

NORTHOP COMMUNITY COUNCIL

Minutes of the Annual Meeting of Northop Community Council held at the Memorial Institute, Northop on Monday 14th May, 2018.

PRESENT: Councillors Chris Ruddle (Chairman 2017-18), Linda Deane (Vice-Chairman 2017-18), Marion Bateman, Alison Brebner, Rachel Hayward, Pauline Lawton-Hughes, Rob Mackey, Jo Millar, Linda Scott, Alan Watkins, and the Clerk.

APOLOGIES – Cllrs. Paul Ashley and John Carlin.

CHAIRMAN'S REPORT

The Chairman reported on his year of Office and reflected that it was the one in which he had witnessed the greatest changes for the Council since he first joined in 2011. The Chairman noted his attendance at the Community Tea Party at Nightingale House, Wrexham followed in July by the County Civic Service at St. Mary's Church, Mold. The Chairman was unable to attend the Remembrance Service but he thanked the Vice-Chairman for representing the Council. Despite being unable to attend a number of civic events, the Chairman had enjoyed his first taste of public life and considered that 2017-18 had been a good year. Reflecting on the difference between his background in industry and his present role as a community councillor, the Chairman noted that he had enjoyed representing and serving the community's residents. The Chairman thanked the Vice-Chairman, his fellow members of the Council and the Clerk for their hard work and their support.

The Chairman's Report of his year of Office was received.

1. ELECTION OF CHAIRMAN AND INVESTITURE WITH CHAIN OF OFFICE

It was proposed that Cllr. Mrs. Linda Deane be elected Chairman of the Council for the Civic Year 2018-19 and on being put to the vote, was agreed unanimously. Cllr. Mrs. Linda Deane was invested with the Chain of Office by Cllr. Ruddle who offered his best wishes for her year of Office. Cllr. Deane thanked her fellow members for their support on being elected as Chairman for the 4th, but probably the last time. Cllr. Deane thanked the retiring Chairman, for his work on behalf of the Council.

2. APPOINTMENT OF VICE-CHAIRMAN

It was proposed that Cllr. Pauline Lawton-Hughes be appointed Vice-Chairman of the Council for the Civic Year 2018-19 and on being put to the vote, was agreed unanimously. Cllr. Lawton-Hughes accepted the role and expressed her thanks to her fellow members.

3. DECLARATIONS OF INTEREST

The following Declarations of Interest were made:

- Cllr. Alison Brebner – Committee Member of Northop 2000 Committee (Agenda Item 9.(a)(i) – Planning Applications)
- Cllr Rob Mackey – Chair of Northop 2000 Committee (Agenda Item 9.(a)(i) – Planning Applications)

- Cllr. Marion Bateman - (Agenda Item 9.(a)(ii) – Planning Applications)

4. POLICE MATTERS

Issues raised by Members

- Cllr. Brebner reported that despite writing to GoSafe again on 8th May she had not received a response. It was agreed that a letter of complaint be sent to the Chief Constable and the Police & Crime Commissioner for North Wales to highlight the issue. Cllr. Brebner and the Clerk to liaise on the content of the letter.
- Cllr Mackey expressed his thanks to PCSO Stephanie Jones for her good work in resolving the issue of illegal parking on Church Road, Northop.
- Members heard of concerns that it had taken 25minutes for a call to the Police non-emergency number 101 to be picked up. The call was made on Saturday 12/5/18 at about 6:00pm.

5. MINUTES

The Minutes of the meeting on 9th April 2018 were accepted as a correct record.

Matters Arising

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Cllr. Bateman reported that:

- The wooden stakes on the lane between Vownog Newydd and Alltami Road, had been removed.
- The rocks placed on the grass verges of a single track road by Vownog Cottage / Henfryn had been removed.
- The footpath along the A5119 between Northop and Sychdyn was scheduled to have been swept on 9/5/18.
- Neil Hickie would investigate the blocked drain outside No. 2 Aber Crescent.

The Clerk advised that the Council had received notification from the Trunk Roads Agency advising of the timing of removal of litter and debris from the A55 sliproads at junctions 33 and 33A.

The Clerk to contact FCC's Highways Dept. concerning the roundabouts on the junction of A55/A5119, following a second incident of a vehicle crossing the roundabout nearest to Northop.

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The Clerk to contact Mr. Harris (FCC Planning) to arrange the agreed site visit.

6. COUNCILLOR EXPENSES

In accordance with the requirements of the Annual Report 2018/19 of the Independent Remuneration Panel for Wales, Determinations 44, 46 and 51 are mandated. Members therefore considered the permissible payments to be made to members of the Council in the execution of their duties.

It was resolved that:

(a) Determinations 48, 49 and 52 be adopted on the basis that where a member is authorised to represent the Council at an event, and where the reimbursement of expenses has been approved, the authorised claim would be reimbursed in accordance with the National Scales set by the Independent Remuneration Panel.

