

Hope Community Council

Minutes of the Ordinary (Multi Location) Meeting held on Wednesday 2nd November 2022

Present: Councillors Mrs C Cunnah (Chairman), Mrs L Davies, Mrs M Williams, Mr A Parsonage, Mrs C Sheibani, Mrs J Arnold, Mr N Jones, Mr M Taylor, Mrs E Oldham and Mr J Mead

Also Present Mrs S Hughes Clerk and Responsible Financial Officer

Absent: Cllrs Mrs J Tilston and Mr D Roberts

139. To receive the signed Declaration of Acceptance of Office from the newly Co-opted Mr J Mead.

RESOLVED: the signed Declaration of Acceptance of Office was received and witnessed by the Clerk.

140. Apologies for Absence

Apologies of absence was received from Cllr Mrs T Bowgett and Mr B Hughes.

141. Declarations of Interest

There were no Declarations of Interest received.

142. Police Report

Unfortunately, the Police were unable to attend and did not provide a verbal report. The Clerk advised that the PCSO has confirmed that there will be increased patrols at Porch Lane garages and Caergwrle Castle.

Cllr Oldham expressed concerns of reports of Countyline Drugs and drug use at Castell Alun High School.

RESOLVED: the Headteacher of Castell Alun HS together with Claire Morter (Flintshire Sorted) will be invited to either the December or February meeting.

143. Chairman's Announcements

The Chair welcomed Cllr Mead and was pleased that the council now had a full compliment of members.

She is happy to see that the new Ocean restaurant had opened which will hopefully be an asset to the community and wished them well for the future.

In these difficult times, she was glad that the Warm Hubs scheme has commenced and it is a start in supporting our community. She was also aware that The Hope United Charity offers help for anybody in the local area who is struggling financially, perhaps with rising food or fuel costs. Grant forms are available from the Secretary, Mrs Norma Mollard, email: normamollard@hotmail.com tel: 01244 545686. More information can be found on www.hopeparishchurch.org/hope-united-charity

144. Minutes of Council

RESOLVED: the Minutes of the Ordinary Meeting of the Council held on 5th October 2022 be approved as a correct record and signed by the Chairman.

145. 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 October 2022.
- ii. Leisure and Environment – 5th October 2022
- iii. Finance – 5th October 2022
- iv. Personnel (Advisory) Committee – 25th October 2022, which were also signed by the Chairman.

146. Matters Arising

There were no matters arising.

147. To receive any Public Questions/Correspondence.

There were no public questions received.

148. County Councillor Report

The Chair thanked Cty Cllrs David and Gladys Healey for their report which included information on:

- Cost Of Living Hub - FCC have launched the [Cost of Living Hub](#) on their website. This includes signposting to internal teams and external organisations to assist with the cost of living crisis. There is a section regarding energy saving and residents are referred to the Domestic Energy Efficiency Team for support - 01352 703443 or deepadmin@flintshire.gov.uk
- [FCC Annual Performance Report](#) – covers the year 2021/22 and sets out what FCC has achieved.
- FCC Budget Issues.
- Hwb Caergwrle - Thanks are due to Community Councillor Alan Parsonage for trimming the hedges at Caergwrle Presbyterian Church. The Hwb Caergwrle Team failed to receive positive news about the match funding from 'Levelling Up' in time for the deadline set by Welsh Government. The Charity could apply again with a new (revised) application form which was sent via email.

Cty Cllr D Healey has offered to attend a future council meeting to provide information on the budget challenges that FCC will be facing.

RESOLVED: the council will invite Cty Cllr D Healey to either the December or January meeting to provide information on how the FCC budget challenges will impact on our community.

149. The Finance & Governance Toolkit for Community and Town Councils

The Chair and the Clerk reviewed Part 1 – Health Check and submitted a report of where possible actions need to be considered. The Chair selected a number of action points to initially be worked on:

- i. Council Vision Statement.
- ii. The formation of a Community Engagement Working Group.
- iii. Council email addresses.

RESOLVED:

- i. The Chairman asked that all members come to the December meeting with ideas for a Council Vision Statement which the Chair and Clerk will then work on.
- ii. Cllrs Cunnah, Taylor, Sheibani, Oldham and Arnold will form a Community Engagement Working Group. Cllr Cunnah will co-ordinate the meetings.
- iii. All members to endeavour to use the official council email address provided, or at a minimum if using a personal email address, this is for council business only. If members need assistance, they should contact the email provider Microshade.

