

NORTHOP COMMUNITY COUNCIL

Minutes of the Ordinary Meeting of Northop Community Council held remotely via Zoom Pro on Monday 13th December, 2021

PRESENT: Councillors Pauline Lawton-Hughes, Linda Scott, Linda Deane, Marion Bateman, Alison Brebner, Rob Mackey, Alan Watkin, John Carlin, Cara Baker, Louise Higgs, Levi Hamilton and the Clerk.

APOLOGIES: Councillor Jarred Livesey and Joanne Millar gave their apologies for being unable to attend the meeting.

1. WELCOME AND SIGNING DECLARATION OF ACCEPTANCE OF OFFICE FORM

Councillor Scott welcomed Councillor Levi Hamilton to Northop Community Council and Councillor Hamilton signed the Declaration of Acceptance of Office form at the remote meeting, to be returned to the Clerk for sign and file.

2. DECLARATIONS OF INTEREST

Councillor Scott declared a personal interest in Agenda Item 6 Planning Matters (i) 063674 and (ii) 063675, Agenda Item 11(b) Management Plan – Northop Car Park and Environs and Agenda Item 13 Annual Grants to Local Organisations.

3. POLICE MATTERS

The Clerk had spoken with PCSO Adeline Olaru who confirmed that as Northop Community Council are currently continuing to meet remotely, a verbal update could be provided on a monthly basis. The Police are unable to attend meetings held using the Zoom Pro platform. PCSO Olaru also requested that any matters highlighted at meetings by Councillors or local residents, be raised with themselves following meetings.

Northop

There had been general parking issues raised with the Police however, PCSO Olaru had informed community members that the Police cannot enforce parking unless vehicles are parked on yellow lines.

Sychdyn

There has been a recent burglary in the area and the matter currently remains under Police investigation. However, PCSO Olaru emphasised the importance of leaving a light on in the house when you are not at home, as a deterrent.

General advice regarding pedestrians and cyclists wearing high visibility clothing or carrying lights in the dark to ensure they can be seen by vehicles, was also shared.

4. MINUTES

A copy of the draft minutes had been shared with all members prior to the meeting. Councillor Bateman highlighted that she had been noted as being present at the November meeting when in fact she had given her apologies and also that Councillor Livesey's attendance at the meeting had not been recorded. The Clerk agreed to make the necessary amendments. Councillor Watkin proposed that the minutes be accepted as a true and accurate record of the meeting, subject to the amendments being made. This was seconded by Councillor Lawton-Hughes. All members were in agreement.

Motion Carried Unanimously

Matters Arising

Agenda Item 14 British Legion Poppies

Members reported that many of the large event poppies in local areas had been positioned below head height and would have been able to be erected without the use of a ladder. Council agreed that this method could be considered next year.

Agenda Item 4(b) Streetscene Issues

Councillor Lawton-Hughes reported that since the previous meeting there had been a significant reduction in the number of HGV's using the roads around Blackbrook and Raikes Lane in Sychdyn. Councillor Bateman informed members that five additional large signs had been ordered which will hopefully deter large lorries from using these roads.

5. STREETSCENE ISSUES

Northop

- (a) Councillor Scott reported that there is a pot hole on the High Street in Northop which she had logged with Streetscene. Councillor Carlin noted that the spray from this particular pot hole was hitting the door of a nearby property and felt that this matter should be viewed as a priority. Councillor Bateman confirmed she had already spoken to Streetscene regarding this pot hole and the matter was in hand.

Councillor Deane also reported a pot hole near to the entrance of the allotments in Northop/opposite 79 St. Peters Park. The Clerk to inform Streetscene.

Councillor Higgs raised the matter of the large number of cars parking on the road by the Crime Prevention Services building in Northop, causing difficulty and obstruction for other road users. Although there are no yellow lines in situ, members agreed that a letter be sent to the business, advising people

parking on the road to be mindful of where they park, as it is a road which is heavily used.

Sychdyn

- (b) Councillor Baker reported that there was a large tree which had fallen in Sychdyn. Councillor Bateman advised that the tree concerned was on private land. It was agreed that a note be sent to the land owners to make them aware of the situation.

Councillor Baker also reported that the stile near Lodge House in Sychdyn has been removed. Members noted that the footpath had been temporarily diverted and that the diversion was confusing. Councillor Bateman agreed to follow up regarding the reinstatement of the stile with Flintshire County Council.