Determinations 50 and 53 were rejected.

(b) The Chairman's Allowance for the Civic Year 2018-19 was agreed at £200. In accordance with the council's agreed practice, the Chairman would consider whether to accept the Allowance as a single full payment or on a reimbursement of costs basis (up to a maximum of £200). The Chairman to advise Council of her choice at the June meeting.

Members noted that the Annual Report states that "In all cases, any individual member may make a personal decision to elect to forgo part or all of the entitlement to any of these payments by giving notice in writing to the proper officer of the council."

7. OUTSIDE ORGANISATIONS

Council representatives on the following organisations were agreed as follows:

- (a) School Governing Bodies
 - (i) Northop CP School (Cllr. A. Brebner)
 - (ii) Sychdyn CP School (Cllr. P. Lawton-Hughes)
- (b) Memorial Halls
 - (i) Northop (Cllr. L. Deane)
 - (ii) Sychdyn (Cllr. M. Bateman)
- (c) Citizens Advice Bureau (Cllr. P. Lawton- Hughes)
- (d) County Forum (Cllrs. P. Lawton-Hughes and C. Ruddle)
- (e) Police Consultation Group (Cllr. P. Lawton-Hughes)
- (f) Northop Community Council Planning Sub-Committee (Chairman, Vice-Chairman and Clerk to the Council)

The Clerk to contact Cllr. J. Carlin to ascertain whether he would be willing to continue in the role as joint representative on the Police Consultation Group.

8. STREETSCENE ISSUES

- (a) Reports of the following issues were received:
 - A hole in the road next to the drain at the corner of Blackbrook and Raikes Lane, Sychdyn.
 - The bus shelter outside Sychdyn Memorial Hall is open to the road and therefore provides little shelter from road spray and leaving the seats wet.
 - Refuse left along the roadway following FCC refuse collection services on Fridays in both villages.
 - Three traffic cones have been left on the grass verge by the sliproad in Northop between the B5126 and the A5119.
 - The grass verges adjacent to the traffic light crossroad in Northop are overgrown.

- A note of thanks to Streetscene services for their help in disposing of the refuse collected during the Sychdyn litter pick on the 12th May.

The Clerk to report to Flintshire County Council.

It was also noted that the street lights at Fox's Close had been repaired by Redrow.

- (b) Members authorised upgrading work to the streetlighting at The Green, Northop, at a cost of £6,600 and along New Brighton Road, Sychdyn, at a cost of £5,575. The Clerk to liaise with Flintshire County Council.

9. PLANNING APPLICATIONS

- (a) The following planning applications were considered and observations agreed to be submitted to Flintshire County Council's Head of Planning:-

- (i) **DJM/058265** – Proposal: Application for Listed Building Consent for the installation of a memorial bench on a stone base in the memorial hall grounds at the Edith Bankes Memorial Hall, High Street, Northop.

The Council had no objection to the development.

- (ii) **ADW/058211** – Proposal: Proposed construction of 6no. detached dwellings on land at Cortonwood, Sychdyn. Amendment to application detail (boundary redefinition surrounding Plot 6).

Council reiterated their objection to the proposed development.

- (iii) **AJD/058281** – Proposal: Single storey ground floor kitchen extension to the rear of the existing dwelling at Wortley House, Church Road, Northop.

The Council had no objection to the development.

- (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) **058025**– Delegated Officer Approval 27/3/18. Prune 1 No. Oak at Open Space adjacent to 30 Foxfield Close, Northop. (Premier Estates)

Cllr. Mackey raised concerns that the trees are to be pruned as protections were put in place prior to the Redrow development. Cllr. Mackey to draft a response for the Clerk to forward to Flintshire County Council.

- (c) To receive an update on the Ffordd Eldon development site.

Cllr. Bateman advised that a Flintshire C.C. Enforcement Officer attended the site on 10/5/18 as the protection around Wats Dyke had been removed and there were diggers on the Dyke. An update from the Enforcement Officer was awaited. CADW are aware of the issue. The Clerk to contact Mark Harris regarding the site visit for the Chairman and Cllr. Ashley.

10. MATTERS RAISED BY MEMBERS

County Forum of 10/5/18

Cllr. Lawton-Hughes provided an update on the County Forum meeting including:

- **Review of Community and Town Council Sector in Wales** – Presentation by Clair Germain of Welsh Government on a 'Model Council' including the role of councillors and the success of Capital Asset Transfers.
- **Charter Review: A Shared Community – A Joint Charter between Flintshire County Council and the Town and Community Councils in Flintshire.** A working group has been established that will produce an action plan in June to look at new ways for all councils to work together. FCC are seeking support from the Town and Community Councils.
- **Community Planning** – An overview of the process undertaken around the development of a Community Plan for Gwernymynydd.
- **County Forum Webpage** – Information on Code of Conduct training and more training courses planned for the future.
- **Bus Network Review** – Encouraging the public to look at FCC's website and contribute to the Review. The closing date for Town and Community Council responses is later than that for the public.

