

GWERNAFFIELD AND PANTYWMYN COMMUNITY COUNCIL

MINUTES OF MEETING

6 December 2023 / 6 Rhagfyr 2023

1. To record attendance (B) To record apologies

Councillors: Ruth Appleton, Adrian Barsby, Richard Davies, Peter Eaton, Ian Newman, Arthur Orme and George Tattum.

(B) **Apologies** – Cllr. David Bolton and Cllr. Rob Challinor.

In attendance: Mrs Kay Roberts – Clerk to the Council.

It was noted that County Councillor Adele Davies Cooke was unwell at this time and had forwarded her apologies.

2. Declaration of Interests – The clerk left the meeting at item 6d and did not take part in the item.

3. To approve minutes of the 1 November meeting 3b. To receive any matters arising from the minutes

The minutes of the meeting were proposed by Cllr. Eaton and seconded by Cllr. Orme and signed by the Chair, Cllr. Ruth Appleton as an accurate record of the meeting.

4. To receive any Streetscene Matters.

Cllr. Bolton (not present) had raised again about the signage / advertising board by Dragon Motors still on the grass verge advertising servicing / MOTS which can obscure the view turning out of Pantybuarth and looking up the road toward the quarry. Given the forthcoming proposals for highway improvements to Cadole Road, can relocation of this sign be considered to a place which does not impact on vision when turning out of that junction.

Outstanding responses

Dog waste bin request on Pen Y Fron Road.

The man hole cover on Gwernaffield Road – any work planned; apparently yellow lines have appeared to around it?

RESOLVED: The clerk would raise with Mr Andy Lightfoot, Streetscene Co-ordinator.

5. To receive any updates from Representatives (Sub Committees, Liaison & Meetings Attended.)

a. Senior Citizens Christmas Lunch final ticket numbers.

Numbers attending confirmed, 82 tickets sold, 78 residents and 4 non-residents, the latter have paid in full. The cash received from tickets £450 paid to the golf club as deposit. £780 reminder approved for 78 residents to administered by BACS after approval at the meeting by the clerk.

6. To receive and adopt the Standing Orders and Financial Regulations from One Voice Wales.

The One Voice Wales Standing Orders and Financial Regulations circulated in advance of the meeting were discussed and proposed by Cllr. Ruth Appleton and Cllr. Arthur Orme.

The clerk outlined some of the main changes agreed an increase in the amount the chair and clerk could agree below £1,000 and full community council for items above £1,000. To make available on request multi location / virtual meetings. Draft of minutes to be uploaded on the community council website within a week of the meeting were practically possible.

It was noted that some of the framework is more relevant for a larger town council and not a smaller community council, who may have a full-time clerk. The clerk for the community council works 12 hours a week. Cllr. Barsby and Cllr. Tattum would explore other options for providing a framework for community council governance in 2024.

a. To receive the schedule of December accounts for payment and an update on the accounts.

December	Payee	Details	Amount
	K.Roberts	Salary and HOA	705.63
	HMRC	PAYE	176.20
	Scottish Power	Street Lighting Electricity	598.84
	HSBC	Account charge	5.00
	One Voice Wales	Community Engagement (Module 8) Clerk's remote training session	38.00

Payment towards senior citizens lunch 11 December as at 1.31pm on 4 December - approximately 82 tickets sold. 78 to residents 78 x10 = £780 to be BACS to a knife of the road catering Mr Stevie Quinn at Mold Golf Club.

b. To receive confirmation of the accounts ended 31 March 2022/2023 from Audit office Wales.

The clerk had received the signed off statement of accounts from the Welsh Audit Office which was a qualified outcome. The clerk has raised a query to request an explanation of a qualified outcome as no further information was requested as usual if there is a query. No response to date. The notice of electors rights to inspect the accounts is on the notice board / website.

Spreadsheet circulated in advance of the meeting demonstrating actual and some anticipated expenditure from 1 April – 31 December 2023 of £26,112. The precept for the year is £35,000. The clerk stated the community council is on budget and has 1 precept final payment expected in December 2023 of £11,667. Members agreed to vire £100 from website and ICT cost centre to office consumables, the latter was a recent cost centre in 2023/2024. Two other areas utilities and electricity likely to overspend this year as anticipated, hence earmarked reserves agreed in January.

Three areas - community newsletter, improvements to play areas and community/environmental projects not expended to date. The way forward for an annual community newsletter was agreed at this meeting. Play areas and community / environmental projects are awaiting information from third parties prior to progressing work at present.

c. To receive an update to the Risk Assessment Document.

The risk assessment will be subject to full review in 2024. However, following a recommendation from the internal auditor JDH business supplies it was agreed an insert a section to state the clerk must not override if a payment and bank details do not match without checking out with the supplier directly.

d. To review clerk salary for 2024/2025 – Proposal by the Chair Cllr. Ruth Appleton.

Further information required for the Chair, Cllr. Ruth Appleton therefore deferred until the January meeting.

e. To receive information for the Festive Lighting 2023 in the villages from Deeco Lighting Ltd and Mega Lighting.

