

## **BAGILLT COMMUNITY COUNCIL**

Minutes of the proceedings of the Ordinary meeting of the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY on Wednesday 13<sup>th</sup> June 2018.

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

**COUNCILLORS:** R. Davies, B. T. Doleman, A. Griffiths, Mrs. S.L. Jones, Mrs. J. Nicholas, C.P. Owens M.A. Reece, C. Renshaw, K. Rush and C.R. Williams.

**APOLOGIES: Councillors:** Mrs. C. Shorten, T. Shorten, C. Williams and Mrs. D. J. Williams.

**IN ATTENDANCE:** Mrs. L. Wood (Clerk) and Sgt. S. Carrington (North Wales Police Authority).

### **19. DECLARATION OF INTERESTS**

There were no declaration of interests recorded.

### **20. POLICING MATTERS**

The Chairman welcomed Sargent S. Carrington, who is the new Neighbourhood sergeant covering Flint, Bagillt, Holywell and Mostyn.

Sgt. Carrington explained that PSCO Chatham will remain the Council's point of contact, however Sgt. Carrington wishes to engage with the community and help where possible with any issues.

Councillor M. A. Reece reported on behalf of Councillor T. Shorten that there has been no improvement with the the speeding issues on the A548 by-pass. Councillor M. A. Reece said he is aware the new reduced speed limit signs are yet to be erected. Sgt. Carrington said they are unable to have the speed van monitoring the area until the speed signs are in place.

Councillor A. Griffiths asked if Sgt. Carrington was aware of the recent anti-social behaviour issues. Sgt Carrington said yes and reported that PSCO Chatham has dealt with a recent issue involving adult males.

The Chairman thanked Sgt. Carrington for attending.

### **21. MINUTES**

The following comments were made on the Minutes of the Annual meeting of the Council held 9<sup>th</sup> May 2018.

#### **a. Minute No. 8 – Streetscene**

Councillor M. A. Reece reported the lights on the directional road sign near the Lyons Den are still positioned incorrectly and this is extremely dangerous.

Councillor B. T. Doleman proposed a letter was sent to Flintshire County Council to ask this matter

is dealt with immediately before a serious accident occurs.

#### **b. Minute No. 14 – Village Road Signs**

Councillor M. A. Reece reported the road signs will be erected in the East ward but there will be a delay erecting the signs in the West ward due to issues with gas pipes.

**RESOLVED:** That the minutes of the Annual meeting of the Council held 9<sup>th</sup> May 2018 be confirmed as a correct record and signed by the Chairman.

## **22. CHAIRMAN'S COMMUNICATIONS**

The Chairman reported that himself and the Clerk attended the West Flintshire Town and Community Councils Working Group on Tuesday 22<sup>nd</sup> May in Holywell Town Council Offices. The main topics discussed were Holywell town centre and parking issues at McDonalds in Lloc.

## **23. PLANNING APPLICATIONS**

### **a. Applications Determined – on-line consultation period**

<b>App No</b>	<b>Location</b>	<b>Detail</b>
058301	1 Sea View Terrace, Sunnyside, Bagillt, CH6 6JX	Change of use and conversion of an existing building to form 3 apartments

The Clerk reported that due to the on-line consultation period ending before the next Council Meeting, the above Planning Application was considered by the Chairman, County Councillor and West Ward Members, the Council objected to this application on the grounds of parking spaces. Although the plans detail the possibility of using the boot and ship, this is not a public carpark facility and there is no evidence of a formal agreement to use this as a provision, these comments have been shared with the Planning department, However the views of the County Councillor, was to approve the application.

**RESOLVED:** That it was noted that the application was objected too.

### **b. Applications for Consideration**

<b>App No</b>	<b>Location</b>	<b>Detail</b>
057914	Land side of Dee Bank Caravan Park, High Street, Bagillt, CH6 6HE	Change of use to a residential site for 6 gypsy pitches and a transit site for 4 gypsy pitches

The Chairman reported that since the printing of the agenda, the Council had received the above planning application for consideration. Plans were circulated to the Members.

Councillor C. R. Williams shared concerns relating to the access to the site, this will create more traffic in and out and the access will become more of a hazard. Also shared concerns about the shafts, which have not been addressed. Councillor C. R. Williams said work has

commenced without permission, therefore proposed the Council objects to this planning application.

Councillor B. T. Doleman agreed with the objections and said this is an issue for Flintshire County Council to stop any developments taking place without planning permission.

