

Hope Community Council

Minutes of the Virtual (Zoom) Meeting held on Wednesday 6th October 2021.

Present by Video: Councillors Mrs C Olsen (Chairman), Mr H Manning (Vice Chairman), Mrs L Davies, Mr D Roberts, Mr B Hughes, Mrs C Cunnah, Mrs C Sheibani, Dr R Parsonage, and Mrs S Waterhouse. Youth Representative Mr M Taylor.

Present by Phone: Cllr A Parsonage

Absent: Mr D Jones – Youth Representative

Also Present: Mrs S Hughes Clerk and Responsible Financial Officer
Jessica Wellstead – FCC Transportation

121. Apologies for Absence

Apologies were received from Cllrs J Hilton, Mrs M Williams and Mr A Parry (due to technical issues).

122. Declarations of Interest

Cllr Olsen declared an interest in relation to agenda item 24 (minute 143) and completed the Registration of Members Interest form.

123. Visitors

Jessica Wellstead – FCC Transportation gave a brief overview of the Safer Routes in the Community Consultation for Hope. The consultation is now live on the FCC website, promoted through social media and a letter drop. Comments to be submitted by 1st November.

FCC will allow two weeks to review the data and then any necessary amendments will be made. A consultation report will be published and any amendments reported to the community council. Work is due to commence 1st January 2022 as the funding for this project is from Welsh Government and is required to be spent by 31 March 2022.

With the new proposed new restrictions both FCC and the police would undertake necessary enforcement.

The Chair thanked JW for her time and the information.

**6.45pm Cllr R Parsonage arrived and 6.48pm Jessica Wellstead left the meeting.

124. Chairman's Announcements

No formal announcements.

125. Minutes of Council and Standing Committees

RESOLVED: the Minutes of the Ordinary Meeting of the Council held on 1st September 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.

126. Matters Arising

Min 109 - Cllr Hilton has now been included on the Hanson Liaison Committee.

Min 110 – Awaiting confirmation from Ian Williams, FCC Streetscene to the councils invitation.

Min 112 – New planning page is live on the website - www.hopcommunitycouncil.gov.wales/planning

Min 113 – No response has been received from Andrew Farrow FCC Planning.

Min 119 & 120 - The prizes were hand delivered to all winners.

127. Public Questions/Correspondence

An email was received from a resident regarding an objection to the flag of the Liberation of Hope – Owain Glyndwr being flown at the cenotaph.

An email was received regarding a concerns and objection to planning app: 062952 Yew Tree House, Stryt Isa. The council has responded to advise that an objection response was submitted to FCC in July 2021 and the council to date has not received any amended plans.

RESOLVED: the Liberation of Hope – Owain Glyndwr flag being flown at the cenotaph will be included on the November agenda for further consideration.

128. County Councillors Report

There was no report submitted.

129. External Audit of Accounts for the Financial Year Ended 31 March 2021

The External Audit has not been received, however, the council are required under Regulation 15(5) of the Accounts and Audit (Wales) Regulations 2014 (as amended) to publish the audited accounts for the year ended 31 March 2021 by 30 September 2021. The required notice has been displayed on the noticeboards and the website. The uncertified Annual Return has also been made available on the website.

RESOLVED: the above was received and noted.

130. Councillor Vacancy

Due to the resignation of David Healey the vacancy will be advertised for 14 days during which ten electors would have the opportunity to call for an election (a copy of that notice being forwarded to the local Returning Officer). In the event of an election not being requested the Council must then fill the vacancy by co-option. This requires a further notice inviting expressions of interest in being co-opted.

RESOLVED: the report was received and noted.

131. Consultations

FCC [Statutory Consultation - Active Travel Network Map](#). Comments required by 1st November 2021.

RESOLVED: the council will submit a response.

132. Queens Platinum Jubilee

Flintshire Countryside Services have confirmed that the beacon at Waun y Llyn that the council previously contributed is still useable.

Cllr A Parsonage reported the Queen had visited Caergwrle in the early seventies and he offered to decorate Caergwrle train station

Cllr Olsen proposed that the council consider participating in a number of other ways such as a Beacon Trial, piper and choir. The council have a remaining budget of £750 for Community Celebrations which could be utilised.

RESOLVED: the council approved to participate in the Queens Platinum Jubilee Beacon and will register their involvement. A Working Group (Cllrs Olsen, Cunnah, Hughes, R. Parsonage, Roberts & Youth Rep Mr Taylor) will prepare a proposal for additional events to submit at the December meeting. Cllr A Parsonage will make arrangements to decorate Caergwrle train station.

