

## **NORTHOP COMMUNITY COUNCIL**

### **Minutes of the Annual General Meeting of Northop Community Council held remotely via Zoom Pro on Monday 14<sup>th</sup> June 2021**

**PRESENT:** Councillors Linda Scott, Pauline Lawton-Hughes, Linda Deane, Marion Bateman, Alison Brebner, Jarred Livesey, Rob Mackey, Cara Baker, Louise Higgs and the Clerk.

**APOLOGIES:** Apologies received from Councillor Jo Millar, Councillor John Carlin and Councillor Rachel Hayward.

#### **1. DECLARATION OF INTEREST**

Councillor Higgs declared a personal and prejudicial interest in Agenda Item 11 Hynet CO2 Pipeline Consultation and agreed to leave the meeting at the point that this matter is to be discussed.

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

The Clerk had checked the data for June via the provided Police links however, the information had not been updated since April 2021. Additional information from PCSO Ryan Thomas had been requested but there had been no response to date. Therefore, there were no details of any incidents in the villages to share this month.

Councillor Bateman had met with PCSO Ryan Thomas on the 4<sup>th</sup> June to walk both Northop and Sychdyn villages and highlight any particular issues. Councillor Bateman noted her appreciation of the time PCSO Ryan Thomas was able to spend walking the villages and although it had been a relatively quiet day, due to there being no schools open, parking on pavement issues had been highlighted in Northop and members of the public were aware of the Police presence in the villages.

PCSO Thomas was hoping that these walkabouts would take place bi-monthly or more frequently if required and Members felt that meeting with the PCSO bi-monthly and discussing matters, might be more effective than receiving a report or accessing data via the Police links. The Chair confirmed that Councillors would discuss who is available to accompany PCSO Thomas for the walkabout in August, at the next meeting.

#### **3. MINUTES**

A copy of the draft minutes had been given to Members prior to the meeting. Councillor Deane highlighted that on Page 3 Agenda Item 6 Minutes Matters Arising, the minutes had not named the recipients of the Residents & Young Citizens Awards. Councillor Mackey noted that he had raised the drainage matter of standing water on the stretch of road just passed the traffic lights in Northop towards Sychdyn and that the item

had not been included in the minutes. It was agreed that the minutes be amended to include this information and subject to these amendments, be accepted as a true and accurate record of the meeting. All members were in agreement.

## **Matters Arising**

### **Agenda Item 6 Minutes**

#### **Matters Arising Agenda Item 16 Residents & Young Citizens Awards**

Councillor Brebner requested that all Councillors be made aware of the presentation date for the awards next year, to ensure that they can be present to support the awards and the recipients, should they wish to. It was acknowledged that this year numbers were restricted due to the pandemic restrictions.

### **Agenda Item 7 Payment to Councillors**

Councillor Brebner requested that the forms for the Payments to Councillors be sent out again to herself.

### **Agenda Item 9(a) Streetscene Issues**

Councillor Livesey queried whether there had been any progress on the request to cut the hedge of the property Glan-yr-Afon in Northop and reported that to date the overgrown hedging continued to affect the clear use of the pavement. Councillor Bateman stated she would liaise with Streetscene regarding the matter.

### **Agenda Item 12(a) Matters Raised by Members**

#### **Northop National School**

The Clerk reported that the Conservation Officer at Flintshire County Council had been contacted regarding the disrepair of the building and that to date there had been no response. It was agreed that the Clerk would chase the matter up with the Conservation Officer at Flintshire County Council and write to the owner of the property.

### **Agenda Item 12(b) Matters Raised by Members**

#### **Overhanging Tree by Band Room**

The Clerk updated Members stating that Stuart Body at Flintshire County Council had confirmed that the tree was within a conservation area and that a planning application would need to be completed prior to undertaking any work to the tree.

Following discussion, the Council agreed that the Clerk should liaise with Mr Rob Monshin AGM Tree Surgery and request he assess the work that needs to be done to make the tree safe and provide a quote, which would also include completing the necessary planning application.

### **Agenda Item 12(c) Matters Raised by Members**

#### **Refill Wales**

The Clerk had liaised with Refill Wales regarding the estimated costs of installing water fountains. Councillor Brebner reported that they vary significantly in cost from £179 to £4000 and that the Local Authority would need to be involved, to assist determine an appropriate location for a water fountain and to check water pressure, as well as the need for the Council to undertake risk assessments to ensure hygiene standards are met.

On this basis, Members felt it was not a project for the Council at present due to the financial costs.

