

# Hope Community Council

## Minutes of the Virtual (Zoom) Meeting held on Wednesday 6<sup>th</sup> January 2021.

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

**Absent:**

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

### 122. Apologies for Absence

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

### 123. Declarations of Interest

There were no Declarations of Interest received.

### 124. Chairman's Announcements

The Chairman wished everyone well for 2021 and hoped that although it has been a difficult start to the year it will be better than 2020.

Together with Cllrs Olsen and Sheibani they undertook the judging for Christmas Lights Competition which was very enjoyable.

In addition to the initial foodbank donations, further supplies were received from the Co-op which has now resulted in donations in excess of 400kg.

### 125. Minutes of Council and Standing Committees

**RESOLVED:** it was highlighted that although the council's decision to purchase 6 additional Christmas light brackets is recorded in the draft budget it had not been recorded in the minutes.

With the above amendment the Minutes of the Ordinary Meeting of the Council held on 2<sup>nd</sup> December 2020 be approved as a correct record. The minutes will be formally signed by the Chairmen at the first face to face meeting of the council.

### 126. Matters Arising

**Min 109** - A formal letter with an Expression of Interest was sent to FCC and a response received from Neal Cockerton. He advised the he was not exactly sure what to do with this as it's purely speculative and falls outside the CAT process. They will hold this correspondence on file and consider in future.

**Min 117** - A response has been received from Steve Jones Chief Officer thanking the council for the letter and the detailed and extensive list of transport issues and aspirations from within our community – the work behind the document is really useful and appreciated. They will review and respond to the council with their plans within the next 3 months.

### 127. Public Questions

Cllr Parry reported that he has been approached by a local resident wishing to plant bulbs in the planter by Abermorddu school and he asked who was responsible for these? Members believed that the village planters were originally installed/donated by FCC, however, they have been unkept for some time and the council does not see any issue with residents who may wish to maintain them.

## 128. County Councillors Report

A written report in advance of the meeting prepared by County Councillors David and Gladys Healey was provided to all members. They thanked and commended members of the council for the work done to collect donations from businesses and individuals for the Flintshire Foodbank.

They have been working closely with Jack Sargeant MS in connection with the failed Road Safety Bid for the A550. Thanks to Jack they now know that Welsh Government has actually allocated £94,000 towards an upgrade of the Abermorddu Traffic Lights. They also understand that Welsh Government is funding a remodelling of the junction by the Hollybush. Although this is outside of the area for which HCC is responsible it was a component of the original Road Safety Grant Bid and is good news.

Cllr Williams questioned that the scheduled works at the Willows was reported in the County Councillors Heartbeat Newsletter but had not been included in this report to the council?

**RESOLVED:** the report was received and noted and the Chair thanked the County Councillors. The Clerk will ask the County Councillors when they were made aware of the scheduled work at the Willows.

## 129. Community Council Draft Estimates for 2021/22

Members reviewed and considered the amended draft Budget for 2021/22.

The Chair proposed that the council should consider investment to the play equipment at the Willows playing area and a contingency should suitable premises become available for a community centre. The contingency for a community centre was dismissed at this time, however, an additional £3000 was suggested to be included to the Environmental/Play Area Improvements.

There were mixed opinions given the current pandemic whether the precept should be increased. The council voted on the proposed increase of 3.32% : 4 – against and 5 – in favour.

Within the budget it does include an increase to Christmas lighting for potentially 6 new bracket lights. Cllr Olsen raised an issue of the existing lights not being equally distributed between the 3 villages, as a number of lights that have been classed as Abermorddu in her opinion falls within the Caergwrle boundary.

**RESOLVED:** that this Council's precept requirement for 2021/2022 be approved as £93,706 (ninety-three thousand, seven hundred and six pounds) which equates to the Band D sum of £50.75 per year. Compared to last year this is an increase of £1.63 per year for a band D property (+3.32%).

