

BAGILLT COMMUNITY COUNCIL

Minutes of the proceedings of the Ordinary meeting of the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY, on Wednesday 9TH April 2014.

PRESENT : Councillor M.A. Reece (Chairman)

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

IN ATTENDANCE : Mr. G. Roberts (Clerk), PCSO Harvey (minute No. 158) and Mr. J. Williams, Flintshire County Council (minute No. 159)

157. PUBLIC ENQUIRY ITEM

There was one member of the public present, who indicated that he wished to speak. He made referenced to the payment made by the Council concerning the Play Area Improvement Scheme at Trebor Avenue and whether anyone from this Authority had visited to inspect the work. He also circulated photographs of the new equipment and the unsatisfactory condition of the sand area around one of the new pieces of equipment, and questioned whether the expenditure was value for money. In response, the Clerk indicated that the Council had been informed that the works would be completed by the end of March. Councillors R.K. Jones and Mrs. S.L. Jones indicated that play equipment was costly, particular in terms of any safety surfacing required. Councillor R.K. Jones requested the Area Streetscene Supervisor who was present to pass on the concerns in relation to the area that is sand, and indicated he would look at the site, and also discuss the matter with the Officer responsible.

In relation to a further item on the agenda, to which he may not be able to be present, He referred to previous enquiries he had made with the Clerk concerning the Chairman's allowance.

158. POLICING

PCSO Harvey was present and, having been successful in his application to become a Police Constable, this would be his last meeting in this role as he would be leaving at the end of April. The Chairman thanked him for his efforts for the community and, on behalf of the Council, wished him all the best in his new role. The Officer indicated that he did not know who would be undertaking this role for Bagillt in the future and the Clerk advised he would make contact with Sergeant Williams for an update.

Reference was made by Councillor A. Griffiths to problems with speeding vehicles, both cars and motorbikes, on the dual carriageway, which had been

reported to the Police, and Councillor C.P. Owens concurred with these sentiments and also made reference to the noise element. This had been a weekend problem previously and had now seemingly re-started, and the Officer indicated he would pass on these concerns to his colleagues. Councillor T. Renshaw reminded Members that if any of them, or a member of the public, was prepared to report a particular registration number to the Police and be prepared to give evidence in any Court proceedings, then there was action that could be taken if nuisance by a particular vehicle persisted.

The Chairman again thanked PCSO Harvey for attending the meeting.

159. STREETSCENE SUPERVISOR FOR BAGILLT AREA

Mr. J. Williams, Area Supervisor for Streetscene, was present for his quarterly attendance, and made brief reference to previous issues reported regarding potholes and street lighting, and indicated that grass cutting was now commencing. In relation to street lighting, Councillor Mrs. D.J. Williams indicated that there was still a problem at Tyddyn Messham, and was advised that this was awaiting attention by the utility provider. In relation to lighting, Councillor G. Hotchkiss indicated that earlier this week he had noted a number of lights along the by-pass were remaining on during daylight hours and highlighted the area of concern, which was noted by the Officer.

Councillor C.R. Williams made reference to the representations made by the Council concerning damage to the highways at Top Hill by heavy goods vehicles, and to the response received from the Highway Authority that it was not practical to propose the introduction of a weight restriction at this location. He therefore suggested that a request be made for a sign indicating that the highway was unsuitable for heavy goods vehicles, which at least would warn drivers and may assist in alleviating the problem. Councillor J. Williams referred to a particularly large pothole outside a property in Riverbank, which was constantly full of water and required attention, which was noted by the Officer.

Councillor C. Williams indicated that there was a need for attention to be given to overhanging trees and branches along a section of Old London Road from Tyddyn Mesham. This was causing delivery drivers in particular to be reluctant to access a number of properties, including his own. He was advised that it was the general responsibility of the landowner concerning overhanging trees and branches onto a public highway, but that the matter would be looked at. Councillor J. Williams referred to a visit made by Flintshire Officers to his area at the weekend offering various waste disposal sacks. He was advised by Councillor R.K. Jones that part of the Riverbank area was problematical concerning recycling efforts from some residents and these spot visits were meant as an encouragement to improve the situation. Councillor T. Renshaw made reference to the block of flats by the Kingdom

Hall, in the High Street, which still required the kerbstones to be lowered to make a proper access to the car park facility for these premises. In response, Mr. Williams indicated that the developers had gone into liquidation and therefore this was not a straightforward matter, but it may be possible in the interim to remove kerbstones until the matter can be satisfactorily resolved. The Officer advised Councillor A. Griffiths that, as of yet, his Department was not responsible for the planting areas surrounding the High Street car park, and he was well aware of their present unsatisfactory situation. It was likely that this situation would be changed in the near future.

