

**GWERNAFFIELD AND PANTYMWYN COMMUNITY COUNCIL**

**MINUTES OF THE MEETING HELD ON 4 DECEMBER 2019 AT YSGOL Y WAUN.**

1. **(A) Attendance** Cllrs K Armstrong, D Bolton, D Coggins Cogan, R Edwards, J Elcock, R Hughes, J Roberts and G Tattum.

**(B) Non attendance** - R Morgan

**In attendance:** County Councillor Adele Davies Cooke and Mrs Kay Roberts - Clerk.

2. **To record any declaration of interest from members**

None

3. **To approve the minutes of the last meeting on 6 November 2019**

The minutes of the meeting were proposed by Cllr. G Tattum and seconded by Cllr. D Bolton and signed by the Chairman as an accurate recording of the meeting.

4. **To consider matters arising from the minutes**

Councillor J Roberts – had purchased a wreath for Remembrance Day and laid this on behalf of the community council. It was agreed this would be an annual purchase / contribution by the community council.

The clerk as agreed had reimbursed Cllr. J Roberts for the wreath from the Royal British Legion, paid the Golf Club Catering for the senior citizens Christmas lunch and purchased a flower display for Mrs A Parker who entertained the residents at the meal. For practical reasons some cheques were written/required in between the November and December 2019 meeting.

The clerk had circulated in advance of the meeting an email response from Mrs Clare Parry at Flintshire County Council's Road Safety Unit in response to a resident's complaint about inconsiderate parking in Y Waen during School drop off and pick up.

*In which she states " all requests received by the authority that may require the making of a traffic regulation order (TRO) and the limited funding available require assessing against criteria and is scored, ranked and prioritised according to the Traffic Regulation Order Matrix. The request has been assessed and scored accordingly but unfortunately scored low and does not meet the criteria for implementation of Parking Restrictions. Ms Parry suggests any parking obstructions are reported to North Wales Police. The resident has been informed.*

**RESOLVED: No further action required.**

5. **Chairman's Communications – Feedback from the Senior Citizens Christmas Meal**

Unfortunately, the Chairman was unable to attend on this occasion.

Cllr. D Bolton and Cllr. J Roberts reported on a well-received event – 100 tickets sold, it was thought 91 attended. Cllr. Bolton advised Kam, Chef at the Golf Club will hold the price at £12.50 per person, with residents being asked to contribute £5.00 toward the event.

Thank you to those who provided the raffle prizes.

**6. To consider a candidate/s for co-option for the Gwernaffield ward.**

Ms Ruth Appleton had expressed an interest in becoming a community councillor for the Gwernaffield Ward. The Chairman had met with her and discussed the work of the community council and expectations.

Councillor R Hughes proposed Ms Appleton and Councillor R Edwards seconded her application.

**RESOLVED: That the clerk invite her to the 8 January 2020 meeting.**

**7. Streetscene Matters**

Report from a resident of leaves creating a slippery footpath in Y Waen which need removing.

General concern about dog fouling in the village/s particularly Gwernaffield, where they are being bagged but hung in a tree near Y Waen.

Grit bins appear to have been filled, in readiness for the cold weather.

Cllr. D Bolton provided an update on the Christmas Tree which will be donated by Cefn Mawr Quarry this week. Cllr Bolton with agreement has purchased LED lighting £59.99 as Flintshire County Council wanted £1,500 to dig a channel to connect to a nearby electricity supply. Residents are invited to decorate the tree.

**RESOLVED: The clerk to bring the aforementioned matters to the attention of Street Scene.**

**8. To receive an update from the Community Events Committee**

Cllr. K Armstrong reported on a recent meeting of the community events committee and reminded those present of the Carol Singing on 8 December 2019 from Pantymwyn Village Hall, it has been decided to alternate the carol singing between Gwernaffield and Pantymwyn each year. Posters from the events committee will go up to this effect.

The committee had discussed the community council newsletter and a decision about its frequency of publication will be made at the January 2020 meeting. Cllr. Tattum agreed to assist with future editions.

Cllr Tattum, as the community council quarry representative reported a proposal to work on Sunday, shifting stone from the quarry the community council may receive an application concerning this matter. Cllr. Dave Bolton agreed to also be a quarry representative since the departure of Cllr. Justin Roberts from the community council who was the other representative.

