

**MINUTES OF THE MEETING OF CILCAIN COMMUNITY COUNCIL HELD AT THE VILLAGE HALL, CILCAIN ON 20 NOVEMBER 2017**

**Present:**       **Chairperson:** Cllr Miss Ann Baker (in the absence of Cllr W Owen Thomas)  
                  **Councillors:** Janet Butlin                               J Emyr Davies  
  Greg Foster                               Gwen Hardman  
  Ian Hughes                               Jean Ramsey  
  Ian Smith                               John Worthington  
  The Clerk was also in attendance

1.       **CHAIRPERSON'S OPENING REMARKS**

Cllr Miss Ann Baker chaired the meeting in the absence of the Chair and Vice Chair. The Chairperson welcomed all, in both English and Welsh, to the November (Tachwedd) 2017 Council Meeting. Cilcain residents Mrs Sue Jones and Mr Les Millington attended the Council Meeting. Rhydymwyn resident, Mr Colin Lewis attended. Mr Ian Williams from Flintshire Streetscene attended the meeting to update the Council on highway matters.

2.       **APOLOGIES** - Cllr John S Douglas, Cllr Gareth W Hughes, Cllr W Owen Thomas.

3.       **DECLARATIONS OF INTEREST** - Cllr Jean Ramsay and Cllr Mr Ian Smith declared an interest in the defibrillator item in the correspondence.

4.       **MINUTES OF LAST MEETING**

The Minutes of the 16 October 2017 Council Meeting held at the Football Club premises in Rhydymwyn were confirmed and signed by the Chairman as being correct.

5.       **MATTERS ARISING** - from the 16 Oct Council Meeting.

(a)       **Highway matters**

p59       **Llys Alyn play area** Members noted in the October Council Meeting that there were two aspects to the play area issue:

- (a)       The boundary fence, which was probably the responsibility of Flintshire Streetscene.
- (b)       The rotting timber posts used for youngsters to climb on. This was now an issue for Mr Richard Roberts to deal with.

Clerk to pursue item (b) with Mr Richard Roberts.

p59       **White lining** - Mr Williams reported - plans had gone to the white lining contractor. Mr Williams reported extensive traffic management measures scheduled in the next four months, for the section of the A541 between the Rhydymwyn side of Hendre and the Flintshire boundary.

p59       **Hendre culvert** - Mr Williams reported the Hendre culvert was cleaned out on Thursday last week.

- p60 **Street Lighting repairs, Rhydymwyn / Hendre** - Mr Ian Williams reported two lamps had been repaired today and the remaining lamps were scheduled to be completed this week. Lamps were being changed to LED lanterns.
- p60 **Coping Stone, Church Meadow** - Mr Ian Williams to contact owners.
- p60 **Depression in carriageway outside No 1 Church Meadow** - Mr Williams pursuing, but maintenance budget extremely tight at present. Work prioritising in place, which results in highway safety works being given priority.
- p60 **Longitudinal crack in carriageway** - Coed Du Hall entrance - Work being programmed.
- p60 **Rose Lane, Cilcain, deteriorating road surface** - Mr Williams reported - some work has been done. More work required.
- p60 **Seepage across road - caravan park side of junction** - No response received by Mr Williams from Flintshire's Environmental Health Section. Mr Williams to send copy of e-mail to the Community Council Clerk.
- p60 **Nant Alyn** - highway water discharging into Cae'r Eithin - Mr Williams reported - works ticket raised. The provision of a length of 'dropped kerb' envisaged to positively direct the highway runoff past the property entrance. Another option would be a tarmac hump.
- p60 **Potholes at Loggerheads Road, Cilcain** - Some work done. More work required between Brithdir Mawr Lane and the County boundary.
- p60 **The Pistyll** - Survey results awaited.
- p60 **Overhanging trees Ffordd y Llan** - Work on-going.
- p60 **Village walkabout meeting held at Cilcain, 14 July 2017** - The following items were raised:
- (i) Problem surface water drain at side of Chapel - TV survey required. Cllr J Emyr Davies reported a lot of silt in the inspection chamber at the lower corner of the school yard. Members note the drain is very shallow so has very little cover to protect the pipe. The TV survey would identify any defects in the pipe prior to refurbishment work starting.
  - (ii) Tree affecting boundary wall by the cemetery - Access through Waen Field difficult in the Winter. Members agreed for work to be now re-scheduled to the Spring of 2018, unless the ground hardens with the frost.
- p60 **Refuse collection vehicle** - Mr R Broughton to be invited to attend a future Council Meeting.
- p60 **Proposed new dog bin for Hendre** - Location agreed at recent site meeting. Bin available in stock.
- p60 **Road from Cilcain Church to the Waterworks** - Further work required.
- p60 **Plas Wilkin side of Coed Du Hall entrance** - Further leaves sweeping required.
- p60 **Bryn Gollen, Rhydymwyn, split channel at entrance to estate** - Work ticket raised.
- p60 **Rhydymwyn, Leete Avenue** - Site meeting with Flintshire's Survey team to be arranged. Mr Williams reported that the footway surfacing is in a poor condition in this Cul de Sac.