133. Operation London Bridge

On considering the implications the passing of H M Queen would have on the activities of the Council, the Chair submitted a proposal for the council to consider which includes: Events, Flags, Websites, Portraits, Condolence Books, Area to Lay Flowers, the Proclamation & Public Holidays.

RESOLVED: the proposal was approved and the council will make arrangements to purchase a portrait of the Queen, black ribbon and two books of condolence. The council also approved delegated powers to the Chair, Chairs of Committees and Clerk who will undertake any council business during the mourning period.

134. Remembrance Day

The Clerk has contacted Caergwrle Boys Brigade to establish the plans for this year and is waiting a reply. FCC have confirmed they will ensure that the cenotaph area is clear and tidy, which includes clearing of the moss (for H&S issues). The poppy wreath has been ordered.

RESOLVED: the report was received and noted and will be included on the November agenda.

135. Police

Due to the rise in reported crimes from July viewed on the Police Crime Statistics (which can be viewed on the council website: [Police Crime Statistics](#)), the clerk contacted NW Police, FCC Youth Services and County Councillor D & G Healey.

Youth Services have advised they are currently completing some DACS (drug and alcohol community support) within the Hope area this is to support the police in the need to help reduce the ASB and substance use in the area.

The police responded to say the incidents from July do not appear to follow any set pattern, however, if they did have any genuine concerns, they have given assurances that they would take the necessary action to safeguard the community members.

Cty Cllr D&G Healey provided the following information: They consider County Lines Drug Dealing to be one of the most serious threats which young people and vulnerable people face. Organised Criminal Gangs are operating from the northern cities of Liverpool and Manchester and are causing severe misery in North Wales rural communities like Hope and Caergwrle.

These gangs not only target vulnerable people, they also make it difficult for youth clubs to operate safely or youth activities to flourish (even if funding allowed for them.)

Warning Signs include:

- Change in behaviour
- Signs of assault and/or malnutrition
- Access to numerous phones
- Use of unusual terms e.g. going country
- Associating with gangs
- Unexplained bus or train tickets
- School truancy or going missing
- Unexplained gifts (clothes, trainers) and cash

Local residents need to be aware of the warning signs and tell CrimeStoppers what they know on 0800 555111 or email www.crimestoppers-uk.org anonymously.

CrimeStoppers wants to know:

- Names of individuals involved
- Addresses
- Mobile phone numbers of individuals if known
- Car registration numbers of those visiting premises
- Types of drugs involved.

RESOLVED: the report was received and noted and the council will assist in any way possible should the police or Flintshire Youth Services feel it appropriate. The information shared from Cty Cllrs D & G Healey will be published on the council website and facebook.

**7.25pm Cllr Waterhouse joined the meeting.

136. Hybrid Meetings

The sound equipment has been tested at Heulwen Close Community Centre which was a success, however, there was no face to face option this month due to not having provision of a visual aid. It was felt this was vital to conducting a meeting effectively particularly if a Chair was participating remotely. Cllrs Sheibani and Hughes advised they may be able to provide a tv.

The Chair stated that as an employer the council would not be expecting the clerk at this time to host the hybrid meeting at Heulwen Close and alternative arrangements will be made by members.

RESOLVED: the council will endeavour to hold the first hybrid meeting in November where Cllr Manning will host from Heulwen Close. Cllr Manning will liaise with Cllrs Sheibani & Hughes regarding a tv, or alternatively the council will need it purchase one. Whilst the 'Working from home where possible' guidance remain in force the council will not be expecting the Clerk to host the hybrid meetings from Heulwen Close.

137. 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. The Chair again asked members to supply this to the Clerk even if they have not undertaken any training.
- ii. In order for the council to consider appropriate group training, the clerk will require the above to be completed.

RESOLVED: members to endeavour to return their Training Records by December.

138. 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).

RESOLVED: the report was received and noted.

139. Correspondence

The following correspondence was received and noted:

- OVW & Planning Aid Wales Training Courses.
- Emergency First Aid Level 3 Award.
- Welsh Government Consultation on 20mph speed limit on restricted roads across Wales.
- Community Chest Grant.
- 50+ Action Group Community Newsletter.
- Welsh Government – Councillor Survey.
- FCC Standards Committee and T&CC meeting Monday 1st November 2021. Agenda items and attendance to be confirmed by 20th October.
- OVW & FCC – Active Travel Engagement Group & Active Travel Champion Role.
- FCC launch of the Absorbent Hygiene Products (AHO) Collections from 1st November 2021.
- IRPW Draft Annual Report.
- Hanson Liaison Committee Meeting – Monday 11th October @ 6.00pm.

140. Future Agenda Items

- Chain of Office.