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

**Christmas Lights** – 6 new brackets lights will be purchased, 2 for each village. The council will endeavour to install the additional lights for Abermorddu towards the top end of Hawarden Road, Abermorddu.

## 130. Council Committees

**RESOLVED:** Within the Terms of Reference for the Council's Committees it is noted that they will hold 'x' number of meetings per year. This item is to formally record that the council suspends this during the pandemic and whilst virtual meetings are being held.

## 131. Council Calendar of Events

**RESOLVED:** Following the council approving a Calendar of Event for the coming year a proposed schedule was drawn up including date of events, dates of advertising, dates of judging etc which was approved and will now be published on the website and social media.

### APRIL 2021

- VE Day (Sunday 8<sup>th</sup> May) Celebrations
  - First quarter of the year, dependant on covid restrictions the councils needs to discuss and consider what will and can be held
  - Advertise after the April Council Meeting (7<sup>th</sup> April)

## **JUNE 2021**

- Hanging Basket/Planter Competition
  - Advertise after the June Council Meeting (2<sup>nd</sup> June)
  - Closing date for Applications – Sunday 18<sup>th</sup> July
  - Judging to take place during w/c 26<sup>th</sup> July
  - Winners will be informed, advertised on social media and then announced at the September meeting

## **JULY 2021**

- Scarecrow Competition
  - Advertise after the July Council Meeting (7<sup>th</sup> July)
  - Closing date for Applications – Sunday 15<sup>th</sup> August
  - Scarecrows to be displayed 1<sup>st</sup> August to 1<sup>st</sup> September
  - Judging to take place during the 3<sup>rd</sup> week in August
  - Winners will be informed, advertised on social media and then announced at the September meeting

## **OCTOBER 2021**

- Annual Grant Applications
  - Advertise after the October Council Meeting (6<sup>th</sup> October)
  - Closing date for Applications – Friday 29<sup>th</sup> October
  - Working Group to review applications either Monday 1<sup>st</sup> Nov or Tues 2<sup>nd</sup> Nov
  - Working Group to submit recommendation of awarded grants at the November meeting.
  - Payments will then be included in the December accounts for payment
- Community Engagement Event
  - Hold an Event end of October/beginning of November – date to be confirmed
  - The date and venue to be agreed at the October meeting
  - Advertise the event after the October Council Meeting (6<sup>th</sup> October)
- Pin a Poppy – Remembrance Day
  - Advertise after the October Council Meeting (6<sup>th</sup> October)

## **NOVEMBER 2021**

- Christmas Lighting & Decoration Competition (for both residential and business)
  - Advertise after the November Council Meeting (3<sup>rd</sup> November)
  - Closing date for Applications – Sunday 12<sup>th</sup> December
  - Lights/decorations must be displayed 13<sup>th</sup> December – 31<sup>st</sup> December
    - Lights and Decoration displays can be inside the home as long as it can be seen from the road e.g internal window displays
  - Judging to take place during Saturday 18<sup>th</sup> or Sunday 19<sup>th</sup> December (time tbc)
  - Winners will be informed, advertised on social media and then announced at the January meeting

### **132. Consultation on draft Scheme Advisory Board guidance on new employer flexibilities**

The consultation relating to the Local Government Pension Scheme was circulated initially the Staffing Committee and then to all members.

**RESOLVED:** the consultation was received and noted and the council does not wish to make any comment.

### **133. Training**

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

The Clerk asked the Council to consider sharing training costs with Penyffordd Council for any Clerk Training.

