

## **BAGILLT COMMUNITY COUNCIL**

Minutes of the proceedings of the Annual meeting of the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY on Wednesday 9<sup>th</sup> May 2019.

**PRESENT: Councillor C. P. Owens (Chairman)**

**COUNCILLORS:** R. Davies, B. T. Doleman, A. Griffiths, Mrs. J. Nicholas, M.A. Reece, C. Renshaw, Mrs. C. Shorten, T. Shorten and C.R. Williams.

**APOLOGIES:** Councillor Mrs. S.L. Jones, K. Rush, C. Williams, and Mrs. D. J. Williams.

**IN ATTENDANCE:** Mrs. L. Wood (Clerk), Mr. G. Roberts (Flintshire Streetscene Officer) and Members of the Public.

### **1. DECLARATION OF INTERESTS**

There was no declaration of interests recorded.

### **2. ELECTION OF CHAIRMAN 2019/20**

The Chairman called for nominations and Councillor B. T. Doleman was cordially proposed and seconded.

**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 C. P. Owens. The Chairman presented Councillor C. P. Owens with the Past Chairman's Badge in recognition of his year as Chairman for 2018/19 and congratulated him on his year of Office.

### **3. APPOINTMENT OF VICE-CHAIRMAN 2019/20**

The Chairman called for nominations and Councillor Mrs. J. Nicholas was cordially proposed and seconded.

**RESOLVED:** That Councillor Mrs. J. Nicholas be appointed Vice Chairman of the Community Council for the ensuing Municipal year.

### **4. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES**

**RESOLVED:** That the Members indicated below be appointed as the Council's representatives on the organisations indicated.

#### **1. Local Organisations**

##### **a. Bagillt Community Association**

Councillors C. Shorten and T. Shorten

**b. Bagillt Heritage Society**

Chairman

**2. Other Organisations**

**a. North and Mid-Wales Association of Local Councils**

Councillor C.R. Williams

**b. West Flintshire Town and Community Councils Working Group**

Chairman and Clerk

**5. STREETSCENE BAGILLT**

The Chairman welcomed Mr. G. Roberts, Streetscene Supervisor to the meeting.

Mr. G. Roberts updated the council on issues reported from the last meeting.

Mr. G. Roberts reported pothole repairs have started and will be completed in the near future and that the drainage issue in the section of the wall in Gadlys Lane is on-going.

Councillor A. Griffiths reported a caravan which has been abandoned in a lay by near the Bryn Aber Pension bungalows. Mr. G. Roberts will report this to the Flintshire Enforcement team.

Councillor M. A. Reece asked about street lights with red tape on the columns. Mr. G. Roberts said these are ready for team to repair.

Councillor J. Nicholas asked if the potholes in Highfield had been repaired. Mr. G. Roberts confirmed these had been done and said if any other potholes are identified to report them to himself and they will be inspected and graded, if they are classed as 'red', they will be dealt with immediately, if 'amber', they will be monitored and added to the repair programme.

Councillor Mrs. J. Nicholas asked what is classed as 'amber', Mr. G. Roberts confirmed less than 40 mm.

Councillor C. Renshaw asked about potholes on Gadlys Lane. Mr. G. Roberts said this work is due to be completed tomorrow.

Councillor Mrs. C. Shorten said her and a friend often go for a walk on the coastal path and pick litter up and asked if any bags could be supplied. Mr. G. Roberts said yes he can supply bags and will arrange for these to be dropped off.

A Member of the Public asked about yellow warning signs, barriers and sandbags that have been left for some months near Dee Bank Villas. Mr. G. Roberts said he believes they belong to a contractor and not Flintshire County Council but will investigate.

Councillor M. A. Reece requested a sign on the land near the pumphouse saying Bagillt Leadworks was on this site. Mr. G. Roberts asked to meet Councillor M. A. Reece on site.

Councillor A. Griffiths reported a barrier near the Lyons Den has been hit and damaged. Mr. G. Roberts said is aware of this.

Councillor Mrs. C. Shorten asked who is responsible for clearing the underpass, A548 as the area is littered. Mr. G. Roberts said he is unsure but will investigate.