Councillor Hamilton raised the matter of whether Streetscene are able to take dog waste in bags with the normal household waste, should residents not be able to access a dog waste bin to dispose of the waste when dog walking. Councillor Bateman agreed to look into the matter and liaise with Streetscene.

6. PLANNING APPLICATIONS

- (a) To consider the following planning applications:

(i) **063673**

PROPOSAL: Construction of annexe accommodation and extension to kitchen.

AT: Ty Carreg, Northop, Flintshire CH7 6AN

(There were no objections raised to this application by Northop Community Council).

(ii) **063674**

PROPOSAL: Change of use of an existing Grade 2 listed stone building into a three bedroom holiday let.

AT: Mynalchog, Northop, Flintshire CH7 6AF

(There were no objections raised to this proposal by Northop Community Council).

(iii) **063675**

PROPOSAL: Listed building application for change of use of an exiting Grade 2 listed stone outbuilding into a three bedroom holiday let.

AT: Mynalchog, Northop, Flintshire CH7 6AF

(There were no objections raised to this proposal by Northop Community Council).

- (b) The Council accepted correspondence from Flintshire County Council's Head of Planning regarding planning applications on which the Council had previously submitted observations.

(i) **063379 Delegated Officer Decision Refused 03/11/2021**

PROPOSAL: Construction of a single dwelling within the residential curtilage of Pontenion Cottage.

AT: Pontenion Cottage, Connahs Quay Road, Northop, Flintshire CH7 6BT
(No objections were raised by Northop Community Council to this application).

(ii) **063211 Delegated Officer Decision Approved 09/11/2021**

PROPOSAL: Application for approval of details reserved by condition No's 3,4,6,9,11,12,13 & 14 attached to Planning Application 059410.

AT: United Reformed Church Northop, High Street, Northop, Flintshire
(No objections were raised by Northop Community Council to this application).

(iii) **063461 Delegated Officer Decision Approved 04/11/2021**

PROPOSAL: Erection of two storey side extension.

AT: 10 Maes Gruffydd, Soughton, Mold, Flintshire CH7 6LS
(No objections were raised by Northop Community Council to this application).

7. ACCOUNTS

(a) To approve the payment of the following accounts:-

(i) **Clerks Salary – December 2021 Mrs S C Lovell at £614.64 (Net); Cheque Number 002354**

(ii) **HMRC – Income Tax in respect of Clerk's salary paid November 2021 at £46.40; Cheque Number 002355**

(iii) **Clwyd Pension Fund Employers & Employee Pension contribution for Clerk November 2021 at £182.79; Cheque Number 002356**

(iv) **Susan C Lovell – Payment for Zoom Pro December 2021 at £14.39 ;Cheque Number 002357**

(b) Subject to the receipt of current audited accounts, complete the grant payments to the following organisations, as approved at the Council meeting of the 11th September 2021 under Section 137 of the Local Government Act 1972:

(i) **Edith Bankes Memorial Hall – Annual Grant of £1,500.00; Cheque Number 002358**

(ii) **Northop Silver Band – Annual Grant of £500.00; Cheque Number 002359**

Councillor Watkin proposed that the payments be approved and this was seconded by Councillor Deane. All Members were in agreement.

Motion Carried Unanimously

8. MATTERS RAISED BY MEMBERS

(a) **Refill Wales (Councillor A. Brebner)**

Councillor Brebner had wished to follow up with Sychdyn Village Hall Committee, as to whether they were interested in pursuing the Refill Wales scheme for the village hall.

Councillor Lawton-Hughes reported that the committee had discussed the matter and had decided not to pursue the scheme. The Clerk confirmed that no local hostellers had responded to the scheme to date.

(b) **The Cross, Sychdyn (Councillor Levi Hamilton)**

The matter was discussed and is being dealt with by Flintshire County Council.

9. TRAFFIC MATTERS

The Clerk had corresponded with Katie Wilby Chief Officer who had apologised for the delay regarding the installation of the VAS sign in Northop and advised that the sign would be installed in Northop the week commencing the 13th December.

10. UPDATE ON THE A55/A494/A548 - DEESIDE CORRIDOR PROJECT

There was no update to report to Council this month.