**RESOLVED:** the council approved to share training costs for the Clerk with Penyffordd Community Council.

### 134. Correspondence

The following correspondence was received and noted:

- A number of thank you letters/receipts have been received in relation to the Grants.
- Flintshire Local Development Plan – Notice of Pre Hearing on 12<sup>th</sup> January and Hearing on 23<sup>rd</sup> February.  
**RESOLVED:** Cllr Davies confirmed she will be attending. Cllrs Hilton and Olsen also expressed an interest and will let the clerk know if they are available to attend as soon as possible.
- Audit Wales – the clerk reported that the new 3 Year Audit Timetable has now been received and the council has been allocated as follows: 2020/21 – Basic Audit, 2021/22 – Full Audit, 2022/23 – Basic.
- Receipts and Thank you’s from organisations who received a grant.
- Notification from Flintshire County Council that works to assess the condition of the Willows Playing Fields will be begin from 5<sup>th</sup> January and will likely to take up to 3 weeks to complete.

Cllr Hilton questioned whether a Police Report had been submitted, the Clerk advised it had not. The Clerk will contact the police to request that a regular report is submitted monthly.

### 135. Future Agenda Items

- Cllr Manning reported that there has been a significant increase in dog fouling within the community which needs to be addressed as there is an increase of pedestrians taking daily walks during lockdown.

This will be reported to FCC and a request will be made for increased patrols of the Dog Warden and Penalty Signs installed. The council will also promote on the website and social media the link and ‘app’ that can be used by residents to report directly to FCC.

### Planning and Highways

#### 136. Planning Applications

- i. The following planning applications were received for the Committee to considered.
  - a) [Ref: 062203](#). Proposed single storey extension to the front of the property. The Coach House Rhanberfedd Farm, Mold Road, Caergwrle. **Supported**
  - b) [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 on the grounds of overdevelopment as there is already planning permission for one additional dwelling on this site. There are concerns that the overdevelopment will have a damaging effect on the water cause/pistyll. The council also does not support retrospective application.**
  - c) [Ref: 062053](#). Extension and renovation of Grade 2\* listed building to revert to single dwelling house. Plas Yn Bwl House, Plas Y Bwl, Caergwrle. **Supported**

**RESOLVED:** the above response will be submitted to Flintshire County Council.
- ii. The following applications were received which have been determined by Flintshire County Council.
  - a) Ref: 061848. Proposed Extension and Internal Alterations. Woodlands, Wrexham Road, Hope. **Refused.**
  - b) Ref: 061908. Demolition of Sun Room and Ground Floor Extension to rear. 4 Kiln Bungalows, Kiln Lane, Hope. **Approved**
  - c) Ref: 062018. New extension to existing cottage with minor alterations. Shordley Bank Farm, Shordley Road, Hope. **Refused**

### 137. Highway Matters

- i. Cllr Olsen reported the continued safety concerns of temporary dropped kerbs on Wrexham Road which have not been addressed since the councils first reported to Flintshire County Council in October 2019. The properties in question are both council and private home. The Clerk advised this was followed up early this year without a response.
- ii. 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.

As the surveys undertaken did highlight speeding issue Cllr Parry asked the council to support a request to the PCSO to attend these areas with a speed gun. Given the fact that there is an increase in pedestrians taking daily exercise and quite often having to utilise the road when passing other to ensure a 2 mtr social distance there is a concern of safety.

- iii. It was requested that the council ask for the old traffic counter on Kiln Lane which has been there for a number of years to be removed.

#### **RESOLVED:**

- i. The council will write again to FCC Highways and will include Chief Officer Stephen Jones.
- ii. The council will make a request to the PCSO to attend the villages with a speed gun whilst a response is received from Go-Safe.
- iii. The council will request FCC to remove the old and unused traffic counter on Kiln Lane.

### Leisure and Environment

### 138. Christmas Light Competition

The council received 9 entries to the residential competition but unfortunately no entries for the business. Cllrs Hilton, Olsen and Sheibani undertook the judging on Sunday 13<sup>th</sup> December.

**RESOLVED:** winners will be contacted directly to arrange delivery of local voucher prizes of their choice.

1st prize -£50 voucher. 25 Tudor Court, Hope. A truly magical real foliage porch decoration and matching tree. Classically stunning.

2nd prize – £30 voucher. 4 Kingsway, Hope. A light spectacular with a lovely classic and child friendly Christmas theme.