Mr. G. Roberts will investigate all issues and report back to the Council.

The Chairman thanked Mr. G. Roberts for attending the meeting.

## **5. MEMBERS ATTENDANCE RECORD 2018/19**

A list had been previously circulated showing the attendance record for each Member of the Council for the 2018/19 municipal year.

**RESOLVED:** That the report be noted.

## **7. POLICING MATTERS**

PCSO D. Chatham did not attend the meeting.

Councillor C. Williams proposed we continue to write to the Chief Constable to express our disappointment and concern regarding the lack of attendance by the PCSO at our Council meetings.

Councillor C. P. Owens said he was pleased with the quick response by PCSO D. Chatham when attending the Library after a recent incident.

**RESOLVED:** That the Clerk writes to the Chief Constable to express the Council's concerns.

## **8. MINUTES**

The following comments were made on the Minutes of the Ordinary meeting of the Council held on 10<sup>th</sup> April 2019.

### **a. Minute No. 172 – Defibrillator**

Councillor C. P. Owens said the defibrillator has been used again and this time by the local residential home. This is a concern as shouldn't the home have their own.

Councillor C. R. Williams said he believes the home are not obligated to have a defibrillator.

Councillor Mrs. J. Nicholas will enquire as to if a home should have a defibrillator.

### **b. Minute No. 181 – CCTV Camera's**

Councillor M. A. Reece asked if the CCTV Camera was back up on the High Street.

The Clerk reported that Connected Security had confirmed the camera will be back up and in operation by Friday 10<sup>th</sup> May.

Councillor A. Griffiths asked if the CCTV Camera on the High Street was going to be moved to a different location as previously discussed. The Clerk reminded the Council that they had decided the camera would not be moved until the camera was back up and working correctly. This would be discussed again at a later date.

**RESOLVED:** That the minutes of the Ordinary meeting of the Council held 10<sup>th</sup> April 2019 be confirmed as a correct record and signed by the Chairman.

**9. CHAIRMAN'S COMMUNICATION**

The Chairman reported he had received an invitation from Flintshire County Council to attend the Chairman of the Council Civic Service on Sunday 7<sup>th</sup> July, 2019.

**RESOLVED:** That the invitation be noted.

**10. REPORTS BY REPRESENTATIVES**

Councillor C. R. Williams reported he was unable to attend the North and Mid Wales Association of Local Council on Friday 20<sup>th</sup> April in Welshpool due to personal issues.

Councillor M. A. Reece reported that at the Flintshire Housing Committee, it was reported that the proposed council housing development on Canton depot will not be going ahead as it is classed as a high flood risk area. Councillor M. A. Reece has a meeting with Flintshire Officers on Friday to disagree with this decision.

**RESOLVED:** That the reports be noted.

**11. PLANNING**

**a. Applications for Consideration**

App No	Location	Detail
059805	Valparaiso, Sandy Lane, Bagillt, CH6 6EY	Proposed erection of a detached garage

The Chairman circulated the plans to the meeting.

**RESOLVED:** That the Clerk will write to Flintshire Planning department and support the planning application.

**b. Application Decisions.**

App No	Location	Detail	Decision
059380	The Nook, 1 Chapel Terrace, High Street Bagillt, Flintshire, CH6 6ED.	Change of use to residential from commercial.	Refused on flood risk grounds.

059174	Pen y Bryn Residential Home, Fron Deg, Bagillt, CH6 6HU	New build extensions and alterations to the existing Pen Y Bryn Care Home to provide 36 new bedrooms (net gain 30) and additional lounge space and services, as well as additional car parking	Approved
059371	Ysgol Glan Aber, Boot End, Bagillt	Demolition of existing Youth Centre and erection of new school hall, kitchen and classroom and associated works including a temporary school hall/kitchen and associated works	Approved

The Clerk informed the Council of the above planning applications decisions that were received from Flintshire County Council.

