

Hope Community Council

Minutes of the Virtual (Zoom) Meeting held on Wednesday 3rd February 2021.

Present by Video: Councillors Mrs J Hilton (Chairman), Mrs C Olsen (Vice Chairman), Mrs L Davies, Mrs C Cunnah, Mr H Manning, Mr D Roberts, Mr A Parry, Mrs C Sheibani, Mrs S Waterhouse and Dr R Parsonage. Youth Representatives David Jones and Matthew Taylor.

Absent:

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

143. Apologies for Absence

Apologies were received from Cllrs Mrs M Williams and Mr D Healey. Cllrs B Hughes and A Parsonage submitted apologies due to not being able to access virtual meetings.

144. Declarations of Interest

There were no Declarations of Interest received.

145. Chairman's Announcements

The Chairman wished to acknowledge that the villages have had issues with flooding and hopes that no one has suffered any internal flooding. She is aware that Cty Cllrs David and Gladys Healey are dealing with these issue directly with FCC.

Also following the donations for the foodbank, the Spar have subsequently donated a further 39kgs which she has delivered to the foodbank.

146. Minutes of Council and Standing Committees

RESOLVED: the Minutes of the Ordinary Meeting of the Council held on 6th January 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.

147. Matters Arising

Min 134 - Police apologies for no report and will endeavour to ensure it is submitted in the future. They have been given locations of the speed survey areas and will look at speed gun and/or police presence.

Min 135 - Steve Jones Chief Officer has confirmed he will ask his Enforcement Officer to undertake some more patrols through the village and speak to some dog owners both to ensure they are carrying bags for dog waste and to let them know that they are patrolling in the area and will take action if they witness them not clearing up after their dog. He has also asked the local Streetscene Supervisor to review the signage and if necessary speak to the Enforcement Manager about increasing the number of signs in the village.

Min 136 - Following the council submitting their response to the below application, the Planning Officer informed the Clerk that should this application be approved it would 'stump' the existing planning approval for a dwelling as parts of the two planning applications are located in the same place. So although the applicant has stated they do not wish to build the dwelling anymore, they would need to submit a new planning application to comply with the appropriate planning policies. This information has also been relayed to the applicant.

Given this new information, the Clerk liaised with the four Chairs and an amended response was submitted on 13.01.2021:

Ref: 061621. Proposed Erection of Side Extension and Proposed Internal Remodel and retrospective detached garage. Stone Cottage, 63 Derby Road, Caergwrle. ***An objection will be submitted for this application due to concerns of overdevelopment and the potential damaging effect on the water cause/pistyll. The council also does not support retrospective applications.***

Min 137 (i) - Steve Jones Chief Officer advised he will ask Ian Williams to inspect and serve notice on the residents, if he feels they are creating a danger to highway users.

Members felt that the response was not satisfactory and that it should not be for one individual to deem these as a danger. Such materials on the highway should not be open to individual interpretation.

RESOLVED: the council will respond to Mr Jones.

148. **Public Questions**

A resident contacted the Clerk regarding concerns of the encroaching hedges on Gresford Road between Gwern Lane and Caer Estyn. The Clerk has reported this to FCC however questioned whether any members knew the property owner? No members were aware of the owner of the land.

149. **County Councillors Report**

- i. A written report was provided to members in advance of the meeting.
- ii. Local Flooding Incidents: Unfortunately Cllr Healey was unable to attend the meeting, but did advise the Clerk that he is currently collating details on flooding incidents to provide to FCC. He is aware of a large number of local incident but is not actually aware of any homes actually being flooded. Even so Storm Christoph caused considerable distress locally. He is also aware that gulleys were not cleaned out, culverts were not unblocked and ditches were not cleared. He asked members to email him with any incidents of which they are aware that should be included in ongoing reports to FCC.

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

150. **NHS Day, Social Care, & Frontline Workers Day**

The considered the correspondence from One Voice Wales: Local councils, communities and others throughout Wales are being encouraged to play a leading role in NHS, Social Care & Frontline Workers Day on 5th July 2021, a unique day of celebration and commemoration of those that work twenty-four hours a day, seven days a week without any thought of their own safety.

*6.40pm Cllr R Parsonage arrived.

Cllr Hilton suggested that this could be an event taken up since the VE Day plans were unfortunately cancelled. Cllr Olsen proposed that the council does not hold an actual event but encourages residents to individually take part. Also, as the council has a £250 deposit held with the caterer and a further £750 held in reserves, the council could consider providing Afternoon Tea's for Two (for approx. 30-40 people) which can be provided and delivered by the caterer. These could be chosen by way of residents making nominations for categories of: postperson, hospital workers, delivery drivers, shop workers and teachers.