Councillor Brebner advised that stickers could be obtained from Refill Wales which can be put up in those local hostelrys willing to participate in the scheme, allowing people to refill their water bottles. It was agreed that the Clerk would request stickers from Refill Wales and then local hostelrys in Northop and Sychdyn could be approached, to see if they would be willing to participate.

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

##### **Northop**

- (a) Councillor Brebner raised the matter of there being long grass at junctions in Northop which are causing visibility and safety issues. Councillor Bateman agreed to liaise with Streetscene regarding the matter to Streetscene.

Councillor Scott reported that the pavement beyond the College down to Middle Mill was also overgrown.

##### **(b) Sychdyn**

Councillor Lawton-Hughes reported that the public footpath off Blackbrook was also very overgrown and causing an obstruction for walkers. Councillor Bateman also reported that the public footpath from Sychdyn to Mold was overgrown. Councillor Mackey noted that this was a case for many public footpaths in the villages due to the significant growth in the past few weeks. It was agreed that Councillor Bateman would inform Streetscene of all overgrown footpaths.

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

- (a) To consider the following planning applications:

(i) **062865**

**PROPOSAL:** Erection of first floor extension, single storey side extension and Widened drive access and dropped kerb.

**AT:** 36 St Peters Park, Northop, Mold, Flintshire CH7 6DR

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

(ii) **062675**

**PROPOSAL:** Proposed single storey rear extension and proposed rear roof dormer.

**AT:** 12 Fox Field, Northop, Mold, Flintshire CH7 6GQ

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

(iii) **062929**

**PROPOSAL:** Erection of outbuildings.

**AT:** Tyddyn Ucha Cottage, Black Brook, Soughton, Mold, Flintshire CH7 6LT

As there were no plans available to date to view and comment on, it was agreed

that this application to be considered again at the next meeting. The Clerk to request an extension to comment from the Case Officer, should the details be made available prior to the July meeting.

(iii) **Notification of Pre-Application Consultation Details**

Members discussed the pre-application consultation and agreed that they would wait to comment when the new application was received by Flintshire County 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) **062076 Delegated Officer Decision Approval 26/03/2021**

**PROPOSAL:** Application for approval details reserved by condition no's 3 (Landscaping), 4(Materials), 5 (Archaeological Work) attached to planning Permission reference 059420

**AT:** Wats Dyke Way, Sychdyn, Mold, Flintshire CH7 6CX

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

(ii) **062362 Delegated Officer Decision Approved 29/04/2021**

**PROPOSAL:** Erection of single storey side extension

**AT:** Mory, Church Road, Northop, Mold, Flintshire CH7 6BS

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

(iii) **062558 Delegated Officer Decision Approved 14/04/2021**

**PROPOSAL:** Extensions to existing dwelling – two storey side

**AT:** Tyddyn Ucha Cottage, Black Brook, Soughton, Mold, Flintshire CH7 6LT

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

(iv) **062642 Delegated Officer Decision Approved 26/04/2021**

**PROPOSAL:** Change of use of grassed amenity land to garden and relocation of existing hedge.

**AT:** Rosemount, Northop Country Park, Northop, Mold, Flintshire CH7 6WD

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

(v) **062646 Delegated Officer Decision Approved 26/04/2021**

**PROPOSAL:** Change of use of grassed amenity land to garden and relocation of existing hedge.

**AT:** St. Georges House, Northop Country Park, Northop, Mold, Flintshire CH7 6WD

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

## 6. **ACCOUNTS**

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

(i) **Clerks Salary – June 2021 Mrs S C Lovell at £614.64 (Net); Cheque Number 002307**

(ii) **HMRC – Income Tax in respect of Clerk's salary paid June 2021 at £46.40; Cheque Number 002308**

- (iii) **Clwyd Pension Fund** Employers & Employee Pension contribution for Clerk June 2021 at **£182.79; Cheque Number 002309**
- (iv) **Jim's Mowing** – Grass Cutting and all waste removed at the Band Room/Car Park site in Northop on the 12th and 25<sup>th</sup> May 2021 at **£120.00 (each visit £60.00); Cheque Number 002310**
- (v) **Flintshire County Council** – Street Lighting Energy for January, February & March 2021 at **£457.95; Cheque Number 002311**
- (vi) **Mrs Frances Cooper** – Donation for maintenance of planters in Sychdyn for 2021/22 at £120; **Cheque Number 002312**

Councillor Mackey proposed the accounts be approved and this was seconded by Councillor Watkin. All Members were in agreement.

