

# GWERNAFFIELD AND PANTYMWYN COMMUNITY COUNCIL

## MINUTES OF THE ZOOM (VIRTUAL) MEETING

3 MARCH 2021

### 1. (A) Attendance

Councillors: Ruth Appleton, Karen Armstrong, Adrian Barsby, David Bolton, Sue Coles, Rob Challinor, Robin Edwards, John Elcock, Kate Johnson (Vice Chair) Richard Hughes (Chairman) and George Tattum.

**(B) Apologies:** Councillor David Coggins Cogan

The Chairman, Cllr. Richard Hughes reminded all Councillors to provide a reason for not being able to attend meetings when providing their apologies, for this to be considered by council.

**In attendance:** Mrs Kay Roberts – Clerk and Responsible Financial Officer.

### 2. Declaration of interests in relation to the listed agenda items.

No member declared an interest.

### 3. To approve the minutes of the last meeting held 3 March 2021.

The minutes of the meeting were proposed by Cllr. Dave Bolton and seconded by Cllr. Adrian Barsby and would be signed by the Chairman as an accurate record.

The clerk reported to members that Debbie Barton had decided not to take up the role of community councillor due to other commitments and therefore the 3<sup>rd</sup> candidate to fill the vacancy would move to a vote. (Mr Rob Challinor was in the waiting room awaiting the outcome).

12a Page 4 Since the last meeting Planning Application Erw Deg, Pantymwyn the Planning Sub Group had responded to state the annexe was not in the curtilage of the main dwelling and reiterated the point of the disappointment at the loss of a community asset.

### 4. Chairman's Communications 4a To welcome Mrs Sue Coles, new community councillor for the Pantymwyn ward to the meeting and sign declaration of office. 4b. To welcome Mr Rob Challinor and take a vote on the council seat for the Pantymwyn ward.

The Chairman welcomed Cllr. Sue Coles for to her first meeting. The clerk advised she had received Cllr. Coles completed declaration of office which as clerk, she too had duly signed.

A vote was held for the vacant seat. Cllr. Rob Challinor was proposed by Cllr. Rob Edwards and seconded by Cllr. Dave Bolton and duly appointed to office. The Chair welcomed Cllr. Rob Challinor to the meeting to observe on this occasion. The clerk would forward relevant information to the new councillor.

### 5. To raise any Streetscene Matters

The clerk had raised the full dog bins in Pantymwyn and Pantybuarth with Mr Lightfoot, after a report by Cllr. Sue Coles.

A discussion about Street lighting outstanding issues including the replacement Column in Y Waen, Cae Gafna streetlight requires switching on and the light in Cefn Bychan Woods will be dealt with by Deeco. The Clerk explained about the reported light in Cefn Bychan Woods and how this did not appear on Flintshire County Councils list or the Community Councils list. After discussion it was proposed by Cllr. Edwards and seconded by Cllr. Bolton that this streetlight be placed on the community council list and as Scottish Power Energy Networks (SPEN) have confirmed it has a supply, the clerk to approach Deeco lighting to fix the bulb which SPEN believes is the issue.

**6. To receive an update on community events from the Community Events Sub Committee including a discussion on an Easter activity.**

The events sub group would organise an Easter Event for children in the village and hampers were suggested as prizes. A budget of up to £100 was agreed, proposed by Cllr. Edwards and seconded by Cllr. Johnson. Cllr. Sue Coles would join the events group alongside Cllr. Johnson, Cllr. Appleton and Cllr Armstrong.

Cllr. Johnson reported money raised from a raffle would be used to buy compost and plants for the butterfly garden.

The community council newsletter was discussed at present 900 are ordered and Cllr. Armstrong asked if this many are still required as there are often spare copies. After a discussion, it was agreed to retain ordering this number at the present time as once The Crown, Golf Course, Caravan Park, Church reopens the excess will be distributed there.

**7. To receive and approve the community council insurance from Came & Company local council insurance 2021 / 2022 as part of a long-term policy to 09.04.2022.**

The clerk reported the insurance with Came and Company was due for renewal, with payment due April for £629.58.

**8. To receive the Clerk's Update and correspondence**

**8a.To receive a letter from Macmillan Cancer Support Wales requesting financial assistance for their work.**

After consideration of the letter from Macmillan Cancer Support Wales, it was agreed to provide £50 of financial assistance. Proposed by Cllr. Barsby and Seconded by Cllr. Armstrong.

**8b. To receive correspondence from Gwernaffield Scouts regarding a Youth Representative.**

The Scouts leave at the age of 14, and most of them do not live in the two villages. However, Mr Peacock can think of a few who are in the villages and have left in the last couple of years, so I will forward it on to them and see if they are interested. Cllr. Coles suggested some young people doing an award such as Duke of Edinburgh have to do a community element and when schools are open again later in the year this may be a line of enquiry.

**8c. To receive a letter from Hope House & Ty Gobaith Children's Hospices requesting financial assistance**

After consideration by members Hope House it was agreed to provide £50.00 of financial assistance.