- p61 **Overgrowing hedges, Pedair y Groesffordd and Bryn Celyn area** - Cllr J Emyr Davies reported the landowner had started to 'lay the hedge'. Mr Ian Williams to assess the position and see if more cutting back needs to be done in other nearby locations. Cllr Miss Ann Baker reported that trees and shrubs growing in the highway verge in upper Cilan Lodge Road had been causing problems to the BT lines of one or two properties in this area. Mr Williams to investigate and to check if the highway verge at this section of road is being cut at the scheduled intervals.
- p61 **Nant Alyn Road, Caravan park up to Cae'r Eithin** - Carriageway edge breaking up. Flintshire's Financial constraints discussed.
- p61 **Church Meadow, Rhydymwyn** - Breaking up of surfacing. Financial constraints resulting in work being on hold.
- p61 **Ffordd y Llan, between the Shop and the Square** - Householder has been sent a letter from Flintshire.
- p61 **Pantymwyn Road, near the Square** - Letter sent from Flintshire.
- p61 **A541 Hendre bends, memorial flowers** - Clerk reported on his recent discussion with Mr Derrick Charlton. Mr Charlton is scheduled to report on the matter to the appropriate Service Committee in Flintshire.
- p61 **Encroachment of green verges, Pantymwyn Road, Cilcain** - Landowners to check their deeds to seek ownership clarification.
- p61 **Road past Plas Newydd, Cilcain** - Mr I Williams to check if work has been done.
- p61 **Condition of road past the Gronfoel junction** - Mr I Williams indicated - work on going.
- p61 **Proposal of a bus shelter in Llys Alyn** - Details required for the Jan 2018 precept meeting.
- p61 **Timing of verge grass cutting on country lanes** - Mr Williams explained that the current financial constraints only allow verges to be cut once per year. The County Council has to use its best judgment regarding the timing of this annual cut. Visibility splays can be cut four times per year.
- p62 **Footway between Hendre and Rhydymwyn** - Work ticket has been raised for this cutting back of the hedge. Chain saws will be used in preference to hedge cutters. No further cutting will then be required for a number of years.
- p63 **Lon Cilan, Cilcain, hedge cutting** - Mr Williams reported - he considered the extent of the hedge cutting which had been done in Lon Cilcain was acceptable. Mr Williams to confirm the position in writing so that the information can be forwarded to the complainant. Mr Williams indicated he would undertake another inspection and take measurements of the width of the footway at different locations. An assessment would then be made to establish if the path width was sufficient to accommodate wheelchairs.
- p63 **Mountain Road, Cilcain** - Surface water arrangement to be monitored in icy conditions. The catch pit recently provided under the carriageway would need checking, and cleaning out if necessary. The gully grids would also be cleared of leaves at this location.

