

## **NORTHOP COMMUNITY COUNCIL**

### **Minutes of the meeting of Northop Community Council held remotely via Zoom Pro on Monday 14<sup>th</sup> September, 2020.**

**PRESENT:** Councillors Pauline Lawton-Hughes (Chair), Linda Scott (Vice-Chair), Linda Deane, Alison Brebner, Jo Millar, Jarred Livesey, Rachel Hayward, Marion Bateman, Alan Watkin and the Clerk.

**APOLOGIES:** Received from Councillors Rob Mackey, Paul Ashley, John Carlin and Chris Ruddle.

#### **1. DECLARATIONS OF INTEREST**

No Declaration of Interest were made.

#### **2. POLICE MATTERS**

The Clerk shared with Members the e-mailed update which had been provided by PSCO Maisie Prytherch, on Police issues in the community area over the past month:

##### **Northop**

- 28/08/20 – Report of group of youths on the roof of Ysgol Owen Jones in Northop. Officers found the youths on the ground on arrival, all information was ascertained and they were sent home.

##### **Sychdyn**

- 20/08/20 – Report of an assault on a male by a group of over 60 youths, who were on his field in Sychdyn. The youths dispersed on the arrival of officers. The victim has now been advised that this matter will be filed pending any future identification.
- 27/08/20 – Reported white marking on gatepost on Pen y Bryn Road, Sychdyn. Information was submitted, as it could possibly be linked to theft of dogs in North Wales/England and reassurance was given.
- 31/08/20 – Reports of two males in Northop Road, Sychdyn looking into people's homes and appeared intoxicated. Officers conducted an area search which was negative and information was submitted for patrols.

#### **3. MINUTES**

The Minutes of the Council meeting of the 16<sup>th</sup> March, 2020 were confirmed as a true record.

##### **Matters arising**

**Item 10** Councillor Deane did not recall the authorisation of the Actuarial Fee of £750 and was unaware what the fee was for. It was agreed that the Clerk would liaise with the previous Clerk, Mrs Karen Jones for clarification.

**Item 12** Councillor Deane stated that she had not received notification of the recommended shortlist of candidates for the position of Clerk. The Chair apologised on behalf of the previous Clerk, who had dealt with this matter.

#### **4. STREETSCENE ISSUES**

Members reported the following issues:

##### **Northop**

- Reports that both the pavements and road from the College to Northop village need resurfacing, as they remain in a poor condition. Councillor Bateman agreed to raise the matter with Streetscene.

##### **Sychdyn**

- Report of similar problems with the pavement from Northop to Sychdyn. Councillor Bateman agreed to liaise with Streetscene.

#### **5. PLANNING APPLICATIONS**

(a) The following planning application was considered and observations agreed to be submitted to Flintshire County Council's (FCC) Head of Planning:

- (i) **060220** – PROPOSAL: Amendments to Outline application with some matters reserved for the development of land to provide Lodge/chalet park to include single storey & two storey lodges, a site office with shop/convenience store and cycle hire facility. At: land at Northop Country Park, Northop, Mold, CH7 6WA

The proposal was discussed by Members and Councillor Bateman shared her objections to the proposal as Local Member.

**The Council unanimously agreed to object to the proposed development.**

- (ii) **061622** – PROPOSAL: Erection of single storey rear extension. At: 2 Cae Glas, Sychdyn, Mold, Flintshire CH7 6FD

**Council had no objection to the proposed development.**

- (iii) **061566** – PROPOSAL: Conversion of existing agricultural buildings to no.1 dwelling. At Mount Pleasant, Altami Road, Sychdyn, Mold, Flintshire **CH7 6RH**

**The Council felt that there was insufficient information regarding this Planning Application on which to make a decision. Councillor Bateman had tried to contact the Planning Officer to request more detail. It was agreed that Councillor Bateman would look into the matter further.**