Deeco Lighting is a tried and tested local company and charge the equivalent of two call outs to erect and remove the lighting after the festive season - £432. A comparator with Mega Lighting is being sought. The clerk was instructed to liaise with Deeco Lighting for the 2023 festive lighting in the villages given the time and the last meeting and approach to Christmas.

7. Cllr. Ruth Appleton to propose an outline of a future community council newsletter 2024 for final decision by members.

After lengthy discussion and debate, a newsletter (800 copies) agreed to be provided with assistance from Trevor Arnold of Mold Connections price of £211.90 confirmed. This was proposed by Cllr. Ruth Appleton and seconded by Cllr. Adrian Barsby. Cllr. Adrian Barsby agreed to do his utmost to deliver the newsletters as it was thought it desirable to try and reach all residents if physically possible in February/March 2024 for this annual edition.

8. Clerk's Update and Correspondence

a. The Welsh Government public consultation on a new Road Safety Strategy is now open until 31st of January 2024. [Road Safety in Wales - A New Road Safety Strategy Consultation Document \(gov.wales\)](#) The clerk provided information on this public consultation and link should members which to submit individual feedback.

b. Letter from Mr Darren Morris, Lead Officer for Play Development at Flintshire County Council Summer Playscheme and Community Provisions Costs for feedback by 22 December 2023.

Members considered the information circulated in advance of the meeting by the clerk. Members agreed to run with the Summer Playscheme for 2024 (location TBC) costing £1915.18 for a 3-week scheme, Monday – Friday with 2 trained and insured Playworkers.

As further options of community sessions were being suggested by Flintshire County Council, and Cllr. Newman stated in light of potential future changes to the summer holiday length to invite Mr Morris to a meeting to explore community session/s at other times of year.

RESOLVED: The clerk to invite Mr Darren Morris, Lead Officer for Play and Development to a future meeting.

c. Councillor Annual Allowance – a decision required regarding community councillors who resign their seat.

It was proposed by Cllr. Arthur Orme and Cllr. Adrian Barsby that from 2024 a community councillor who resigns their seat should pay back an amount of their councillor allowance on a pro rata basis.

d. One Voice Wales - Short Training Sessions for Councillors and Clerk 2024. Feedback from the clerk.

The clerk had attended the community engagement session in November with One Voice Wales and requested attendance at future virtual session/s prior to the financial year end were possible. The clerk said useful information was shared by attendees including discussion about a future community survey to explore what residents believe is a priority for their community.

Also, in 2024 a potential community council profile on facebook to provide information not to blog / or a response to queries, this will still take place primary through contacting the community council on gweraffieldclerk@outlook.com

The clerk advised a future training plan should be held for the community council and she will update the community council website accordingly.

Circulated for information.

e. Minister's Letter to Town and Community Clerks re. Asbestos / HSE guidance leaflet on asbestos

f. For information - Polling District Place and Polling station Review 2023/2024 from Flintshire County Council.

g. North Wales Police – Community Alerts – various topics.

h. To receive an update on Welsh Government 20mph roll out – information provided on 20's Plenty and information on application for road exceptions from Flintshire County Council, the latter information shall be uploaded on the community council website.

9. To receive any (A) Planning Applications (B) Planning Decisions

Planning Application Reference 061994 - Please follow the link here - <https://planning.agileapplications.co.uk/flintshire/application-details/63785> Erection of 232 residential development units together will associated public open space and infrastructure.

Location: Land to the North of Gwernaffield Road, Mold, Flintshire.

Cllr. Tattum expressed concern about the proposal of the new road attracting more traffic through Gwernaffield as acknowledged by the applicants in traffic survey 2.4.3. Cllr. Tattum proposed the community council to object to this proposal due to increases in exhaust pollution and potential to compromise road safety in the village. This was seconded by Cllr. Ruth Appleton. Cllr. Tattum would draft a submission on behalf of the Street Lighting and Road Safety Sub Committee and forward this to the clerk. Any observations once this is circulated need to be provided to the clerk as soon as practically possible and before 21 December to meet the deadline.

Other items agreed for information – late correspondence i.e information that came to the office post the agenda being publicly circulated)

Welsh Government - Appropriate Sum under section 137 (4) (a) of the Local Government Act 1972 – Section 137 Expenditure Limit for 2024-25 – notification that the appropriate sum for the purposes of section 137 for community and Town Councils in Wales for the financial year 2024/2025 is £10.81, permission for a T&CC to incur expenditure for purposes which it has no other specific powers if the council considers it is in the best interests of some or its inhabitants/residents.

Reminder about Flintshire County Councils - Local Toilet Strategy consultation 28 September to 22 December. Please use the link below to have your say. <https://www.flintshire.gov.uk/en/Resident/Streetscene/Local-Toilet-Strategy-for-Flintshire.aspx>

Email from Carol Bradley, Gwernaffield Church re. request for a member of the community council to read at their Nine Lessons and Carols Service on Sunday 17 December. Cllr. Ruth Appleton would do this and confirm directly with Carol (having been forwarded the information) on behalf of the community council.

Planning Application Consultations (post circulation of agenda) :

FUL/001041/23 – Trefor Farm, Pen Y Fron, Pantymwyn. Alterations and extensions to existing dwelling and erection of detached garage. Any observations to the clerk as soon as practically possible please.

The meeting closed at 8.55pm.