

**GWERNAFFIELD AND PANTYWMYN COMMUNITY COUNCIL**

**MINUTES OF THE GENERAL MEETING (Following the Annual Meeting)**

**18 May 2022 / 18 Mai 2022**

**GENERAL COMMUNITY COUNCIL MEETING**

**11. Chairman's Communications – Welcome Councillors.**

The newly elected Chairman Cllr Dave Bolton welcomed all in attendance to the first face to face, physical meeting and thanked those present for their commitment. During 2021/2022 the community council was able to continue with improvements and investment to Gwernaffield Play Area and agree a replacement to the slide in Pantymwyn which should be installed later next month in Partnership with Flintshire County Council, Hi Tech Turf and Aura. (A sign was agreed which would reflect the partners involved.) A interactive speed monitor was purchased for the villages, which is due installation soon. A long awaited Christmas lunch for the older people in the village and various annual events including the scarecrow competition and a continued commitment to support the Summer Playscheme in 2022. We also said good bye to some long standing councillors

**11a To consider long standing councillors leaving gifts.**

Cllr. Elcock, Cllr. Edwards and Cllr. Armstrong, have stood down from the community council.

Cllr. Sue Coles was thanked for her purchase of the plant for Cllr. Armstrong who no longer resides in the village and was required to stand down.

Cllr. Elcock a long-standing councillor and Cllr. Edwards - the Chair discussed a possible token of appreciation. This was agreed by all members present and the Chair would liaise with the clerk to acquire a gift for both but for Cllr. Elcock who was a long-standing councillor which would reflect recognition of length of service.

**15. To receive the Clerk's Update and Correspondence**

**16. To receive the Annual Return for the year ended 31 March 2022 and the internal auditors report/ JDH Business Supplies 2021/2022.**

The clerk reported to members, that the Internal Auditor's Report for the year 2021 / 2022 had recently been received. The report from JDH Business Supplies was in advance of the meeting was circulated to all members.

The clerk advised on the contents of the report including an outstanding matter in reference to a retrospective insurance and Cllr. allowance payment which was retrospectively approved at this meeting. Also, a query in reference to HMRC payments, although the auditor was satisfied the annual return records the actual amount paid. A duplicate payment subsequently rectified, an adjustment required from July and requires a retrospective upload via basic payroll tools. During June 2021 a stand in Clerk minuted (as the current clerk was moving home that day) the minutes did not reflect the audit report and agreed actions. A review of the financial regulations whether a formal tender process of £3,000 is appropriate, as the model financial regulations suggest £25,000.

**RESOLVED: The JDH Business Supplies Internal Audit report be accepted.**

**WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2022** The clerk advised members that relevant sections in the return: Accounting statements for 2021-22, together with the Annual Governance Statement had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Clerk further advised that the Annual Internal Audit report section had been completed by JDH Business Services. The Council Approval and Certification Section was now required to be signed by the Clerk and formally approved by Council for signature by the Chair. Members has prior to the meeting had the annual return circulated. Members confirmed the following: The Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk.

14. Letter from Rob Roberts MP – message of congratulations to newly elected and re-elected councillors. **RESOLVED: Information received; no further action required.**

**15. To authorise the purchase of seventeen scientific calculators for Ysgol Y Waun Year 6 Leavers.**

As agreed in the January 2022 budget, the clerk was authorised to purchase the calculators for 17 school leavers of Ysgol Y Waun, this gift has been well received.

**16. Councillors to advise the clerk of the preferred date of attendance for Code of Conduct Training with Flintshire County Council Monitoring Officer.**

The clerk had circulated all dates for the compulsory code of conduct training and reminded councillors to advise of their preferred online dates in May and June as soon as practically possible.

**17. To consider Streetscene Matters including community council owned Street Lighting.**

Concern was expressed about the entrance to the quarry, being potholed and the road in a general state of disrepair. Cllr. Tattum undertook as quarry representative to pass these onto Mr Jason Parry, Quarry Manager.

The clerk was asked to invite Mr Andy Lightfoot, Streetscene Manager at Flintshire County Council to the June meeting.