- (b) The Council received and noted information from Flintshire County Council's Head of Planning on planning applications on which the Council has previously submitted observations.
- (i) **060283** Delegated Officer Decision: Approved 27/04/20  
Proposal: Installation of Air Source Heat Pump to provide space heating for within the property.  
At: 5 The Maltings, Swn Dwr, Connah's Quay Road, Northop, Mold, CH7 6BT  
(No objection by Northop Community Council)
- (ii) **061134** Delegated Officer Decision: Approved 01/05/20  
Proposal: Dropped vehicle crossing on to a tarmac driveway at the front of the property.  
At: 5 Vownog Newydd, Sychdyn, Mold, CH7 6ER  
(No objection by Northop Community Council)
- (iii) **061132** Delegated Officer Decision: Approved 12/05/20  
Proposal: Creation of dropped vehicle crossing on to driveway  
At: 3 Vownog Newydd, Sychdyn, Mold, CH7 6ER  
(No objection by Northop Community Council)
- (iv) **061210** Delegated Officer Decision: Partially Discharges 01/06/2020  
Proposal: Application for approval of details reserved by condition 3 (Materials) attached to the planning permission reference 059735  
At: Lislea, Church Road, Northop, Flintshire CH7 6BS
- (v) **059420** Delegated Officer Decision: Approved 07/07/2020  
Proposal: Erection of 1no dwelling.  
On: land adjacent to Offa Bank, Watts Dyke Way, Sychdyn, Mold CH7 6DX
- (vi) **061254** Delegated Officer Decision: Approved 13/07/2020  
Proposal: Erection of first floor extension, loft conversion, along with extension, internal modifications and construction of new garage.  
At: Garth, Black Brook, Sychdyn, Mold CH7 6LT
- (vii) **061039** Delegated Officer Decision: 17/07/2020  
Proposal: Listed Building application for the proposed conversion and refurbishment of the existing stables building from vacant restaurant to private function venue to include minor internal alterations to ground and first floors together with the insertion of conservation rooflights into the valley of the existing roof.  
At: Soughton Hall Hotel, Sychdyn, Mold CH7 6AB  
(No objection by Northop Community Council)
- (viii) **061354** Delegated Officer Decision: Permitted Development 16/07/2020  
Proposal: Dropping of kerb stones to allow additional access to the property.  
At: 4 Ffordd Eldon, Soughton, Mold CH7 6ST  
(No objection by Northop Community Council)

(ix) **061461** Delegated Officer Decision: 19/08/2020  
Proposal: Application for approval of details reserved by condition No.3 (materials), No.10 (traffic management), No.11 (drainage), No.12 (site levels), No.13 (glazing)  
Attached to Planning Application 058211  
At: Corton Wood, Blackbrook Road, Sychdyn, Mold CH7 6LT  
(No objection by Northop Community Council)

(x) **061303** Delegated Officer Decision: Approved 21/08/2020  
Proposal: Loft extension and internal reconfiguration of ground floor.  
At: 10 Pen Y Bryn, Sychdyn, Mold CH7 6EE  
(No objection by Northop Community Council)

## 6. **ACCOUNTS**

(a) Payment of the following accounts were approved:

- (i) **Clerks Salary** September 2020 Mrs S C Lovell at **£534.27 (Net)** Cheque Number: 002234;
- (ii) **HMRC** – Income Tax in respect of Clerk’s salary paid September 2020 at **£101.80** Cheque Number: 002235;
- (iii) **Clwyd Pension Fund** Employers & Employee Pension contribution for Clerk September 2020 at **£178.09** Cheque Number: 002236;
- (iv) **Clerks Expenses – 1<sup>st</sup> June – 14<sup>th</sup> September, 2020 Total at £63.50**  
Cheque Number: 002237;  
Postages at **£9.12**;  
Payment to Clerk for covering the renewal of Norton Security for the Northop Community Council laptop at **£39.99**;  
Payment to Clerk for covering the cost of purchase of Zoom Pro for the use of Northop Community Council for one month (September) at **£14.39**
- (v) **PG Parsons Delfryn Design** – Website domain registration, hosting, email facility and updating service from 28<sup>th</sup> October, 2020 to 27<sup>th</sup> October 2021 at **£367.00** Cheque Number: 002238;
- (vi) **Jim’s Mowing** – Grass Cutting and all waste removed at the Band Hall/Car Park site in Northop on the 5<sup>th</sup> and 30<sup>th</sup> August, 2020 at **£120.00** (each visit £60.00) Cheque Number: 002239;
- (vii) **Edith Bankes Memorial Hall** -Hire of Hall for meetings from September 2019 to March 2020 at £12.50 per meeting at total of **£87.50** Cheque Number: 002240;
- (viii) **Community Heartbeat Trust** – Annual Support Cost Year 2 01/10/2020 – 01/10/2021 at **£162.00** Cheque Number: 002241;

