



CYNGOR TREF CAERWYS TOWN COUNCIL

Minutes of The Meeting of Caerwys Town Council Held Virtually by Video and Telephone Conference On Tuesday the 16th July 2024, at 7.00pm

1(A). 149/24 PRESENT

Councillor Jayne E. Morris (Mayor)
Councillor Gwen Jones (Deputy Mayor)
Councillor Susan A. Broadaway
Councillor Steve Copple (Town & County)
Councillor Richard Dolphin
Councillor Peter Dooley
Councillor Jonathan Duggan-Keen
Councillor Lynette Edwards
Councillor Lesley Roberts

Clerk & Financial Officer R. Phillip Parry

1(B). 150/24 APOLOGIES

Councillor Andy Delooze
Councillor Judith Standing

1(C). 151/24 ABSENT

None

2. 152/24 BEREAVEMENTS WITHIN THE COMMUNITY

There were no reported bereavements within the community, between the June and July Council meetings.

3. 153/24 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

- ❖ Complaint received from resident in relation to tree branches obscuring both the two 20mph speed limit signs at the top of Caerwys Hill – as entering the town. The resident was

concerned that this could be exploited by drivers as an excuse for not adhering to the speed limit.

The Clerk advised that the following day after making contact with Street Scene, the tree branches were removed.

4. 154/24

DECLARATIONS OF INTEREST

There were no Declarations of Interest.

5. 155/24

TO APPROVE THE MINUTES OF THE MEETINGS HELD ON THE 18TH JUNE, 2024

- (i) General Council Meeting
- (ii) Supplementary Minutes

The Minutes were proposed as correct by (i) Councillor Jonathan Duggan-Keen and seconded by Councillor Ricard Dolphin (ii) Councillor Steve Copple and seconded by Councillor Lynette Edwards, with the two sets of minutes thereafter formally agreed by the Members present.

6. 156/24

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

(1) Harp Project: The following was advised to council:

- (i) The Clerk advised that the Town Council have received the Planning Consent from Flintshire Planning for the Harp project
- (ii) Councillor Steve Copple advised that he had been in contact with both the sculptor and Flintshire County Council to arrange a site meeting to discuss the installation of the Harp and surround
- (iii) The Clerk recollected Members to the previously accepted quotation from Flintshire County Council in September 2023, for £4,302.18 to complete works for the Harp project. The Clerk further advised that due to the timescale since the accepted quotation, the County have re-visited the cost, which is now £4,916.17 – an increase of £614.59.

Members agreed the following: (1) Accepted the revised quotation from Flintshire County Council for the sum of £4,916.17. The Council appreciated the increase in cost as the original quotation was some ten months ago (2) Council agreed to suspend financial standing orders in relation to seeking more than one quotation for the following reasons: The site area for the harp is County adopted highway; the County have provided the plans at no cost to this Council (3) The Clerk to re-issue an amended Work Order for £4,916.17 to Flintshire County Council.

(2) Children's Play Area: The Clerk advised that no draft plans had been received.

(3) Street Lantern Electricity Supply: The Clerk advised that enquiries were still in progress, including seeking costings from the UK Government Procurement Office.

- (4) **Highways Report Re Parking Restrictions:** The Clerk advised that no plans / documents had been received from County Highways.
- (5) **Council Facebook Posts:** Councillor Jonathan Duggan-Keen advised that due to difficulty in setting up an additional Facebook profile, it had been agreed with Councillor Lesley Roberts that they both will upload public posts from the Town Council to their personal Facebook accounts, whereby the heading will state 'Town Council News' and comments will be turned off.
- (6) **Community Award:** The Clerk recollects Members to the June Council meeting whereby an individual Community Award had been agreed together with a Group / Committee award. The recipient of the individual award had declined to accept. The Group / Committee award to the Caerwys Chronicle had been accepted.

Members agreed the following: (1) To arrange a presentation to the Caerwys Chronicle Committee at their September meeting which will be held in the Memorial Institute (2) The Clerk to arrange the purchase and engraving of glassware, a framed certificate, together with a bouquet of flowers (3) The Mayor and Deputy to agree the design and cost of the glassware in-between meetings (4) The Mayor, Deputy and Clerk to attend the presentation.

- (7) **School Bus Services in Caerwys:** Councillor Steve Cople advised that following the June Council meeting he had made contact with the County School Transportation Officer and had also provided the various photographs of school buses that visit Caerwys during the morning period.

The Officer confirmed that all the vehicles, apart from the white bus, are contracted to the County. The white bus is a private service to the Richard Gwyn School in Flint. Apparently, this service pick up area had been relocated following a complaint from a resident. However, the school transportation officer has been in contact with the service provider to ensure a new alternative collection point is agreed.

