

BAGILLT COMMUNITY COUNCIL

Minutes of the proceedings of the Annual meeting of the BAGILLT COMMUNITY COUNCIL held in YSGOL MERLLYN, Bagillt, on Friday 9th May 2008.

PRESENT : Councillor M.A. Reece (Chairman)

COUNCILLORS : B.T. Doleman, A. Griffiths, Mrs. N.M. Jones, R.K. Jones. Mrs. S.L. Jones, S.M. Manfredi, C. Williams, C.R. Williams, Mrs. D.J. Williams, J. Williams and T.M. Withington.

APOLOGIES : Councillor R. Davies.

IN ATTENDANCE : Mr. G. Roberts (Clerk) and P.C. Byron.

1. ELECTION OF CHAIRMAN 2008/09

Prior to the election of a new Chairman, the present Chairman welcomed Councillors Mrs. N.M. Jones and T.M. Withington to membership of the Council following the recent election.

RESOLVED :

That Councillor C. Williams be elected Chairman of the Community Council for the ensuing municipal year.

Councillor C. Williams made the Declaration of Acceptance of Office and was invested with the Chain of Office by Councillor M.A. Reece and thanked Members for electing him as Chairman. The Chairman presented Councillor M.A. Reece with an engraved shield, incorporating the Council's logo in recognition of his year as Chairman for 2007/08 and congratulated him on the year of office.

Councillor thanked all Members and the Clerk for assistance given to him during the past municipal year.

2. APPOINTMENT OF VICE-CHAIRMAN 2008/09

RESOLVED :

That Councillor A. Griffiths be appointed Vice-Chairman of the Community Council for the ensuing municipal year.

3. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Clerk advised the meeting that thirteen Members had signed the Declaration of Acceptance of Office in his presence prior to the meeting commencing. However, Councillor C.P. Owens was not present at the meeting and had not yet signed his Declaration.

RESOLVED :

That Councillor C.P. Owens be permitted to sign his Declaration of Acceptance of Office at or prior to the next Council meeting.

4. CHAIRMAN'S ALLOWANCE 2008/09

RESOLVED :

That in accordance with the Local Government Act 1972 (Section 5) the Chairman's allowance be fixed at £775 for the 2008/09 municipal year and paid to the Chairman accordingly (cheque No. 101189).

5. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

The Council considered the appointment of Representatives on Outside Bodies, the details of last year's appointments being included on the agenda.

RESOLVED :

That the undermentioned Members be appointed as the Council's representatives on the Outside Bodies indicated below :

1. Local Organisations

a. **Bagillt Community Association**
Councillor B.T. Doleman and Vacancy

b. **Bagillt Youth Club**
Deferred pending the outcome of a review by Flintshire Youth Service

c. **Bagillt Heritage Society**
Councillor R.K. Jones

2. Other Organisations

a. **One Voice Wales/Wrexham/Flintshire Area Committee**
Chairman with Vice-Chairman and/or Clerk as substitute

- b. **Communities First Holywell Neighbourhoods Partnership Board**
Councillor J. Williams
- c. **Flintshire Planning Users Group**
Councillor C. Williams
- d. **Flintshire Police Community Consultative Group**
Councillor A. Griffiths
- e. **Local Transport Plan Focus Group]**
Councillor C.P. Owens

6. POLICING

P.C. Byron made reference to progress on issues raised at the last meeting with particular reference to motorbikes on the foreshore and gangs of youths. He also indicated that there had been a further occurrence of four wheel drive vehicles on the foreshore and that he was looking into the instances of racing occurring on the Manor Industrial Estate. He advised the meeting that he was commencing community meetings on a Monday and Tuesday, using facilities at the Walwen and Branch Library, whereby people could come and discuss issues with him and he would be putting notices up in the area to this effect. The Clerk made reference to also using the Council Notice Boards, whilst the Chairman felt that a copy could also go on the Council website. Councillor R.K. Jones referred to the address given at the last meeting by a representative from Communities First, and in particular the comment made regarding the foreshore. It now appeared that the representative was referring to an area in Greenfield. P.C. Byron indicated that there was also the matter of sound nuisance with such activities.

