

MINUTES OF MEETING OF CILCAIN COMMUNITY COUNCIL AT THE VILLAGE HALL
CILCAIN ON 16 JANUARY 2023.

Present: Chairperson: Cllr Gwenda Hardman

Councillors: John Emyr Davies Malcolm Down
 John Doyle Gareth W Hughes
 Karen Parker Cllr Michael Parr
 Christine Vaughan John V Worthington
 The Clerk was also in attendance

1. CHAIRPERSON'S OPENING REMARKS

The Chairperson welcomed Members to the January Meeting. Croeso i bawb i Gyngor Mis Ionawr. The Chair also welcomed two Cilcain residents to the meeting, together with Mr Neil Hickie from Flintshire CC Streetscene Section.

2. APOLOGIES FOR ABSENCE - Cllr Pauline Douglas, Cllr Ian Hughes, Cllr Jean Ramsay.

3 DECLARATIONS OF INTEREST - There were no declarations of Interest declared.

4. MINUTES OF LAST MEETING -

Cllr J V Worthington proposed acceptance of the 19 December 2022 Council Meeting minutes. Cllr Karen Parker seconded acceptance and all Members agreed to approve the Minutes.

5. MATTERS ARISING (HIGHWAY MATTERS)

(i) Mr N Hickie referred to the Action Plan included in the Correspondence pack supplied to Members.

6.0 MATTERS ARISING (NON HIGHWAY MATTERS)

p68 Hendre Traffic - Cllr Karen Parker reported on the speed measurements:

- (i) 40 speeding offenders were caught in a Saturday session lasting an hour and a quarter.
- (ii) Speeds of the 40 vehicles caught varied from 35 mph to 49mph in the 30mph limit area.

p69 Repair of village car park boundary wall. Clerk reported having been in contact with the stone mason to enquire about a start date.

p69 Dolfechlas Road, foul smell from drainage system. No change. Clerk to pursue with Mr R Kelbrick.

- p69 Summer Playscheme - Total figures for each village now made available. Clerk had enquired regarding previous years, to establish whether or not the total figures were on a long term decline.
- p69 Cilcain cemetery -
Clerk reported having modified the example entrance notice used by Flintshire CC and pinned a copy on the Bier House door.
Chair reported that it had not been possible to liaise with the Vice Chair regarding amending the Flintshire CC's general risk assessment that would apply for persons (either Council Members or Volunteers) working in the Cilcain Cemetery. Cllr Michael Parr and Cllr John Doyle indicated they were in a position to liaise with the Chair to undertake the necessary amendments.
- p69 Street Lighting Schedule - Clerk reported:
(i) AONB was now arranging for its lighting consultant to prepare a specification for the LED lamps proposed for Cilcain.
(ii) In Rhydymwyn, the Clerk had provisionally arranged to include 6 lamp conversions. in the budget for the year ending 31 March 2023. Clerk authorised to pursue with Deeco.
(iii) Wattage survey by Deeco completed for Rhydymwyn.
- p70 Former Antelope, Rhydymwyn - Clerk reported he had received a copy of the reminder Flintshire County Councillor Andrew Parkhurst had sent to Mr Owen Eden at Flintshire CC on 10 January 2023.
- p70 Cilcain village walkabout meeting - New dates agreed when Mr N Hickey was present earlier.
- p70 Cilcain Shop - Cllr Parker reported that due to illness, the Council's Vice Chair had not been available for a meeting with the Shop Ctee. Since Cllr Gareth W Hughes had been involved with the lease Members agreed for Cllr Hughes and Cllr Parker to arrange the next meeting with the Shop Ctee.
- p70 Cilcain car park signage -
Chair reported that there had been four items of correspondence regarding the modifications to the sign on the Bowling Club fence.
- (i) Information from Cllr Christine Vaughn - changing the English from 'can be shut' to 'may be shut' does not require a change to the Welsh words. Members noted.

'pentre' should be 'pentref'. Members agreed.

penodol = 'specific' and not 'special'. Therefore, 'special' events should be digwyddiadau 'arbennig'. Members agreed.
- (ii) AONB had been asked if a paint sample card could be made available for the 'bluish grey' colour suggested for the white on grey car park sign. No paint card was available but the 'swatch' number had been provided. Mr Hickie had been requested to obtain a sample card from the sign supplier.
- (iii) Cllr Gareth Hughes had suggested grouping the Welsh lines and the English lines together. Members agreed.

