

BAGILLT COMMUNITY COUNCIL

Minutes of the proceedings of the Annual meeting of the BAGILLT COMMUNITY COUNCIL held in YSGOL MERLLYN, Bagillt, on Friday 11th May 2012.

PRESENT : Councillor R.K. Jones (Chairman)

COUNCILLORS : R. Davies, B.T. Doleman, A. Griffiths, Mrs. N.M. Jones, Mrs. S.L. Jones, S.J. Moore, C.P. Owens, M.A. Reece, T. Renshaw, C.R. Williams, Mrs. D.J. Williams, J. Williams and T.M. Withington.

IN ATTENDANCE : Mr. G. Roberts.

1. ELECTION OF CHAIRMAN 2012/13

Prior to the election of a new Chairman, the present Chairman welcomed Councillors R. Davies and S.J. Moore to membership of the Council, following the recent election. He also made reference to the service given to the Council by two former Members who had lost at the election, S.M. Manfredi, who had served for 21 years, and C. Williams, who had served for 22 years, and advised that the former had sent best wishes to the Council for the future.

RESOLVED :

That Councillor B.T. Doleman be elected Chairman of the Community Council for the ensuing municipal year.

(Councillor B.T. Doleman in the Chair)

Councillor B.T. Doleman made the Declaration of Acceptance of Office and was invested with the Chain of Office by Councillor R.K. Jones, and thanked Members for electing him as Chairman. The Chairman presented Councillor R.K. Jones with an engraved shield, incorporating the Council's logo in recognition of his year as Chairman for the 2011/12, and congratulated him on his year of office.

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

The Chairman congratulated Councillor R.K. Jones on being elected for the East Ward to the County Council and Councillor M.A. Reece on being re-elected, unopposed, for the West Ward.

2. APPOINTMENT OF VICE-CHAIRMAN 2012/13

RESOLVED :

That Councillor M.A. Reece 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 all 14 Members of the Council were present, and had signed the Declaration of Acceptance of Office in his presence prior to the meeting commencing. There was therefore no need for any further action in relation to this matter.

4. CHAIRMAN'S ALLOWANCE 2012/13

RESOLVED :

That in accordance with the Local Government Act 1972 (Section 5) the Chairman's allowance be fixed at £825 for the 2012/13 municipal year and paid to the Chairman accordingly (cheque No. 101481).

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 :**
Councillors B.T. Doleman and vacancy
- b. Bagillt Heritage Society**
Councillor R.K. Jones

2. Other Organisations

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

b. Communities First Holywell Neighbourhoods Partnership Board

Councillor J. Williams

c. Flintshire County Forum

Chairman with Vice-Chairman as substitute

6. POLICING MATTERS

The Clerk advised the meeting that he had received an e-mail from P.C. Price indicating that neither he or his colleague, PCSO Harvey, were able to attend the meeting this evening, but he had sent updates on the issues raised at the last meeting. In relation to the Petrolheads application for a licence, this had been agreed, with a condition attached that alcohol would not be sold on Cruise Nights. Over recent weeks he had carried out speed checks within the Village himself and a few drivers had been warned in the area by The Blossoms pub and also at the Boot End. In addition, he had requested surveys be carried out in the Bagillt area and had received confirmation that this would be done and would let the Clerk know when the results came in. The member of the public who had initially raised speeding concerns at the last meeting had been kept informed by the Clerk.

With regard to the Petrolheads' licence, which had been issued by the County Council, Councillor M.A. Reece indicated that, as a Member of the Licensing Committee, he had opposed the application, whilst the Chairman expressed the view that when these licences were issued by the Magistrates' Court firmer action would have been taken, with a consent unlikely. Concern was expressed by Councillor C.P. Owens and R.K. Jones in relation to the merits of the condition indicated and as to how it would be enforced.

In relation to speed checks, Councillor R.K. Jones welcomed the action that had been taken by the Police. He suggested that if further speed checks were to be carried out then they should be on different times and days so as to make drivers more speed aware. It was agreed the suggestion be forwarded to the Police accordingly.

RESOLVED :

That the report be noted.