Councillor Mrs. D.J. Williams made reference to the use of a highways grass verge to advertise the sale of two vehicles. In response, P.C. Byron indicated that he would take the matter up with the County Council.

7. MINUTES

The following comments were made on the minutes of the Ordinary meeting of the Council held on 11th April 2008.

a. **Minute No. 168(a) – War Memorial Improvement Scheme**

Councillor M.A. Reece advised that he was unable to obtain further information, as referred to at the last meeting, whilst Councillor R.K. Jones indicated that the suggested source regarding the former Bagillt Branch of the British Legion was also unable to assist. Whilst noting that Councillor

B.T. Doleman indicated that he had possibly another source on which to obtain information, the Clerk advised he would make contact with the British Legion headquarters and also the Land Registry to see if they had any knowledge of title deeds relating to the War Memorial.

b. Minute No. 168(b) – Land Adjoining Victoria Public House

Councillor M.A. Reece made reference to contact he had made with Flintshire County Council regarding the clearance of this area once again. Councillor Mrs. S.L. Jones advised that some of the rubbish which had been deposited within the fenced off site had been placed over the fence into an area used for children's play purposes and Councillor M.A. Reece reported that he would pursue this aspect.

c. Minute No. 168(d) – Naming of Developments

The Clerk advised the meeting on a reply received from Flintshire County Council in which it was indicated that when asked by a developer for suitable names they would forward the suggestions for their consideration. In addition, there was the suggestion that this Council contact prospective developers when consulted on a planning application and ask them to consider the names also.

d. Minute No. 170(2) – Roadrunner

The Clerk read out to the meeting a reply received from Flintshire County Council concerning the issues regarding the heights of the stockpiles and dust, whilst Councillor M.A. Reece advised Members on later information concerning these issues.

e. Minute No. 171(a) – Trem Afon

Councillor J. Williams was advised that it was understood the fencing was to be re-located.

f. Minute No. 177 – Community Caretaker

The Clerk made reference to the previous suggestion that for a more flexible arrangement regarding the undertaking of Community Caretaker duties, which had previously been reported to the Council. It was agreed that subject to points previously reported that the change to other personnel on a flexible basis following the recently agreed working of a two week pattern per month be agreed for a trial period of three months and Flintshire County Council advised accordingly.

g. Minute No. 179 – Elections 1st May 2008

The Clerk advised the meeting that he had presented the two former Members of the Council with plaques incorporating the Council's logo, suitably engraved with their period of service with the Authority. The Chairman congratulated Councillors Mrs. N.M. Jones and M.A. Reece on their success in the recent County Council elections and indicated that this Authority looked forward to working with them for the benefit of the residents of Bagillt, as it had done with the two previous Members.

h. Minute No. 181 – Benches – War Memorial

The Clerk advised the meeting that he had received an acknowledgement from Flintshire County Council, but was still awaiting the requested detail on the supplier of the metal benches in the High Street.

i. Minute No. 182 (a) – Hanging Baskets

Councillor M.A. Reece advised the meeting that Eon would in due course be forwarding a cheque for £50 towards the purchase of a water bowser.

j. Minute No. 183 – Vacancy on Flintshire Standards Committee

The Clerk indicated that a letter had been received from One Voice Wales advising they had been requested by Flintshire County Council to make a nomination to fill a vacancy on the Standards Committee, and the Flintshire Members only of the Area Committee would be meeting on 27th May 2008 to undertake this task. It was agreed that Flintshire Members of One Voice Wales should put forward a nomination on behalf of the Area Committee.

RESOLVED :

That the minutes of the Ordinary meeting of the Council held on 11th April 2008 be confirmed as a correct record and signed by the Chairman.