Councillor C. Renshaw shared copies of Ordnance Survey maps from 1869 showing the shafts. The Chairman said the shafts are a public safety issue and must be addressed.

Councillor C. Renshaw said the applicants should be informed of the shafts. Councillor C. R. Williams responded this is the Planners responsibility not Bagillt Community Council.

Councillor M. A. Reece said the Planners are aware and have informed the agents.

Councillor C. Renshaw asked if the Community Council could look for any unregistered land within the village that could be claimed for the village to prevent a similar situation happening again where land is claimed without permission.

The Chairman said each search costs approx. £9.50 and suggested that if a Councillor through local knowledge identifies a piece of un-registered land, this could be discussed at a meeting to seek agreement to fund the search.

**RESOLVED:** That the Clerk will write to Flintshire Planning department and unanimously object to the planning application due to issues with the access and safety issues relating to the shafts.

App No	Location	Detail
058474	Bagillt Road, Bagillt, CH6 6JB	Proposed creation of a sewerage pumping station including hardstanding area for access and maintenance and associated vegetation clearance

The Chairman reported that since the printing of the agenda, the Council had received the above planning application for consideration. Plans were circulated to the Members.

**RESOLVED:** That the Council support the application and the Clerk will inform Flintshire Planning department accordingly.

### c. Application Decisions.

App No	Location	Detail	Decision
057027	Royal British Legion (Former), Gadlys Lane, Bagillt, CH6 6EH	Proposed Construction of 10 Dwellings (Four already Constructed under Planning Permission ref: 049273) Including all landscaping details et	Refused

The Clerk informed the Council of the above planning application decision that were received from Flintshire County Council.

Councillor M. A. Reece informed the Council that an appeal has been received by Flintshire County Council regarding this decision.

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

#### **24. ACCOUNTS FOR PAYMENT**

<b>Voucher No</b>	<b>Name</b>	<b>Expenditure Powers</b>	<b>£</b>
21	Mrs. L. Wood, Clerk	Loc.Govt.Act 1972 (S.112)	702.48
22	HM Revenues & Customs	Loc.Govt.Act 1972 (S.112)	187.10
23	Clwyd Pension Fund	Loc.Govt.(MP) Act 1976 (S19)	135.64
24	Opus Energy	Loc.Govt.(MP) Act 1976 (S19)	32.40

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

#### **25. BAGILLT FORSHORE**

Councillor K. Rush asked if Flintshire County Council had responded to the request for more information following a letter sent to Ms. H. Blythyn dated 20/12/17 regarding the Dee Costal Path, where it stated that the Council face landownership issues and that the section between Bagillt and Flint has proved difficult to negotiate a suitable outcome due to constraint issues.

The Clerk confirmed no full response to date.

Councillor B. T. Doleman proposed the Council writes again to Flintshire County Council and a copy is sent to Ms. H. Blythyn, AM.

**RESOLVED:** That the Clerk will write to Mr. D. Jones, Flintshire, Operational Manager and Ms. H. Blythyn, AM requesting a full response regarding the Bagillt to Flint Dee Coastal Path.

#### **26. ST MARY'S CHURCH**

Councillor M. A. Reece reported that the Church are having issues with Japanese knotweed which the County Council will not treat as its private land, so the Church are seeking donations to help pay for its removal, which is a 5 year process.

#### **27. FOOTPATH NUMBER 10**

The Chairman read out the email response from Mr. S. Jones, Flintshire Rights of Way Officer.

The email stated that it is appreciated that Public Footpath No. 10 has been in dispute for some time and it would appear that the Authority is not progressing with a resolution, unfortunately it's simply

not just a case of dealing with an obstruction, but rather the need to clarify the exact termination point of Footpath 10 before we could take any formal action.

The main issue is that the position of the Footpath on the definitive map is inconclusive, and therefore in an attempt to resolve the matter once and for all and to get an impartial view, the Authority has engaged a nationally-known consultant who specialise in public rights of way issues.

Regrettably while we are seeking this external legal advice to clarify the termination point of the route, the route remains “in dispute” and whilst I understand the frustrations of the Community Council and indeed the many people who would like to use the route, I must advise that if anybody was to serve notice on the Authority under Section.130a of the Highways Act, at this moment in time, it is unlikely we would enforce the notice until the exact route is clarified.

The Chairman proposed we respond to Mr. Jones and request an approximate timetable for resolution of this issue.