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

### **(a) National Tree Initiative**

Councillor Scott raised the matter of the Queens Platinum Jubilee in 2022 and asked whether the Council would be interested in the Woodland Trust scheme, as community groups are eligible to apply to the Woodland Trust for packages of trees of various sizes, to plant to commemorate the occasion. The Chair advised there are stipulations on the locations that these trees can be planted, as they must be sited in publicly accessible areas. Councillor Mackey felt that it may be challenging to find appropriate locations across both villages, as the areas were fortunate to already have many trees. Councillor Deane suggested the school grounds and the Churchyard as possible locations. It was agreed that Members would consider the idea and it would be discussed again at the next meeting.

Councillor Bateman suggested that Members consider some form of celebration that could take place across both villages to commemorate the Queens Platinum Jubilee in 2022, in which the Community Council could support. Councillor Brebner was in support of Councillor Bateman's idea and it was agreed that the matter be discussed at the next meeting.

Councillor Watkin suggested that the idea be shared across the Northop and Sychdyn Facebook pages, to look for suggestions from the wider community that the Community Council could support.

## **8. TRAFFIC MATTERS**

Councillor Brebner reported that the VAS signs for Northop and Sychdyn had not yet been erected and that she had contacted Lee Shone at Flintshire County Council regarding the delay. Councillor Bateman confirmed that the signs were on order and that the delay was with the supplier and that the VAS solar sign would take longer to supply.

Councillor Deane highlighted the issue of partial parking on pavements near junctions at St Peters Park and up to the school. The PCSO had been made aware of this issue when walking Northop village.

Councillor Brebner informed Members that the response from Northop Community Council to the A55 Climbing Lane as part of the consultation process had been sent off prior to the

deadline to comment on the 11<sup>th</sup> June and requested that the Clerk monitor the matter and share any updates with Members as they arise.

Councillor Livesey raised the issue of speeding vehicles on Holywell Road and enquired when the 20 mph speed limits are due come into force. Councillor Bateman stated that at present the 20 mph speed limits were being considered only for those roads around schools and estate roads. Councillor Higgs confirmed that a trial of the 20 mph speed limit was taking place in Buckley.

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

Councillor Brebner reported that the Red Route project was now formally under review and that the matter was being considered by Senedd representatives from a different viewpoint, that of climate change and environmental issues which was positive step.

#### **10. MANAGEMENT PLAN - NORTHOP CAR PARK & ENVIRONS**

The Clerk had liaised with Hannah James regarding progress on the Northop Car Park gully repair. To date all costs have been reviewed and GSL, who provided the lowest initial quote, has been contacted and provided with a list of everything that should be provided in the quote. GSL's original quote has now expired and they state that all material and labour costs have significantly increased. Their new quote is awaited.

#### **11. HYNET CO2 PIPELINE CONSULTATION**

Councillor Higgs left the meeting having declared a personal and prejudicial interest in the matter.

Councillor Bateman stated that she hoped that those residents that may be affected have been written to and Councillor Scott stated she had contacted the owners of a local farm which is likely to be affected.

The consultation information had been shared with Members prior to the meeting. Following discussion, it was agreed that as part of the consultation process, the Council should comment on the following matters:

- The likely disruption that the construction traffic will cause to Northop village for the whole of the construction period, which is a concern especially due to the fact that some roads may be unsuitable for such large construction vehicles and these vehicles may be passing in close proximity to resident's homes;
- The possible increased noise level throughout the construction period;
- The issue of compensation for residents as a consequence of the likely disruption to their daily lives for a lengthy period of time and what level of compensation that would be;
- For those properties within the Northop and Sychdyn area that will be directly affected with the pipeline crossing, assurances requested that every effort will be made to work with the land owners, to ensure the minimum disruption to their land and business operations.

The Clerk advised that there were additional consultation dates including Saturday 19<sup>th</sup> June 2.30 – 3.30pm, Tuesday 22<sup>nd</sup> June 6-7pm and Thursday 1<sup>st</sup> July 10-11am and that the deadline for comments was the 11<sup>th</sup> July.

It was agreed that the Clerk would collate the Council's comments to be made to the Planning Inspectorate prior to the deadline.

Councillor Higgs re-joined the meeting.

## **12. REQUEST FOR FINANCIAL SUPPORT**

The Council had received a request for financial assistance of £120 from Mrs Frances Cooper to maintain the large planters in Sychdyn for the coming year and to request the Council consider funding the maintenance of the planters on an annual basis.