The Chairman thanked Mr. Williams for attending the meeting and it was noted that he would next be present in July.

160. MINUTES

The following comments were made on the minutes of the Ordinary meeting of the Council held on 12th March 2014.

a. Minute No. 148(b) - Flintshire Local Development Plan

The Clerk advised that Mr. Andy Roberts, the Officer responsible for the LDP process at Flintshire had offered to attend the May meeting of the Council in response to the requests from this Authority, and this was accordingly accepted.

RESOLVED :

That the minutes of the Ordinary meeting of the Council held on 12th March 2014 be confirmed as a correct record and signed by the Chairman.

161. CHAIRMAN'S COMMUNICATIONS

1. The Chairman advised that there was a delay in the construction of the new box to hold the Chain of Office, this being caused by a water leak onto the wood to be used, but was intended that it would be ready to hand over to the new Chairman at the Annual meeting in May.

162. REPORTS BY REPRESENTATIVES

a. High Street – Traffic Calming/Re-surfacing

Councillor R.K. Jones indicated that there had been success in the awarded funds of up to £60k to provide traffic calming in the High Street, which had to be spent by the end of the financial year. The scheme would be prepared for public consultation, including an exhibition, following which a decision would be made on whether to proceed. The funding was being provided by the

Welsh Assembly Government. As it was more practical to undertake re-surfacing prior to any traffic calming scheme, it had been possible to find funding and, once again, this would be a matter for consultation.

163. PLANNING

a. Applications Determined – On-line Consultation Period

No.	Location	Detail
051834	Land adj. Beechcroft Highfield Road	Change of use of vacant land to provide parking facility for the Bowling Club

The application, which had been submitted by the Community Council on behalf of the Bowling Club, had been supported. It was noted that Councillor M.A. Reece had declared an interest in this item, and his role as Chairman and Local County Councillor in the agreed procedure had been taken by Councillors C.R. Williams and R.K. Jones respectively,

b. Applications

The Clerk reported that no applications had been received since the agenda was printed.

164. ACCOUNTS

a. Already Paid

Name	£	Cheque No.	Expenditure Powers
Welsh Water/ Dwr Cymru	467.31	101625	Loc.Govt.(MP)Act 1976 (S.19)

RESOLVED :

That the action of the Chairman and Vice Chairman in approving this payment between meetings, be endorsed.

b. For Payment

Name	£	Cheque No.	Expenditure Powers
Mr. G. Roberts	837.47	101626	Loc.Govt.Act 1972 (S.112)
H.M. Revenue & Customs	145.88	101627	Loc.Govt.Act 1972 (S.112)

165. ACCOUNTS 2013/14

The meeting considered a report prepared by the Responsible Financial Officer, copies of which had been previously circulated to Members. It was pointed out that on the second page was the end of the fourth quarter Bank reconciliation, as at 31st March 2014, and that the ledger of accounts, invoices and Bank statement were presently with the internal auditor. The formal approval of accounts for the last financial year would await the submission of the annual return at the next meeting, once the appropriate section had been completed by the internal auditor.

RESOLVED :

That the accounts for 2013/14 be noted as circulated and signed by the Chairman and Clerk/Responsible Financial Officer, who had also signed the accounts ledger.

166. ANNUAL RISK ASSESSMENT 2014/15

The meeting considered a report by the Responsible Financial Officer on Annual Risk Assessment, copies of which had been previously circulated. The report reminded Members of the Risk Assessments undertaken in previous years. It was a statement adopted by the Council showing Identified Risks, assessing them and putting controls in to manage. The Council had duties to provide assurance to local tax payers and to prevent the cost of litigation. Since the last one had been approved by the Council an additional element had been added to the schedule concerning the risk of invalidating insurance cover on street furniture, such as bus shelters. This was being controlled by ensuring regular Risk Assessments were carried out and records kept for production to the insurers in the event of a public liability claim.