**18. To consider Police Matters – a report of antisocial behaviour in Gwernaffield.**

As County Cllr. Coggins Cogan who raised this was not in attendance, it will be deferred to the next meeting, should this still present as an issue.

**19. To receive a verbal update from the Road Safety committee.**

Unfortunately, the progress erecting the bilingual speed monitor was delayed as Scottish Power confirmed the community council could not use their poles. As another pole near the Crown Car park are available it was agreed to use this, and this was proposed by Cllr. Bolton and seconded by Cllr. Barsby.

**20. To receive a verbal update from the Community Events committee including the recent window dressing competition. 14a. To receive the deadline for the next newsletter.**

Cllr. Coles reported on the recent Easter Window dressing competition which had 3 winners from the villages. Cllr. Coles was thanked for co-ordinating this, despite experiencing problems with her wi-fi at the time.

Plants have recently been sowed in the conservation garden.

The treasure hunt will be held in June approx date 21 June, to be confirmed. Suggestion to involve the scouts. The clerk has a contact she would check before passing on.

A booklet for the QPJ is in draft, as drafted by former Councillor Karen Armstrong, a quote has been received of £598, the clerk suggested Instant Print who provide competitive quotes. A 34-page document, which highlights key events in the last 70 years in the villages.

Members agreed to progress this piece of work once another quote has been sourced. A bilingual version could be available online. Proposed by Cllr. Sue Coles and Cllr. Barsby.

Cllr. Coles advised the next community council newsletter would be for Autumn / October 2022 – a suggestion that a few questions to the community about what they like about living in the villages and how might that be improved (within the community council remit), discussion about being clear about what the community council can do with the limited resources of a small rural council. Responses received would were possible feed into the planning / setting of the precept for 2023/2024.

## 21. To approve the May Accounts for payment.

SO	K.Roberts	Salary and Home Office Allowance		647.38
Bank Transfer	HMRC	PAYE		161.80
Bank Transfer	Scottish Power	Electricity – Street Lighting	99.81	598.84
Bank Transfer	HSBC	Monthly Bank Charge		5.00
Bank Transfer	Kay Roberts (reimbursement) ICO	Annual Registration Fee		£40.00
Bank Transfer	Cllr. Sue Coles (reimbursement)	Window Dressing Competition (x3 Winners)		£50.00
Bank Transfer	Cllr. Sue Coles (reimbursement)	Leaving Gift - Cllr. Armstrong		£18.99
Bank Transfer	Cllr. David Bolton	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. Sue Coles	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. Ruth Appleton	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. Adrian Barsby	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. Rob Challinor	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. George Tattum	Annual Councillor Allowance		£150.00
Bank Transfer	Cllr. Dave Bolton	Chair's Annual Allowance		£350.00

The accounts were proposed by Cllr. Dave Bolton and seconded by Cllr. Sue Coles.

The clerk was given authority to purchase 17 calculators for Ysgol Y Waun School Leavers prior to the June meeting.

## 22. (A) Planning Applications (B) Planning Decisions

(A) PA: 064369 Adre, Hafod Road, Gwernaffield, CH7 5ET. Application for approval of details reserved by condition three completion of remediation – partial. Attached to Planning Ref: 050568

PA: 064375 Green Hollow, Cilcain Road, Pantymwyn, CH7 5NJ. Widening of vehicular access to the drive.

PA: 064373 Towerside, Tower Lane, Pantymwyn, CH7 5HY. New roof (raised height) to the Lawful development application & replacement Orangery.

PA: 064224 Warren Cottage, Cilcain Road, Pantymwyn, CH7 5NL. Application for approval of details reserved by condition N0 3 (Metal to be used) and 4 Bat avoiding measures, attached to Planning permission reference 060590.

064193 Carraig, Cefn Bychan Road, Pantymwyn, CH7 5EL. RESTROSPECTIVE: Electric sliding gate to be fitted between existing gate posts.

In response to the aforementioned planning applications which were discussed, there were no objections raised by members.

(B) PA: 063885 Cae Rhug Farm, Gwernaffield – Approved.

**The next meeting will take place at a later date of 15 June 2022, Ysgol Y Waun, at 7pm.**