- (iv) Information had been received from Flintshire CC Tourism to confirm that the replacement signs can be funded by Flintshire CC.

Resolution: Cllr Gareth W Hughes proposed that the car parking sign in Cilcain village car park and the direction sign to Cilcain View Point Car Park be installed (subject to the colour of the car park sign being agreed) in accordance with guidance given by Flintshire County Council and the Clwydian Range and Dee Valley AONB. Cllr Michael Parr seconded the proposal and all Members agreed.

Cllr Michel Parr enquired regarding the signs between the car park and the View Point car park. Chair explained that:

- (i) Streetscene had promised that the sign at Plas yn Llan would be brought down to the wall level.
(ii) Mr Hickie was going to consider whether or not the blue coloured P sign could be changed.

p73 Consultation on the Draft Well Being Plan - Cllr Karen Parker reported having been through the well being plan. The Chair felt the Community Council should give further consideration to the plan in a future meeting.

7.00 PLANNING MATTERS:

1. Ref No: LDC / 000748 / 22
Proposal: The continued use of a barn, including an extension to its original form, to allow for its future conversion to form holiday letting accommodation
Location: Garreg Boeth, Rhydymwyn
Note: At the 19 December 2022 Council meeting, Members had authorised the Clerk to consult Council Members prior to submitting the Community Council's observations:

The Community Council has **no objection** to the application.

2. Ref No: FFUL /000596/22
Proposal: Proposed 2 storey rear extension including all other associated works
Location: The Farm, Rhydymwyn

The Community Council has **no objection** to the application.

8.00 CORRESPONDENCE / COMMUNICATIONS

- 1) 19/12 Summer Playscheme 2022, Daily attendance figures for Rhydymwyn and Cilcain. Item dealt with earlier in the meeting.

- 2) 20/12 Town and Community Council precept 2023-24 - Information from Flintshire CC. Copy sent to all Members. Item to be dealt with later in the meeting.
- 3) 20/12 Translation for the proposed signage in Cilcain car park - Information from Cllr Christine Vaughan with suggested changes where appropriate:
- (a) changing the English from 'can be shut' to 'may be shut' does not require a change to the Welsh words.
 - (b) 'pentre' should be 'pentref'.
 - (c) penodol = 'specific' and not 'special'. Therefore, 'special' events should be digwyddiadau 'arbennig'.
- Item dealt with earlier.
- 4) 20/12 Brown bins in Cilcain cemetery - Email had been received from a Cilcain resident (JG) who had been taking the bins out of Cilcain cemetery (on a volunteer basis) for the last five to six years and was unable to continue with the volunteer work. Cllr J Worthington reported that he had provisionally made arrangements for a Cilcain resident to continue with undertaking the bin duties in the short term. However, since another Cilcain resident had the previous week expressed an interest in dealing with bins, Cllr Worthington felt it would be appropriate to accept the latest offer.
- Clerk to write to Mr Goulding to thank him for his volunteer work.
- Clerk to write to the new volunteer (DF) to explain the arrangement whereby the brown bins have to be checked for metal wreaths which should be transferred to the black bin.
- 5) 22/12 Land Registry, Bowling Club - update received from Council's Solicitor - application to upgrade the Council's title submitted to the Land Registry on 24 Oct 2022. Chair explained that the update received was for information only. The Community Council would now have to wait for the Land Registry to respond.
- 6) 23/12 Bobcat in Cilcain - Report from Chair - car park brushed of debris on Friday 23 December 2022. Item dealt with earlier.
- 7) 24/12 Dolfechlas Rd, Rhydymwyn, street lamp. Cllr Gareth W Hughes had reported a street lamp not working outside No 8 Church Meadow. Item reported to Mr J Bennett at Flintshire CC. Cllr Gareth W Hughes reported at the Council Meeting that the lamp had still not been repaired.
- 8) 28/12 Fechlas Brook, Rhydymwyn - Potential structurally unsound bridge on an un-adopted road. Request to Flintshire CC to enquire if it has legal powers to force the bridge owner to make safe. Clerk reported that four persons in yellow jackets had been seen inspecting the bridge / culvert structure. Whilst it would appear that the structure was being looked at, Members agreed it would be appropriate for the Council to write to the owner (landowner) to express concern about the potential danger to users of the access road.

