

## **GWERNAFFIELD AND PANTYMYN COMMUNITY COUNCIL**

Minutes of the meeting of Gwernaffield and Pantymwyn Community Council held on 4 May 2016 at Ysgol Y Waun.

### **Present**

Councillor A Barsby, Councillor D Bolton, Councillor R Edwards, Councillor J Elcock, Councillor C Garrett, Councillor R Hughes, Councillor C Hopwood, Councillor R Morgan, Councillor L Pritchard (Chair) and Councillor G Tattum and Councillor L Jones.

In Attendance Mrs K L Roberts – Clerk. Public Gallery – Resident of Gwernaffield.

### **1. Apologies for absence**

Councillor K Williams and County Councillor A Davies-Cooke

### **2. Approval of Minutes**

RESOLVED: That the minutes of the meeting of the council held on 6 April 2016 be confirmed as a correct record and signed by the Chairman. Proposed by Cllr. G Tattum and seconded by Cllr. R Edwards.

### **3. Declarations of Interest**

The clerk asked members to declare/update the information held. Members wished to be open and transparent and do not participate in discussion or vote on any issue which may conflict.

The following information was provided

Councillor Lynne Pritchard and Councillor Lynsey Jones are School Governors at Ysgol Y Waun.

Councillor Carole Garrett is on the Management Committee of Pantymwyn Village Hall.

Councillor Dave Bolton is a Trustee for Pantymwyn Village Hall.

Councillor R Edwards is the proprietor of The Crown Inn, Pantymwyn.

Councillor R Morgan is the proprietor of The Post Office and Village Shop in Pantymwyn.

### **4. Matters Arising from the last minutes**

The clerk reported there had been no response from Mr Jason Parry, Manager at the quarry following an email and letter sent on behalf of the council. Cllr. G Tattum suggested complaining directly to the quarry if they are concerned about noise from blasts. Councillor Elcock said he suffered personal tyre damage to his car which he believes debris falling from the lorries may have been responsible for. Any complaints should be reported directly to the quarry.

The clerk reported she had spoken with Mrs K Wilby, Transportation and Logistics Manager at Flintshire County Council with regard to a request raised by a resident about a bus shelter in Pantymwyn (opposite the park). A minimum of 50% of the cost would need to be found by the community council between £2,000 - £6,000. This is set against a review of bus services taking place across the County. At present Pantymwyn and Gwernaffield bus services are not affected however Flintshire County Council has a diminishing transport budget which may see a further review of and possible reduction in bus services as Flintshire County Council cannot continue to subsidise such routes. Furthermore, no allocation was made for this type of expenditure in the community council budget.

RESOLVED No further action to be taken.

Councillor Edwards would inform the resident who raised the issue.

Councillor Bolton reported on faulty columns on Street lights which he had been alerted to. The clerk requested the information on the street lights concerned and she would follow this up with Deeco lighting.

## **5. Matters Arising**

Councillor R Edwards had been proposed by Cllr. D Bolton and seconded by Cllr. A Barsby for position of Chair. Councillor Edwards advised he wished to withdraw from the election for Chair given a recent change in his personal circumstances which meant he would be unable to afford the time required for the role. Cllr. Edwards thanked those people who nominated him for chair.

## **6. Election of Chair and Vice Chair for 2016/2017**

### **Position of Chair**

Councillor Lynne Pritchard was proposed by Cllr. C Hopwood and seconded by Cllr.C Garrett for Chair.

Councillor Pritchard circulated a short Chairman's report outlining the work of the council during 2015/2016, she thanked members and the clerk for their assistance throughout the year.

Councillor Pritchard thanked Councillor Bolton for his support as Vice Chair during the year.

RESOLVED That Councillor Lynne Pritchard be duly elected as Chair for 2016/2017 by a unanimous vote of members.

### **Position of Vice-Chair**

Councillor George Tattum was proposed by Cllr. Lynne Pritchard and seconded by Cllr. J Elcock.

RESOLVED That Councillor George Tattum be duly elected as Vice Chair for 2016/2017 by unanimous vote of members.

## **7. Maximum length of tenure for the council positions of Chair and Vice Chair**

Councillor Bolton raised the matter of tenure of Chair and Vice Chair. The clerk advised that there is no limit on tenure for position of Chair and Vice Chair as long as they are still qualified councillors. Councillor Bolton said he believed having the same Chair over a number of years may potentially limit people putting their names forward and can the council make an adjustment in Gwernaffield and Pantymwyn's Standing Orders for the tenure of Chair.

RESOLVED The clerk would seek advice from the Society of Local Council Clerks with regard to such an amendment to local Standing Orders.

## **8. Clerk's Update – communication and correspondence**

A letter from Ysgol Y Waun to request the use of the outdoor shelters for the Summer Fair on 20 May and Sports Day on 14 June 2016.

**Resolved That** Ysgol Y Waun hire the shelters for both events. The clerk will liaise with the school.

The clerk had received an email just before the meeting which she will circulate to members on the workshops taking place on Community Transport. This will be discussed at the June meeting.

The clerk had been to a presentation from Mrs Katy Wilby, Logistics and Transportation Manager at Flintshire County Council about the Community Transport Review across Flintshire. At present the bus services in Pantymwyn and Gwernaffield are not affected. However, a reduction in funding of £250,000 this year to the budget and a warning that poorly used bus routes will continue to be monitoring and reviewed as Flintshire County Council cannot continue to subsidise such routes.