150. Personnel Advisory Committee

The committee submitted a proposal to full council to reduce the requirement of the committee to meet a minimum of once a year and thereafter as the workload requires, this is currently set at twice a year.

RESOLVED: the above proposal was approved and the Terms of Reference will be amended.

151. Remembrance Day

The events are being arranged by Rev Paul Wheeler and The Methodist Minister Richard Parkes. Commencing at the cenotaph at 10am followed by a parade to Hope Parish Church.

The Clerk asked if a member would be willing to ensure that all old wreaths have been cleared from the cenotaph, and advised she has asked Flintshire Countryside Services to ensure the cenotaph area is tidy. The Chair advised she visited the site and the area had been cleared.

152. FCC Warm Hubs

Cty Cllr D Healey is putting together information of local schemes, to date the below has been confirmed:

- Hope Parish Church – Monday – Saturday between 9am and 4pm. On Sundays it is open for the Church service and remains open afterwards. The Church is not heated but arrangements ensure that the temperature does not fall below 8°C.
- Hope Church Hall Pop In – Thursdays 1pm – 3pm tea & biscuits and last Thursday of the month soup & roll.
- Caergwrle Methodist Church – Friday 12.00 – 1.00pm serving tea & coffee
- Hope Library – Saturday 10.30am – 3.00pm (building will be heated)

- Caergwrle Evangelical Church, Mold Road plans to open as a warm hub on Wednesdays between 10am and 1pm and will serve Tea and Coffee. This will be fortnightly initially starting on 9th November. The Church is making efforts to source food from local shops and will also provide free food which can be given out to local residents.
- Park in the Past is planning to purchase a marquee heater for its indoor café facility. The facility is currently open Wednesday to Friday between 12 noon and 5pm and 10am to 5pm at weekends although hours of opening are subject to change. There is no charge for use of the café area apart from the charges for purchases. The charge of £2 is for those who wish to walk round the Park.

FCC are offering a Warm Hub at Heulwen Close Community Centre and this will be open from 10.00 am through to 3.00 pm on the days that the centre is not being used. This will only be for those residents who live on Heulwen Close.

As of w/c 7th November food will be delivered on a Tuesday and Thursday, and there will be food for each day, when there are activities at the centre and residents don't attend, the residents will be able to collect meals the day before or if they are unable to attend the centre for medical reasons an Accommodation Support Officer will drop off a meal to the resident if required.

Cllr Williams reported that confirmation from FCC has been received that residents of Heulwen Close do not pay towards the running of the community centre.

Concerns were raised that the Hub at Heulwen Close, whilst this is welcomed, it is not inclusive for other residents. Cllr Cunnah advised she had reviewed the FCC Minutes of the meeting that the above scheme was approved, and it did state that this would initially only be for residents of sheltered accommodation.

RESOLVED: the report was received and noted.

153. Clerks Report

The Clerk provided a verbal report. 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).

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

154. Correspondence

The following correspondence was received and noted:

- OVW & Planning Aid Wales Training Courses and events – Cllrs Cunnah and Arnold informed the clerk of courses they wished to attend.
- Eisteddfod 2023
- [WG - Electoral Administration and Reform White Paper Consultation](#). Comments are required by 10th January. The council did not wish to consider for comment.
- Citizens Advice Flintshire – Cost of Living Crisis Event 10th November.
- FCC Standards Committee Meeting – 7th November @ 6pm.
- The National Association of Local Council (NALC) have been informed that the National Joint Council (NJC) Salary Award 2022/23 have agreed the new rates of pay applicable from 1st April 2022 of £1925 to all scale points which is to be back dated as soon as possible. In accordance with the clerk's contract, this will be processed in the November payroll. The Home Office Allowance which is also reviewed at this time by the council usually increases in line with the salary %, however, as an annual increase is not written into the contract this requires the council's approval and will be included on the December agenda.
- FCC Summer Playscheme Report for 2022.

155. Future Agenda Items

No future agenda items requested.

