access and others reading it as it gives the council the option. Advice was sought from OVW and they advised it was the choice of the council, however, this has since been confirmed as being incorrect. The legislation does mean that if the council resolves to hold face

to face meetings, the council will still need to ensure that they provide remote access should a councillor, member of the public or press wish to attend (this means that at a minimum the council would have to provide facilities to ensure that a person can access the meeting, hear and be heard. There is no requirement to provide video access.

Cllr Manning has offered to investigate how this can be achieved and will provide a report and costing for the July meeting.

RESOLVED: the report was received and noted. Cllr Manning will prepare a report and costing for the July meeting on how the council can provide this facility.

44. **Training**

- i. The clerk prepared and circulated a draft Training of Intent and Training Record for the council to consider to adopt.
- ii. Cllr Olsen proposed to enable a collective approach for certain training course the council could consider 'group training'. OVW can offer online bespoke training sessions at a cost off £299.00 for a maximum of 20 attendees.
- iii. The Chair asked members to provide the clerk with their personal training needs and wishes before the July meeting so the council can ascertain which groups courses can be booked.

Members were provided with the latest OVW virtual courses.

RESOLVED:

- i. The council approved and adopted the Training of Intent and Training Record.
- ii. The council agreed to consider appropriate group training with OVW.
- iii. Members are to provide the clerk with their personal training needs/wishes before the July meeting so appropriate group training can be booked.

45. **Clerks Report**

The Clerk circulated the updated Issue Log detailing outstanding issues and details of progress.

RESOLVED: the report was received and noted.

46. **Correspondence**

The following correspondence was received and noted:

- OVW & Planning Aid Wales Training Courses.
- FLVC letter offering Free Membership for 2021/22.
- Flintshire Countryside Services have reported that ponies will be moved from the Cymau Nature Reserve to Waun y Llyn on Monday 7th June.

47. **Future Agenda Items**

- Cllr Healey – Community Group HSBC Bank Accounts. He reported that as groups have been inactive during the pandemic, their bank accounts too have been inactive and therefore HSBC have frozen the accounts. He questioned whether the council could assist these groups by holding and ring fencing their funds? A number of members and Clerk expressed concern about the request and did not feel that this was something the council would be able to assist and therefore it was agreed that it would not be included as a future agenda item.
- Cllr Hilton asked if the council could offer an invitation to Park in the Past to attend a future meeting. **RESOLVED:** an invitation will be offered to Mr P Harston to attend the September meeting.
- Cllr Olsen advised that complaints have been made about a helicopter routinely landing on Rhyddyn Hill. This will be kept under review and should this continue it will be included on the July agenda.

Finance

48. Payments

To authorise accounts for payment up to and including 2nd June 2021.

Payable To	Details	Amount
Planning Aid Wales	Training - C Olsen	£30.00
Flintshire County Council	Street Light Energy - Jan, Feb, March	£1,195.05
Flintshire County Council	Street Light - Maintenance Repairs	£90.05
Microshade Business Consult	Annual IT & DPO Services	£760.66
Greenfingers	Queensway Play Area Ground Maintenance (2 of7)	£214.28
Staffing Cost	May-21	£1,408.73
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£64.12

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 and countersigned by two bank signatories, however, in accordance with guidance from the Internal Auditor as the Accounts for Payments are approved at the meeting and itemised within the minutes this will be accepted during the constraints of virtual meetings.

Planning and Highways

49. Planning Applications

- i. The following planning applications were received for the Committee to consider:
 - a) [Planning Ref: 062700](#). Erection of rear extension and flat roof garage to side of dwelling. 19 Kiln Lane, Hope. Comment by date could not be extended. Delegated decision – **supported**.
 - b) [Planning Ref: 062862](#). Proposed double garage. Station View, Hawarden Road, Caergwrle. It was reported there has previously been an issue of contaminated land/waste and the council have contacted NRW for clarification on whether this has been addressed. NRW advised that due to covid they did not undertake a site visit but did contact the resident to advise of their Duty of Care. **Supported on the condition that the resident has complied with the previous agreement they had with FCC and NRW that they would remove all the waste that had been illegal disposed of in the garden.**
 - c) [Planning Ref: 062926](#). Erection of a concrete garage/workshops. 1 Alyndale, Hope. **Supported on the condition that there no objections for neighbouring properties. The council reserves the right to make further comments should any issues or concerns be raised.**
 - d) [Planning Ref: 062894](#). Proposed single storey kitchen extension including small timber decking to proposed rear elevation. Bay Tree Cottage, Gresford Road, Hope. **Supported on the condition that there no objections for neighbouring properties. The council reserves the right to make further comments should any issues or concerns be raised.**
 - e) [Planning Ref: 062940](#). Erection of a Ground and first floor extensions. The Bungalow Stryt Isa, Hope. **Supported on the condition that there no objections for neighbouring properties. The council reserves the right to make further comments should any issues or concerns be raised.**

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) [Planning Ref: 062690](#). Erection of a new single storey outbuilding ancillary in use to the main house. Hope View, Wrexham Road, Hope. **Approved**

50. Highway Matters

- i. FCC Transportation have contacted the council to co-ordinate a follow up meeting for mid June to discuss the TTTS and Safer Route Scheme.