- 9) 29/12 Lloyds Spar Quarry, Cefn Road, Cilcain - Requirement for dust suppression measures in summer months to be assessed - Request made to Flintshire CC Minerals Section to liaise with the Quarry Manager to establish if a more efficient dust suppression arrangement can be put in place on the site and the exit road from the aggregate retail outlet. Position noted.
- 10) 01/01 White on grey back ground sign in Cilcain car park - Email sent to Mr David Shiel at the AONB to enquire if a paint sample card is available for the 'bluish grey' colour suggested for the white on grey car park sign. Item dealt with earlier.
- 11) 02/01 Parking areas at Pedair y Groesffordd - Cllr J Emyr Davies reported that at 12.30 pm on the 26 December 2022 all the spaces in both car parks were full. This report by Cllr J Emyr Davies is for the Community Council's information.
- 12) 03/01 Brick Arch culvert, Fechlas Brook - A541 Rhydymwyn Response from Flintshire CC's Dangerous Structure Officer to indicate that the bridge cannot be classed as a dangerous structure. Item dealt with earlier.
- 13) 03/01 Availability of grant for Cilcain Play area (Stage 2) refurbishment - Cllr J V Worthington had noted that Llanferres Community Council had received a grant from the Clocaenog Forest Wind Farm - Contact details received. Schemes under £10,000 - 100% grant. Schemes over £10,000 - 80% grant. Clerk had contacted Mr Richard Roberts regarding the implementation of the this year's scheme. Play item for the under 5 year old has been ordered and scheme implementation will take place soon. Mr R Roberts had also been reminded of the need to draw up a proposal for a Stage 2, which would be a suitable scheme for a grant of under £10,000 from the Wind Farm development (100% grant).
- 14) 04/01 Street Lamps wattage information for Rhydymwyn and Hendre survey received from Deeco Lighting. Item dealt with earlier.
- 15) 04/01 A541 Rhydymwyn, street lamp - Cllr Gareth W Hughes reported a lamp out on the Hendre side of Rhydymwyn. Lamp reported to Mr Jamie Bennett at Flintshire CC Street Lighting Section - copy of report forwarded to Flintshire CC's Cllr Andrew Parkhurst. Cllr Hughes to check if the lamp has been repaired.
- 16) 04/01 Cilcain Car Park, proposed reorganisation of wording to the proposed sign for the Bowling Club fence - Cllr Gareth Hughes had spoken to the Chair, Vice Chair and several other Council Members regarding grouping the Welsh lines together and the English lines together. Item dealt with earlier.
- 17) 05/01 Cilcain Car Park - suggestion received from a Cilcain resident (DF) regarding reorganising the wording for the sign proposed for the Bowling Club fence. Item No 17 was identical to item No 16. Item dealt with earlier.
- 18) 05/01 Concern received from a Cilcain resident (DF) regarding the way the correspondence item relating to replacing the Cilcain Village Hall Door was dealt with at the 19 December 2022 Council Meeting. The Chairperson maintained that she had followed the correct procedure in giving information

regarding the request from the Village Hall Management Committee for a like for like replacement for the Village Hall entrance door.

The position had been checked with One Voice Wales. One Voice Wales' opinion was that there had been no conflict of interest.

Cllr Gareth W Hughes felt that matter had therefore been dealt with.

Cllr Michael Parr felt the guidance / discussion with One Voice Wales should have been in writing as opposed to being verbal.

Chair indicated her willingness to seek the guidance from One Voice Wales in writing.