7. MINUTES

The following comments were made on the minutes of the Ordinary meeting of the Council held on 13th April 2012.

a. Minute No. 162(a) – Dog Bin

Councillor M.A. Reece indicated that he had reminded the County Council about this issue.

b. Minute No. 162(c) – Bagillt Foreshore

The Clerk reported to the meeting that confirmation had been received from United Utilities that the gate was now open and would be left in this state to allow free access for both pedestrians and vehicles.

c. Minute No. 174 – Play Area Equipment

The Clerk reported on the response received from Flintshire County Council indicating that they had met with representatives of Playquest Adventure Play Limited on a number of occasions over the past years to discuss their products and the requirements of the Authority. They had advised that their products were mostly suited for School environments and that the Council would support them in that process. Whilst noting the comments of the County Council, Councillor R.K. Jones felt that some of the equipment indicated in the brochure could be suitable for play area provision.

RESOLVED :

That the minutes of the Ordinary meeting of the Council held on 13th April 2012 be confirmed as a correct record and signed by the Chairman.

8. PLANNING

a. Applications Determined – On-Line Consultation Period

No.	Location	Detail
049642	6 Manor Industrial Estate	Erection of an extension to industrial unit

It was noted that this proposal had been supported.

b. Applications

No.	Location	Detail
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049713 permission dwelling	Land side of Valpariaso Sandy Lane	Renewal of Outline to erect one
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RESOLVED :

That the proposal be neither supported or objected to and left to the County Council to determine.

9. BAGILLT FORESHORE

Reference was made by the Chairman to the official opening of the Bagillt Section of the Coastal Path, which had taken place on the 4th May 2012, and had received press coverage. Councillor R.K. Jones expressed the view that the completed Dragon was very impressive, which was supported by other Members, and it was agreed that the designer and fabricator, who were local, should be formally congratulated by letter.

10. ACCOUNTS FOR PAYMENT

RESOLVED :

1. That the following accounts be paid :-

Name	£	Cheque No.	Expenditure Powers
JDH Business Services Ltd.	96.00	101474	Loc.Govt.Finance Act 1982
Bagillt Bowling Club	480.00	101475	Loc.Govt.(MP Act 1976(S.19)
C.M. Scott	14.15	101476	Loc.Govt.Act 1972 (S.5)
Mr. G. Roberts	819.37	101477	Loc.Govt.Act 1972 (S.112)
H.M. Revenue & Customs	151.42	101478	Loc.Govt.Act 1972 (S.112)
Zurich Municipal	546.76	101479	Loc.Govt.Act 1972 (S.111)
Delyn Press	100.00	101480	Loc.Govt.Act 1972 (S.111)

2. That in relation to Bagillt Bowling Club, the change in arrangements they had notified regarding the buying and hiring of fertilizer and equipment for Bowling Green maintenance, to be carried out by themselves rather than direct by the Contractor, be noted and agreed, subject to the level of financial assistance agreed remaining the same for this financial year.

11. INDUCTION TRAINING FOR TOWN AND COMMUNITY COUNCILLORS

The meeting considered a letter received from Flintshire County Council offering training sessions for Town and Community Councillors and the Members' Code of Conduct and The Role and Functions of Flintshire County Council. They were initially offering three sessions based at County Hall, Mold, but were hoping at the next Flintshire County Forum to discuss the possibility of additional evening sessions hosted by volunteer Town and Community Councils. Councillor S.J. Moore indicated that he would like to take the opportunity to attend one of these training sessions.

RESOLVED :

That the Clerk inform Flintshire County Council that at least one Member would like to attend training sessions and if any other Member would also like to do so they advise the Clerk as soon as possible.

12. AUDIT OF ACCOUNTS 2011/12

a. Internal Audit

The meeting considered the Report and Action Plan of the Internal Auditor, JDH Business Services Limited, copies of which had been previously circulated. The Auditor had confirmed that, on the basis of the audit work carried out, the Council's system of internal controls was in place, adequate for the purpose intended and effective, subject to the recommendations reported in the Action Plan.

In relation to the Action Plan on the matter of the Financial Regulations, this issue was being discussed with fellow Clerks to agree an appropriate clause requiring contracts of a certain threshold to be in writing, which would help protect the Council's position legally should there be dispute about elements of supply and goods or services. It was probable that the threshold to be recommended would be £2,500 and that at a future meeting the Clerk would re-issue Financial Regulations, with any appropriate suggested amendments to include the additional clause recommended by the Internal Auditor and this would also serve the purpose of meeting the needs of the External Auditor that they were reviewed from time to time.