3rd prize- £20 Voucher. 3 Alyn Fields, Hope. A bright modern Christmas light display with lovely star theme.

### 139. Caergwrle Castle

- i. To receive the notes from the Castle Working Group meeting held on 3<sup>rd</sup> December 2020.
- ii. Cadw have now confirmed that the guardianship effective date will be from 1<sup>st</sup> December 2020 and the signed paperwork will be processed and issued.

**RESOLVED:** the report was received and noted.

### 140. Play Areas

- i. Cllr Williams reported that the benches previously purchased for Sarn Lane and High Street play areas have not yet been installed due to other matters taking priority for FCC. Due to the significant delay she advised she has liaised with Richard Roberts and the clerk is obtaining quotes from approved contractors for the council to for the installation.
- ii. The replacement wetpour under the swings at Queensway play area is scheduled to be undertaken in early January.

**RESOLVED:**

- i. The council approved for the work to be carried out and approved that should the quote be £500 or under instructed the clerk to proceed as soon as possible.
- ii. The report was received and noted

Finance

**141. Quarterly Budget Review**

- i. The Clerk provided the Council with copies of the quarterly year summary, budget monitoring report and bank reconciliation (Appendix A). The documents had been reviewed prior to the meeting and no issues were raised.
- ii. In order to meet the requirements of the financial regulations and internet banking, it is necessary for a programme of regular checks of standing data with suppliers to be followed. As this is not possible due to being unable to meet face to face this will currently be waived and additional checks will be made at the earliest opportunity

**RESOLVED:**

- i. The quarterly budget/accounts be approved by the Council. A Cllr will formally sign this review at the first face to face meeting.
- ii. The requirement to undertake regular checks of standing data with suppliers is currently suspended/waived due to not being able to meet face to face. The Council will ensure additional checks are made at the earliest opportunity.

**142. Payments**

To authorise accounts for payment up to and including 6<sup>th</sup> January 2021.

<b>Payable To</b>	<b>Details</b>	<b>Amount</b>
1st Prize voucher	Xmas Light Comp	£50.00
2nd Prize Voucher	Xmas Light Comp	£30.00
3rd Prize Voucher	Xmas Light Comp	£20.00
Flintshire County Council	Street Light - Maintenance Repairs	£146.05
Flintshire County Council	Street Light - Maintenance Repairs	£167.05
Flintshire County Council	Street Light - replacement column (*)	£1,400.00
Mega Electrical	Caergwrle Xmas Lights	£1,188.00
Mega Electrical	Hope Xmas Lights	£1,188.00
Mega Electrical	Abermorddu Xmas Lights	£1,596.00
Audit Wales	2019/20 External Audit	£216.05
Staffing Costs	Dec Wages	£1,546.40
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£64.12
		<b>£7611.67</b>

(\*) The Clerk advised that this invoice is being questioned due to being informed that it was replaced following a car accident and the invoice will be paid once she has completed her investigation and is satisfied.

**RESOLVED:** That the above payments up to and including 6<sup>th</sup> January 2021 be approved and processed for payment. All Accounts for Payments will be formally signed by the Chairman of Finance and/or the Chairman of the Council and countersigned by two bank signatories at the first face to face meeting of the council.

The meeting of the Full Council began at 6.30pm and ended at 8.30pm

Chairman: ..... 3<sup>rd</sup> February 2021

<b>Hope Community Council - Summary Accounts</b>			
<b>2020/21 Financial Year</b>			
<b>Income</b>			
	<b>Actual</b>	<b>Anticipated</b>	<b>Difference</b>
Precept	90,676.00	90,676.00	0.00
Bank Interest	53.20	240.00	-186.80
Refunds/Other (inc Match Funding)	9,450.00	10,000.00	-550.00
VAT Refund	2,624.07	2,624.07	0.00
<b>Total</b>	<b>102,803.27</b>	<b>103,540.07</b>	<b>-736.80</b>