(b) Members discussed the quote received from Mr John Griffiths for undertaking the annual maintenance work at the Sandhole in Sychdyn and felt that the quote was a significant amount more than the previous year. It was agreed that the Clerk would contact Mr Griffiths to query whether a maintenance contract would cost less and ascertain the reason for the increase in quoted charge.

## **7. MATTERS RAISED BY MEMBERS**

### **(a) Ffordd Eldon, Sychdyn**

Councillor Lawton-Hughes had received no further information and would like to defer the matter. Councillor Bateman provided a brief update and stated that the matter was now with the Legal Department at Flintshire County Council.

### **(b) Dog Fouling in Northop**

Councillors Livesey and Councillor Hayward had noted that there had been significant discussion across social media, regarding the problem of dog fouling in both the Northop and Sychdyn areas. Councillor Bateman advised Members to pass on any incidences to her and that she would liaise directly with Streetscene.

Councillor Deane noted that Streetscene had continued to regularly empty the dog waste bins throughout the pandemic and that this was a great help in dealing with the problem

### **(c) Mowing Arrangements for Northop Car Park**

Councillor Livesey suggested the possibility of the Community Council allowing the land around the Car Park in Northop to be mowed less frequently throughout the year. As Community Councils now have a duty to maintain and sustain bio-diversity in their communities, he felt that this would improve bio-diversity, attract wildlife and also reduce the maintenance costs for the Council. It was agreed that Councillor Bateman would liaise with Streetscene, Flintshire County Council for advice on how best to proceed with the matter.

### **(d) Flintshire County Council Proposal to Prohibit Vehicular Access and Waiting on Northop Roads**

Councillor Scott noted that the proposed one-way system and introduction of double yellow lines, to improve road safety were commendable however, there were still issues regarding how residents would park outside their own homes, how more parking would be created and the possibility of the one-way system becoming a rat run. Councillor Bateman felt that the proposal was a positive step forward for managing the traffic in the area and reducing the number of accidents and that there would be heightened activity regarding enforcement in the area would be policed by Flintshire County Council Road Safety Officers.

Members agreed that it would be beneficial to have yellow double lines also placed on the right angled junction of Ffordd Glyndwr and Ffordd Owen, opposite Ysgol Owen Jones Primary Schhol, as cars parking on the bend were dangerous and a hazard.

Comments are required by the 2<sup>nd</sup> October, 2020 and Members highlighted the short consultation period.

## **8. TRAFFIC MATTERS**

Councillor Brebner advised that she had liaised with Councillor Bateman regarding the speed of vehicles between the College and Northop village during lockdown and

highlighted the need for signage and also for foliage to be cut back. Councillor Bateman confirmed that Flintshire County Council are in the process of looking at the signage and a possible speed reduction for that particular stretch of road.

#### **9. UPDATE ON THE A55/A494/A548 DEESIDE CORRIDOR PROJECT**

Councillor Scott informed members that the Red Route Campaign was due to be relaunched on the 15<sup>th</sup> September, 2020 with a letter and linked e-Petition, requesting that plans for the proposed route be stopped. Newsletters will also be distributed and if anyone can assist contact Councillor Scott, leaflets can be provided.

#### **10. MANAGEMENT PLAN – NORTHOP CAR PARK AND ENVIRONS**

Councillor Scott had visited the site with Councillor Mackey in recent weeks and noted that there were two issues. Firstly, the area of gully underground and secondly, the open gully across the centre of the Car Park, where the tarmac has eroded and water gathers when it has rained. Members agreed that the repair work would need to be undertaken following the removal of the large cypress tree on site. It was agreed that the matter of the Planning Application to remove the tree, be followed up with Flintshire County Council. Councillor Bateman agreed to liaise with Stuart Body, Forestry Officer at Flintshire County Council.