Finance

141. Half Year Budget Review

- i. The Clerk provided the Council with copies of the half year summary, budget monitoring report and bank reconciliation (Appendix A). The documents had been reviewed prior to the meeting and the Chairman asked if there were any issues or questions. No questions or 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. Due to Covid and virtual meetings, this will be undertaken electronically.

RESOLVED:

- i. The half year budget/accounts was approved by the Council.
- ii. The requirement to undertake regular checks of standing data with suppliers will be completed by Cllr Huw Manning electronically.

142. Annual Financial Assistance

The council considered and reviewed the 2021 Grant Application Form/Criteria. The closing date for the applications will be Friday 29th October 2021.

RESOLVED: the Council approved for the 2021/22 Financial Assistance Applications to be launched. The advert will be placed on the website, social media and noticeboards as soon as reasonably possible. The

closing date for applications will be Friday 29th October 2021 and the Working Group consisting of Cllrs Olsen, R Parsonage and Cunnah will review all applications in preparation to submit a proposal to the Council at the November meeting.

143. Payments

To authorise accounts for payment up to and including 6th October 2021.

Payable To	Details	Amount
Mr Graham Wood	Best Kept Hanging Basket Comp - 1st	£50.00
Ms Suzanne Riley	Best Kept Hanging Basket Comp - 2nd	£30.00
Ms Jenny Hurst	Best Kept Hanging Basket Comp - 3rd	£20.00
Mrs S Hughes	Reimbursement - Scarecrow Comp Vouchers	£80.00
Flintshire County Council	Caergwrle Castle - native bulbs	£355.18
Flintshire County Council	Summer Playscheme - 3 weeks	£1,428.90
Greenfingers	Queensway Play Area Ground Maintenance (6 of 7)	£214.28
Staffing Cost	Sep-21	£1,308.73
Mrs S Hughes	Stationery, Postage, Equipment, Travel etc	£59.18
AVOW	Payroll Charges July - Sept 2021	£47.85
Mrs S Hughes	IT Equipment for Hybrid Meetings	£170.85
Poppy Appeal	Poppy Wreath	£50.00
Wicksteed	Queensway Play Area Improvements	£23,992.42
SLCC	Training – S Hughes	£36.00

The Clerk reported that due to sickness, holidays, training & Cilca study time, a total of 15.25 hours overtime has been worked July - Sept and asked the council to consider approving payment.

RESOLVED:

The above payments be approved including the clerks overtime. 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

144. Planning Applications

Due to Cllr Olsen declaring an interest on i (a) she left the meeting whilst this was considered.

- i. The following planning applications were received for the Committee to consider:
 - a) [Planning Ref: 063558](#). To fell Leylandii/Conifer and Cherry Tree. None of the proposed work involves trees with a TPO. Riverside Cottage, Fellows Lane, Caergwrle. **Supported**.

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

Cllr Olsen returned to the meeting.

The Chair wished to inform members that she has been made aware of a planning application submitted by Gower Hones for 8 homes on Fagl Lane, this is yet to be consulted on by FCC even though the developer is already promoting the development.

- ii. The following applications received which have been determined by Flintshire County Council.
 - a) [Planning Ref: 062204](#). Proposed single storey extension to the front of the property. The Coach House Rhanberfedd Farm, Mold Road, Caergwrle. **Approved**
 - b) [Planning Ref: 063090](#). Outline - Erection of a dwelling within existing domestic curtilage and within development boundary. Arwelfa, Fagl Lane, Hope. **Refused**

145. Highway Matters

- i. A meeting was held with FCC on 16th September and a copy of the Notes was provided to all members. The meeting focused on the Safer Routes Scheme rather than the TTTS. FCC have advised they do have an action plan for the TTTS issues raised and will be following this up with Ian Williams & Ian Bushell.

- ii. The Council reviewed the Safer Routes in the Community Scheme (Hope) Consultation and will provided a written response.

In relation to question 2) the council will ask whether the proposed 20mph mandatory speed limit will be in force during school hours or 24/7.

In relation to question 4) the council supports the introduction of parking restrictions but has concerns regarding yellow lines, they will question whether other options such as; no parking signs, access only or parking facilities within the school could be considered.

RESOLVED:

- i. The report was received and noted.
- ii. The council will submit a formal response to the questionnaire with the above questions.

Leisure and Environment

146. Play Areas

Queensway – the improvements have been completed and will be inspected by FCC this week. A potential issued has arisen whereby the location of the zip wire may impede on the football area. A quote has been requested for the possibility of relocating the football goal further up the field and away from the zip wire. More details will be reported at the November meeting.