Councillor Cople sought the Transportation Officer to endeavour to arrange a phased timing approach during the morning period. The County will discuss this with the service providers.

- (8) **Town Square Plaques:** The Clerk advised that designs and quotations would be made available to Council for consideration at the September Council meeting.

7(A). 157/24 CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) The Clerk advised that the following criminal offences had been reported to the North Wales Police, that had occurred within the Caerwys Town Council area:

Afonwen: 1 x Other theft / 1 x Public order

Caerwys: 4 x Violence

- (2) West Flintshire Town & Community Councils – next meeting date at 6pm on Monday 8th July (Councillor Steve Cople to provide a report under Representatives Report)

The following correspondence was forwarded by e-mail to Members:

- ❖ Natural Resources Wales: Update in relation to a new national park in Wales (Information received from County Councillor Steve Copple)
- ❖ Office of the North Wales Police & Crime Commissioner: Survey named - Have your say on how you neighbourhood is policed. Councillors to complete on a personal basis

**7(B). 158/24
CLERK'S REPORT**

- Summer Play Scheme: Members were shown on screen a poster advertising the play scheme which will be held in the Chapel Street children's play area from - 22nd July to the 9th August. The Clerk asked that Councillors upload the poster to the local Facebook pages

**7(C). 159/24
TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH JUNE 2024**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts as at the end of June 2024 (electronic copies sent prior to the meeting to Councillors), together with copies of the Council bank account statements. The Clerk further provided Members, with a breakdown in relation to the budget headings, which included income and expenditure to date.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Mayor, Councillor Jayne Morris.

**7(D). 160/24
TO REVIEW: COUNCIL'S EAR-MARKED RESERVES**

The Clerk advised that whilst the ear-marked reserves had been agreed in November last year and formally entered into the budget setting process in January of this year, these reserves were required to be updated for the remainder of this financial year. Councillors had received a copy of the current ear-marked reserves prior to the meeting by e-mail.

Members agreed the following: The general ear-marked reserves were updated, as follows:

£500.00 – Bench seat in Memory of Councillor Helen Priestley / £2,000.00 – Additional Christmas lighting / £8,000.00 – Harp project and groundworks / £2,000.00 – Training budget. Total ear-marked reserves £12,500.00. The ring-fenced reserves to remain as current list.

**7(E). 161/24
STREETSCENE SCHEDULE (FLINTSHIRE COUNTY COUNCIL)**

The Clerk advised in relation to the following concern(s) that had been reported to StreetScene since the last Council meeting:

- ❖ Tree branches obscuring the two 20mph speed indicator signs at the top of Caerwys Hill (Resident concern reported)

The Clerk provided the following update from Mr. Neil Hickie (StreetScene) Officer

- ❖ No update in relation to previously reported concerns had been received from Street Scene.

Members brought the following concerns to the meeting:

- (1) Potholes: Between Barlow's Caravan Park – travelling along Tremeirchion Road (First reported in June – photograph provided). It will be noted from the photograph that vehicles, including tractors, are having to use the grass verge to manoeuvre around the potholes – whereby the grass verge is now looking unsightly
- (2) Pothole: Pen Y Cefn Road and near junction with Drovers Lane (significantly deep and large) (First reported in June – photograph provided))
- (3) Pothole: B5122 road in Afonwen with Junction of A541 road – just commencing up the hill and towards the centre of the road
- (4) Pothole: B5122 road – travelling out of Caerwys and past the entrance to St. Michaels's Drive. Pothole in service grid on left hand side (which had been repaired previously and now requires further attention)
- (5) Potholes – (Numerous) on Road from Marian Prysau to Croes Wian (Barlow's) Crossroads (seven photographs of potholes attached)
- (6) Gully Grid subsidence: On corner with Chapel Street and towards the area of the former petrol pumps. This concern was marked in yellow for repair many months ago, but never completed. The repair is now urgent
- (7) Hedge cutting: The hedge along the walkway from the Memorial Institute to the Marian. This was discussed a few years ago whereby the County did agree to cut. Could this be completed please (Two photographs attached)

Members agreed the following: County Councillor Steve Copple to be copied into the above list of concerns, in particular, as many are long outstanding and dangerous and to discuss the delay and non-repair with Mr Hickie.

8. 162/24

TOWN MAYOR'S REPORT

The Town Mayor, Councillor Jayne Morris, advised Members of the following attendance:

- ❖ Ysgol Yr Esgob School Leavers Service held at St. Michael's Church, Caerwys. Both the Mayor and Deputy Mayor, Gwen Jones, attended.