The meeting of the Council began at 6.30pm and ended at 7.17pm

Chairman: 7th December 2022

Hope Community Council

Minutes of the Finance Committee (Multi Location) Meeting held on Wednesday 2nd November 2022

Present: Councillors Mrs C Cunnah (Chairman of the Council), Mrs L Davies, Mrs M Williams, Mr A Parsonage, Mrs C Sheibani, Mrs J Arnold, Mr N Jones, Mr M Taylor, Mrs E Oldham and Mr J Mead

Also Present Mrs S Hughes Clerk and Responsible Financial Officer

Absent: Cllrs Mrs J Tilston and Mr D Roberts

156. To Receive Apologies for Absence

Apologies of absence was received from Cllrs Mrs T Bowgett and Mr B Hughes.

157. To Receive any Declarations of Interest

There were no declarations of interest received.

158. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th October 2022, be approved as a correct record and signed by the Chairman.

159. To review any Matters Arising from the Minutes

There were no matters arising.

160. Independent Remuneration Panel for Wales – Draft Report 2023/24

The [Independent Remuneration Panel Draft Annual Report 2023/24](#) has now been published for consultation. Comments to be submitted by 1st December 2022.

The Panel considers members of Community and Town Councils should not be out of pocket for carrying out their duties and it therefore proposes the following:

- Basic payment for extra costs of working from home - All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.
- Set payment for consumables - Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

RESOLVED: the council will question whether the above payments will be in line with the other mandatory determinations where members would have the opportunity to forgo the payments.

161. Annual Financial Assistance

The Clerk reported that to date only 7 applications have been received and the closing date is Friday 11th November.

RESOLVED: the Working Group Cllrs Cunnah, Bowgett, Arnold and Hughes will review all applications in preparation to submit a proposal to the Council at the December meeting.

162. Payments

To authorise accounts for payment up to and including 2nd November 2022.

Payable To	Details	Amount
HSBC	Monthly Bank Fee	£5.00
Greenfingers Landscape Ltd	Queensway Maintenance 7 of 7	£226.07
Staffing Cost	Oct-22	£1,411.52
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£46.28
Canda Copying	Photocopier Rental	£48.00
Poppy Appeal	Poppy Wreath	£50.00
Penyffordd Community Council	50% costs of Clerks OVW/SLCC Joint Conference	£22.50

Payment Received

Planning Aid Wales

Training - Lynn Davies (cancelled)

£35.00

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 meeting of the Committee began at 7.17pm and ended 7.30pm

Chairman: 7th December 2022

Hope Community Council

Minutes of the Planning & Highways Committee (Multi Location) Meeting held on Wednesday 2nd November 2022

Present: Councillors Mrs L Davies (Chair of Committee), Mrs C Cunnah (Chairman of the Council), Mrs M Williams, Mr A Parsonage, Mrs C Sheibani, Mrs J Arnold, Mr N Jones, Mr M Taylor, Mrs E Oldham and Mr J Mead

Also Present Mrs S Hughes Clerk and Responsible Financial Officer

Absent: Cllrs Mrs J Tilston and Mr D Roberts

163. To Receive Apologies for Absence

Apologies of absence was received from Cllrs Mrs T Bowgett and Mr B Hughes.

164. To Receive any Declarations of Interest

There were no declarations of interest received.

165. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th October 2022, be approved as a correct record and signed by the Chairman.

166. To review any Matters Arising from the Minutes

Min 120/81 - The council wrote to FCC and copied in Cty Cllr G Healey regarding subletting of the Indian Restaurant and they have advised subletting is permitted with the Landlords (FCC) permission.

Min 124 – FCC have invited the Clerk to a meeting in November regarding the Planning Portal issues.

Min 125 – the council resolved to purchase 6 lights, however, due to the cost increases it only allowed for 5 lights to be purchased within budget and allowing for a contingency should any current lights need replacing. These 5 lights will be installed along Fagl Lane.

167. Planning Applications

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

RESOLVED:

- a) Notification of the following going to Planning Committee on 26th October. [Ref: 063335](#).
Proposal: Part demolition of existing dwelling and residential development comprising of 7 detached dwellings and associated roads and drainage works. Foxfield, Fagl Lane, Hope. The Community Council registered to attend the meeting.
- b) [Ref 000577](#). Proposed side extension and dormer. Proposed internal remodel. 31 Rhyddyn Hill, Caergwrle. **Supported**
- c) [Ref: 000576](#). Single storey rear extension. Rowena, Stryt Isa, Hope. **Supported**.

ii. Applications received which have been determined by Flintshire County Council.