**RESOLVED:** That the Application decisions were noted.

## 12. ACCOUNTS FOR PAYMENT

Voucher No	Name	Expenditure Powers	£
8	Mrs. L. Wood, Clerk	Loc.Govt.Act 1972 (S.112)	705.80
9	HM Revenues & Customs	Loc.Govt.Act 1972 (S.112)	217.78
10	HM Revenues & Customs	Loc.Govt.Act 1972 (S.112)	211.42
11	Clwyd Pension Fund	Loc.Govt.(MP) Act 1976 (S19)	141.30
12	Opus Energy	Loc.Govt.(MP) Act 1976 (S19)	42.91
13	S. P. Evans	Parish Councils Act 195	150.00
14	Zurich Municipal	Loc.Govt.Act 1972 (S.111)	443.36
15	JDH Business Services Ltd.	Loc.Govt. Finance Act 1982	163.20

The Clerk advised that for future agendas the accounts will not be published on the agenda but a list will be circulated at the start of each meeting.

**RESOLVED:** That the above-mentioned accounts be paid.

## 12. BAGILLT FORESHORE

The Clerk reported that following the letter the Council sent to Mr. G. Roberts, Flintshire Streetscene Officer regarding dog fouling on the coastal path, Mr. T. Johnson, Countryside Ranger replied to say there are dog fouling signs all around the area but he will check the area again.

Councillor M. A. Reece said the Council can request for the dog wards to patrol the area and proposed the Council write to Cllr. C. Thomas, Flintshire Cabinet Member for Streetscene and Countryside Services.

Councillor A. Griffiths said many dog walkers have several dogs off their leads and they cannot control where the dogs go.

Councillor C. Williams believes there is a law, which dates back many years, that states all dogs must be kept on a lead at all times. Councillor Mrs. J. Nicholas said she was unaware of this and the Chairman asked we clarify this legislation.

**RESOLVED:** That the Clerk will write to Cllr. C. Thomas, Flintshire Cabinet Member for Streetscene and Countryside Services regarding requesting dog wardens to patrol the coastal path and write to Flintshire Enforcement Office to clarify the legislation regarding dogs on leads.

### **13. AUDIT OF ACCOUNTS 2018/19**

#### **a. Internal Audit**

The meeting considered the Report and Action Plan of the Internal Auditor, JDH Business Services Ltd, copies of which had been previously circulated. The Action Plan indicated the following:

A review of staff costs found that travel expenses had been included, these costs should be recorded in other payments. The Clerk advised this has now been amended.

Telephone banking has been used by the Clerk and this payment method requires controls and the financial regulations need updating accordingly. The Clerk advised after speaking to internal audit, it was suggested the Clerk's daily payment allowance could be increased to reduce the need to use telephone banking in the future.

The Clerk asked the Council if they would approve the daily allowance to which the Clerk could pay to be increased to £15,000. The Clerk would require three of the signatories to complete an HSBC payment limits form. The Council agreed.

Evidence to show that three quotes were received before the CCTV contract was awarded has not been found. The Clerk said three quotes were obtained but she could not locate the paperwork of the third, however will look for this and present to audit at a later date.

With regards to the outstanding follow up 2017/18 audit recommendations, the Clerk has increased the Councils fidelity cover to £100,000.00.

A review of the Councils website found that the annual audited accounts were out of date. The Clerk will ensure this is updated.

**RESOLVED:** That the report of the Internal Auditor for the 2018/19 accounts and the report of the Clerk in responding to the Action Plan issues be noted.

#### **b. External Audit**

Members had previously been circulated with a copy of the Accounting Statements, Annual Government Statement – Part 1 and Part 2 and also a section completed by the Internal Audit.

**RESOLVED:**

1. That the Accounting Statement of the Return, be approved, together with the Annual Government Statement, Parts 1 and 2, having noted the Responsible Financial Officer had certified the Accounting Statement, that the Chairman sign the indication of approval by the Council in relation to the Accounting Statement and Annual Government Statement.
2. That it be noted that public notices of the audit would be displayed on the Council's Notice Boards and referred to on the website, as required by the External Auditor.

**14. HIGH STREET – TRAFFIC CALMING SCHEME**

The Clerk reported that an email had been received from both Mr. A. Stanford, Flintshire Highway Strategy Manager and Ms. H. Blythyn, AM.