The Community Council had received a freedom on information request from Mr N Alderton, a Cardiff University research student asking how much funding the community council was planning to make available for the Queens 90<sup>th</sup> Birthday celebrations. The clerk had responded that no funding had been earmarked for this event.

**9. Review of Sub Committees** The following Sub Committees and members of each were confirmed:

The Street Lighting Sub Committee - Councillor Barsby, Councillor Bolton, Councillor Edwards and Councillor Tattum.

The two Planning Sub Committees – Councillor G Tattum for Gwernaffield and Councillor J Elcock for Pantymwyn.

It is hoped that in the near future when the Gwernaffield Park is transferred to the Community Council Councillor Hopwood, Councillor Jones and Councillor Garrett will form a new subcommittee.

**10. Review representation or work with external organisations.**

Cllr. Pritchard wanted to confirm other community council activities and councillors roles for clarity.

The Quarry Liaison Committee - Cllr Tattum and Cllr Hughes.

The Christmas Event - Cllr Bolton and Cllr Pritchard.

The Scarecrow Competition - Cllr Jones and Cllr Morgan.

The annual litter pick would be co-ordinated by Councillor Pritchard for Gwernaffield and Councillor Garrett and Cllr Barsby for Pantymwyn.

The Bi Annual Community Champion Awards would be co-ordinated by Councillor Pritchard.

The Community Council Website would be updated by Cllr. Tattum and Cllr. Pritchard and supported by the clerk.

Press Liaison would take place by Cllr. Tattum and another council member as and when required.

**11. To review and adopt Code of Conduct, Standing Orders and Financial Regulations.**

The clerk had previously circulated the revised Code of Conduct and highlighted the amendments to the National Code made by Flintshire.

RESOLVED Members unanimously adopted the Code of Conduct

The clerk would contact Gareth Owens, Chief Officer Governance at Flintshire County Council to ask for the community council to be included in the County Council's advert in the newspaper which would save money.

The adoption of the Standing Orders and the Financial Regulations were deferred until the June meeting as the latter had just been recalled by One Voice Wales following an error in its print.

**12. Transfer of Gwernaffield Playing Fields/Park**

The clerk reported she had again spoke with Ian Haigh, an existing trustee who advised the solicitor is waiting for Mr and Mrs Farr to complete the transfer document with their signatures to enable the transfer to officially complete. County Councillor A- Davies-Cooke has offered to intervene if required due to the time this is now taking.

**13. To receive an update on Mold to Gwernaffield Footway Improvement Scheme**

Councillor Hughes as representative on this issue provided an update. At the last meeting a resident had copied in the Community Council to a letter they had forwarded to Flintshire County Council suggesting some low cost solutions to help improve the footway. Councillor Hughes had met with the resident and subsequently wrote to Sue Price, Transport Officer at Flintshire County Council to support that the area near this resident on the footway should not be included as a "pinch point". Work had commenced on improving the maintenance to widen the path. Ensuring this maintenance was ongoing now and in the future was important and the community council would liaise with Streetscene to reinforce this. Mr A Lightfoot, Streetscene Area Co-ordinator is fully aware of the matter.

#### 14. Royal Mail Post Box location in Gwernaffield

Councillor Hughes reported that Royal Mail are looking into a feasibility study on where to locate a new mail box. It is not possible to place it back in the same location as it is privately owned.

Councillor Hughes will liaise with Royal Mail as the suggested location round the back of The Hand, Cllr Pritchard suggested was not a preferred location. Councillor Hughes said this was suggested by Royal Mail as they need somewhere to pull in for the Royal Mail van. Councillor Hughes has erected a notice in Gwernaffield Village Hall for suggestions from residents and Cllr. Edwards placed information on the Gwernaffield and Pantymwyn Community page on Facebook.

#### 15. Summer Playscheme 2016 (This item was deferred from the May meeting).

RESOLVED Members unanimously voted to part fund to the cost of £900 for 3 weeks the Summer Playscheme on Ysgol Y Waun, Playing Fields. The clerk will advise Janet Roberts at Flintshire County Council of the agreement to part fund.

#### 16. Planning Applications and Planning Decisions

There were no planning applications or planning decisions received.

#### 17. To receive the full bank reconciliation and update on year end accounts 2015/2016.

Members received the full bank reconciliation for Gwernaffield and Pantymwyn Community Council as prepared by the clerk. The clerk advised the full bank reconciliation and Annual return would now be submitted to Mr D I Smith, Chartered Accountant for internal audit and this would be returned to the June meeting.

#### 18. Update from Lighting Sub Committee

Councillor Edwards circulated two draft contracts for footway lighting one for maintenance and the second for capital. He asked members to consider the information to ensure it contains the community councils requirements.

Councillor Hughes suggested a draft is forwarded to any potential funders to first check if there is a recommended way which would be preferable for their consideration.

Councillor Barsby reported he had a meeting with representatives from Clwydian range and Dee Valley AONB who advised they would support an application for a feasibility study to support a dark skies initiative.

RESOLVED Cllr. Barsby would invite a representative from dark skies to present to the June meeting.

Councillor Pritchard asked the member of public who attended if she would like to speak. The local resident said she had found the meeting interesting and thanked the community council for the work they do for the local community.

#### 19. RESOLVED: Accounts for payment

Cheque N0	Payee		
100728	D I Smith	Accountant (internal audit)	£90.00
100729	K.Roberts	Clerk's salary	£296.14
100730	HMRC	Income tax	£74.00
100731	Scottish Power	electricity	£305.14
100732	K.Roberts	Clerk's expenses	£95.00
<b>TOTAL</b>			<b>£860.28</b>

The meeting closed at 21.30.