11. MANAGEMENT PLAN – NORTHOP CAR PARK & ENVIRONS

(a) The Clerk confirmed that she had shared the quote obtained by Councillor Carlin from DWJ Fencing & Groundworks with Hannah James and Andrew Barnard, who confirmed that the quote did not match the specifications set out in the structural report undertaken by Andrew Barnard Engineering Ltd. Members confirmed that at the previous meeting they had agreed to pursue the new quote to repair the gully, as opposed to previous quotes based on the structural report to replace the gully. It was agreed that the Clerk would request that Hannah James review the quote for repair of the gully and provide feedback to members.

(b) The Clerk had liaised with Jane Street secretary with the Northop Silver Band regarding the maintenance of the band hall site and that the band had been unaware that the Community Council had been funding the maintenance of the band hall site and had assumed that as the land was owned by Flintshire County Council, maintenance was carried out by them. The band were extremely appreciative of the financial assistance towards maintenance that the Community Council had provided over the course of a number of years.

Members agreed that it would be appropriate for a sub group of members to meet with representatives of the Northop Silver Band and discuss options for managing the maintenance moving forward. Councillor Bateman also suggested that Sarah Slater, Biodiversity Officer at Flintshire County Council be invited to a future meeting to discuss the possible wilding of land.

12. SUMMARY OF EXPENDITURE FOR THE FINANCIAL YEAR ENDING 31ST MARCH 2021 9as at end of November 2021)

The Clerk had shared a summary regarding budget expenditure up to the 30th November, 2021 and a report with members prior to the meeting and members were asked to give

consideration to any other community schemes for the coming financial year that would require further funds to deliver.

Members agreed to all budget proposals for 2022/23 as set out in the Responsible Finance Officer's report. Councillor Brebner confirmed that the £2000 proposed to pay for the VAS signs from the 2022/23 budget was not required, as the existing £2000 in the budget this financial year would not be needed to fund the VAS signs and therefore could be carried over to general reserves for 2022/23. Flintshire County Council fund the VAS signs.

A further report would be presented at the January meeting when the annual precept would be set.

13. ANNUAL GRANTS TO LOCAL ORGANISATIONS

Members considered the grant to Northop Silver Band and agreed to award the grant of £500 for 2021/22.

14. SANDHOLE FIELD

(a) The Clerk updated members regarding the Sandhole Field. The tenant reports that the greenery and grass has sufficiently died back to view the ditch more clearly and assess the silting issue. The fence surrounding the whole of the boundary is in an extremely poor condition and is not secure in places.

(b) Members discussed the difficulty in obtaining the deeds for the Sandhole Field with a view to selling the land. Councillor Bateman proposed that the Council rent the land for a five year term and offer a one year rent free period, if the tenant agreed to maintain the land and hedging, arrange and pay for the ditch to be desilted and maintain the watercourse, arrange and pay for replacement fencing and cover any legal costs incurred in drawing up a five year tenancy agreement. This was seconded by Councillor Watkin. A vote was taken with all members in favour.

Motion Carried Unanimously

Members request that the Clerk liaise with the solicitors to determine a quote for drawing up an agricultural license agreement for a 5 year period.

15. COUNCILLOR VACANCY

Members welcomed Councillor Levi Hamilton to the Community Council.

16. FOR INFORMATION

(a) The Clerk informed members that she had received information from Zurich Insurance that they will be providing an event guide for organisations intending to hold events to commemorate the Queens Platinum Jubilee in 2022 which can be downloaded, as well as a guide to running events safely. Zurich also noted that if the Community Council were to hold an event and expect less than 500 attendees at any one time, then the existing policy will cover the event, as long as appropriate risk assessments are

undertaken. Should more than 500 attendees be expected at any one time, then the Council must inform the insurance company, so that cover can be arranged.

(b) The Technical Advice Note (TAN) 15 Update: Development, flooding and coastal erosion had been shared with members.

(c) The Clerk informed members that she had received correspondence from Flintshire Citizens Advice Bureau, Sychdyn Village Hall Committee, Northop Institute Committee and St. Peters Churchyard, thanking the Council for their kind donations. St. Peters Churchyard also stated that they would use the monies awarded for specific projects including the removal of dead trees and shrubs and for new projects in the Spring.

The meeting closed at 8.49pm.

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

COUNCIL MEETING	DATE: 13th December 2021
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There were no new declarations of interest made at the meeting.

MEMBER	ITEM	MIN. NO. REFERS
Councillor L. Scott	Agenda Item 6 Planning Applications (i) 063674 and (ii) 063675	Page 3
Councillor L. Scott	Agenda Item 11(b) Management Plan – Northop Car Park & Environs	Page 5/6
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