RESOLVED: the council approved the proposal and Cllrs Olsen and Hilton will prepare and submit a written proposal for the March meeting.

151. **Appointment of the 2020/21 Internal Auditor**

The Council was requested to review the Terms of Reference and Letter of Engagement for the appointment of JDH Business Services Ltd as the Council's internal auditor and confirm that the internal auditor was a suitable person to carry out the work in accordance with proper practice guidance.

RESOLVED: that the Council approve the engagement of JDH Business Services Ltd as the Council's internal auditor 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.

152. Council Calendar of Events

Cllr Olsen advised that she has ran the Annual Produce Show for a number of years (excluding last year and potentially not this year due to covid) and requested whether the council would consider adopting and endorsing the Annual Produce Show and including on the Council Calendar of Events. She stressed that she did not want the council to take control of the event but that this could be an opportunity for the council to participate in community engagement.

There were mixed views on this being a council event and members voted with Cllr Olsen abstaining.

RESOLVED: the majority vote was in favour of the council adopting and endorsing the Annual Produce Show and will be included on the Council Calendar of Events.

153. Consultation for the New Integrated Youth Provision (IYP) Plan

The Youth Provision survey was circulated to members to consider submitting an individual response, and has been included on the agenda should the council wish to submit a collective response.

There were mixed views on the content and publicity of this survey, however, after discussions it was resolved that Cllr R Parsonage will submit a formal response on behalf of the council.

You can view and complete both surveys by clicking on the links below:

[Flintshire Integrated Youth Provision Survey – For Youths to complete](#)

[Flintshire Integrated Youth Provision Survey – For Parents, Carers & others to complete](#)

RESOLVED: Cllr R Parsonage will submit the council's response and Cllr Hilton will liaise with Cty Cllr Healey to ensure that staff and pupils at Castell Alun High School have been made aware of this survey.

154. Staffing Committee

Cllr Williams had requested the Staffing Committee to hold a meeting to review and discuss the increase in salary budget and hours of the Clerk.

RESOLVED: Cllr Hilton will co-ordinate a meeting.

155. Training

The Clerk circulated to member's information on available training. Should anyone be interested in attending any course they could contact the clerk.

Cllr Hilton highlighted that there are a number of Employer training courses and encouraged members of the Staffing Committee to attend.

156. Correspondence

The following correspondence was received and noted:

- A thank you letter from Hope Preschool in relation to the Grant.
- Connecting with your local community - A Communications Guide for Welsh Community & Town Councillors and their Clerks.
- LDP Examination Hearing has been postponed until 16th March. Cllr Davies confirmed she will be attending.
- Police Report. Cllrs Parry & Olsen added that there had also been reports of youths throwing stones/bricks at Caergwrle Train Station and at passing runners. This will be passed onto the police.
- An email from Mr Phillip regarding the annual Liberation of Hope. He requested the council's approval for their band to attend the village and live stream, together with the request for Councillors to provide a short video. A response was provided advising that due to the current

lockdown restrictions the council were not encouraging any local events regardless of how large or small the event.

157. Future Agenda Items

- Cllr Parry raised that there are unresolved issues that fall off the agenda and asked how these could be monitored.
RESOLVED: the Clerk will prepare a 'Issue Log' whereby all issues are logged and monitored until resolved. This will then be presented to members each month under the agenda item Clerk's Report.
- Cllr Olsen made a report of 'boy racers' driving at speed side by side around the village late in the evenings.
RESOLVED: this will be reported to the police.

Planning and Highways

158. Planning Applications

- i. The following planning applications were received for the Committee to considered (the applications can be viewed by clicking on the reference below)
 - a) [Ref: 062316](#). Rear low level extension. 19 Kiln Lane, Hope, Wrexham. **Supported.**
 - b) [Ref: 062350](#). Ground and First floor extensions and remodelling. Glenrosa, Stryt Isa, Hope. **Supported.**
 - c) [Ref: 061751](#). Application for removal or variation of a condition following grant of planning permission. (054191). Prospect House, Stryt Isa, Hope. **Supported**

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

- ii. There were no applications received which have been determined by Flintshire County Council.

159. Highway Matters

- i. There is no update with regard to the speed survey's that were escalated to Go-Safe and the additional speed survey for Hawarden Road due to school closures and lockdown despite a number of update attempts to Lee Shone. However, members did report that a Go Safe van had been seen at Ysgol Estyn earlier in January.
- ii. Cllr Davies reported that there had been flooding at Sarn Lane which was reported directly to Ian Williams, FCC Streetscene who advised this would be dealt with.

RESOLVED:

- i. The Clerk will continue to chase Lee Shone for an update on these speed issues and the outcome of the escalation to Go Safe.
- ii. The report was received and noted.