**RESOLVED:** That the Clerk will respond to Mr. S. Jones, Flintshire Rights of Way Officer and request further information.

## **28. STREETSCENE & TRANSPORTATION - BUS NETWORK REVIEW CONSULATION**

Following on from Mrs. R. Cartwright, Flintshire Streetscene and Transportation Officer attending the previous meeting, the Council has been asked to provide Flintshire County Council with comments on the consultation document.

Councillors considered the 4 options:

1. Stop subsidising bus services altogether
2. Continue to support the services currently subsidised
3. Support services on the core bus network and implement Local Travel arrangements for the non-core network
4. Support services on the core bus network and implement a demand responsive ‘ring and ride’ service.

The Council agreed option 3 would provide the best service for the community.

The Clerk circulated information as requested on the ‘Ring and Ride Service’, that Mrs. Cartwright spoke about at the previous meeting.

**RESOLVED:** That the Clerk will respond to Mrs. R. Cartwright, Flintshire Streetscene and Transportation Officer and confirm the Council will opt for option 3.

## **29. FLINTSHIRE COUNTY COUNCIL DRAFT PLANNING ENFORCEMENT POLICY**

The Council considered the draft policy and agreed it was a complex document with a lot of information to digest.

The Council agreed that a response should be sent from the Council as opposed to from individual’s. The Chairman proposed that himself and the Vice Chairman will prepare a

response on behalf of the Council as he feels more time is needed to consider and prepare a formal response.

**RESOLVED:** That the, Chairman and Vice Chairman will prepare a response and forward this onto Mrs. M. Lewis, Flintshire Development Manager.

### **30. ARMED FORCES COMMUNITY - FUNDING INFORMATION - WW1 SILENT SOLDIERS**

The Council considered the funding information and the Chairman commented that this was a good project for community groups and suggested this may benefit the Friends of the Bagillt Foreshore.

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

### **31. REVIEW OF INTERNAL CONTROLS 2018/19**

The Council considered a report of the Clerk, copies of which had been previously circulated, which had been prepared in consultation with Councillors A. Griffiths and B.T. Doleman, who were prepared to certify that the internal controls listed were in place and being adhered to by the Council.

**RESOLVED:** That the document, as circulated, be constituted as the review of Internal Controls by the Council for 2018/19, following certification by Councillors A. Griffiths and B.T. Doleman, that the internal controls, as listed, were in place and being adhered to by the Council.

### **32. FINANCIAL DONATIONS**

The Clerk asked the Council to agree and approve the proposed application form which would be issued to anyone who wishes to apply for a financial donation from the Council.

The application form detailed that applications are normally considered by the Community Council at its October Council meeting and finances permitting, its February Council meeting. The application form and required paperwork should be sent to the Clerk & RFO by mid September/January respectively for consideration at these meetings.

The form included details of the Community Council's policy, that states:

- Financial support is confined to local organisations etc., as a general policy.
- Financial support to outside organisations and events etc., shall be considered when residents of the Council's area are participating or there is direct benefit to the community.

- Financial support is confined to organisations that have a bank balance of £1,000 or less, unless residents of the Council's area are participating or there is direct benefit to the community.

**RESOLVED:** That the Council approved and agreed the application form and policy guidelines. This application form will be sent to any applicants and completed before the Council will consider providing a financial donation.

### **33. IRPW PAYMENT TO COUNCILLORS**

The Clerk informed Members that she attended an IRPW conference on Wednesday 9<sup>th</sup> May. It was confirmed that the £150 payment to Members is a mandatory payment. It was also confirmed the payment is to be paid for the Municipal year, therefore May – May.

The Clerk asked the Council to decide how the £150 is to be paid, the options are via payroll which would incur costs for the payroll services or the Clerk can make the payments via bacs/cheque payment, with the Council authoring the payments on the monthly account sheets. If bacs/cheque payment, no tax deductions will be taken and the Clerk recommended to include a disclaimer on the payment receipt, which the individual Councillors would sign to confirm receipt of the payment and that tax deductions were not taken at source, it would be the individual's responsibility to contact HMRC. The guidance given at the conference was not clear if this amount will be taxable.

The Council were also asked to decide when they would like the payment to be made, that is, which month and also agree, should a Councillor leave mid-term of office, would they be asked to refund the Council a prorated amount of the £150.

The Clerk said as this payment is a mandatory payment, should a Councillor choose not to receive this payment, they need to write to the Clerk advising that they do not wish to receive the £150 payment.