- ii. Cllr Davies reported that she had contacted FCC on 4th May regarding the old Garage/Café land at Hawarden Road/Llwyn Eglwys and to date no response has been received. She has also raised the issue of Riverside Cottage and believes that FCC should consider issuing a Section 125 notice for both of the above properties. Cllr Hilton proposed that the garages on Porch Lane should also be included within the request for a S125 Notice.

Members also raised concern again regarding the aesthetics of the 93 & 95 Hawarden Road, Hope and Indian Restaurant.

RESOLVED:

- i. The report was received and noted.
- ii. The council supports to write to FCC to request them to issue a S125 Notice for old Garage/Café land at Hawarden Road/Llwyn Eglwys, Riverside Cottage and garages on Porch Lane.

The council will also write to FCC again regarding the aesthetics of the 93 & 95 Hawarden Road, Hope and Indian Restaurant.

Leisure and Environment

51. **Willows Playing Fields**

Cllr Williams has pursued the land survey report with Jenny Prendergast and to date no report has been received.

RESOLVED: the report was received and noted and Cllr Williams will pursue FCC.

52. **Play Areas**

- i. Porch Lane – members were provided with a copy of the Play Condition Survey. Members raised concern regarding the garages and entrance to the play area and consider that this would need to be addressed.
- ii. FCC have confirmed they will extend the match funding deadline to allow the council to consider the land survey report for the Willows. They have also advised that the council could consider splitting the funds between Willows and Porch Lane (Porch Lane has been classed as a category 5 - site that would benefit from additional equipment).

Members approved to apply for £10,000 match funding for either the Willows or Porch Lane or potentially to split the funding between both. This will be dependent on the land survey for the Willows and further investigations to the potential of Porch Lane and the improvements to the entrance (garages).

- iii. Queensway – a site meeting will be held on 10th June with the contractor. Work will be undertaken between 5th – 16th July. Jones of Leeswood have confirmed the new fencing will be delivered 11th June.

RESOLVED:

- i. The report was received and noted.
- ii. The apply council will apply for £10,000 match funding for either the Willows or Porch Lane or potentially to split the funding between both. This will be dependent on the land survey for the Willows and further investigations to the potential of Porch Lane and the improvements to the entrance (garages).
- iii. The report was received and noted.

53. **Hanging Basket Competition**

The council approved for the competition to be launched. Cllr Hughes agreed to undertake the judging and as Pixie Lillies have assisted in previous years, they will also be asked to judge.

RESOLVED: the competition will be launched as soon as possible after the meeting, the closing date for applications – Sunday 18th July and judging to take place during w/c 26th July. Winners will be informed, formally announced at the September meeting and presented at the St Cynfarch's Day Craft & Produce Show on the 4th September. Pixie Lillies will be asked to judge along with Cllr Hughes, however, should they be unable to assist, Cllr Roberts will assist.

54. Allotments

Cllr Williams reported that she has contacted FCC who confirmed they were holding a meeting to review the provision of allotments. To date no further information has been received.

RESOLVED: the report was received and noted.

55. Benches

Cllr Williams provided information on the number and locations of existing benches together with estimate costs for purchase and install additional benches.

RESOLVED: at this time the council will not be pursuing this matter any further.

56. Litter

Cllr Sheibani provided a written report regarding her concerns and suggestions on how the council could assist with tackling the issue of litter.

Cllr Healey reported that Flintshire Litter Pickers are co-ordinating a community litter pick on Saturday 5th June at 3pm, meeting at Caergwrle Castle.

The Chair proposed that a small Working Group should be formed so that the suggestions could be discussed in detail and to ascertain which of the suggestions the council could be involved with and how they could be implemented.

RESOLVED: Cllrs Sheibani, Hilton and Youth Rep Mr Taylor will form the Working Group and will prepare a proposal to submit to the council at the July meeting.

57. Caergwrle Castle

A copy of the meeting note of the Castle Working Group was provided to all members. The Working Group proposed that according to the deeds the council are in possession of for the castle it would imply that the cenotaph land is within the castle boundary deeds and therefore the council should consider to register this land, together with the castle land, with the Land Registry.

It was questioned and clarified that this does not include the cenotaph which is owned by FCC, the registration will be for the land only.

Should the council register the land, the clerk advised that this would infer that the council would then be responsible for the flag poles therefore included as an asset, include on insurance, require formal inspection and maintenance and as and when necessary manage any issues of flags.

RESOLVED: The council supported the proposal and the Clerk together with Cllr Olsen will make the necessary enquires to registry the castle and cenotaph land. The above will be included in the council's assets and insurance and appropriate inspections/maintenance will be co-ordinated.

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

Chairman: 7th July 2021