

NORTHOP COMMUNITY COUNCIL

Minutes of the meeting of Northop Community Council held at the Memorial Institute, Northop on Monday 8th October, 2018.

PRESENT: Councillors Linda Deane (Chairman), Pauline Lawton-Hughes (Vice-Chairman), John Carlin, Rachel Hayward, Jarred Livesey, Rob Mackey, Linda Scott, Alan Watkin and the Clerk.

APOLOGIES: Received from Councillors Paul Ashley, Marion Bateman, Alison Brebner, Jo Millar and Chris Ruddle.

1. DECLARATIONS OF INTEREST

The following Declaration of Interest was made:

- Cllr. Linda Deane – Northop Community Council (NCC) representative of the Northop Memorial Institute (Agenda Item 15 (a) – Annual Grants to Organisations).
- Cllr. Linda Deane - Member of the Parochial Church Council of the Parish of Northop (Agenda Item 15 (c) - Annual Grants to Organisations)
- Cllr Rob Mackey – Chair of Trustee of Northop Memorial Institute (Agenda Item 15 (a) - Annual Grants to Organisations)
- Cllr. Linda Scott – Trustee of Edith Bankes Memorial Hall (Agenda Item 15 (a) - Annual Grants to Organisations)
- Cllr. Pauline Lawton-Hughes – Trustee of Sychdyn Memorial Hall (Agenda Item 15(b) – Annual Grants to Organisations)
- Cllr. Linda Scott – Partner is member of Northop Silver Band (Agenda Item 15 (d) - Annual Grants to Organisations)
- Cllr. Alan Watkin - Chair of the Sychdyn Memorial Hall Trustees (Agenda Item 15 (b) - Annual Grants to Organisations)

2. POLICE MATTERS

Members were advised that the new PCSO for the Community area would be PCSO Maisie Prytherch. The Clerk to share with members the contact details for the new PCSO.

No other issues were raised.

3. MINUTES

The Minutes of the Council meeting of the 10th September, 2018 were confirmed as a true record.

Matters arising

Page 2 – Item 2 – Members were advised that Cllr. Bateman had met with Flintshire County Council (FCC) officers regarding concerns about speeding vehicles in and around Northop village. FCC had committed to undertake speed surveys and, if appropriate, consider remedial action. Timings to be advised.

4. **STREETSCENE ISSUES**

A number of issues were raised:

- The dog waste bin at the top of the High Street, Northop requires emptying more frequently.
- General issue of insufficient numbers/capacity of dog waste bins in both villages.
- Front panel of lighting column is open and wiring exposed – Capel y Nant, opposite the end of the High Street, Northop.
- The column light at the end of Church Road, Northop remains unlit (Scottish Power fault).
- Complaints regarding the mess left on the community streets resulting from the domestic waste collection.
- Scaffolding has been erected along the alley connecting the High Street and the pensioners' bungalows. The alley is unlit and there are no lights on the scaffolding to warn pedestrians of its presence.

The Clerk to liaise with FCC on the above matters.

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) **DJM/058901** – PROPOSAL: Part demolition and extension to the existing dwelling with erection of new double boarded timber and stone outbuilding, at Gatekeepers Cottage, Sychdyn, CH7 6AD.

The Council had no objection to the proposed development.

- (ii) **CXK/058878** – PROPOSAL: Proposed rear single storey and part side extension at 54 New Brighton Road, Sychdyn, CH7 6EF.

The Council had no objection to the proposed development.

- (ii) **CXK/059012** – PROPOSAL: Demolition of conservatory – Proposed single storey rear extension at 43 Ffordd Las, Sychdyn, CH7 6DU.

The Council had no objection to the proposed development.

(b) 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) **058709** – Delegated Officer Approval 29/08/18. Application to prune 1no.Sycamore at the rear of 1 Grosvenor Court, Northop.

(c) Members were advised that Cllr. Bateman had contacted FCC's Planning Service regarding the encroachment of the show house garden onto Wats Dyke. The encroachment by the builders, Stewart Milne Homes, is contrary to the planning permission granted. Further action is anticipated.

6. ACCOUNTS

The payment of the following accounts were approved:

- (a) Gwen Smith – Clerk’s salary for October 2018 = £326.65 (net)
(Cheque No. 2081) (Government Act 1972 - Section 111)
- (b) HM Revenue & Customs – Income Tax payment of £81.60
in respect of Clerk’s salary for October 2018
(Cheque No. 2082) (Government Act 1972 - Section 111)
- (c) Jim’s Mowing, Grounds Maintenance 12th and 26th September, £110.00
(Cheque No. 2083) (Open Spaces Act - Sections 9 and 10)
- (d) Delfryn Designs (Mr. P. G. Parsons) – Website domain name registration
and hosting (28.10.18 - 27.10.19), £109.00
(Cheque No. 2084) (Government Act 1972 - Section 111)
- (e) Thomas Fattorini Ltd – Chairman’s Staple for 2018/19 £56.62
(Cheque No. 2085) (Government Act 1972 - Section 111)
- (f) Sychdyn Bowling Club – Grant towards the replacement of the
portacabin £250.00
(Cheque No. 2088) (Government Act 1972 – Section 137)
- (g) Flintshire County Council, July 2018 invoice totalling £226.35
 - Electricity consumption, £156.35
 - Inspection and maintenance, £70.00(Cheque No. 2087) (Highways Act 1957 – Section 17)
- (h) Mrs. Linda Deane – Reimbursement of Chairman’s Expenses
(19.7.18-11.9.18). £20.00.
(Cheque No. 2086) (Government Act 1972 – Section 111)
- (i) One Voice Wales – Member Code of Conduct Training 25.9.18
(Cheque No. 2089) (Government Act 1972 – Section 111)

7. MATTERS RAISED BY MEMBERS

(a) Walking Route in Northop (Cllr. J. Livesey)

Members supported the call to consider the feasibility of seeking to formalise, and therefore improving the safety of, the well-used pedestrian short-cut between Ffordd Glyndŵr and the B5126 close to the junction with Bryn Rhyd. The Clerk to liaise with FCC.

8. ATTENDANCE AT MEETINGS / TRAINING

(a) Code of Conduct Training for Town and Community Councillors

Cllr. J. Livesey would attend the Code of Conduct training offered by Flintshire County Council on Wednesday 17th October. The Clerk to offer the training to Cllr. Paul Ashley.

(b) Campaign for the Protection of Rural Wales (CPRW)

Unfortunately no members were available to attend the Annual General Meeting North on Saturday 10th November at Plas Cadnant, Cadnant Road, Menai Bridge, Anglesey, LL59 5NH.

(c) Standards Committee – Joint Meeting with Town and Community Councils

The Chairman, Vice-Chairman and Clerk would attend the FCC Standards Committee training on Personal Interest and Registers of Interest on the evening of Monday 12th November, prior to the Northop C.C. meeting.

(d) Flintshire South Area – Police Consultation Meeting

Cllrs. P. Lawton-Hughes and J. Carlin would represent the Council at the Police Consultation Meeting on Thursday 15th November at Leeswood Community Centre, King Street, Leeswood, Mold, CH7 4SB.

9. NORTHOP CHURCHYARD

It was reported that the search for suitable land to establish a new burial ground is ongoing.

10. COMMUNITY DEFIBRILLATOR

Cllr. L. Scott reported that, to date, donations of £630 had been received towards the project and a further £400 had been pledged. Northop Silver Band had also pledged to make donations from their performances rather than being able to hold a concert to assist with the fund raising. On behalf of the Northop community, the Community Heartbeat Trust will make a case to BT to replace the red telephone kiosk which was to house the defibrillator.

11. NORTHOP COMMUNITY COUNCIL PROPERTY

Members considered actions on the following council owned property:

(a) Repairs to the roof/guttering of the Northop Bus Shelter located opposite the Edith Bankes Memorial Hall – The Clerk to seek quotations for the work and to commission the repair.

(b) Damage to the stone wall bounding the Northop Car Park and the A5119. An insurance claim has been submitted to the council's insurers, Zurich Municipal. The Clerk to seek quotations for the repair and complete the insurance claim.

(c) Northop Car Park - The Clerk to seek advice from FCC on reducing the height of/felling the very tall conifer at the car park and options for re-planting the area.

12. THE OLD SAND HOLE, SYCHDYN

(a) The Clerk advised that the Freedom of Information (FOI) response from Natural Resources Wales (NRW) advised that they held no information relating to possible land/water course contamination originating from the former use of The Old Sandhole. A response to a similar FOI request to FCC was awaited.

(b) Members were asked to consider a land management plan for the now untenanted Old Sandhole Field. It was agreed that, providing it is proven that NCC is the lawful owner of the Old Sandhole Field:

- There was a need to top cut the field in the coming weeks. Cllr. Mackey to speak to local contractors to obtain quotations for the work.
- There would be a need to top cut the field twice a year as a matter of course and a sum of money will need to be allocated in the annual budget for this purpose.
- The field can be classed as low value agricultural land, without the capacity to support grazing and will need to be secured and managed well into the future.
- A possible re-use of the field could be as a community woodland area and walkway. Funding from the Woodland Trust was considered a possible option for a community group.

Members to note that the gate to the field has been padlocked and that the Clerk holds the key.

13. UPDATE ON THE A55/A494/A548 DEESIDE CORRIDOR PROJECT

Following the recent meeting with the Welsh Government Transport Secretary, Ken Skates, further traffic surveys would be undertaken.