**Expenditure**

	<b>Actual</b>	<b>Agreed Spend</b>	<b>Balance</b>
<b>Leisure &amp; Environment Committee</b>			
Summer Play Scheme	0.00	2,200.00	2,200.00
Enviro Improvements/Play Grounds	1,914.53	13,100.00	11,185.47
Caergwle Castle	3,000.00	5,000.00	2,000.00
L&E Misc/Reserved - Queensway Match Funding	0.00	10,000.00	10,000.00
L&E Misc/Reserved - Caergwle Castle	0.00	20,933.00	20,933.00
Community Engagement	100.00	250.00	150.00
Village Improvements	72.00	2,000.00	1,928.00
<b>Planning &amp; Highways Committee</b>			
Bus Shelters	0.00	200.00	200.00
Street Lighting Supply	2,153.30	5,000.00	2,846.70
Street Lighting Maintenance	7,602.59	26,000.00	18,397.41
Christmas Lights	0.00	4,000.00	4,000.00
CCTV	992.00	1,000.00	8.00
P&H Misc/Reserved - Street Light Upgrade	0.00	57,756.31	57,756.31
<b>Finance Committee</b>			
Staffing costs (salaries, pensions, ni, paye)	10,061.38	12,145.00	2,083.62
General Admin	6,807.42	7,930.00	1,122.58
Grants	3,000.00	3,000.00	0.00
Election Costs	0.00	500.00	500.00
Chairman's Allowance & Cllrs Expenses	0.00	6,700.00	6,700.00
Training (inc £350 - Clerk's Cilca)	380.00	1,850.00	1,470.00
Noticeboard	0.00	1,350.00	1,350.00
Defibrillator	0.00	250.00	250.00
<b>Total</b>	<b>36,083.22</b>	<b>181,164.31</b>	<b>145,081.09</b>


<b>Current Summary</b>	
Bank Balance as at 31 March 2020	112,301.58
Total Expenditure	36,083.22
Total Income	102,803.27
<b>Balance as at 31 Dec 2020</b>	<b>179,021.63</b>
<b>VAT Costs for 2020/21 Financial Year</b>	<b>1,129.66</b>

