

BAGILLT COMMUNITY COUNCIL

Minutes of the proceedings of the Ordinary meeting of the BAGILLT COMMUNITY COUNCIL held in YSGOL MERLLYN, Bagillt, on Wednesday 10th July 2013.

PRESENT : Councillor M.A. Reece (Chairman)

COUNCILLORS : R. Davies, B.T. Doleman, A. Griffiths, G. Hotchkiss, R.K. Jones, Mrs. S.L. Jones, S.J. Moore, C.P. Owens, T. Renshaw, C.R. Williams, Mrs. D.J. Williams and J. Williams

APOLOGIES : Councillor Mrs. N.M. Jones

IN ATTENDANCE : Mr. G. Roberts (Clerk), Mr. J. Williams-Flintshire County Council (Minute No. 39) and PCSO Harvey (Minute No. 40)

38. VACANCY – WEST WARD – CO-OPTION

The Clerk reported to the meeting that he had received one expression of interest to be co-opted onto the Council from Mr. G. Hotchkiss and he gave details relating to his residence in the Village, community involvement and interests.

RESOLVED :

That Mr. Gerard Hotchkiss be co-opted to fill the vacancy in the West Ward.

As the new Member of the Council was present, he signed a Declaration of Acceptance of Office in the presence of the Clerk, which now enabled him to take part in the remainder of the meeting. The Clerk indicated that he was passing over documents to Councillor Hotchkiss relating to Code of Conduct, Standing Orders, Financial Regulations, Planning Procedures, past agendas and a Good Councillors Guide. The Clerk had recently received details of courses organised by One Voice Wales, which were taking place in Mold and St. Asaph, either of which could be of relevant interest to the new Member and would cost £30 for each attendance.

RESOLVED :

1. That Councillor G. Hotchkiss be welcomed to membership of the Council and that the forwarding of information in relation to the Authority, as indicated by the Clerk, be noted.
2. That the Clerk consult with Councillor G. Hotchkiss about his availability to attend training courses, and that the Chairman and Vice Chairman be

authorised to agree any attendance in the Recess, with the appropriate fee being paid to One Voice Wales accordingly.

39. STREETSCENE SUPERVISOR FOR THE BAGILLT AREA

After consultation with the Chairman, Mr. John Williams, Area Supervisor for the Streetscene service, was in attendance. Mr. Williams explained that, whilst his role was principally on the highway side, if there were other issues Members wished to raise, such as cleansing, then he would ensure that any comments were passed onto the appropriate Section.

Councillor T. Renshaw made reference to the excellent waste collection service, but indicated that after the relevant receptacles were emptied problems sometimes occurred with dropped mess and bags being haphazardly discarded. This comment was supported by Councillor B.T. Doleman, who indicated that this also related to other recyclables, such as glass. Councillor S.J. Moore indicated that perhaps greater care could be taken by the collectors in relation to returning relevant sacks back to the owner's property, whilst Councillor G. Hotchkiss indicated they could do likewise when handling the plastic bins and thereby avoiding any unnecessary damage. These points were noted by Mr. Williams and Councillor R.K. Jones, who indicated that the County had a follow-up cleansing service which could be contacted if there was a particular problem.

The Chairman made reference to the Stag Inn car park, and advised that there were problems in relation to particular weeds which required attention. This was noted by the officer.

Relating to the issue of highways, Mr. Williams advised that, whilst there had been a delay in completing the road surfacing at the Boot End, due to the hot weather it was intended that this be carried out next week. He also made reference to other works in the back lanes in the area. In relation to putting chippings down in such areas, he indicated that there was a short time period needed to enable them to bed down. In relation to Tyn Twll, he advised Councillor C.R. Williams that it was hoped that when the Boot End works had been completed they could deal with the short section that required a surface dressing. Reference was made by Councillor R. Davies to the outstanding works required by BT in the vicinity of The Blossoms, and Councillor R.K. Jones indicated that if the Area Supervisor was unable to make any progress with the Company then he should contact Head of Streetscene accordingly.