#### Any other Highway Matters

- (a) **Dolfechlas Road, Rhydymwyn** - Cutting of boundary hedge - Permission recently given to Power Systems to cut the top of the Donkey Field boundary hedge along the Dolfechlas Road frontage. Mr Williams would need to cut the both sides of the hedge in due course
  - (b) **Trial Hill, Cilcain** - Leaves need brushing at this potentially dangerous location. Mr Williams to arrange. Mr Williams reported that someone had helped himself or herself to some tubular railing from the fence.
  - (c) **Cefn Road, by Pandy Cottage** - Cllr Mrs Janet Butlin reported a leaning tree near Pandy Cottage. Mr Williams to inspect.
  - (d) **Nant Alyn Road, Rhydymwyn** - Cllr Mrs Janet Butlin reported that the salt bins had salt in them but the usual salt heaps had not been replenished, ready for this winter.
  - (e) **Pantymwyn road, Cilcain** - Cllr Mrs Gwen Hardman reported the uneven surfacing near 'The Close'. Mr Williams to inspect.
  - (f) **Traffic Management, Hendre - A541 Denbigh Road** - The Chairman had been contacted by Mr Lee Shone (Flintshire Traffic Section) to inform the Community Council that additional funding had been received for traffic management measures for the A541. Mr Shone would appreciate a meeting with Members to discuss the options available, for Hendre in particular. Site meeting had been provisionally arranged for Friday 22 Nov 2017. Clerk to confirm arrangements.
  - (g) **Dolfechlas Road visibility at Church Lane junction** - Cllr Jean Ramsay reported vegetation on Hendre side of the junction impairing visibility for vehicles exiting Church Road. Mr Williams to pursue.
  - (h) **A541 Near Tarmac access** - Cllr J Emyr Davies reported tree branch in precarious position. Mr Williams to inspect.
  - (i) **Llys Alyn Estate, Rhydymwyn** - Two potholes near the cross roads on the Estate. Mr Williams to pursue.
6. **NORTH WALES POLICE** Arrangements were in place for Community Support Officer Laura Williams to attend tonight's Council Meeting. Laura had been scheduled to arrive between 8.15 pm and 8.30 pm.

The Clerk outlined three items which would have been discussed had Laura attended the meeting

- (a) Review of local crime, which has occurred during the previous month.
- (b) Parking in Hendre - Lee Shone in Flintshire's Traffic Section had recently made several unsuccessful attempts to persuade a North Wales Police representative to attend a site meeting with the Community Council at Hendre.
- (c) Approximately twelve months ago, the Community Council was being alerted to regular thefts of agricultural equipment - quad bikes etc. being stolen from the Cilcain area. Members had enquired in the 18 Sept 2017 Council Meeting if North Wales Police had a guidelines document to advise local farmers on security measures that can be taken to improve farm equipment security. Members had referred to North Wales Police issuing a guidelines document, some five years ago to advise property owners of recommended ways to secure domestic oil tanks. Members felt the oil tank security document had been very useful.

**7. PLANNING MATTERS**

(i) **Community Council observations requested on:** None received.

(ii) **Planning Decisions made by Flintshire County Council -**

- (a) Location: Plas yn Llan, Mountain Road, Cilcain  
Proposal: Listed building application for the conversion of existing outbuildings to 2No holiday units.  
Ref No: 056631  
Decision: Approved
- (b) Location: Penallt, Cilcain  
Proposal: Erection of a single storey extension to side elevation  
Ref No: 057496  
Decision: Approved.
- (c) Location: Penallt, Cilcain  
Proposal: A single storey extension to provide a new family room and entrance porch  
Ref No: 057497  
Decision: Approved.

**8. CORRESPONDENCE / COMMUNICATIONS** Position noted on the following:

Exclusion of Press and Public - In pursuant of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was appropriate for a number of the correspondence items below to be discussed after the press and public had been excluded.

- 1) 16/10 Welsh Border Community Transport - request for a contribution / donation. Clerk to make further enquiries regarding the use of the service by local residents.
- 2) 20/10 Cilcain Bonfire - copy of letter to Cilcain YFC setting out permission and conditions. Local Ward Members had met on site on Friday 10 November to inspect the bonfire remains. A photograph was tabled at the council meeting showing the extent of the remains. Members noted that the field was extremely wet, and it would be inappropriate to cart the remains away using a tractor and trailer at this time.

Cllr J Emyr Davies maintained the weather for the event had worked against the thorough burning of bonfire on this occasion, such adverse weather not being experienced during the event for at least the last ten years.

Cllr John Worthington maintained most of the youngsters worked during the week and were only able to undertake any clearing operation at the weekend.