- a) Ref: [000363](#). Two storey extension to the rear of the existing dwelling, and to knock through kitchen wall and create an entrance into the living room. 23 Rhyddyn Hill, Caergwrle.
Approved

168. Sarn Lane

Cllr Davies reported on the safety concerns at Sarn Lane (Hope to Caergwrle) and asked members to consider any appropriate improvements e.g lighting, CCTV.

Lighting by the bridge (Hope Station) is understood to be the responsibility of Network Rail.

RESOLVED: the council has scheduled 6 street light columns to be upgraded this year and will ask FCC to upgrade 3 x Sarn Lane. Network Rail will be contacted regarding improvements to their lighting, CCTV at Hope Station and to also request additional lighting under the bridge.

169. Highway Matters

- It was also reported that there is very poor street lighting at the Fellows Lane footpath.
RESOLVED: FCC will be asked to upgrade this column as part of the 6 to be actioned this financial year.
- Cllr Parsonage reported that the Pack Horse Bridge has been cleared and is looking very good.
- Cllr Sheibani reported that there had been issues with the traffic lights on the A550 whereby there were not changing for a considerable amount of time and drivers assumed they were faulty and drivers were attempting to travel in all directions.
RESOLVED: this will be reported immediately to FCC.
- Cllr Oldham reported large pot holes at the bottom of Bryn Yorkin.
RESOLVED: this will be reported to FCC Streetscene.

The meeting of the Committee began at 7.30pm and ended at 7.55pm

Chairman: 7th December 2022

Hope Community Council

Minutes of the Leisure & Environment Committee (Multi Location) Meeting held on Wednesday 2nd November 2022

Present: Councillors Mrs M Williams (Chair of Committee), Mrs C Cunnah (Chairman of the Council), Mrs L Davies, Mr A Parsonage, Mrs C Sheibani, Mrs J Arnold, Mr N Jones, Mr M Taylor, Mrs E Oldham and Mr J Mead

Also Present Mrs S Hughes Clerk and Responsible Financial Officer

Absent: Cllrs Mrs J Tilston and Mr D Roberts

170. To Receive Apologies for Absence

Apologies of absence was received from Cllrs Mrs T Bowgett and Mr B Hughes.

171. To Receive any Declarations of Interest

There were no declarations of interest received.

172. Minutes

RESOLVED: the minutes of the Committee Meeting held on 5th October 2022, be approved as a correct record and signed by the Chairman.

173. To review any Matters Arising from the Minutes

Min 130 - FCC have been chased for responses for both the telephone kiosk and the proposals for the Old Mill Gardens.

The Clerk advised that FCC have today confirmed a cost of £550 for the Scottish Power disconnection, removal and disposal of the kiosk. It was also reported that a resident had contacted Cllr Cunnah and the Clerk to express concern that the kiosk was being disposed, questioned if it was grade 2 listed, had offered to refurbish the kiosk and would also consider adopting the kiosk.

RESOLVED: a full report will be submitted at the December agenda.

174. Christmas Lighting Competition

Consideration was made as to whether the competition should be held this year due to the cost of living crisis, however, it was considered by the majority that it should still be held.

RESOLVED: the closing date will be Sunday 18th December and Cllrs Cunnah and Sheibani will undertake the judging w/c 19th December.

175. Play Areas

Stuart Body, FCC was asked to undertake an assessment of the trees at the Willows playing fields and to prepare a tree management plan for increasing the height of the tree canopy and addressing over crowding. He contacted the clerk to propose two options; 1- to ask whether the council would be able to provide 2/3 volunteers to work with his team or; 2 - appoint a contractor to undertake the works, which given the restriction on funds, may be difficult.

Cllr Arnold advised that Chester Zoo may consider taking away any tree cuttings with leaves.

RESOLVED: Cllrs Parsonage, Arnold and Jones would be willing to volunteer.

176. Caergwrle Castle

The Chair advised that a Castle Working Group will be held on Tuesday 8th November @ 6.30pm. Cllr Cunnah asked whether this is open to members of the public as she had received a request? It was confirmed that as this is a Working Group it would be open and they would be welcome to attend.

Cadw have again been chased regarding the supply and installation of the interpretation boards.

The meeting of the Committee began at 7.55pm and ended at 8.30pm

Chairman: 7th December 2022