Councillor J. Williams referred to the works recently undertaken to the highways in the Riverbank area, and to the fact that a back road to the garages which had potholes was left undone, due to the fact that this was housing land. In response, Mr. Williams indicated that it had not been possible to use some of the materials taken up at Riverbank to fill these potholes, due to the fact that with the

traffic over the years they contained contaminants but he was hopeful that this work would be done in the near future.

RESOLVED :

That Mr. Williams be thanked for his attendance at the meeting and that he be invited back on a quarterly or so basis in liaison with the Clerk.

40. POLICING MATTERS

PCSO Harvey was in attendance. With regard to the discussion at the last meeting in relation to motorbikes, he made reference to a person he had caught in the Bettisfield area, advising him to desist accordingly. The access onto this area was being restricted in relation to the type of gates the Countryside Services were erecting. Councillor C.R. Williams indicated that, as far as he was concerned, there was certainly a lot less of a problem in relation to High Street being used by motorbikes inappropriately. Councillor A. Griffiths advised that there was noise, on occasions, when biking events were held at the Petrolheads Café and upon patrons leaving and using the By-Pass. PCSO Harvey indicated that he was aware of the situation and had spoken to the Café owner requesting him to draw the issue of the noise to the attention of the patrons when leaving the premises.

Reference was made by Councillor G. Hotchkiss to the fact that locally there was nowhere off-road motorbikes could go, although there had been attempts in the recent past to obtain a venue. The people concerned were not prepared to travel far and tended to be of a younger age. Councillor Hotchkiss also gave instances where he had observed such bikes passing his property towards Greenfield with very young persons on the back and not wearing helmets. Councillor T. Renshaw indicated that, even if you could find an owner willing to allow access for such vehicles, if it became a regular issue there was then the problem of planning permission and insurance to be addressed.

Councillor S.J. Moore enquired as to the recent factory fire and whether it had been a re-ignition of the previous blaze. He was advised by the officer that he did not have the information to answer this point.

Councillor Mrs. D.J. Williams made reference to the practice of people using a fast food premises in Flint and then walking home towards Bagillt and throwing the resultant cartons onto the pavement. The officer indicated that he would draw this matter to the attention of his Flint colleagues. In relation to her further comment regarding inappropriate use of Tyddyn Mesham by taxis as a short cut, PCSO Harvey indicated that he had spoken to all the relevant firms but there was a limit in the time he had available to observe such actions and that he could only pass on possible offences to Police colleagues.

The Chairman thanked the PCSO Harvey for attending and responding to issues raised by Members.

41. MINUTES

The following comments were made on the minutes of the Ordinary meeting of the Council held on 12th June 2013.

a. Minute No. 34 – North Wales Armed Forces Day 22nd June

In response to Councillor T. Renshaw, the Clerk indicated that he had been in contact with Flint Town Council. The Town Clerk had advised him that the Town Mayor would welcome the Chairman of this Council also laying a wreath at the Cenotaph in memory of the soldier Drummer Rigby on the day of the RWF Freedom Ceremony in Flint, which was on the 27th July 2013. The wreath was being organised through Flint Town Council and the cost would be included in the accounts for payment.

b. Minute No. 37(a) – Springfield Quarry – Access for Children

Councillor C.R. Williams indicated that he was still awaiting contact from Flintshire County Council concerning a visit to the Quarry, and was advised by Councillor R.K. Jones that the relevant officer had been away on leave. The Clerk indicated he had as yet received no response from the reported current owners of the site.

RESOLVED :

That the minutes of the Ordinary meeting of the Council held on 12th June 2013 be confirmed as a correct record and signed by the Chairman.

42. CHAIRMAN'S COMMUNICATIONS

The Chairman indicated that he had attended the Flintshire County Council Civic Sunday, which had taken place on 9th June 2013 in Treuddyn. He had also attended the North Wales Armed Forces Day on 22nd June 2013 at Deeside College, Connah's Quay. In addition he would be attending the RWF Freedom Service, to take place in Flint on 27th July 2013.