Leisure and Environment

160. Summer Playscheme 2021

FCC have written to the council regarding the potential delivery of the Summer Playscheme 2021. At this point, they are planning for the full summer, COVID 19 restrictions permitting, of course.

They have not yet received notification of grant funding from Welsh Government, however, in order to commence recruitment for the summer, they need an 'in principle' response from the council whether they will be participating in the programme for this year.

Cost for 3 weeks (based costings on the level of grant funding received from Welsh Government for 2020) - £1,428.90. Additional weeks can be purchased at a cost of £476.30 for each site location. These costings will be confirmed by FCC as soon as they are able.

- 15 sessions
- 10 hours per week, per location
- 2 hours Monday to Friday
- AM or PM (10:30 am – 12:30 & 2:00 pm – 4:00 pm)
- Local locations and AM or PM times are completely at the council's discretion.

RESOLVED: the council approved 'in principle' that they will participate and fund the 2021 Summer Playscheme for a period of 3 weeks.

161. Bryn Yr Gaer/Caer Estyn Hill Fort

Due to enquires from residents and Cadw, Cllr Davies undertook research and provided information and background on this land. The land is registered as a Village Green but is owned by Mr Neil Hassall of Alan's Skip Hire. Mr Kirk of Alan's Skip Hire and local residents are now currently liaising with Cadw.

Cllr Davies advised that she has collated a pack of information and should any member wish to have a copy they should contact herself or the Clerk.

It was felt that due to the history of this land it should be included on the council website.

RESOLVED: the Chair thanked Cllr Davies for her research and the report and it was agreed that a brief history of this land will be include on the councils website.

*Cllr Parry left the meeting at 7.45pm

162. Caergwrle Castle

- Cllr Hilton had presented an image of a visual interpretation board and suggested that the council liaise with Cadw to gain an understanding of their plans and vision for the future of the castle and provide a copy of the image as a suggestion.
- Cllrs Hilton and R Parsonage advised that they will be visiting the castle within the next few days to undertake a review of the work of FCS. Cllr Hilton requested the Clerk to obtain a copy of the latest Patrol Sheet.

RESOLVED:

- The Council will write to Cadw providing a copy image of the visual interpretation board as a suggestion for them to consider and ask them to provide information on their future plans and vision for the castle.
- The latest Patrol Sheet will be requested from FCS and Cllrs Hilton and R Parsonage will undertake a review.

163. Play Areas

- The Clerk advised that the improvement plans and consultation for Queensway Play Area were put on hold due to the pandemic, however, the council should start to consider when and how it will be appropriate to recommence the improvement plans.

There is a budget for the improvements of £20,000 and due to the space available ideally it will be for one large piece of equipment.

The process was discussed and agreed that initially an online consultation will be conducted and then designs and quotes will be obtained.

- The replacement wetpour under the swings at Queensway play area has now been completed.

Quotes were received for the installation of the benches at Sarn Lane and High Street play areas which came in at just under £1000, however, Ian Williams FCC has confirmed that he has now installed both benches at no cost to the council.

RESOLVED:.

- i. Cllr Olsen and the Clerk will prepare and publish an online Consultation to gain an understanding of what equipment the youths would like to have.
- ii. The report was received and noted.

Finance

164. Payments

To authorise accounts for payment up to and including 3rd February 2021.

Payable To	Details	Amount
Penyffordd Community Council	50% contribution towards Clerk Training fees	£93.25
DCM Surfaces	Replacement wetpour at Queensway play area	£2,998.80
Christine Cunnah	Members Allowance	£120.00
Huw Manning	Members Allowance	£90.00
David Healey	Members Allowance	£90.00
Myra Williams	Members Allowance & Snr Role	£520.00
Shelia Lynn Davies	Members Allowance & Snr Role	£520.00
Janet Hilton	Members Allowance & Chair	£520.00
Claire Olsen (nee Jones)	Members Allowance & Snr Role & Vice Chair	£877.04
Compacc Complete Accountancy	Payroll for Members Allowances	£35.00
HMRC	Paye & NI - Members Allowances	£812.96
Staffing Costs	Jan Wages	£1,211.18
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£32.69
Canda Copying	Photocopier Rental	£48.00
		£7968.92

RESOLVED: the above payments up to and including 3rd February 2021 be approved and processed for payment. 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. In order to provide additional evidence, the Clerk has liaised with the Chairman of Finance, Chairman of the Council and bank signatories who have again reviewed all payments made since March 2020 and have provided authorisation via email.

The meeting of the Full Council began at 6.30pm and ended at 8.00pm

Chairman: 3rd March 2021