8. PLANNING APPLICATIONS

a. Applications Determined – Planning On-Line Consultation Period

No.	Location	Detail
044797	15 Manor Drive	Demolish existing garage – erect replacement and W.C

It was noted that the application had been supported.

b. Applications for Consideration

No.	Location	Detail
0044627	2 Park Road	Convert loft space/internal alterations to form annex/demolish garage
044735	Lansdowne, Sandy Lane	Outline erection of 4 detached dwellings

The Chairman indicated that although there was no public Inquiry item on the agenda, as it was the Annual meeting, he would allow the applicant to address Members. Reference was made by the applicant to the former use of the land and levels in particular. Councillor Mrs. N.M. Jones referred to the width of the highway and the proximity to a dangerous bend. Councillor R.K. Jones reminded Members of the role of the Community Council in relation to being a Statutory Consultee and that it was a matter for the Planning Authority to determine planning applications, including any highway considerations.

044674	Land rear of Courtlands, Nant y Glyn	Erection of a dwelling
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RESOLVED :

1. That applications 044627 and 044674 be supported.
2. That with regard to application 044735, no comments be made either supporting or objecting to the proposal.

(Note : Councillors M.A. Reece and B.T. Doleman declared personal interests in Application 044735 and did not take part in the discussion or vote thereon).

c. Old British Legion Club, Tai Newydd, Gadlys Lane, Bagillt

The Clerk reported that the applicants were appealing against a decision concerning planning application No. 044016, and that any previous comments made by the Community Council on this issue would be taken into account unless the Authority wished to amend them in any way.

RESOLVED :

That the report be noted.

9. MEMBERS CODE OF CONDUCT

The meeting considered a report of the Clerk, copies of which had been previously circulated to Members. The Council's present Code of Conduct was adopted in January 2002 and the attached Code, based on the Model format recently issued by the National Assembly, had been enclosed for formal adoption. There was a recommendation from Flintshire Standards Committee that they do so in the format already adopted by the County Council with the proviso that paragraph 15 concerning advanced registration of pecuniary interest did not apply to Town and Community Councils.

All relevant Authorities, including Town and Community Councils, must adopt a new Code before 20th September 2008 and in addition they must ensure that copies of the new Code were available for inspection by Members of the public at all reasonable hours, publish in one or more newspapers circulated in the Authority's area a notice stating the new Code had been adopted and giving details of where and when the new Code may be inspected and send a copy to the Public Service Ombudsman for Wales. The Clerk indicated that he had been in contact with the Branch Librarian and she had agreed that a copy of the Code of Conduct could be deposited at the Library for public inspection purposes.

The report also went on to explain that the new Code introduced a two stage process in relation to Members' interest. In addition to a personal interest there was also now the issue of a pecuniary interest. The Monitoring Officer had arranged area training for Town and Community Councillors and for Bagillt it would be at the Town Hall, Flint on Wednesday 21st May 2008.

RESOLVED :

1. That the Members Code of Conduct, as circulated, be adopted as applying to the Council with immediate effect, with a determination of the amount of £10 for the purposes of paragraph 17 recorded in paragraph 18.
2. That the Clerk arrange for public notice of the adoption to be given in the Evening Leader and forward a copy of the Code to the Ombudsman..
3. That the training being offered for Town and Community Councillors at the Town Hall, Flint, Flint, be noted.

10. ACCOUNTS FOR PAYMENT

RESOLVED :

That the following accounts be paid.

Name	£	Cheque No.	Expenditure Powers
Mr. G. Roberts	733.32	101184	Loc.Govt. Act 1972 (S.112)
HM Revenue & Customs	199.01	101185	Loc.Govt. Act 1972 (S.112)
C.M. Scott	35.35	101186	Loc.Govt. Act 1972 (S.5)
JDH Business Services Ltd.	87.05	101187	Loc.Govt. Finance Act 1982
Flintshire County Council	3,150.00	101188	Loc.Govt. (MP) Act 1953 (S.4)/ Parish Councils Act 1957

11. INTERNAL AUDIT OF ACCOUNTS - 2007/08

The Responsible Financial Officer advised that earlier in the week he had received the documentation from the Internal Auditor. In relation to the report from JDH Business Services Ltd. for 2007/08, the Clerk advised the meeting that on the basis of the internal audit work carried out, which was limited to the text indicated in the documentation, it was the view of the auditors that the Council's system of internal control was in place and adequate for the purpose intended and effective subject to the recommendations contained in the Action Plan. In relation to the Action Plan, reference was made to the Chairman's allowance, and although it was not subject to internal audit, the Council should ensure the expenditure related to the allowance was supported by appropriate documentation. Further reference was made to Inland Revenue rules concerning such payments and that the Chairman should ensure there were supporting receipts for all expenditure. The Clerk indicated that he had given a copy of this Action Plan to the past Chairman and the current Chairman.

