

GWERNAFFIELD AND PANTYMWYN COMMUNITY COUNCIL

MINUTES OF THE ZOOM (VIRTUAL) MEETING

3 JUNE 2020

(A) ATTENDANCE: CLLRS. R APPLETON, K ARMSTRONG, D BOLTON, D COGGINS COGAN, R EDWARDS, K JOHNSON (VICE CHAIR), R HUGHES (CHAIRMAN), G TATTUM.

(B) APOLOGIES: CLLRS. J ELCOCK AND J ROBERTS

In attendance: K ROBERTS - CLERK AND RESPONSIBLE FINANCIAL OFFICER COUNTY COUNCILLOR ADELE DAVIES COOKE.

1. TO RECORD ANY DECLARATIONS OF INTEREST.

The clerk left the room for Planning Application 061177 and did not take part in the discussion.

2. TO APPROVE THE MINUTES OF THE LAST MEETING ON 4 MARCH 2020.

The minutes were proposed as an accurate record by Cllr. Edwards and seconded by Cllr. D Bolton and signed by the Chairman.

3. CHAIRMANS COMMUNICATIONS

The Chairman discussed the compilation and distribution of the newsletter. There had been positive feedback from residents. Assistance with proof reading was suggested in addition to Cllr. Edwards, Cllr. Armstrong and Cllr. Tattum volunteered. Cllr. Hughes agreed he is happy to host the virtual monthly council meetings short term going forward.

4. TO CONFIRM CONTINUATION OF EXISTING CHAIR AND VICE CHAIR UNTIL MAY 2021

The clerk reported she had received guidance that given the unprecedented times being experienced Community Councils can retain their existing Chair and Vice Chair until May 2021. This option was proposed by Cllr. D Bolton and seconded by Cllr. R Edwards with a majority agreement that continuity was best at present.

RESOLVED: Councillor Richard Hughes would continue as Chairman and Councillor Kate Johnson would continue as Vice Chair until May 2021 when a vote at the AGM would take place for Chair and Vice Chair 2021/2022 municipal year.

5. TO CONSIDER A CANDIDATE FOR CO-OPTION TO THE CASUAL VACANCY FOR COMMUNITY COUNCILLOR – MR ADRIAN BARSBY

The clerk read out an expression of interest sent by Mr Barsby for the position of community councillor. A majority vote to co-opt Cllr Barsby as councillor for the Gwernaffield ward. Mr Barsby has been an active volunteer already this year assisting to deliver Easter eggs to local families and the community council newsletter. The clerk was instructed to invite him to the 1 July 2020 meeting.

RESOLVED: To contact Adrian Barsby to sign his declaration of office and invite to 1 July 2020 meeting.

6. TO RECEIVE AND APPROVE THE ANNUAL ACCOUNTING STATEMENT FOR 2019/2020 7a. TO RECEIVE AND APPROVE THE REPORT FROM JDH BUSINESS SERVICES LTD 2019/2020.

The clerk advised members that sections in the annual accounting statement for 2019/2020 together with the annual governance statement (Part 1) had been completed prior to the return being presented to the internal auditor. The clerk further advised that the annual accounting statement had been completed by JDH Business Services as appropriate. The Annual Governance Statement (Part 2) was now required to be signed by the chairman, together with the clerk.

The report from JDH had been circulated and a query highlighted by the internal auditor was not having sight of the clerk's terms and conditions of employment. Councillors felt it was important as employers having a duty of care that this document were up to date and had parity to the clerk's other council.

The annual accounting statement was proposed by Cllr. Armstrong and seconded by Cllr. Bolton. Thanks, were extended to the clerk for her work on the accounts for the first stage, internal audit.

RESOLVED: Completion of relevant sections of the annual statement by the Chair and Clerk.

In due course an appropriate notice will be displayed on the community council website of the appointment date for the exercise of electors' rights accounts for the year ended 31 March 2020.

7. To discuss and consider any Streetscene Matters 8a. To approve the purchase of doggie bag dispensers, to be installed by Streetscene in the villages. 8b. To discuss Community Council owned Street Lighting – any faults/repairs to report? 8c. To discuss the successful Local Places for Nature application for a butterfly garden located at the Conservation Garden, Gwernaffield - Cllr. Kate Johnson

8a After discussion it was agreed Cllr. Bolton will work with the clerk and liaise with streetscene to acquire x 4 dog bag dispensers for the villages (x2 for each village) initially to go in "hot spot" areas for dog fouling. Unfortunately, the idea to get the children of Ysgol Y Waun to design posters to go close to these installations was postponed as lockdown commenced.

8b Cllr. Edwards had reported a streetlight to Deeco lighting permanently on and appeared an old Sox light – the clerk has made enquiries with Deeco Lighting as this was on the original list to be upgraded to LED in 2019.

A longstanding matter of a damaged column in Y Waen, Gwernaffield which may require replacement - quote received from Deeco lighting £1,200.

The clerk has also followed up the replacement of a streetlight near the quarry removed by Scottish Power some years ago and not replaced. The residents have previously emailed to advise how dark the lane passing the quarry is since its removal. Scottish Power have now said they will pay for the replacement. Deeco to install.

There appears to be some lack of clarity over lighting matters and the clerk has requested that Deeco lighting update the existing list to reflect the final LED installation in 2019. The clerk will follow these matters up in an email to Deeco lighting.

8c Cllr. Johnson reported a successful application for the butterfly garden and will meet with a member of the keep Wales tidy team in June. Cllr. Appleton offered to assist. The clerk and Cllr Tattum asked about risk assessment particularly during the current situation for anyone volunteering. Cllr. Johnson would make enquiries.