43. REPORTS BY REPRESENTATIVES

a. Urdd Eisteddfod

Councillor C.P. Owens advised that he had attended the public meeting held in Flint on 25th June 2013, and that Councillor T. Renshaw had also been present, representing Flint Town Council. The meeting had been

extremely well attended and it had been formally agreed to invite Urdd Gobaith Cymru to hold their Eisteddfod in Flintshire, at Flint in 2016.

Councillor T. Renshaw indicated that the Town Council had, for the past couple of years, been building up a fund to support this event and undoubtedly the organisers would also be approaching other Town and Community Councils in Flintshire to assist. He suggested that the Council should perhaps look at this issue at estimates time to see what support they could make available.

RESOLVED :

That the report be noted, and that when estimates were being considered for the next financial year consideration be given to the possibility of making funds available to support the Urdd Eisteddfod to be held in Flint in 2016.

b. County Forum

This meeting had been attended by Councillors M.A. Reece and C.P. Owens and had been held in Pantasaph on 27th June 2013. The principle discussions had related to the Local Development Plan (LDP), and to assist Members copies of information which had been circulated at the Forum had been forwarded with the agenda. Councillor M.A. Reece indicated that if Members had any issues to raise in relation to the circulated paperwork he would endeavour to comment accordingly.

In relation to the LDP, the Clerk advised that he was still awaiting a response from the County Council concerning a possible visit by a Council Planning Officer to a meeting of the Council on this issue, and Councillor M.A. Reece indicated that he would take this matter up accordingly.

Councillor C.P. Owens indicated there had not been the time available to give an update on digital mapping to the Forum.

44. PLANNING APPLICATIONS

The Clerk reported that no planning application had been received since the agenda was circulated.

45. ACCOUNTS FOR PAYMENT

RESOLVED :

That the following accounts be paid.

Name	£	Cheque No.	Expenditure Powers
C.P. Owens	160.00	101559	Loc.Govt.Act 1972 (S.111)
Delyn Press	30.00	101560	Loc.Govt.Act 1972 (S.111)
Bagillt Bowling Club	480.00	101561	Loc.Govt.(MP)Act 1976 (S.19)
C.M. Scott	30.95	101562	Loc.Govt.Act 1972 (S.5)
Mr. G. Roberts	832.80	101563	Loc.Govt.Act 1972 (S.112)
H.M. Revenue & Customs	149.12	101564	Loc.Govt.Act 1972 (S.112)
N. Wales Assoc.Town & Community Councils	20.00	101565	Loc.Govt.Act 1972 (S.111)
Flint Town Council	18.00	101566	Loc.Govt.Act 1972 (S.112)
Flintshire County Council	2,100.00	101567	Loc.Govt(MP)Act 1953/ Parish Councils Act 1957
Mr. G. Roberts	736.70	101568	Loc.Govt.Act 1972 (S.112)
H.M. Revenue & Customs	148.92	101569	Loc.Govt.Act 1972 (S.112)

46. INTERNAL AUDIT ACTION PLAN AND 2012/13 ACCOUNTS

The Clerk reminded Members that at the May 2013 meeting (minute No. 13(a)) they were informed of the Action Plan comments from the Internal Auditor in relation to updating the Risk Assessment and the need to establish a Service Level Agreement (SLA) for the Community Caretaker service. With regard to a revised Risk Assessment, a Report and Schedule had been previously circulated, to include the matter of disaster recovery and business continuity on the basis of the Clerk working from home. This matter had been discussed with fellow Clerks and also at a meeting of the Clwyd Branch of the Society. In relation to the SLA subject, this would be covered in the adjoining minute.

The report on Risk Assessment followed that agreed by the Council at the April 2013 meeting, adjusted to accommodate the comments from the Internal Auditor.