**9. To approve the March accounts for payment.**

<b>MARCH</b>	<b>Payee</b>	<b>Details</b>	<b>VAT</b>	<b>Amount</b>
SO	K.Roberts	Clerk Salary/HOA		744.16
DD	Scottish Power	Streetlight electric	28.19	169.12
Via Internet Banking	Richard Hughes	Instant Print Newsletter		185.00
Via Internet Banking	Audit Office Wales	Internal audit fee		280.15

As agreed at the meeting Macmillian Cancer Support and Hope House Hospice would receive £50 each.

The clerk also requested halving the annual cost with her other community council for Office 365 £40.00 which was agreed.

Easter gift/prizes would be reported at the April meeting.

The accounts were proposed by Cllr. Kate Johnson and seconded by Cllr. Karen Armstrong.

The clerk asked Cllr Johnson and Cllr Armstrong to forward an email confirming this approval for her attention, given the new online banking arrangements see 10b.

**10a. To receive the bank reconciliation for October – December 2021.**

The clerk had circulated the Quarter 3 bank reconciliation in advance and confirmed the bank balance was £41,681.49 as of 31 December 2020.

**10b. To consider an amendment to the community council financial regulations in relation to approval of online payments.**

Members and the clerk considered the financial regulations of G&P CC and agreed to amend the wording Section Banking Arrangements and Authorisation of Payments to incorporate online bill Payments by the Clerk and RFO up to a specified limit. This will allow for months when expenditure for play equipment in addition to standard payments are required. The clerk asked if moving forward those members approving the monthly payments can email their authorisation promptly post the meeting, this was agreed.

**RESOLVED: To accept the amended Banking arrangements and authorisation of payments in the financial regulations to enable the clerk / RFO to make online bill payments.**

**11. To receive and consider the updated asset register for 2021/2022.**

Cllr. Armstrong suggested an adjustment to the notice boards and an addition of the dog waste dispenser bins. £481.68. There may be ongoing adjustment required to the street lighting.

**RESOLVED: Subject to the agreed amendments the asset register for 2021/2022 was agreed by members present.**

**12. To consider a model Welsh Language Policy and feedback at the April meeting.**

After a lengthy discussion and the accepting in principle of equality of treatment for both Welsh and English Speakers it was agreed the clerk and Cllr. Barsby would look at a draft policy ensuring it is fit for purpose and proportionate for a relatively small community council. Cllr. Armstrong would make enquiries re. translation, if necessary, as, and when. A commitment once adopted to review this new policy every six months.

**13. To consider a revised Communications and Engagement Policy – Cllr. Karen Armstrong**

Member comments had been incorporated into the C&E Policy. Cllr Tattum noted he did not think the word stakeholder was always helpful. It was agreed this was an accepted term to incorporate various individuals with an interest in the work of the community council and thus not make the document too onerous and lengthy. As the document had been in circulation for some months, all members had opportunity to read it and comment it was proposed by Cllr. Tattum and seconded by Cllr. Barsby to adopt it and review it in 6 months time. Those present thought this communications framework going forward would be helpful.

**14. Planning Applications (A) Applications (B) Decisions**

**14a. Planning Application Ref: 062498 Location: Bryn Y Garreg Ffordd Y Bryn, Gwernaffield, Mold, Flintshire, CH7 5DE**

**Proposal: Removal of new window open at first floor level bricked up window at first floor level on South barn door replacing door and glazed entrance for window from soft wood to Aluminium of PV from cast iron to plastic.**

Not yet available on Flintshire County Council website for comments.

**14b. Planning Application Ref: 062489 Location: Norland, Cefn Bychan Road, Pantymwyn, Mold, Flintshire, CH7 5EW.**

**Proposal: Single storey side extension and removal of existing attached single garage.**

Members of the Planning Sub Group reported back to the meeting, this was a sizeable extension not in an Area of Outstanding Natural Beauty, did not overlook or impact on anyone. The clerk was instructed to submit no objections.

**RESOLVED: No objections.**

**14c. Planning Application Ref: 062466 Location: Y Berth Pen Y Fron Road, Pantymwyn, Mold, Flintshire, CH7 5EF**

**Proposal: Demolish old garage and replace with new garage.**

Not yet available on Flintshire County Council website for comments.

The Chair reported considering 14a and 14c not yet being available for comment on the planning portal please forward any comments prior to the next meeting for the attention of the clerk.

Not on the agenda.

County Councillor Adele Davies Cooke was asked about any developments / decisions regarding the proposed development in Mold. The County Councillor responded nothing yet.

The County Councillor added that she is having discussions with Mr Stuart Body, Tree Preservation Officer at Flintshire County Council regarding a resident's enquiry about large trees at the back of his garden causing concern. This is not something the community council would get involved with or Streetscene as it appears a civil matter between neighbours.

Cllr. George Tattum advised he is the representative for the Quarry Committee and will still offer any relevant updates, but the committee have not met for some time.

**15.To receive items for 7 April agenda.**

The clerk raised notice boards to replace the existing ones in Gwernaffield.