8. To consider a quote to upgrade the existing benches in Gwernaffield Park.

The clerk had spoken with Mr Richard Roberts, Aura Play and Leisure Services who have agreed to meet the cost of this under their work plan. As a matter of courtesy, the clerk has informed members Friends of Gwernaffield Playing Fields of this Mrs Lynne Pritchard and Mr Ian Haigh.

9. To discuss and decide on future payment for hall hire at the community centre within Ysgol Y Waun.

The clerk advised an annual payment is generally made for hire of the community centre £330 at this time. There has been no usage since April therefore a decision on a contribution to hall hire would be made later in the year. As short term, it is unlikely the community council will use the community centre any payment will be reviewed in the Autumn.

10. Correspondence 10a Mr Rob Roberts MP – Unsung Heroes campaign

www.rjroberts.co.uk/news/rob-launches-his-unsung-heroes-campaign-thank-those-who-have-gone-over-and-above-our-community Received, no further action required.

11. Planning Matters

Suspend Standing Orders – as not an agenda item

The Chairman, after sending out the agenda had received a letter from local residents conveying their concerns about noise outside of planning guidelines from A E Rowlands, Pantybuarth. After lengthy discussion, the clerk was instructed to write to A E Rowlands outlining the residents' concerns and asking them to response to concerns. County Councillor Adele Davies-Cooke reported this had gone on for some time.

RESOLVED: The clerk to write to A E Rowlands Plant Hire, Pantybuarth - outlining concerns as above.

Reinstate Standing Orders

12a Planning Application Ref: 061270 - Erw Deg, Cefn Bychan Road, Pantymwyn, CH7 5EW. Proposal: Erection of domestic garage and store. Objections submitted to Flintshire County Council.

The Community Council has sent a letter of objection to Flintshire County Council Planning Department, expressing concerns that this planning proposal is not within the curtilage of Erw Deg and is in an area of open countryside and an area of outstanding natural beauty and would be next to the "tourist accommodation". Therefore, there is no connection. A garage also already exists with the curtilage of Erw Deg. Further, concerns have been expressed that the planning approval notice for a "tourist accommodation" is not in keeping with the original approval notice and concerns that planning applications being submitted are circumventing planning laws and creating an undesirable precedent in an AONB. The community council have asked Flintshire County Council to make enquiries in this regard. Should this latest planning application be likened to be approved by the Planning Officer the community council request the County Councillor Adele Davies Cooke take this to the relevant planning committee meeting.

12b Planning Application Ref: 061242 - Muirhead, Cefn Bychan Road, Pantymwyn, CH7 5EX Proposal: Alteration and extension to existing residential dwelling, demolition of garage and part of existing structure including lifting the roof.

The Planning Application proposal was discussed, and neighbours had been spoken with and they expressed no concerns. Therefore, the clerk was instructed to submit no objections.

RESOLVED: No objections.

12c Planning Application Ref: 061232 - 8 Llys Fammau, Pantymwyn, CH7 5EZ Proposal: Erection of dayroom, rear of property with a glazed link between existing and proposed.

This was received today and circulated to councillors for comment by 26 June 2020. Some councillors expressed concern about the scale of the proposal. Councillors to forward observations to the clerk prior to the deadline, which is before the next meeting.

12d Planning Application Ref: 061177 - White Gables, 2 Caer Gog, Pantymwyn CH7 5EX – Objections submitted to Flintshire County Council CH7 5EX. Deadline: 16 June 2020.

The clerk left the room. This planning proposal has received local objection from residents, and this has been discussed with the Chairman of the community council. Upon this the applicants have submitted a revised plan. However, some concerns remain regarding shadowing for the neighbours from the new proposal and this would be reflected in the submission to Flintshire County Council by the Chairman.

12e Planning Application Ref: 060533 Appeal Reference Number: APP/A6835/A/20/3250802 Appellant's Name: Mr N Keenan Proposal: Erection of new dwelling house. Location: Cornerways, Cefn Bychan Road, Pantymwyn, Mold, CH7 5EL Appeal Start Date: 30/04/2020

Community Council objections were originally submitted to this application. No further action required.

County Councillor Adele Davies - Cooke reported there has been no further update on The Copy Farm Proposal.

13. Approval of June 2020 Accounts for payment

Standing Order	K. Roberts – Clerk to the Council.	Monthly Salary and Home Working Allowance for June Payment dated 10 June 2020		
DD	Scottish Power	electricity	28.11	168.65
101007	Cllr. Richard Hughes	T - Shirt Payment		93.50
101008	Cllr. Richard Hughes	Newsletter - Instant Print		171.00
101009	Cllr. Richard Hughes	Cllr. Annual Allowance		150.00
101010	K. Roberts	Increment		33.96
101011	HMRC	PAYE		9.20
101012	Gabriel Media Ltd	Annual community council website fee/domain name		154.00
101013	K. Roberts via Staples	Ysgol Y Waun Year 6 Leavers (14 scientific calculators)		201.43

13b. To discuss community council online banking with HSBC - Cllr. Coggins Cogan.

Councillors had received a proposal from Cllr. Coggins Cogan prior to the meeting – outlining a proposal to switch to online banking which outlined some of the benefits including safeguarding the clerk and chair during the COVID-19 pandemic to avoid paperwork and cheques back and forth, increased speed and security.

The clerk advised a direct debit and standing order is in place for monthly electricity and the clerks salary payment. She has checked the standing orders and it does not prohibit online banking; however, two signatories will need to approve payments as per the bank mandate. In the absence of Councillor Coggins Cogan (unfortunately a computer problem meant he was unable to re join the meeting) Cllr. Edwards proposed and Cllr. Tattum seconded this proposal. The clerk would make enquiries.

The Chair thanked those who connected for their time and patience with this new way of working as a community council.

The meeting closed at 8.43pm.