RESOLVED :

1. That consideration of the report of the Responsible Financial Officer be accepted as the revised formal Risk Assessment by the Council for 2013/14.

2. That in relation to the key risks, the response again be identified as relating to the Council's assets, Bank accounts, internal controls and insurance, for statutory and other purposes.
3. That the appendix attached to the report be accepted as having taken the appropriate steps to minimise the risks in conjunction with the documented Internal Controls, Standing Orders and Financial Regulations, and to meet the requirements of the Internal Auditor in relation to Disaster Recovery and Business Continuity, on the basis of the Clerk working from home.

47. COMMUNITY CARETAKER

Councillor J. Williams expressed doubt as to whether the Council were receiving value for money in relation to what was spent with Flintshire on the Community Caretaker service. He referred to a particular instance in relation to two members of staff being involved cutting grass in his area but was advised by the Chairman that, on this occasion, they were working for the County Council as part of the Estate Caretaker Service. Members were reminded by the Clerk that they paid a sum of £6,300 per annum for one week per month and that, whilst it was intended to refer to one person, on occasions a particular task for this Authority may require two. However, he was aware from discussions with the Chairman that there did appear to be a tendency for this to be a more common occurrence than just in exceptional cases. As a result, he would be covering this issue in the draft SLA he had prepared and discussed with Councillors R.K. Jones and M.A. Reece for forwarding on to Flintshire to meet the requirements of the Internal Auditor. Under the present arrangement, the Council agrees after the estimates meeting in January whether to continue using the Community Caretaker service for a further twelve months but the SLA would also include provisions for a formal ending of the arrangement if either party did not meet certain requirements.

Councillor T. Renshaw expressed the view that there needed to be a better form of monitoring of what was being done in the Village on behalf of the Council, in addition to contact made between the Caretaker and the Clerk, and the information forwarded by the former, which was now being reported on a monthly basis, to the Council. This was necessary to ensure that this Authority received value for money and hours actually spent needed to be recorded. Councillor B.T. Doleman indicated that, if the Council did not have such a person available to undertake works to Council street furniture, which was a part of his function, then they would have to pay a private contractor at a going rate to undertake repairs and maintenance.

In relation to the work undertaken by the Community Caretaker in the Village during June, two trailer loads of branches that had been cut down at the rear of Trem Afon had been cleared, but there was a need to go back to finish the job as the work had been stopped due to roadworks as it was causing an obstruction.

There had again been a continuation of clearing rubbish in Highfield Road from the rear and six builders' bags of material had been removed. The remainder of this clearance would now be undertaken on Flintshire Estate Caretaker Service time. He had called at the Manor Estate bus shelter to look at the seating possibility and, after estimating the materials required, had informed the Clerk the work could be undertaken and the likely cost. A call had been made to a property in Bryn Aber to clear tree branches pressing onto the fencing from behind the panel fence and the panels had to be moved to gain access to the area to be cleared and then replaced. At the Community Centre, ivy had been cleared away from the toilet end wall.

RESOLVED :

1. That the Clerk forward the draft SLA to the Housing Department at Flintshire County Council for comment, with a view to it being agreed and signed during the Recess, with the Chairman and Vice Chairman being consulted in the event of changes being needed.
2. That when forwarding the draft SLA referred to above, the Clerk make reference to the fact that double working with two vans on the service should be the exception rather than the rule, and that there was a need for the service provided to be monitored
3. That at estimates time, the Council once again consider whether the service is giving value for money, prior to it continuing beyond the current financial year.

48. BAGILLT FORESHORE

It was noted that on Sunday 21st July 2013 the 5th Annual Kite Day would be held at Bagillt, as organised by the Coastal Rangers. The Clerk reported that a letter had been received from The Friends of The Bagillt Foreshore concerning the prevalence of dog fouling on the Foreshore. Councillor A. Griffiths indicated that, in his view, bins were required both to reduce dog fouling and litter in the vicinity of the Dragon, and he concurred with the sentiments expressed by the Friends concerning problems for walkers, arising from dog fouling in the area. Councillor J. Williams felt that there would be benefit in inviting Mike Taylor from the Countryside Services to a future meeting of the Council to discuss the dog fouling and other issues in relation to the Foreshore.