9. 163/24

COUNTY COUNCILLOR'S REPORT (CLLR STEVE COPPLE)

County Councillor Steve Copple, provided Members with the following report:

Main council

- ❖ After the election has seen a return to normal activities
- ❖ Discussions in relation to possible change to the fortnightly black bin collection
- ❖ The council customer service system has restarted with new staff to handle complaints, contact numbers are on the FCC website
- ❖ There is debate on charging for DIY waste at recycling centers, it's all in the air at the moment

- ❖ Attended a workshop on the budget for next year and as predicted it is bad news, no details as yet that can be shared
- ❖ Attended a climate change strategy meeting where the strategy was reviewed, there is progress but the process is behind schedule
- ❖ Caerwys ward will benefit from road repairs on A541 Maes Mynan to the county border, no dates yet
- ❖ FCC have been pushed on grass cutting exercises and that the results are not as good as last year

Local issues

Concern with school transportation services in Caerwys Town Square during the morning period
(Reported under Minute 6. 156/24 on page 3 above)

The following concerns were raised by Caerwys Councillors to Councillor Cople:

- (i) Grasscutting on general public footpaths
- (ii) Condition of overgrown public rights of way footpaths – which are dangerous in parts

10. 164/24

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) **West Flintshire Town & Community Council Group:** Councillor Steve Cople advised of his attendance at a recent meeting in the Holywell Town Council Offices on Monday 8th July. Items discussed included: Holywell Museum; County Council grass cutting complaints; 20mph speed restriction review; Planning infringements
- (ii) **Caerwys Entertainment Committee:** Councillor Lesley Roberts advised of the following street party which will be held on Sunday 25th August (Bank holiday weekend). A road closure has been applied for part of the Town Square and top of Water Street. Activities include fancy dress parade (various age groups), children's entertainment, live music, street dancing, ice cream vendor and face painting

The Entertainment Committee will be holding a joint fundraising event with the Caerwys Town Hall on Friday 26th July, with a Bingo and Quiz Night

- (iii) **Ysgol Yr Esgob Primary School:** Councillor Gwen Jones advised Members that following an Estyn Inspection at the school, their report has been published on-line. The school were pleased with the contents of the report

11(A). 165/24

PLANNING APPLICATIONS

The following planning application(s) were considered by Members at the meeting:

No planning applications received from Flintshire County Council for consideration at meeting

11(B). 166/24

PLANNING DECISIONS

The following planning decision has been received from Flintshire County Council:

- Application number: FUL/000868/23 – for the erection of a wooden harp on a secured plinth, sited on a concrete & tiled base, at Land Adj. B5122, Caerwys. Approved

12. 167/24

TO CONSIDER: GRASS CUTTING CONTRACT (CLLR STEVE COPPLE)

Councillor Steve Cople recollected Members to local displeasure with the Flintshire County Council grass cutting in the children’s play and football pitch areas in Chapel Street. The concern is County wide whereby Councillor Cople together with other County Councillors have discussed with senior County Officers.

To endeavour to alleviate the concern here in Caerwys, costings have been sought from a County approved contractor (Treetops Environmental) to complete additional grass cutting at £45.00 per cut – children’s play area and £125.00 per cut for the football pitch.

Members agreed the following: (1) Accepted the above referred quotation from Treetops Environmental (Ysceifiog) - To complete between (three and four) grass cutting maintenance sessions between July and September in the children’s Play area and football pitch - sited in the Memorial Institute grounds and adjacent to Chapel Street, Caerwys (2) Town & County Councillor Steve Cople to kindly liaise with the County Grass cutting Team to arrange either three or four additional grass cutting sessions in-between the County grass cutting visits (3) The Clerk to notify the Memorial Institute Trustees.

13. 168/24

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated 01/07/2024			
	BACS: H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - April, May & June 2024. Payment dated 09/07/2024)	1,006.65		1,006.65
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	Gaynor Griffith (Environmental Services for June / July) £150.00 – monthly contract fee / Purchases of plants & compost - as per receipts £217.64	367.64		367.64
	Direct Debit: Scottish Power (June - Street Lighting Electricity Account) Payment due 19/07/2024)	357.04	17.85	374.89

14. 169/24

APPLICATIONS FOR FINANCIAL SUPPORT

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Cheque Number	Name of organisation	Amount granted £
	No applications received	

15. 170/24

Members agreed the payments of the above accounts as listed.

There being no further business, the Mayor thanked everyone for attending and closed the meeting.

SIGNED BY THE MAYOR AS CHAIR.....

DATE OF APPROVAL.....

DRAFT