**9. To discuss community council owned street lighting**

As per a recommendation from the internal auditor, the lighting contractor requires review. It was agreed the clerk seek 3 quotes were possible from electrical contractors to bring to the January 2020 meeting.

The clerk had not received any other comments about "dark spots" on the roads following the installation of LED's in street lights. The lamp at the entrance of the caravan site required

flagging up also a review of some of the height levels of the LED lights. Also a white LED light opposite the golf course does not appear to be the right colour.

The clerk briefed councillors on recent correspondence from Deeco Lighting advising of a significant increase in call out and other charges. Until other quotes are received and reviewed the council will remain with Deeco lighting as their contractor.

**RESOLVED: To review the community councils lighting contractor in 2020.**

#### **10. To receive and consider the community council risk assessment document 2020/2021.**

The clerk had circulated in advance the community council risk assessment; a discussion took place around the impact assessment and risk likelihood of things happening. No changes were made. A query on whether Gwernaffield Playing Fields should state County or Aura in the "Potential Risk Category". The clerk will clarify.

**RESOLVED: To adopt the risk assessment for 2019/2020.**

#### **11. Clerk's Update and Correspondence**

11a. To receive a letter of thanks from Nightingale House Hospice. **RESOLVED: No further action.**

11b. To consider a letter from Mr Barry Harrison, Chair Flintshire 50+ Action Group, requesting a donation toward the costs of printing Codgers Quarterly.

The community council discussed and considered this letter. As the community council has only recently sought financial assistance for their own newsletter this was not deemed appropriate at this time.

**RESOLVED: Not to provide financial assistance, on this occasion.**

11c. The Chair of Flintshire County Council & The High Sheriff of Clwyd are jointly hosting a 'Charity Christmas Concert' on Sunday 15<sup>th</sup> December, at 6pm in St. Mary's Church, High Street, Mold. Tickets are £5.00 and all proceeds will be donated to the following Charities.

**RESOLVED: No further action required.**

#### **12. Planning Applications (A) Decisions (B).**

Planning Application Reference: 060533 Cornerways (amended), Cefn Bychan Road, Pantymwyn, CH7 5EL. Proposal Erection of new dwelling. (Previous objection and no further comments submitted).

Planning Application Reference: 060509 Land off Bryn Bellan, Bryn Road, Gwernaffield, CH7 5DE. Proposal Erection of new office and showroom and landscaped external display space, car parking area and landscaping. (Objections submitted 22 November 2019.)

(B) Decisions

Planning Application Ref: 060382 Larkfield, Pantymwyn – Approved.

Planning Application Ref: 060516 9 Llys Fammau, Pantymwyn – Approved.

**13. Approval of accounts for payment. 13a HSBC – community council account/s update.**

DECEMBER				
SO	K.Roberts	Clerk Salary		696.12
DD	Scottish Power	electricity		164.18
100967	Jackie Roberts	Remembrance Wreath		20.00
100969	Kay Roberts (reimbursed)	Leaver Gift engraving		£20.00
100970	HMRC	PAYE		£35.51
100971	Wales Audit Office	Accounts External Audit Fee		£183.55
100972	Kay Roberts (reimbursed)	Flower Bouquet for entertainer		£15.00
100973	Cllr. Dave Bolton	LED xmas tree lights		59.99
100974	Community Champions	Annual Awards		145.00

The clerk reported on the bank reconciliation 1 April – 30 June 2019 at £28,532.21. The clerk requested due to uncleared cheques which occurred following an operational error on the council's bank account by HSBC she has sought guidance from JDH Business Supplies who has provided assistance with the reconciliation. The clerk requested agreement, for an interim audit prior to the end of financial year, to ensure the auditors are satisfied with the accounts prior to the year end. This would be in the region of £50. Proposed by Cllr. Richard Hughes and seconded by Cllr. Kate Johnson. Members unanimously agreed.

**RESOLVED: The clerk to liaise with JDH Business Supplies about an interim audit, prior to the financial year end.**

**14. The Next Meeting will take place at 7.00pm on 8 January 2020, Community Centre, Ysgol Y Waun.**

**The meeting closed at 8.10pm.**