

**GWERNAFFIELD AND PANTYWMYN COMMUNITY COUNCIL**

**MINUTES OF MEETING**

**7 February 2024 / 7 Chwefror 2024**

**1. To record attendance (B) To record apologies**

**Councillors:** Ruth Appleton, Dave Bolton, Rob Challinor, Peter Eaton, Ian Newman, and George Tattum.

**(B) Apologies** – Cllr. Arthur Orme. Non-attendance – Cllr. Richard Davies.

**In attendance:** County Councillor Adele Davies Cooke and Mrs Kay Roberts – Clerk to the Council.

The clerk reported Councillor Barsby has given notice of his resignation and given his apologies for tonight's meeting. All agreed the clerk to write to him on behalf of the community council to thank him for his work to date.

**1. To welcome Guest Speaker Mr David Shiel, Area of Outstanding Natural Beauty Manager to provide an update on a New National Park Proposal based on the Clwydian Range and Dee Valley Area of Outstanding Natural Beauty.**

Chair and Councillor Ruth Appleton welcomed Mr Shiel to the meeting. Mr Shiel provided an overview of the consideration for a new National Park for North East Wales. Natural Resources Wales (NRW) are to take this assessment forward as they are the designated authority who will consider many matters including if there is sufficient landscape quality to designate a National Park and will return with a recommendation to Welsh Government on assorted options in Autumn 2024.

Various questions were posed by community councillors to Mr Shiel including potential impact on Planning, Local Housing, Quarrying and future Structure. Mr Shiel informed members when the area of search has been conducted by Natural Resources Wales, considering impact on all of the above a recommendation will be made on options for future structure. At present any Area of Outstanding Natural Beauty (AONB) is managed by the Local Authority whereas a National Park will be an authority in its own right possibly with planning functions.

There are no proposals as yet, consultations have been conducted with 1000 respondents with a 50/50 expression of support/opinions and some views expressing concern.

Mr Shiel was thanked for his time and asked if updates on developments could be provided at the AONB Champions meetings as appropriate.

**2. To approve the minutes of the meeting held on the 10 January 2024.**

The minutes of the meeting were proposed by Cllr. Tattum and seconded by Cllr. Ian Newman and would be signed by the Chair, Cllr. Ruth Appleton.

**3. (A) To receive any matters arising from the February minutes. (B) To approve the minutes.**

Page 1, Item 4. As instructed the Clerk had raised with Mr Gareth Owens, Chief Officer Governance (Town and CC's) at Flintshire County Council about late items which arrive post

circulation of the agenda. He advises a second meeting could be called at 24 hours' by the Chair, which allows you to take items at late notice but not on the day of the meeting.

Page 2, Item 7. The clerk had clarified the charge with Ysgol Y Waun for the community hall, which was £50 per meeting and had therefore paid the outstanding invoice since the last meeting of £300.

Page 3, Item 8g. As agreed, a local resident has commenced making the new planters voluntarily, using wood he has and these would be laid to replace the rotted planters around Y Waen, Gwernaffield over the weekend. It was agreed the clerk would purchase and be reimbursed for soil and flowers for those planters.

#### 4. To receive any Streetscene Matters.

Streetlight dim near Pen Y Fron, Pantymwyn.

Pot hole near Pantymwyn Village Hall.

Overflowing bin near Pantymwyn Bus Stop, Cilcain Road.

Hedge near Craig Allen Farm, still not cut back near the 20-mph sign.

Dragon Motors MOT Sign on grass verge – County Councillor Adele Davies Cooke will make further enquiries.

Gwernaffield Cemetery is becoming water logged in areas, may be a drainage issue. Currently being dealt with by County Councillor Adele Davies Cooke.

**RESOLVED: The clerk to liaise with Streetscene.**

#### 5. To consider meeting venue / hire for community council 2024.

After discussion about the pros and cons including accessibility of various venues it was unanimously agreed to request the remainder of 2024 meetings take place at Mold Golf Club which sits between the two villages, is easily accessible and is £20 less to hire per meeting than Ysgol Y Waun, Gwernaffield.

**RESOLVED: The clerk to liaise with Mold Golf Club to see it this is accessible for the rest of 2024 monthly meetings, except August recess (no formal business)**

#### 6. Clerks Update and Correspondence

Two late items of correspondence – Chair's Charity Dinner Invitation, Beaufort Park Hotel, Mold. Buckingham Palace Garden Party 2024 – correspondence provided to Chair, Cllr. Ruth Appleton who had expressed an interest in completing the form for consideration for attendance. This was accepted by those present at the meeting.