Members noted that the Rhydymwyn bonfire was mainly built of wooden pallets and other dry timbers, which went a long way to ensure complete burning of the bonfire.

Cllr Ian Hughes and Cllr John Worthington maintained that the young farmers had been led to understand some years ago not to use pallets, because of the nails being left on the playing field. Cllr Ian Smith reported that the Rhydymwyn Committee members were not aware of problem resulting from nails in the Rhydymwyn bonfire. The use of pallets ensured that the

bonfire burnt more thoroughly. The small quantity of remains was then raked carefully, to ensure any nails were collected for disposal.

Cllr Greg Foster felt the Council should ask the young farmers to come up with the solution for next year, instead of the Council telling them what they need to do.

Clerk to contact the President and Chairman of the Young Farmers to discuss the timing and the most practical way of clearing the remains without churning up the field in this wet period.

- 3) 29/10 A541 Street Lighting - Information received from Cllr Gareth W Hughes forwarded to Flintshire's Street Lighting Section. Item discussed earlier.
- 4) 22/10 Grass cutting in the Community Orchard - request for financial assistance to maintain the orchard. Clerk reported on the background to this request. Members took the view that permission for the orchard had been given on the understanding that Friends of the Valley would undertake the necessary maintenance. There had not been a reference to the Council assisting after a five year initial period. The Clerk reported that the Community Council had given a total of £300 towards the orchard scheme in the last two or three years. 'Not in favour' of giving a donation was unanimously agreed.
- 5) 23/10 Rhydymwyn and Hendre Community Group - request a donation to assist with a defibrillator for Rhydymwyn. The item was discussed after the exclusion of the press and public.
- 6) 23/10 Rhydymwyn Bonfire Committee - Thank you note for the recent donation towards the Bonfire display. Position noted.
- 7) 31/10 Pre-deposit proposals Consultation (Preferred Strategy) Flintshire Local development Plan 2015 - 2030. Information from Flintshire County Council.
- 8) 02/11 Cilcain Clean and Lock - Thank you note for donation to assist with the insurance premium. Position noted. Mrs Sue Jones was invited by the Chairperson to comment on the use of the toilet for the bonfire event. Mrs Jones reported that the sink areas had been daubed with 'field mud' during the event.
- 9) 04/11 Trial Hill, Cilcain, galvanised railing fence and build up of fallen leaves on road surface - copy of e-mail sent to Flintshire Streetscene. Item discussed earlier.
- 10) 06/11 Bath House, Rhydymwyn - copy of letter to Flintshire's Conservation Section. No reply yet received.
- 11) 07/11 Wellingtonia Tree, Rhydymwyn - copy of letter to Flintshire's Tree Officer. No reply yet received.
- 12) 07/11 Brithdir Mawr Lane, Loggerheads - copy of letter sent to Flintshire's Street Signs' Section. No reply received as yet. Clerk to send reminder.
- 13) 07/11 'Our Flintshire Our future' Information from Flintshire CC (supplied by Cllr Ian G Smith) following his attendance (together with Cllr Gareth W Hughes) at the public meeting held at Ysgol Bryn Coch, Mold on Monday 06 Nov 2017. Cllr Smith reported on one or two of the options being considered by Flintshire:
  - (a) Start charging for the brown bins
  - (b) Demolish the upper floors of parts of Shire Hall.
- 14) 08/11 Scottish Power Energy Network - Request for permission to cut boundary hedge at Dolfechlas Road. Permission given by Clerk. Item discussed earlier.
- 15) 09/11 Fencing off a passing place, Rhydymwyn - Letter sent to Flintshire CC regarding the legal aspects of the issue recently considered by the Community Council. The only possible lesson for Members to be vigilant, when any future work takes place adjoining a highway boundary, especially if the work involves removing a boundary hedge, and report the matter as soon as possible.