RESOLVED :

That Mike Taylor from the Flintshire Countryside Service be invited to attend the next meeting of the Council, to be held on 11th September 2013.

49. COMMUNITY AWARDS 2013

The Clerk advised that the Community Awards for 2013 were to be awarded to Charlie Hulse at Ysgol Merllyn on Thursday 18th July, and to Casey-Anne Harris-Stagg at Ysgol Glan Aber on Friday 19th July 2013. Members were advised that the Chairman would be making both presentations on behalf of the Council. The names of the successful pupils would be included in the New Section on the Council's website, and also forwarded to the local press.

50. LOCAL GOVERNMENT (WALES) MEASURE 2011 : COMMUNITY COUNCILS

Further to minute No. 36 (June 2013), the meeting considered the previously circulated report of the Clerk. The Consultation Document issued by the Welsh Government included Guidance to Town and Community Councils in Wales. These related to Community Meetings and Community Polls, Organisation of Communities and their Councils, Co-option of Members of Community Councils, Appointment of Community Youth Representatives, Reviews of Community Areas and Electoral Arrangements, Community Councils Power to Promote Well Being, Grants to Community Councils, Model Charter Agreements between Local Authorities and Community Councils and Schemes for Accreditation of Quality in Community Government.

RESOLVED :

That the report be noted.

51. BUS SHELTER – MANOR ESTATE – SEATING REQUEST

The Clerk reported that a letter had been received from Councillor D. Cox requesting consideration be given to providing seating at the stone bus shelter at Manor Estate, which would assist elderly people whilst waiting for buses. Councillor R.K. Jones had originally passed the request onto the Clerk and had raised the possible issue that it could encourage youngsters to congregate. In response, Councillor Cox indicated that, whilst youngsters would no doubt be attracted to a bus shelter that provided seating, it would not necessarily mean they would vandalise the facility which offered a degree of comfort, and therefore the Council had been requested to consider this provision.

The Clerk had approached the Community Caretaker and he had advised that it would be possible to construct seating and that he could undertake it on behalf of the Council. In relation to the materials required, such as wood, paint etc. it was expected to cost in the region of £100.

RESOLVED :

1. That Councillor Cox be informed that the Council was agreeable to providing seating at its bus shelter in the Manor Estate, and would use the services of their Community Caretaker arrangement with Flintshire County Council.
2. That the Clerk contact the Community Caretaker with a view to undertaking this work as a priority.

52. NORTH WALES ASSOCIATION FOR TOWN AND LARGE COMMUNITY COUNCILS (NWATLCC)

At the last meeting of the Council, it was agreed that the Clerk report on contact with this Organisation to enable a comparison with One Voice Wales, including their Conference and AGM arrangements. After obtaining information from their Secretary and website, and sharing this with the Chairman and Vice Chairman, it was suggested the meeting consider appointing a representative(s) to attend the NWATLCC AGM and Conference on 19th July 2013 at The Springfield Hotel, Holywell, at a cost of £20 to cover lunch for each. This would enable a report back in September and one from the Clerk which would assist in comparing with OVW for determining membership for the future.

RESOLVED :

1. That, if available, the Chairman and Vice Chairman be authorised to attend the NWATLCC AGM and Conference to be held in Holywell on the 19th July 2013, and that the lunch cost of £20 for each be met accordingly.
2. That a report be made to the September meeting on the event referred in 1 above together with a report by the Clerk on OVW services for comparison purposes, with a view to determining membership for the future.