11. ACCOUNTS

The Council resolved to approve the payment of the following accounts:

- (i) Gwen Smith – Clerk's salary for May 2018 = £326.65 (net)
(Cheque No. 2054) (Local Government Act 1972 - Section 111)
- (ii) HM Revenue & Customs – Income Tax payment of £81.60
in respect of Clerk's salary May 2018
(Cheque No. 2055) (Local Government Act 1972 - Section 111)
- (iii) Flintshire County Council – Payment of March 2018 invoice totalling
£430.14 comprising:
 - Street Lighting = £186.04
 - Inspection and Maintenance = £244.10(Cheques No. 2056 and 2060) (Highways Act 1957 – Section 17)
- (iv) Jim's Mowing – Grass Cutting on 11th and 24th April totalling £110.00.
(Cheque No. 1986) (Open Spaces Act - Sections 9 and 10)
(Cheque No. 2057) (Local Government Act 2000, s.2)
- (v) JDH Business Services Ltd. – Fee for internal audit £144.00
(Cheque No. 2058) (Local Government Act 1972 - Section 111)

12. UPDATE ON THE A494 AND A548 - DEESIDE CORRIDOR PROJECT

Members received an update by Cllr. Bateman in which she confirmed that a response was still awaited for the timing of the visit to the area by the Minister, Ken Skates. Cllr. Bateman referred to the Welsh Government's new policy on the protection of ancient woodland. Members also heard that the Woodland Trust are campaigning to raise public awareness of the new policy.

13. NORTHOP TELEPHONE KIOSK

Cllr. Scott provided members with three comparative quotes, to ensure best value for the scheme to re-purpose the telephone kiosk outside the Red Lion Inn to house a defibrillator for the community. Members agreed that the Community Heartbeat Trust package represented the best overall value.

Cllr. Scott advised that the Northop Silver Band were arranging a fundraising concert which the Church was happy to host in June/July of this year. Ysgol John Owen pupils would also take part in the event. It was noted that the collection of money towards the scheme would be made on behalf of the community, rather than the community council. The matter to be returned to the June meeting.

14. RENEWAL OF THE COUNCIL'S INSURANCE POLICY

Council agreed to the quotation of £418.33 received from Zurich Municipal for the year commencing 1/6/2018. The Clerk to seek a quotation for providing insurance cover for the upgraded streetlighting stock.

15. FINAL ACCOUNTS FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2018**

(a) Council received the Internal Auditor's Report for the financial year ended 31st March 2018, noting the Clerk's response.

(b) Council authorised the Clerk as Responsible Financial Officer to submit the Annual Return to the External Auditor by 19th June 2018.

16. GENERAL DATA PROTECTION REGULATION (GDPR)

The Clerk reported that the work required to meet the requirements of GDPR by the implementation date of 25th May, 2018 was ongoing.

17. WELSH GOVERNMENT CONSULTATION: REVIEW OF THE COMMUNITY AND TOWN COUNCIL SECTOR – PROPOSED “POP-IN” EVENTS

Members agreed to consider hosting one or more “Pop-in” events during the month of May to raise awareness of the Independent Review Panel's public consultation on the future role of Community and Town Councils in Wales. The Clerk to supply forms etc. as follows to:

- Cllr. Lawton-Hughes for the Friday Club.
- Cllr. Linda Deane for the W.I. and the Pop-up Café.
- Cllr. Millar for Ysgol Sychdyn.
- Cllr. Bateman for the Sychdyn Post Office service.

Cllrs. Brebner and Scott were thanked for their assistance the ‘pop-in’ at Saturday's consultation event at Edith Bankes Memorial Hall.

18. FLINTSHIRE COUNTY COUNCIL PUBLIC CONSULTATION: BUS NETWORK REVIEW

Council considered the options presented in the consultation document and agreed that Option 3 was their preference. One member abstained from the vote. The Clerk to respond accordingly to Flintshire County Council.

Councillors would seek to encourage members of the public to express their opinion.

19. CHAIRMAN'S ANNOUNCEMENT

At the close of the meeting the Chairman announced and congratulated Cllr. Marion Bateman on her appointment as Vice-Chairman of Flintshire County Council.

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IN ACCORDANCE WITH NORTHOP COMMUNITY COUNCIL'S CODE OF CONDUCT

COUNCIL MEETING	DATE: 14th MAY 2018
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MEMBER	ITEM	MIN. NO. REFERS
Cllr. Alison Brebner	9.(a)(i) – Planning Applications	3
Cllr. Rob Mackey	9.(a)(i) – Planning Applications	3
Cllr. Marion Bateman	9.(a)(ii) – Planning Applications	3