RESOLVED :

1. That the completion of the internal audit for the accounts 2007/08, and the satisfactory conclusion reached by the Council's internal auditor be noted.
2. That in relation to the Action Plan, that the Responsible Financial Officer ensure that each Chairman is reminded of the need to ensure that expenditure related to the allowance was supported by appropriate documentation and that in relation to the immediate past Chairman and current Chairman the action taken, be noted.

12. BAGILLT FORESHORE – BETTISFIELD/ALL COASTAL PATH

The Clerk advised that following information he had received from Councillor R.K. Jones, and after consultation with the Chairman, he had been in contact with Mike Taylor, who was a Senior Ranger in the Countryside Service, and he had agreed to address the next meeting of the Council, to be held on 6th June 2008. Councillor R.K. Jones felt that such an address would enable the Council to be fully informed as to the approach being taken by the County Council following reports he had made to previous meetings. In addition, he felt it would be helpful if representations were made to the appropriate Officer in the Planning Department concerning their role in relation to the former landfill site area and it being transferred to Flintshire, subject to appropriate criteria.

RESOLVED :

That the address to be given to the next meeting of the Council be welcomed. and representations be made to the Planning Department accordingly.

13. ANNUAL RISK ASSESSMENT 2008/09

The meeting considered a report of the Responsible Financial Officer on Annual Risk Assessment, copies of which had been previously circulated to Members. The report reminded Members of the risk assessments undertaken in previous years. It was a statement adopted by the Council, showing identified risks, assessed them and put controls in place to manage. The Council had a duty to provide assurance for local tax payers and to prevent the cost of litigation. The Appendix attached to the report was once again in the format recommended by the internal auditor.

RESOLVED :

1. That consideration of the report of the Responsible Financial Officer be accepted as the formal Risk Assessment by the Council for 2008/09.
2. That in relation to the key risks, the response again be identified as relating to the Council's assets, bank accounts, internal financial controls and insurance, for statutory and other purposes.
3. That the Appendix attached to the report be accepted as having taken all appropriate steps to minimise risks in conjunction with documented internal financial controls, Standing Orders and Financial Regulations.

14. BAGILLT SUMMER ACTIVITIES PROGRAMME 2008

The Clerk reported to the meeting on a letter received from Flintshire County Council concerning the summer activities programme, which the Council had

supported for a number of years. For the last financial year a contribution of £650 had been made and a sum of £700 had been placed in estimates. However, due to increase in costs and a decrease in the budget of the Youth Service, the County Council were requesting a contribution of £750 from this Authority, with the Flintshire Youth and Community Service funding the balance of the cost and management costs for running the project.

RESOLVED :

That the Flintshire Youth and Community Service be advised that the Council will increase its contribution to £750 for this financial year to enable the summer activities programme for 2008 to proceed.

15. MEMBERS' ITEMS

a. Riverbank/Victoria Road – Grassed Area

Reference was made by Councillor Mrs. S.L. Jones to work recently undertaken on behalf of British Gas and to the fact that the grassed area had been left deeply rutted after works had finished.

RESOLVED :

That the matter be drawn to the attention of the Highways Authority concerning the damage caused to the grassed area by contractors' vehicles.

b. Former Club, Boot End – Derelict Premises

Councillor M.A. Reece advised the meeting that a sign had recently been placed on site indicating that it was up for sale.

**IN ACCORDANCE WITH BAGILLT COMMUNITY COUNCIL'S
CODE OF CONDUCT**

Date of Council Meeting		Friday 9th May 2008
Member	Item	Minute No. Refers
Councillor B.T. Doleman	Planning application No. 044735	8 (b)
Councillor M.A. Reece	Planning application No. 044735	8 (b)

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Chairman