HOPE COMMUNITY COUNCIL BUDGET MONITORING 2020/21				
Committee/Budget Head	Budget 2020-21	Actual to Date	Available Balance	
<b>Leisure and Environment Committee</b>				
1.1	Summer play scheme	£2,200.00	£0.00	£2,200.00
1.2	Environ imp/plygrnd	£13,100.00	£1,914.53	£11,185.47
1.3	Caergwrle Castle	£5,000.00	£3,000.00	£2,000.00
1.3*	<i>(together with Reserves)</i>	£20,933.00	£0.00	£20,933.00
1.4	L&E Misc/Reserved - Queensway Match Fund	£10,000.00	£0.00	£10,000.00
1.5	Community Competitions/Engagement	£250.00	£100.00	£150.00
1.6	Village Improvements	£2,000.00	£72.00	£1,928.00
			£0.00	£0.00
	<b>Total</b>	<b>£53,483.00</b>	<b>£5,086.53</b>	<b>£48,396.47</b>
<b>Planning and Highways Committee</b>				
2.1	Bus shelters	£200.00	£0.00	£200.00
2.2	Street lighting – supply	£5,000.00	£3,153.78	£1,846.22
2.3	Street lighting – maint (inspections & repairs)	£26,000.00	£6,602.11	£19,397.89
2.4	Christmas lights	£4,000.00	£0.00	£4,000.00
2.5	CCTV Cameras	£1,000.00	£992.00	£8.00
2.6	P&H Misc/Reserved - Street Light Upgrade	£57,756.31	£0.00	£57,756.31
	<b>Total</b>	<b>£93,956.31</b>	<b>£10,747.89</b>	<b>£83,208.42</b>
<b>Finance Committee</b>				
3.1	Salaries and N.I. (& payroll fees)	£10,945.00	£8,568.35	£2,376.65
3.2	Pension/gratuity	£1,200.00	£1,493.03	<b>-£293.03</b>
3.3	Expenses - Clerk Travel (Gen Admin)	£200.00	£56.84	£143.16
3.4	Telephone (Gen Admin)	£0.00	£0.00	£0.00
3.5	Audit fees (Gen Admin)	£500.00	£180.00	£320.00
3.6	Chain / honours board (Gen Admin)	£100.00	£0.00	£100.00
3.7	Stationery & equipment (Gen Admin)	£350.00	£240.23	£109.77
3.8	Computer, Maint, Hosting & GDPR(Gen Admin)	£1,000.00	£504.60	£495.40
3.9	Petty cash (Gen Admin)	£0.00	£0.00	£0.00
3.11	Insurance (Gen Admin)	£1,300.00	£1,255.32	£44.68
3.12	Subscriptions (Gen Admin)	£720.00	£110.00	£610.00
3.13	Photocopier (Gen Admin)	£250.00	£144.00	£106.00
3.14	Election expenses	£500.00	£0.00	£500.00
3.15	Office costs (Gen Admin)	£1,260.00	£951.70	£308.30
3.16	Grants	£3,000.00	£3,000.00	£0.00
3.17	Chairman's allowance/Cllr Exp	£6,700.00	£0.00	£6,700.00
3.18	Council website (Gen Admin)	£2,250.00	£3,364.73	<b>-£1,114.73</b>
3.19	Training (incs £350 reserved for Clerks Cilca)	£1,850.00	£380.00	£1,470.00
3.21	Noticeboard/Millennium Maps	£1,350.00	£0.00	£1,350.00
3.22	Defib	£250.00	£0.00	£250.00
				£0.00
	<b>Total</b>	<b>£33,725.00</b>	<b>£20,248.80</b>	<b>£13,476.20</b>
<b>Summary</b>				
	Leisure and environment	£53,483.00	£5,086.53	£48,396.47
	<i>(incs £30933 reserves)</i>			
	Planning and Highways	£93,956.31	£10,747.89	£83,208.42
	<i>(incs £35309.50 reserves)</i>			
	Finance	£33,725.00	£20,248.80	£13,476.20
	<i>(incs £495 reserves)</i>			
	<b>Total</b>	<b>£181,164.31</b>	<b>£36,083.22</b>	<b>£145,081.09</b>
** All above figures include VAT which will be reclaimed				



**Finance Committee - Quarterly Review January 2021**

<b>Current Acc Bal B/f</b>				10,196.09			
<b>Date Cashed</b>	<b>Cheque No</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>	<b>Unpresented Cheques</b>		
					£270.00	Hope Beavers	Grant
					£270.00	Hope Cubs	Grant
				<b>Total</b>			
			<b>Actual Balance Carried Forward</b>	<b>10,196.09</b>	£540.00		
					<b>£10,736.09 Bank Statement Balance</b>		
				168,825.54			
<b>Deposit Acc Bal B/f</b>			<b>Details</b>	<b>Amount</b>			
<b>Date</b>	<b>Type</b>						
				<b>Total</b>			
			<b>Balance Carried Forward</b>	<b>168,825.54</b>			
			<b>Total Balance of All Accounts</b>	<b>179,021.63</b>	<b>£168,825.54 Bank Statement Balance</b>		
					<b>£179,561.63 Total Balance inc Unpaid Chqs</b>		



Hope Community Council
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Log off

- Accounts
- Balances
- Recent transactions
- Next working day transactions
- Statements
- Charges and interest

## Account Balances

Last updated 04 Jan 2021 13:56

Account	Balance
40-16-01 11084046 <small>Bmm Account - Hope Cc</small>	GBP 0.00
40-16-01 31082426 <small>Community - Hope C C</small>	GBP 10,736.09
40-16-01 51084054 <small>Bmm Account - Hope Cc</small>	GBP 168,825.54

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