14. SUMMARY OF EXENDITURE FOR THE FINANCIAL YEAR ENDING 31st MARCH 2019 (AS AT 30th SEPTEMBER 2018)

Members received the quarterly report of the Clerk as Responsible Financial Officer, noting the following:

- £40.00 for the acquisition of two poppy wreaths for the Council should be noted as Community Donations rather than as an Establishment Cost.
- The grant to Sychdyn Playgroup had been in abeyance since February and members wished to see the matter resolved. Cllrs. Hayward and Lawton-Hughes to liaise with the playgroup.
- The sum of £500 for Public Rights of Way improvements includes £250 from 2017-18. It was proposed that the funding be used on Springy Lane. The Clerk to liaise with FCC's PROW officer regarding an appropriate scheme. Alternatively, the funding could be offered to help establish the pedestrian short-cut (minute 7 above).

Members expressed their thanks to the Clerk for the clear presentation of the accounts.

15. ANNUAL GRANTS TO LOCAL ORGANISATIONS

Members approved the following grants for which provision has been made in the 2017/18 budget:

- (a) Northop Memorial Institute (£1,500)
- (b) Sychdyn Memorial Hall (£1,500)
- (c) St. Peter's Churchyard, Northop (£1,000)
- (d) Northop Silver Band (£500)
- (e) Flintshire Citizen's Advice Bureau (£100)

16. NALC/SLCC NATIONAL SALARY AWARD 2018-20 FOR STAFF

The National Joint Council for Local Government Services (NJC) reached agreement earlier in the year on the National Salary Award 2018-20.

For decision:

- (a) Members agreed to implement the negotiated National Salary Award in respect of the Clerk's salary for the financial year 2018/19.
- (b) The payment of backpay, effective from 1 April 2018, was authorised.

17. CONCLUSION OF AUDIT OF ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2018

Following receipt of correspondence from the external auditor BDO members:

- (a) approved and accepted the external auditor's report on the Annual Return 2017/18
- (b) amended, re-approved and re-certified the Annual Return 2017/18
- (c) noted the requirement for the Annual Return marked "subject to audit" to be displayed for a period of 14 days within the community before the 30.9.18.
- (d) revised the 2017/18 Asset Register in line with the External Auditor's advice.

18. FORMAL RISK ASSESSMENT 2018/19

Members consider the report of the Clerk as Responsible Financial Officer and agreed that:

- There was little gain to insuring the Council's streetlighting network.
- In line with the established practice, it was noted that the bank statement reconciliation would be reported to Council on a quarterly, rather than a half-yearly basis. This change will need to be reflected in the Council's Standing Orders.
- The level of the contingency fund maintained in the Capital Reserve Account would remain at, at least 50% of the annual precept.
- The External Auditor's advice on minuting powers under which expenditure is approved against each item of expenditure, was further noted.
- The Council's statement on Disaster Recovery and Business Continuity controls was amended to note that Council information and minutes would be stored on more than two separate storage facilities.

19. ASSET REGISTER 2018/19

The External Auditor had advised that acquisition and payment of a new asset should be recorded as occurring within the same financial year. In order to ensure compliance, it was agreed that the Council's Asset Register for 2018/19 would be reviewed at the March 2019 Council meeting.

20. INVESTMENT STRATEGY 2018/19

Members accepted the report of the Clerk as Responsible Financial Officer, agreeing no change at present to the current arrangements. However, in light of the negligible interest received by the Council on its Capital Reserve Account, the Clerk was asked to investigate prudent and secure investment opportunities for small councils. Cllr. Watkin to forward to the Clerk details of the Sychdyn Village Hall investment scheme.

21. WELSH GOVERNMENT / WELSH LOCAL GOVERNMENT ASSOCIATION JOINT WORKING CONSULTATION: UNADOPTED ROADS IN WALES

Members compiled a list of unadopted roads in the Community but felt that an established map of such roads would provide a good starting point to be able to respond to the consultation. The Clerk to request from FCC, a map of the Community's unadopted road.

22. FOR INFORMATION

(a) Welsh Assembly Member Community Advice Drop-in Sessions

The Council has been advised that the local A.M., Hannah Blythyn, will be holding community advice drop-in sessions as follows:

- Friday 12th October, 3:00-4:00pm at Holywell Leisure Centre
- Friday 9th November, 4:00-5:00pm at Gwernymynydd Village Hall.

Appointments are not required.

.....

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

COUNCIL MEETING	DATE: 8th OCTOBER 2018
------------------------	--

MEMBER	ITEM	MIN. NO. REFERS
Cllr. Linda Deane	Agenda Item 15 Annual Grants to Organisations	15(a) & (c)
Cllr Rob Mackey		15(a)
Cllr. Linda Scott		15(a) & (d)
Cllr. Pauline Lawton-Hughes		15(b)
Cllr. Alan Watkin		15(b)