#### **11. FUTURE COUNCIL MEETINGS**

Due to the ongoing pandemic and the information that the Community Council would not be able to meet face to face at the Edith Bankes Memorial Hall at present, Members agreed it was appropriate to continue to hold monthly remote meetings via Zoom Pro, on the second Monday of each month.

#### **12. AUDIT OF ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCH 2020**

(a) The Clerk as Responsible Finance Officer shared the Internal Auditor Report and recommendations for the financial year ended 31<sup>st</sup> March, 2020. The recommendations were as follows:

(i) The Annual Return and Bank Reconciliation should be amended as the 2019/20 brought forward balances on the Annual Return do not agree to the 2018/19 audited Annual Return and the 2018/19 unpresented cheques totalling £520 have been included within the 2019/20 payments;

(ii) The Council should ensure that orders for works, goods and services are made as per the financial regulations of the Council;

(iii) The fidelity cover at £50,000 does not cover the maximum projected cash balance as at 31/3/19 of £56,500 and the Council should review the adequacy of their fidelity cover;

Members accepted the Internal Audit Report, the recommendations and the amendments which were shared with Councillors prior to the meeting.

(b) The Clerk advised that the Internal Audit had recommended that the existing Financial Regulations be amended to include Section 10 concerning Orders for Work, Goods and Services from the Model Financial Regulations. The Clerk had shared the amended document with Councillors prior to the meeting and members agreed to adopt the amended Financial Regulations.

(c) Members approved the Annual Return, which had been shared prior to the meeting and authorised the Clerk, as Responsible Finance Officer to submit the Annual Return to the External Auditor by the 19<sup>th</sup> October, 2020.

### **13. SUMMARY OF EXPENDITURE FOR THE FINANCIAL YEAR ENDING 31<sup>ST</sup> MARCH 2021**

(a) The Clerk advised members that the report had been compiled by the previous Clerk as Responsible Finance Officer and was due to be shared at the April meeting which was postponed due to the pandemic. Members received and accepted the report on the final accounts for the financial year ended 31<sup>st</sup> March, 2020.

(b) The Council accepted the budget for the financial year ending 31<sup>st</sup> March, 2021 compiled by the out going Clerk as Responsible Finance Officer.

(c) Members accepted the Quarterly Report (July) of the Clerk as Responsible Finance Officer.

### **14. REQUEST FOR FINANCIAL SUPPORT**

Members considered the request from Mrs Frances Cooper for financial assistance, to maintain the existing flower planters around Sychdyn village and to replace/rebuild/fill and maintain the two large planters, positioned on the Main Road and on the road from Sychdyn to New Brighton. Mrs Cooper has estimated that to build two new large planters and fill these and all the planters with compost and flowers and maintain throughout the year ahead, would cost in the region of £330.00.

It was agreed that Councillor Millar would check to see what funds were available to contribute from the remaining Bonus Ball monies and that Northop Community Council would fund the remainder of the estimated amount required.

### **15. PUBLIC RIGHTS OF WAY**

The Clerk provided an update from Mr John Williams. Following the Maes Y Grug consultation, Mr Williams is recommending that all stiles be replaced by gates and he has suggested to Mr Jon Hills, the Footpaths Officer at Flintshire County Council that Northop Community Council monies be allocated towards this cost and other improvements at the site. On completion of the work, Mr Williams suggests that a photo call be arranged, to draw attention to the area as an asset for local people and the Community Council's commitment to improving public access.

### **16. MICRO-CARE TEAM AT FLINTSHIRE COUNTY COUNCIL**

Members discussed the possibility of the Micro-Care Team attending a future Community Council meeting to share information about the project and it was agreed

that a representative of the team be invited to attend the remote Community Council meeting in November.

**17. FOR INFORMATION**

Councillor Deane informed the Chair, that the Poppy Wreaths had been delivered and that she would make the necessary arrangements to drop them off with the Chair and Vice Chair and provide the Clerk with the invoice.

**The meeting closed at 8.26pm**



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

<b>COUNCIL MEETING</b>	<b>DATE: 14<sup>th</sup> September, 2020</b>
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<b>MEMBER</b>	<b>ITEM</b>	<b>MIN. NO. REFERS</b>
	None.	