Willows – the wild flower beds have been cut and cleared should the community group wish to plant poppies as in previous years.

RESOLVED: the report was received and noted.

147. Allotments

Following previous correspondence from a resident regarding land which is leased from FCC, correspondence has now been received from FCC advising they are now in a position to consider the development of land at Queensway for the provision of allotments and have asked for Community Council's views regarding the proposal to use this land for the development of allotments.

Concerns have been raised that this land is affected by flooding and therefore in the first instance the council would need evidence from FCC that the land has been surveyed and deemed suitable land for allotments. The council will also ask FCC whether they are able to provide any other suitable locations.

RESOLVED: the council will write to FCC to request that a survey is undertaken on this land and confirmation that this land is deemed suitable for allotments. No decision will be taken until this information has been received. The council will also ask FCC to consider other possible locations.

148. Caergwrle Castle

FCC have advised that the Serious Games Project has been launched - The games are being created by the students of Glyndwr University as part of their Serious Games and Immersive Technology Assignment. The games are diverse in design some are informative some just fun, themes are Caergwrle Castle and its history others more biodiversity and environmentally focused. There will be 6 mini signs (5cm/10cm) located around the site with QR code and images of the games to encourage people to play.

Cllr R Parsonage had raised concern of the condition of the steps which has been raised with FCS. They responded to say they are checked on every patrol and at present not a cause of concern. Cllr Parsonage disagreed and requested confirmation of who would be liable if an incident occurred?

RESOLVED: as the council has raised an issue of the steps and FCS advised no cause for concern, the council will establish whether FCS would be liable should an incident occur.

The meeting of the Council began at 6.30pm and ended at 9.00pm

Chairman: 3rd November 2021

Hope Community Council - Summary Accounts			
2021/22 Financial Year			
Income			
	Actual	Anticipated	Difference
Precept	62,470.67	93,706.00	-31,235.33
Bank Interest	6.31	12.00	-5.69
Refunds/Other (inc Match Funding)	0.00	10,000.00	-10,000.00
CADW - Castle Maintenance Grant	0.00	4,450.00	-4,450.00
VAT Refund	2,302.68	2,302.68	0.00
Total	64,779.66	110,470.68	-45,691.02

Expenditure

	Actual	Agreed Spend	Balance
Leisure & Environment Committee			
Summer Play Scheme/Youth	0.00	4,200.00	4,200.00
Enviro Improvements/Play Grounds	2,090.73	16,100.00	14,009.27
Caergrwle Castle	3,000.00	3,500.00	500.00
L&E Misc/Reserved - Queensway Match Funding	0.00	20,000.00	20,000.00
L&E Misc/Reserved - Caergrwle Castle	0.00	22,933.00	22,933.00
Community Engagement/Competitions	180.00	500.00	320.00
Village Improvements	18.75	2,000.00	1,981.25
Planning & Highways Committee			
Bus Shelters	0.00	200.00	200.00
Street Lighting Supply	0.00	4,500.00	4,500.00
Street Lighting Maintenance	2,994.30	30,300.00	27,305.70
Christmas Lights	0.00	8,000.00	8,000.00
CCTV	2,182.80	1,000.00	-1,182.80
P&H Misc/Reserved - Street Light Upgrade	0.00	36,143.85	36,143.85
Road & Highway Improvements	0.00	4,855.00	4,855.00
Finance Committee			
Staffing costs (salaries, pensions, ni, paye)	7,911.15	14,683.00	6,771.85
General Admin	4,494.76	5,973.00	1,478.24
Grants	0.00	4,000.00	4,000.00
Election Costs	0.00	500.00	500.00
Chairman's Allowance & Cllrs Expenses	0.00	6,700.00	6,700.00
Training	180.00	1,500.00	1,320.00
Noticeboard/Mill Maps	0.00	1,350.00	1,350.00
Defibrillator	0.00	250.00	250.00
VE Day/Village Celebration (Reserves)	0.00	750.00	750.00
Total	23,052.49	189,937.85	166,885.36

Current Summary	
Bank Balance as at 31 March 2021	122,564.87
Total Expenditure	23,052.49
Total Income	64,779.66
Balance as at 30 Sept 2021	164,292.04
VAT Costs for 2021/22 Financial Year	1,069.56