In relation to the matter of a Service Level Agreement (SLA), the Clerk confirmed that he had omitted to include a copy between this Authority and the County Council relating to the temporary financing of the Library. In the event of any further SLA's being entered into by the Council, then he would ensure that a copy would be provided to the Internal Audit for review in the future.

RESOLVED :

1. That in relation to an additional clause on contracts and a review of Financial Regulations, the actions of the Clerk be supported, with a view to approval of a revised document being considered at a future meeting.
2. That in relation to Service Level Agreements, it be noted that the Clerk would ensure that any such documents entered into by the Council were made available for internal audit purposes in the future.

b. External

The meeting considered the suggested responses to the External Auditor in connection with the enhanced intermediate audit, and to approve in draft the Accounting Statement as shown in Section 1 and Annual Government Statement in Section 2 of the Annual Return, copies of which had been previously circulated. A copy of Section 4 relating to the completion of the Internal Audit on the document had been previously circulated for Members' information.

RESOLVED :

1. That in relation to the responses required by the External Auditor to the enhanced Intermediate Audit, the responses, as circulated, be approved and signed by the Chairman and Clerk accordingly.
2. That the Accounting Statement in Section 1 of the Return be approved in draft, together with the Annual Government Statement in Section 2 and that the Chairman and Clerk be authorised to sign the Council confirmation prior to audit in the Annual Return.
3. That it be noted that public notices of Audit had been displayed on the Notice Boards.

13. CHRISTMAS LIGHTING

The meeting considered a report prepared by the Clerk (copies of which had been previously circulated) in relation to Christmas Lighting, which followed on from an earlier discussion at the Council meeting held in February 2012. The report reminded Members of the arrangements which had been in place between 2002 and 2009 when Christmas Lighting had been provided in the Village, the problems which had occurred, the co-operation of some of the property owners and the budget provision over the various years. A decision had been taken in 2010 to no longer provide this service as it had not been considered value for money and all lighting assets had been disposed of.

Councillor M.A. Reece (who had initially raised the issue) felt that, notwithstanding the property limitations in the Village, there were those which could be used such as the Foresters Hall, the owners in that case being very co-operative in the past, and also the Community Centre. Councillor T. Renshaw indicated that the Council should be looking to build up a fund to make such a service worthwhile and briefly outlined how this had been achieved in Flint over a period of years. Councillor R.K. Jones, whilst acknowledging the problems that had occurred regarding the use of certain premises, indicated some of the issues were down to external contractor arrangements and that perhaps the way forward would be to encompass a contract with either Holywell or Flint Town Councils, which may achieve an improved response. In any case there was no provision in the budget to go forward for this financial year and that further consideration should be given to this issue when Estimates were next being considered. Councillor J. Williams reminded Members of the adverse comments received concerning the expenditure in keeping the Bagillt Library temporarily open and that increasing the precept and in turn Council Tax to re-commence the provision of Christmas Lighting could get a similar response. Whilst noting this issue other Members indicated that they had received approaches from members of the public enquiring why the Council were no longer providing the service.

RESOLVED :

That the future re-introduction of Christmas Lighting in the Village be agreed in principle with further consideration being given to building up a fund when Estimates were next being considered in January 2013, which would then enable further discussions in relation to other practicalities such as premises, types of lighting, storage/maintenance/repair/contractor arrangements and the possibility of being part of a larger scheme with a neighbouring Town Council.

14. BEST KEPT COMMUNITIES COMPETITION 2012

The meeting considered information received from Flintshire County Council, copies of which had been previously circulated to Members. The County Council were hoping to encourage as many villages and towns to participate this year and if a Council did not wish to enter that they encourage a voluntary group or youth club to take part. The Clerk reminded Members that up until the early 1990's they had on occasions taken part in the then Best Kept Village competition by entering the New Brighton Cemetery, a class which was no longer part of the competition. In addition to there being three different categories based on the size of village or town, there was also a section relating to Best Kept Senior Citizens Estate.