#### **RESOLVED:**

- a. The Council agreed payment should be made via bacs/cheque payment and a disclaimer to be included on the payment receipt which a Councillor would sign prior to the payment being made.
- b. The Council agreed the payment should be made in March before the end of the financial year and should a member should a Councillor leave mid-term of office, the Councillor would be asked to refund the Council a prorated amount of the £150.

### **34. EXTERNAL AUDIT**

Members were requested to authorise the Chairman to sign the information required to support the statements, which are sent with the Annual Return, as true copies together with the Clerk. The documentation will be forwarded to the External Auditor BDO, by the Clerk after public notice has been given commencing on 4<sup>th</sup> June.

**RESOLVED:** That the Clerk forward the Annual Return and the necessary supporting documents, including those signed by the Chairman and Clerk at this meeting, as being true copies, by the due date the External Auditor had indicated.

### **35. LONG SERVICE AWARDS**

The Clerk reported that she had been in contact with several Town and Community Councils and found not many do present Long Service Awards, those who do, tend to present an engraved badge after 20 - 25 years of service.

The Clerk contacted Fattorinis Limited, Birmingham who currently produce the Community Shields for the Council to obtain a quotation for Long Service Award Badges, engraved on the back, the set-up cost would be £400 and then the cost for 5 badges would be £80 nett. The Clerk also shared a badge with Members to see, which is currently used by another Council.

Councillors M. A. Reece suggested setting a sum of money to purchase a gift for those members who have served 25 years or more or having a board in the Community Library engraved with the names of long serving members.

Councillor C. Renshaw said he is not in agreement with a monetary gift as this maybe frowned upon by members of the public therefore suggested an engraved glass of certificate.

Councillor K. Rush said Councillors should receive recognition for 25 years' service to the Community and Council.

Councillor C. R. Williams proposed we opt to present Councillors with a certificate. This was agreed by all Councillors and the Chairman agreed to design and print.

**RESOLVED:** That a Councillors who has served 25 years, should receive a certificate.

### **36. CORRESPONDENCE & CLERKS REPORT**

a. The following correspondence were received and circulated at the Meeting.

- Details of the next County Forum Meeting – Tuesday 19<sup>th</sup> June, 2018

b. The Clerk advised following a letter sent by the Council to Arriva Group regarding safety issues with Arriva double decker buses travelling up and down Pen-y-Maes Hill, a response had been received. Arriva Group stated that having looked into this this matter, it does not seem to be an Arriva bus which is operating along this route, it is operated by P & O Lloyd. The Clerk has now written to P&O Lloyd Ltd.

c. The Clerk shared an email which had been from Mrs. J. Griffiths, Flintshire Benefits Manager regarding Flintshire County Council's Holiday Hunger Programme, in partnership with Betsi Cadwaladr University Health Board, Clwyd Alyn Housing Association and Travis Perkins, this programme is one objective in which Flintshire are looking to develop as part of its food poverty strategy and action plan.

Flintshire County Council and its partners have joined forces with "Can Cook" to launch an



ambitious programme “Share Your Lunch” which will aim to provide 800 meals a day – over the six week summer holiday period to play schemes throughout Flintshire.

Mrs. Griffiths is asking for community volunteers to serve the food at the sites, 2 volunteers will be required daily.

The Chairman suggested that Councillors should contact Mrs. J. Griffiths, Flintshire Benefits Manager directly if they are able to volunteer.

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

**37. MEMBERS ITEMS**

**a. Weeds & Pot Holes, High Street**

Councillor M. A. Reece proposed a letter is sent to Flintshire County Council regarding the weeds on the High Street and pot holes within the village.

Councillor C. R. Williams asked if anyone can confirm if a person is injured by a pot hole, can they claim and if so, from who and asked County Councillor to confirm this.

Councillor K. Rush proposed a letter is sent to Mr. C. Everett, Chief Executive of Flintshire County Council stating that nothing is getting done in Bagillt, the village continually has issues such as the Weeds and potholes and looks a disgrace. We pay our rates the same as other communities therefore should be provided with the same service others receive.

**RESOLVED:** That the Clerk will write to Mr. C. Everett, Chief Executive of Flintshire County Council regarding all the issues within the village.

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

<b>Date of Council Meeting</b>	<b>Wednesday 13<sup>th</sup> June 2018</b>
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<b>Member</b>	<b>Item</b>	<b>Minute No. Refers</b>
	There were no Declarations of personal interest	

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**Chairman**