HOPE COMMUNITY COUNCIL BUDGET MONITORING 2021/22

Committee/Budget Head	Budget 2021-22	Actual to Date	Available Balance	Notes
Leisure and Environment Committee				
Summer play scheme/Youth (inc £2000 reserves)	£4,200.00	£0.00	£4,200.00	Inv due next quarter
Environ imp/plygrnd	£16,100.00	£2,090.73	£14,009.27	Approved to allocate £10k match funding
Caergwrle Castle (together with Reserves)	£3,500.00 £22,933.00	£3,000.00 £0.00	£500.00 £22,933.00	
L&E Misc/Reserved - Queensway Match Fund	£20,000.00	£0.00	£20,000.00	Inv due next quarter
Community Competitions/Engagement	£500.00	£180.00	£320.00	
Village Improvements	£2,000.00	£18.75	£1,981.25	
		£0.00	£0.00	
Total	£69,233.00	£5,289.48	£63,943.52	
Planning and Highways Committee				
Bus shelters	£200.00	£0.00	£200.00	
Street lighting – supply	£4,500.00	£2,090.10	£2,409.90	
Street lighting – maint (inspections & repairs)	£30,300.00	£904.20	£29,395.80	Work will be undertaken by yr end
Christmas lights	£8,000.00	£0.00	£8,000.00	Invoice usually received 4th quarter
CCTV Cameras	£1,000.00	£2,182.80	-£1,182.80	Over budget due to damaged camera
P&H Misc/Reserved - Street Light Upgrade	£36,143.85	£0.00	£36,143.85	Invoice received, not paid as a query
Road & Highway Improvements	£4,855.00	£0.00	£4,855.00	
Total	£84,998.85	£5,177.10	£79,821.75	
Finance Committee				
Salaries and N.I. (& payroll fees)	£12,538.00	£6,696.63	£5,841.37	
Pension/gratuity	£2,145.00	£1,214.52	£930.48	
Expenses - Clerk Travel (Gen Admin)	£200.00	£99.76	£100.24	
Telephone (Gen Admin)	£0.00	£0.00	£0.00	
Audit fees (Gen Admin)	£500.00	£196.56	£303.44	Awaiting external audit invoice
Chain / honours board (Gen Admin)	£100.00	£0.00	£100.00	
Stationery & equipment (Gen Admin)	£350.00	£225.72	£124.28	
Computer, Maint, Hosting & GDPR(Gen Admin)	£850.00	£1,684.66	-£834.66	Over budget due to Cllr Email Accounts
Petty cash (Gen Admin)	£0.00	£0.00	£0.00	
Insurance (Gen Admin)	£1,350.00	£1,277.76	£72.24	
Subscriptions (Gen Admin)	£770.00	£110.00	£660.00	Renewals due early 2022
Photocopier (Gen Admin)	£250.00	£100.38	£149.62	
Election expenses	£500.00	£0.00	£500.00	Not anticipated to be spent
Office costs (Gen Admin)	£1,303.00	£715.92	£587.08	
Grants	£4,000.00	£0.00	£4,000.00	To be spent 3rd/4th quarter
Chairman's allowance/Cllr Exp	£6,700.00	£0.00	£6,700.00	Payments to be made 4th quarter
Council website (Gen Admin)	£300.00	£84.00	£216.00	
Training	£1,500.00	£180.00	£1,320.00	
Noticeboard/Millennium Maps	£1,350.00	£0.00	£1,350.00	To be spent 3rd/4th quarter
Defib	£250.00	£0.00	£250.00	
Reserves for Village Celebration (VE Day)	£750.00	£0.00	£750.00	
Working Balance				
Total	£35,706.00	£12,585.91	£23,120.09	
Summary				
Leisure and environment (incs £44933 reserves)	£69,233.00	£5,289.48	£63,943.52	
Planning and Highways (incs £36143.85 reserves)	£84,998.85	£5,177.10	£79,821.75	
Finance (incs £750 reserves)	£35,706.00	£12,585.91	£23,120.09	
Total	£189,937.85	£23,052.49	£166,885.36	


Finance Committee - Half Yr Budget Review 2021

Current Acc Bal B/f					9,199.77		
Date Cashed	Cheque No	Payee	Details	Amount		Unpresented Cheques	
						£50.00	200924 - Hanging Basket Winner
				Total			
			Actual Balance Carried Forward	9,199.77		£50.00	
						£9,249.77	Bank Statement Balance
				155,092.27			
Deposit Acc Bal B/f							
Date	Type		Details	Amount			
				Total			
			Balance Carried Forward	155,092.27			
			Total Balance of All Accounts	164,292.04		£155,092.27	Bank Statement Balance
						£164,342.04	Total Balance inc Unpaid Chqs

Account overview

Last Updated 28 Sep 2021 12:23  

Account

Balance 

40-16-01 11084046

Bmm Account - Hope Cc

GBP 0.00



40-16-01 31082426

Community - Hope C C

GBP 9,249.77



40-16-01 51084054

Bmm Account - Hope Cc

GBP 155,092.27