Councillors discussed the matter and agreed to fund a donation of £120 for 2021 to enable the planters to be maintained. Councillor Lawton-Hughes stated that the donation made last year had enabled the planters to be maintained and felt that it had made a positive difference to the village. Councillors agreed that the Council could not at present commit to a regular annual donation due to its other financial commitments however, it was suggested that Mrs Cooper could apply again in the future and the matter would be considered at that time, based on other financial and budgetary commitments.

The Clerk to advise Mrs Cooper of the donation of £120.

## **13. MATCH FUNDING INVITATION**

Members agreed to consider the match funding invitation in principle and to discuss the matter at the next meeting, when Councillor Jo Millar would be present. Councillor Watkin also requested that the Clerk liaise with Richard Roberts of Aura Leisure and Libraries to ascertain what improvements were required at both Northop and Sychdyn play areas, for Members to consider prior to the next meeting.

## **14. FUTURE COUNCIL MEETINGS**

Members discussed the clarification received from Gareth Owen, Monitoring Officer at Flintshire County Council regarding the Welsh Government's statement on future Council meetings. With some Councillors advocating the return of face to face meetings and some preferring to continue to meet remotely for the present time, it was agreed that all options should be considered.

Councillor Scott noted that wifi was due to be installed at the Edith Bankes Memorial Hall however, the library would be too small to accommodate the Council with the need to socially distance and that a larger room would be required. Councillor Mackey noted that there were only Sunday evenings now available for use in the larger room at the Hall in

Northop at present. Councillor Bateman informed Members that Sychdyn Village Hall will have the facility to hold hybrid meetings shortly which may be an option to consider also.

Council agreed that the Clerk collate information regarding all options for Members to consider at the next meeting, including the possible use of Sychdyn Village Hall, the use of the Edith Bankes Memorial Hall and hybrid meetings.

#### **15. INTERNAL AUDIT 2020/21**

- (a) Members received the Internal Auditor's Report for the financial year ended the 31<sup>st</sup> March 2021.
- (b) The Clerk highlighted the recommendations made by the internal auditor including:
- The Risk assessment should be updated to include supplier (procurement) fraud including the adequacy of supplier onboarding controls;
  - The ear marked reserves should be quantified;
  - The Annual Return should be amended to exclude expenses from staff costs;
  - Unpresented cheques should not be excluded from the cashbook and be deducted from the bank balances in the bank reconciliations;
  - A contract of employment should be in place for the Clerk;

Council accepted the above recommendations and it was agreed that the amendments would be made. Members agreed that Councillor Alan Watkin and Alison Brebner prepare the contract for the Clerk, as required by the internal audit.

- (c) The Council authorised the Clerk, as Responsible Finance Officer to submit the Annual Return to the External Auditor by the 1<sup>st</sup> September 2021, having Undertaken all recommendations of the internal auditor.

Councillor Mackey left the meeting at 8.50pm.

#### **16. SANDHOLE FIELD**

Commented [NC1]:

- (a) The Council had been contacted by a local resident regarding the Sandhole Field which was adjacent to her property and causing flooding. Councillor Bateman had met with the resident and Tom Cartwright, Streetscene at Flintshire County Council to view the problem. They identified that the ditch at the Sandhole Field did need desilting and quotes were currently being sought to undertake the work.
- (b) Whilst on site a neighbour also stated that her land occasionally became flooded as a result of the Sandhole Field ditch requiring desilting and stated that she had previously requested to rent the land and would like to formally request to do so again and was willing to sign a contract and maintain the field.

Members discussed the possibility of renting the land and the issues around it and a rental contract. Councillor Watkin suggested that Council let the interested party know that the matter will be considered and additional information be sought prior to further discussion.

- (c) It had been reported to Councillor Lawton-Hughes that a branch from the large tree on the corner of the Sandhole Field had fallen as they were walking nearby.



Members agreed that the Clerk would liaise with John Griffiths to request that he assess the tree to determine what was required to make it safe and provide a quote for the cost. Councillor Watkin proposed that the Clerk liaise directly with the Chair regarding the matter, to ensure any work required to make the tree safe is undertaken if it is a potential hazard. Members were in agreement.

- (d) The key for the Sandhole Field had been lost by the groundsman, who has now agreed to purchase another as replacement.

#### **17. FOR INFORMATION**

There were no matters to discuss.

**The meeting closed at 20.57pm**

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

<b>COUNCIL MEETING</b>	<b>DATE: 14<sup>TH</sup> June 2021</b>
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There were no new declarations of interest made at the meeting.

<b>MEMBER</b>	<b>ITEM</b>	<b>MIN. NO. REFERS</b>
Councillor Louise Higgs	Agenda Item 11 Hynet CO2 Pipeline Consultation	Pages 6 & 7