Mr. A. Stanford advised he is limited as to what further advice he can provide, however, trusts the Council acknowledges that the County Council have honoured their commitment to assist the Community Council with their quest for a replacement scheme and will continue to provide advice and support wherever possible.

Should a repeated request for a meeting with Welsh Government be accepted, he would be more than willing to attend.

Ms. H. Blythyn said she has written to Mr. K. Skates AM, Minister for Economy and Transport again about the issue. Once a response has been received, it will be forwarded onto the Council.

**RESOLVED:** That the Council will await a response from Ms. H. Blythyn, AM.

**17. CHRISTMAS LIGHTS**

The Clerk reported both schools had replied following the letter the Council sent asking if they would be in agreement for the Council to purchase a tree and lights for display at both schools. Both Schools were in agreement.

Councillor C. P. Owens reported he had sought costings for Christmas lights from numerous suppliers, the starting price for a column lighting is £85 upwards. The main costs would be to pay a contractor to put up and take the lights down and storage costs. Catalogues have been requested.

The Chairman proposed we await more information and discuss at the next meeting.

**RESOLVED:** That this this item is put on the next month's agenda when we will have more information from suppliers.

**18. AGENDA FORMAT**

Councillor C. Renshaw proposed that the Public Enquiry item on the agenda is altered so that if members of the public attend a meeting, they are not restricted to only asking questions on agenda items. People should have the right to attend a meeting and address their Community Councillors.

The Chairman said some years ago, this was allowed and the meeting went on for hours. Also, Councillors need to have prior knowledge of an issue in order to be able to comment and vote.

Councillor C. P. Owens said the meetings are Council meetings and if a member of the public has concerns they can approach their local Community Councillor, who can then inform the Chairman of the Council. Councillors need to have prior knowledge of an item to be discussed.

Councillor C. Renshaw said members of the public should be allowed to ask a question and if the Council cannot answer them, we say we will report back at the next meeting.

Councillor Mrs. C. Shorten asked if the current procedures for members of the public addressing the Council is advertised on the website. Do members of the public know they can only ask questions relating to an item on the agenda and do they know they can contact a Councillor.

The Chairman informed members that at the next meeting the Standing Orders are due to be reviewed and suggested Council discuss this matter further at the next meeting.

Councillor C. R. Williams said members of the public should be limited to 5 minutes to address the Council and this should be enforced. Other Councils operate a system with a timer.

Councillor C. Renshaw also asked if any other business could be added to the agenda.

The Clerk said she was going to propose that 'Members Items' is taken off the agenda as no business that is not on the agenda should be discussed. The Clerk has spoken to many fellow clerks who all agree and has legislation which confirms this. It is bad practise and if an item is not on the agenda and is discussed, it isn't giving members of the public the opportunity to attend if they were interested in that issue and also Councillors may not be informed adequately on an issue to discuss and vote.

Councillor C. P. Owens proposed the removal of 'Members Items', is deferred until we review Standing Orders at the next meeting.

Councillor Mrs. J. Nicholas proposed the notice of meeting dates that are on the village notice boards include advice on how members of the public can raise an issue.

Councillor. C. P. Owens shared concerns that if members of public were allowed to address the Council on any issues, we could have numerous members of the public attending, all being given 5 minutes, or longer on the Chairman's discretion and then the Council has no time to discuss the business matters which are on the agenda.

Councillor Mrs. J. Nicholas added the notice on meetings could also include that member of public can contact their local Councillor if they have any local concerns and then the Councillor can request this to be included in the next Council meeting agenda. Councillors were all in agreement.

**RESOLVED:** That the Clerk will amend the notice of meetings to include information for members of the public and that Standing Orders will be reviewed at the next meeting.

## **19. CORRESPONDENCE & CLERKS REPORT**

**RESOLVED:** That the Correspondence and Clerk's Report be noted.

**20. MEMBERS ITEMS & FUTURE AGENDA ITEMS**

Councillor M. A. Reece requested that a Sign by Leadworks is on the June agenda.

**RESOLVED:** That the Clerk will include this item on the June agenda.

<b>Date of Council Meeting</b>	<b>Wednesday 10<sup>th</sup> April, 2019</b>
..... <b>Chairman</b>	