RESOLVED :

1. That consideration of the report of the Responsible Financial Officer be accepted as a formal Risk Assessment by the Council for 2014/15.
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. The appendix attached to the report be accepted as having taken all the appropriate steps to minimise risks in conjunction with the documented internal controls, Standing Orders and Financial Regulations.

167. BUS SHELTERS

The Clerk reported that since the last meeting consent had been received from the landowners to erect the seating at the Riverbank bus shelter, subject to the previously agreed conditions. A site meeting had been held between the contractor and Councillor M.A. Reece, as agreed previously, to check the width and length of the seating and to indicate repairs required to the bus shelter, as well as any painting. Councillor M.A. Reece advised that, with regard to the brickwork that required attention, the contractor had been let down by his normal contact and he was endeavouring to assist him by finding a local builder to assist.

RESOLVED :

That the report be noted.

168. BAGILLT FORESHORE

A copy of a response from Flintshire County Council concerning Countryside Service issues previously raised by this Authority had been circulated to Member. As well as responding to the issues raised, there was an offer by Mr. Tom Woodall, Head of Countryside Service, for either him or Mike Taylor, Senior Ranger, to attend a future meeting to explain further their roles and responsibilities on the Foreshore. Members discussed this in particular regarding previous contact with the Senior Ranger and felt that it would only be appropriate if both were to attend.

The Chairman made reference to a request he had received from the fishermen concerning road planing, whereby they had arranged for material to be delivered and to be put in place at their own cost. They were requesting support for further material, which Councillor R.K. Jones confirmed would be supplied free of charge at an agreed date for them to arrange for it to be put in place to improve the road surface in the vicinity of the Scrap Yard. The views of the Scrap Yard owner concerning a particular vehicle of his using the access were noted.

The Clerk read out to the meeting copies of e-mails he had received via Councillor M.A. Reece. These were proposals by NPL Developments concerning options that could be implemented in the short term, which would minimise the risk of further flood damage occurring in the future by raising the levels of the fields situated behind the sea bund and raising the height of the existing bund, which they felt would be sufficient to prevent the sea from breaching the clay in the future. The initial response from the Planning Department made reference to such a proposal possibly compromising the flood plain, the need for coastal protection works to be agreed with other Authorities, that the proposed inflow onto the fields was excessive

and could essentially be a landfill operation. Other issues were also raised in the reply and reported. This matter was being reported at this stage for the information of Members.

Reference was made by Councillor J. Williams to a recent meeting of The Friends of the Bagillt Foreshore when the Senior Countryside Ranger had requested a contribution of £300 from this body. This would be half the cost of producing up to 3,600 leaflets concerning the Bettisfield area for distribution throughout the Bagillt community. The Member indicated that he had contacted the Clerk and been advised that there was less than half that number of properties within the community of Bagillt.

RESOLVED :

1. That both the Head of Countryside Services and the Senior Ranger be requested to attend the June meeting of the Council or if not convenient for both the July meeting, as another Flintshire Officer was making a presentation to the May meeting.
2. That the road planing issue raised by the fishermen concerning further provision to improve the road surface, be supported.
3. That the other issues raised concerning Foreshore matters, be noted.

169. VACANCY – EAST WARD

The Clerk reported that the Returning Officer at Flintshire County Council had confirmed there had been no request for an election to fill the vacancy in the East Ward, and that the Council could now proceed to undertake the Co-option Procedure. The Clerk had circulated copies of the relevant Notice requesting expressions of interest at the meeting, and these would be displayed on the Council Notice Boards from Friday. Any expressions of interest received by the closing date of 30th April 2014 would be reported to the May meeting.

RESOLVED :

That the report of the Clerk be noted.