- 16) 10/11 Cilcain cemetery - request for an additional cremation plaque for a cremation plot. Clerk reported further at the Council Meeting. The family had subsequently decided that an additional plaque was no longer required.
- 17) 12/11 Refuse collection service - Copy of invitation to Mr R Broughton to attend the 20 Nov Council meeting. No reply yet received. Clerk to pursue.
- 18) 14/11 Cilcain Young Farmers Club - Thank you note for the recent Council donation towards the Bonfire event. Position noted.
- 19) 14/11 Information Commissioner's Office - Redacted copy of the Decision Notice received from the Information Commissioner's Office. Members noted the third and final paragraph of the Commissioner's letter regarding the need to anonymise the complainant. The item was discussed after the exclusion of the press and public. Members noted that the Council Minutes will be written accordingly.  
Members noted that the most relevant sentence is found on page 1 of the Decision Notice, the last sentence in the section 'Decision', where it indicated that the 'the public authority does not need to take any steps'.
- 20) 14/11 Waen Playing field, Cilcain - Letter from Cilcain resident objecting to the sign at the entrance to the Waen Playing field. Clerk to seek advice from Flintshire County Council.
- 21) 17/11 FOI Commissioner - Commissioner's Decision - brief explanatory note for Members information. The item was discussed after the exclusion of the press and public.

**9. MATTERS RAISED SINCE LAST MEETING - The position was noted on the following items:**

- (a) **Cilcain, proposed defibrillator** - A meeting took place at the Village Hall Cilcain on 24 October with Mr Dafydd Williams (Chairman of Cilcain YFC) to discuss the arrangement for a proposed defibrillator for Cilcain. The meeting was attended by Cllr Miss Ann Baker and Cllr Mrs Gwen Hardman. Both Ward Members reported at the Council Meeting.

Members noted the decision taken in the October Council Meeting to make a donation of £500 towards the Cilcain proposal, and £500 towards the Rhydymwyn defibrillator scheme.

External unlocked cabinet envisaged in Cilcain and in Rhydymwyn.

In Cilcain, the purchase of the equipment and training would be done under the auspices of 'Achub Calon y Dyffryn (saving the heart of the valley) - a group of volunteers working for the Welsh Ambulance Service.

The Rhydymwyn scheme would be done under the auspices of 'Welsh Hearts' - a Welsh charity organisation.

Clerk had made enquiries regarding the appropriateness of an arrangement whereby the Council purchases the equipment and donated the equipment to the promoting group at the end of the first twelve months. Clerk to check further with Once Voice Wales.

Cllr Miss Ann Baker envisaged a 'steering group' being set up in Cilcain to set up and monitor the Cilcain scheme.

Cllr John Worthington had noticed two planning applications in Mold for a defibrillator cabinet. Check needed on the planning requirements in both Villages.

Cllr Jean Ramsay indicated that the Rhydymwyn promoting group envisaged doing the training and awareness exercise prior to purchasing the equipment.

- (b) **Street Light not working, A541**- Cllr Gareth W Hughes reported (24 Oct) lamp '029' near the Tarmac entrance is not working. Item reported to Flintshire Streetscene. Item discussed earlier.
- (c) **Street lamp by Penallt, Cilcain** - Cllr J Emyr Davies reported (27 Oct) the lamp outside Penallt day burning. Item reported to Deeco Lighting. Cllr Davies reported (2 Nov) lamp repaired.
- (d) **Street Lamp, Church Meadow** - Cllr Garth W Hughes reported (31 Oct) the two reported street lamp in Church Meadow were now working.
- (e) **Trial Hill, Cilcain**, build up of leaves and debris - Cllr Ian Hughes reported (3<sup>rd</sup> Nov) a build up of leaves on Trial Hill. Item reported to Mr Ian Williams at Flintshire Streetscene. Item discussed earlier.
- (f) **Ty Briallen, Pantymwyn Road, Cilcain** - A Cilcain resident had contacted the Clerk (6 Nov) to request clarification regarding the planning status of a number of chalets built at the rear of Ty Briallen. Members considered it appropriate to seek the necessary clarification from Flintshire's Planning Enforcement Team.
- (g) **A541 Denbigh Road** - The Chairman had reported (9 Nov) he had been contacted by Mr Lee Shone (Flintshire Traffic Section) to inform the Community Council that additional funding had been received for traffic management measures for the A541. Item discussed earlier. Meeting arranged with Mr Lee Shone for Friday 24 Nov 2017.
- (h) **Cilcain Village Hall - bonfire remains** - The Chairman and three Cilcain Members met at the Village Hall Car park on Friday 10 November to discuss the re-location of the kissing gate. The Members who attended reported at the Council meeting. The bonfire debris remaining on Waen Field was also looked at in the site meeting. Photographs were tabled at the Meeting showing both items looked at. Item discussed earlier.
- (i) **Cilcain Cemetery legal documents** - Cllr J Emyr Davies reported (13 Nov) having received from Mr John Prior-Egerton a pack of legal document relating to the Cilcain public cemetery. These documents had been deposited in safe keeping at a Mold Bank. Cllr Mrs Gwen Hardman and the Clerk reported at the Council Meeting. Clerk reminded Members of the receipt taken to the HSBC Bank in Mold for the Cilcain cemetery deeds. The Bank had no record of the deeds being deposited.  
  