Councillor C.P. Owens wondered if perhaps the improvements being made on the Foreshore would be permissible as an entry, whilst Councillor M.A. Reece felt that perhaps either the Trem Afon or Maes Walwen Senior Citizens' estates might be possibilities for entry. Notwithstanding these comments, it was however felt

that in relation to 2012 there was insufficient time to organise an entry, based upon the criteria which had been circulated, but that perhaps it could be considered for next year, which would need to involve the co-operation of other people and/or groups.

RESOLVED :

That the competition for 2012 be noted, but that consideration be given on another occasion so as to enable time to organise a possible entry for 2013 if an appropriate site could be agreed.

15. DOG BINS – TRIAL

The Clerk reported to the meeting on an exchange of e-mails with a firm called Streetklean, which concerned a dog receptacle trial. They were seeking expressions of interest from Town and Community Councils, and suggested sites. Their initial communication had been shared with the then Chairman and Vice Chairman and a number of further questions had been asked as a consequence and these were reported to the meeting. Councillor M.A. Reece indicated that, whilst it appeared the firm were going to get Welsh Assembly Government funding, there were no firm proposals yet in being and the view being taken by the County Council was to wait and see how it progressed.

RESOLVED :

That the report be noted and that the same view be taken of the matter as had been reported from Flintshire County Council.

16. ISSUES FOLLOWING THE COMMUNITY COUNCIL ELECTIONS

a. Review of Internal Controls

The Clerk reminded the meeting that, following advice from the Auditor, the Council had introduced documentation of internal controls using the Practitioners' Guide and two Members, Councillor A. Griffiths and former Councillor C. Williams, who had agreed to check the documentation to ensure that the Council were doing what was being stated, and confirm that they had examined that the actions indicated were being undertaken. Councillor A. Griffiths has indicated that he would be prepared to continue doing so and the Chairman advised that he would be prepared to replace former Councillor C. Williams.

RESOLVED :

That the Clerk arrange to forward the necessary paperwork to Councillors B.T. Doleman and A. Griffiths for checking and certification, with a view to reporting to the June Council meeting.

b. Bank Mandate

The Clerk advised that following the recent Community Council Elections, the number of current Members included on the Bank Mandate had now reduced to 8. These were, Councillors B.T. Doleman, A. Griffiths, R.K. Jones, Mrs. S.L. Jones, C.P. Owens, M.A. Reece, C.R. Williams and Mrs. D.J. Williams. The Council were requested to review whether they considered having 8 Members out of 14 was sufficient for signing cheques, for which 2 were required on each occasion.

RESOLVED :

That the report of the Clerk relating to the Bank Mandate be noted and that it be considered that there were sufficient of the current membership for cheque signing purposes.

c. Standing Orders

The Clerk advised the meeting that the External Auditor considered it appropriate from time to time for Town and Community Councils to review their Standing Orders and that it was a particularly good time following an election. The current Standing Orders had last been reviewed and approved in 2005. These Standing Orders were out of date in some aspects and he had obtained a copy of the latest Model from the National Association of Local Councils due to the Council's membership of One Voice Wales. He indicated that he would peruse and amend the document with a view to presenting it for Council approval later in the year.

RESOLVED :

That the action of the Clerk in relation to Standing Orders, as now reported, be approved.

17. MEMBERS' ITEMS

Zebra Crossing, High Street

Councillor M.A. Reece reminded Members that the County Council had quoted a figure of over £37k order to provide a Zebra Crossing in the High Street and that there was no way this Authority could request a possible Match Funded

provision. Whilst this was an issue that could possibly be raised when the Chief Executive to Flintshire County Council addressed the Council meeting in July, Councillor Reece had been in contact with that Authority's Legal Section concerning ways of raising monies, possibly through sponsorship. It was felt that there could be merit in approaching large organisations, such as Supermarkets, by way of advertisement hoardings in appropriate sites in the Village that were owned by the County Council, and he was seeking Council support for this initiative. Councillor R.K. Jones felt that, notwithstanding the views expressed by the Legal Department, there could be problems obtaining the necessary support from the Planning and Highway Departments concerning advertisement hoarding.

RESOLVED :

That the initiative being suggested by Councillor M.A. Reece be supported.

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

Date of Council Meeting	Friday 11th May 2012	
Member	Item	Minute No. Refers
There were no declarations of personal interest		

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Chairman