170. SUMMER PLAYSCHMES 2014-15

The Clerk reported that since the last meeting Flintshire County Council had confirmed the funding required from the Council, which was £1,796.40 for two schemes for three weeks, and an additional £250 each for an additional week. The funding to meet these costs had been provided for in the budget for this financial year, and acceptance of the costs quoted had been confirmed with the County

Council in addition to each scheme running for a four week spread over the five week period of the scheme, as happened last year.

RESOLVED :

That the actions of the Clerk be endorsed.

171. PLAY AREA IMPROVEMENT SCHEME

The Clerk reminded Members that they had put forward a match funded improvement scheme for the Bron Haul play area and it had been expected that by the time of this meeting a decision on whether it had been successful would be known. Contact would be made with the appropriate Officer at the County Council but he had been informed that the recommendations for the various schemes put forward throughout the County were being presented later this week for approval and that it was hoped this information could be shared with the Council shortly.

RESOLVED :

That the Clerk report the outcome to the next meeting of the Council.

172. AUDIT ARRANGEMENTS FOR 2013-14 FINANCIAL YEAR

a. Internal Audit

The Accounts and supporting documents had been delivered earlier today to the Internal Auditor, JDH Business Services, and would be collected back on the 16th April 2014, with their report being submitted to the May Council meeting. The Internal Auditor would also complete Section 4 of the Annual Return, referred to in **b** below.

b. External Audit

The Clerk confirmed that the External Auditor, Hacker Young, had advised that this would take place on 31st May 2014, with the public notice being displayed on Council Notice Boards on 17th April 2014. A copy of Section 1 would be submitted to the Council in May after the Internal Audit to enable the Council to approve the accounts for the previous financial year. In addition, Section 2 of the Return on Governance, which the Council has to confirm as the final responses, would also be circulated. The Annual Return would then be signed by the Chairman and Clerk as Council confirmation prior to audit.

RESOLVED :

That the procedure for the external audit of the 2013/14 financial year accounts, as reported by the Clerk, be noted.

173. DEVOLUTION OF SERVICES – TRAINING SESSION

A copy of an e-mail from Mold Town Council offering to host a training session, run by One Voice Wales on Devolution of Services, had been previously circulated to Members. Councillor T. Renshaw indicated that this was an issue which was also going to be covered by the North and Mid-Wales Association of Local Councils.

RESOLVED :

That the offer of training under the auspices of One Voice Wales, be noted.

174. MEETINGS VENUE – AGENDA DISPATCHES

The Clerk reminded Members that at the meeting held in March it had been decided to hold this meeting of the Council at the Community Library, and thereafter to make a decision as to whether it should be used as the permanent Council meetings venue, instead of alternating between the two Primary Schools in the Village.

The Clerk advised that he had held discussions with the Chairman and Vice Chairman to bring forward the usual dispatch days for agendas for the May and June Council meetings, due to holiday arrangements. The agenda would be prepared one week earlier than usual and circulated to Members, with the proviso that if there were significant additional items requiring to be dealt with, then the Clerk would arrange for a supplementary agenda to be circulated prior to the meeting.

RESOLVED :

1. That the Bagillt Community Library be used as the permanent venue for all future meetings of the Council, and that the Clerk advise the two Schools accordingly.
2. That the arrangements for bringing forward the circulation of agendas for the May and June meetings, as reported by the Clerk, be noted.

175. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED :

That the public and press be excluded from the meeting for the next item, due to the confidential nature of the business being considered.

176. CHAIRMAN'S ALLOWANCE

The Clerk reported on advice from the Society of Local Council Clerks, together with guidance from the HMRC, on the issue of the Chairman's allowance. The Chairman

and Vice Chairman, together past Chairmen of the Council, were consulted on this information together with changes suggested by the Clerk after he had discussed the situation with other Clerks.

RESOLVED :

1. That payment of a civic allowance to the Chairman undertaking the functions of that office be discontinued with effect from the 2014-15 municipal year.
2. That the Chairman be entitled to reimbursement of expenses incurred, as outlined by the Clerk, and to bring forward suggested assistance for local organisations for Council approval from the Chairman's fund, up to the provision previously allocated in the budget for allowance purposes.

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

Date of Council Meeting	Wednesday 9th April 2014
--------------------------------	--

Member	Item	Minute No. Refers
There were no Declarations of personal interest.		

.....
Chairman