53. AUTHORITY FOR ACTION DURING THE RECESS PERIOD

RESOLVED :

1. That in accordance with the provisions of Section 101 of the Local Government Act 1972, the Chairman and Vice-Chairman, acting as a Sub-Committee, be given power to act on matters of an urgent nature during the recess period.
2. That in accordance with the provisions of Section 101 of the Local Government Act 1972, the Chairman and Vice-Chairman, together with a Local Member who lived nearest to the application site, acting as a Sub-Committee, be given power to act on comments regarding planning

applications and other matters where Local Member involvement would be helpful during the recess period.

54. COMMISSION ON PUBLIC SERVICE GOVERNANCE AND DELIVERY

The meeting considered information from the Commission inviting help to inform its work, copies of which had been previously circulated.

RESOLVED :

That any response to the work of the Commission be left to each Member accordingly.

55. FINANCIAL INFORMATION

The Bank Reconciliation and information on Income/Expenditure for the first quarter to 30th June 2013, had been previously circulated to Members.

RESOLVED :

That the report be noted.

56. SUMMER PLAYSCHMES 2013

Information had been received from Flintshire County Council indicating that, as previously requested, the Council would receive the four week service for the two play areas over a five week period. The Playscheme for Victoria Road would be from Monday 22nd July to Friday 16th August 2013, from 10.30am to 12.30 p.m., whilst the one for Ysgol Merilyn would be from Monday 29th July 2013 to Friday 23rd August between 1.30 and 3.30 p.m. Copies of Notices received containing this information had been previously circulated to Members, and would also be displayed shortly on the Council's three Notice Boards.

RESOLVED :

That the information be noted.

57. WELSH NATIONAL MEMORIAL – FLANDERS

The meeting considered a letter from the organisers of a campaign to create a Welsh National Memorial in Flanders, copies of which had been previously circulated. It indicated that, to date, they had raised monies which would hopefully be enough to complete Phase 1 of the project, which was to transport four large stone pillars across to Belgium so that their engineers can build a 'Cromlech'. Phase 2 of the project would be carried out by the Belgians, which would be the creation of a Welsh Garden of Remembrance around the Cromlech,

and will be paid for by the Belgian Local Authority. Following on from these two Phases the campaign would have to raise at least another £35,000 for Phase 3 and possibly more, so that a large unique metal dragon could be commissioned to be placed astride the Cromlech and monies would also be needed for the Service of Dedication, which was to be held on 16th August 2014. It would have a large slate pillar at the entrance to the Monument Park and be inscribed "In Remembrance of all those of Welsh decent that took part in the First World War". This letter was being forwarded to each Town and Community Council in Wales with a request to donate to this noble project.

Councillor T. Renshaw reminded Members that next year would be the centenary of the outbreak of the First World War, and that perhaps consideration could be given to this matter when estimates were being considered later in the year, with a view to making a donation.

RESOLVED :

That consideration of a donation towards Phase 3 of the Welsh National Memorial in Flanders be considered at estimates time in January 2014.

58. MEMBERS' ITEMS

a. High Street Car Park – Lockable Height Bar

Councillor A. Griffiths referred to the fact that the lockable height bar to the High Street car park, in order to prevent inappropriate access to large vehicles, had been left open for some time. The keys to the car park had apparently been mislaid by the Housing Department, Flintshire County Council, who were responsible for the area.

RESOLVED :

That representations be made to the Housing Department, Flintshire County Council to ensure that these gates were now permanently locked, given that the previous need to open them for large vehicles servicing the recycling area was no longer applicable.

59. WELSH LANGUAGE COMMUNITIES ALLIANCE

The Clerk read out to the meeting an e-mail he had received about this Alliance, which was a forum for different Groups and Councils to discuss comments, share ideas and good practice regarding Welsh Language in the communities. Particular reference was made to the 2011 census results and the need to ensure speak and use the Welsh language. They would like the Council to join the Alliance to be part of the effort, with the next meeting to be held in Denbigh due to the National Eisteddfod week next month.

RESOLVED :

That no action be taken in the matter.

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

Date of Council Meeting	Wednesday 10th July 2013
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Member	Item	Minute No. Refers
There were no Declarations of Interest.		

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Chairman