It now transpires that the deeds were on deposit in the Bank after all, but under the Cilcain Church name. The Church had recently decided to take deposited documents from the HSBC Bank, and the cemetery deeds had been found in the documents released by the Bank.
- (k) **Provision of new metal gate, Rhydymwyn** - Cllr Ian Smith reported that the new gate had now been provided and installed between the Football Ground and the A541. A photograph showing the new metal gate was attached to the Agenda.
- (l) **Tarmac Quarry, Blasting vibrations felt in Rhydymwyn** - Cllr Ian Smith reported (15 Nov) vibrations in Dolfechlas Road from recent quarry blasting operations at Hendre Quarry. Members considered it appropriate for this concern to be passed on to Mr Neil Parry in Flintshire's Minerals Section.

## 10. EXCLUSION OF PRESS AND PUBLIC

In Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following items of business:

1. **Information Commissioners Office** - Members considered the letter dated 13 November 2017 and the redacted copy of the 8 page Decision Notice received from the Information Commissioner's Office. Members noted the third and final paragraph of the Commissioners letter regarding the need to anonymise the complainant. Members noted that the most relevant sentence was found on page 1 of the Decision Notice, the last sentence in the section 'Decision', where it indicated that the 'the public authority does not need to take any steps'. Members also noted the observations made in the brief explanatory note, dated 17 Nov 2017, which had been prepared for Members information.

The Clerk had contacted the Council's Insurance Company, and had received written confirmation that additional cover was now in place for legal protection. Enquiries had been made with adjoining Community Council to establish the level of cover used in other Councils. The annual cover has now been doubled and the additional annual premium from Feb 2018 will be £6.50. Members agreed to the new arrangement.

In view of the recent occurrences, the Council decided to review its complaints procedures.

2. **Old School Yard, Cilcain Village Hall** - A site meeting had taken place at 2.00pm on Friday 10 November. The Chairman and the three Cilcain Ward Members who attended agreed to the following:
  - (a) The kissing gate being re-located to the gap in the wall between the car park and the playing field entrance track.
  - (b) The stone wall on the school house side of the kissing gate could stay in place.
  - (c) In view of the disruption to the old school yard entrance, it was agreed that the root of the conifer tree would not need to be excavated out.

Members noted that some of the items raised with the Hall Ctee had been taken on board, but other items had not been addressed. The Council would need to review the correspondence and discussions, and highlight the items, which still needed to be agreed.

3. **Rhydymwyn and Hendre Community Group** - The two Rhydymwyn Ward Members who had declared an interest in the request for a donation left the Council meeting whilst this item was being discussed. Members considered the letter dated 23 Oct 2017 received from the Rhydymwyn and Cilcain Community Group. Members noted that the donation to Rhydymwyn and Cilcain had been approved in principle at the 16 Oct 2017 Council Meeting. The Council unanimously agreed to confirm the £500 donation.

**RESOLVED:** that the press and public be re-admitted to the meeting.

11. **PAYMENT OF ACCOUNTS** - Accounts scheduled in the Appendix were approved.
12. **DATE OF NEXT MEETING** - The next meeting of the Council will be held at the Village Hall Cilcain at 7.30pm on 18 December 2017.

Signed \_\_\_\_\_ (Chairman)

Clerk .....

Date: \_\_\_\_\_