#### 7. To approve the schedule of February Accounts for payment.

A payment was made to Flintshire County Council between meetings of £300 for 6 meetings at Ysgol Y Waun.

| February | Payee          | Details   | VAT    | Amount   |
|----------|----------------|---|--------|----------|
|          | K.Roberts      | Salary and HOA (Inc backpay due from 1 April 23 - 29 February 24) |        | 1,131.35 |
|          | HMRC           | PAYE  |        | 291.40   |
|          | HSBC           | Account charge  |        | 5.00     |
| Tbc      | Scottish Power | Street Lighting Electricity                                       | 102.79 | 616.75   |

|  |                                  |   |       |        |
|--|----------------------------------|---|-------|--------|
|  | Instant Print/ c/o Trevor Arnold | Newsletter Booklets                                     |       | 164.65 |
|  | Cartridge People                 | Multi Printer Ink Pack                                  |       | 53.90  |
|  | Deeco Lighting Ltd               | Street Lighting - Bodlonfa, Cefn Bychan Road, Pantymwyn | 36    | 216    |
|  | JRB Enterprise Ltd               | Standard Dog Gloves                                     | 12.78 | 76.68  |
|  | K.Roberts                        | Zoom.US Annual Licence                                  |       | 155.88 |
|  | K.Roberts                        | Village - compost and plants (G)                        |       | 47.22  |

**7a. To approve the quarterly bank reconciliation for October – December 2023.**

The clerk circulated the quarterly bank reconciliation in advance of the meeting which demonstrated the HSBC Community Council account had a balance of £51,436.95 as of 31 December 2023. This was duly signed by the Chair and Clerk to the Council.

The clerk advised that £500 had been received from Dwr Cymru toward the costs of exploring the Project to design information/historical notice boards in the villages.

**7b. To approve backdating of the clerk’s salary increase from 1 April 2023 – February 2024.**

The Chair had previously been in touch with One Voice Wales and in reference to NALC Salary Scales, employers are encouraged to implement the pay award as swiftly as possible dating back to 1 April 2023.

**7c. To consider the appointment of Internal Auditor for End of Year Audit 2023/2024**

The Clerk advised that this matter is an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council’s Internal Auditor.

**Members agreed the following:** To re-appoint JDH Business Services Ltd., as the Council’s Internal Auditor for the end of year 2023 / 2024 accounts.

**7d. To consider the Risk Assessment document 2024/2025.**

Members considered the risk assessment document, reviewing the impact assessment of each potential identified risk as low (L), Medium (M) and High(H). A proposal was made to include a new risk of decision-making on late items which are not on the agenda which could be up to legal challenge assessed as medium risk.

The clerk was asked to raise this at with One Voice Wales, it was considered a risk of note. No other changes were made on this occasion.

**RESOLVED: The Risk Assessment document was proposed by Cllr. Ruth Appleton and seconded by Cllr. George Tattum.**

**8. Clerk’s Update and Correspondence - To arrange the Clerk’s Annual Appraisal 2024**

The date for this with the current Chair, Cllr. Ruth Appleton will be 6.30pm on Wednesday 3<sup>rd</sup> April. The March date was postponed due to the resignation of the Vice Chair who was due to conduct this.

**9. Representative Reports - Community Council Sub Committee Reports other meetings**

500 Newsletters agreed to be printed - various significant amendments (including community council contact email and Vice Chair resignation.) They will be circulated to principal areas, such as Pantymwyn Post Office, Ysgol Y Waun, Village Halls, Church, The Crown Inn and Mold Golf Club. Those who are collecting are encouraged to be a good neighbour and take one for a resident who may struggle to get to a local venue.

**10. To consider Community Council owned Streetlighting Matters.**

The clerk reported this is an item which has been deferred and needs to be considered in 2024 in terms of who the community council wish to manage the repair and maintenance of their street lighting going forward.

**11. Events** - To consider the form for a Community Award / Local Village Hero nomination for a resident over 18 and a resident under 18 years of age.

The clerk is liaising with the events group and a poster will go up on notice boards and a notice on the village Facebook Page about the Village Hero Competition.

In March, a notice will go up about the Easter Window Display. All events are also on the "Notice Board" section of the community council website at [www.gwernaffield.org.uk](http://www.gwernaffield.org.uk)

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

**(A) Planning Consultation Reference: 044131**

Location: Mount Alyn, Pen Y Fron Road, Pantymwyn, Mold, CH7 5EG

Proposal: Application for approval of details reserved by conditions N0 4&6

No observations/comments in relation to the above application.

**(A) Planning Consultation Reference: FUL/000057/24**

Location: 2 Fron Deg, Pantymwyn, CH7 5EW

Proposal: Rear Single Storey Extension.

Members considered the application and instructed the clerk to submit an objection based on loss of amenity due to current proposed roof height, which may take light from the neighbouring property. An observation to negate any negative impact may be to consider a duo pitch roof instead of a mono pitch roof.

**RESOLVED: The clerk to email the above objection with rationale to FCC Planning.**

**(B) Planning Consultation Reference: FUL/000922/23**

Reference 29 Tan Yr Hafod, Gwernaffield, CH7 5DS – REFUSED.

No further action required.

The meeting closed at 8.50pm.

**12. The time and date of the next meeting 6 March 2024, Mawrth 2024 7.00pm at Mold Golf Club.**