- 19) 06/01 Funding of the new Signs in Cilcain - Information received from Flintshire CC Tourism to confirm that the replacement signs can be funded by Flintshire CC. Item already dealt with earlier.
- 20) 06/01 Request made to the Play Area Development support staff for attendance figures for the 2019 Summer Playscheme. Item already dealt with.
- 21) 07/01 View Point Car park survey - update information from a Cilcain resident (DF) regarding the ongoing parking survey. Information to be noted and put on record.
- 22) 09/01 Former Antelope, Rhydymwyn - repair roof slates - update information received from Flintshire CC's Cllr Andrew Parkhurst. Clerk reported that Cllr Parkhurst was waiting for a response from Flintshire CC.
- 23) 11/12 Car parking signage in Cilcain. Email from the Chair referring to the discussion on the Cilcain car parking issue at the 19 December 2022 Council meeting. Item discussed earlier.
- 24) 21/11 Items brought forward from the November meeting:
 - (a) A request from Councillor Michael Parr for an agenda item to discuss what constitutes matters of a confidential nature for inclusion in the Appendix. Cllr Parr expressed surprise regarding the number of items discussed in the closed part of the meeting. Cllr Gareth Hughes maintained the Council had followed the same procedure for over forty years. But there was no reason why a list of confidential items could not be sought from One Voice Wales.
 - (b) A request from Councillor Parr for an agenda item regarding cost savings for the Community Council. Members felt that since the Precept would be discussed in the Appendix, the cost savings referred to could be discussed at that point.
- 25) --/-- Flintshire Streetscene Action Plan - For Members to comment on, and to add to as appropriate.

9.00 **PAYMENT OF ACCOUNTS** - The accounts scheduled in the Appendix were approved for payment.

10.00 **DATE OF NEXT MEETING** - The next meeting of the Council is scheduled for the Village Hall, Cilcain at 7.30 pm Monday 20 February 2023.

SignedChairman Date: Clerk

APPENDIX - MATTERS OF A CONFIDENTIAL NATURE - PAYMENT SECTION NOT FOR PUBLICATION UNTIL APPROVED AT THE COUNCIL MEETING -

Payment of Accounts

(i)	A E (sal + fixed exp) for December 2022	625.85
(ii)	HMRC - PAYE (L.G.A.1972 S112)	97.45
(iii)	JDH - internal audit fee	270.00
(iv)	Office Equipment and stationery - (L.G.A.1972 S111)	96.20
(vi)	AE - web fee	18.00
(vii)	Canon UK - Photocopying fee for 3 month	117.18
(viii)	Cilcain Clean and Lock - annual donation	600.00
(ix)*	Power Systems Street lamps 'energy charge' for three months ending in 31/12/22	439.38

(i) * Members Noted - The Street Lamp 'energy charges' prior to the this quarter were £941 / per quarter for the six months prior to the current invoice. The current invoice received from Power Systems on the 10 Jan 2023 refers to an 'electricity market reform' deduction, bringing the invoice amount down from £941 per quarter to £439.38 per quarter. When the Community Council submits its revised wattage schedule to Power System in the next few days, the energy charges could /should be reduced by another 50%.

(ii) Members agreed to leave the repair of the wall of £400 payment that was on the Agenda until next month.

2. COUNCIL BALANCE AT THE END OF THE 9 MONTHS THROUGH THE 2022/2023 BUDGETARY YEAR

Members noted the comments regularly made by the internal and external auditors, emphasizing the need to undertake regular monitoring of the Council's expenditure at various points throughout the year. Traditionally, the monitoring at the end of the first 9 months (31 Dec 2022) period is a particularly useful exercise to enable the Council to assess its precept requirements for 2023/2024 at the January Council Meeting.

A computerised version Payments and Income for the first 9 month period of the accounting year had been made available to all Members in the Correspondence pack.

The Clerk clarified several items in the Income List, in particular Item No 4 - the annual allocation (currently £718) which the Council receives from Flintshire CC towards cemetery maintenance. At one time, the Council was double rated for cemeteries. The Council was paying for running the Flintshire cemeteries and also its own cemetery, even though Cilcain residents were not using the Flintshire cemeteries. Cllr Gareth W Hughes recalled how the change came about due to the efforts made by a former County Cllr G B Roberts. Cllr Hughes enquired if the £718 figure was index linked. Clerk to check this point.

3. SUGGESTED BUDGET AND PRECEPT REQUIREMENTS FOR 2023/2024

(a) **Cost Savings review** - Cllr Michael Parr questioned if the Council can continue to include £5,300 in its allocation for 'grants submission and subs' .

The Chair maintained that if cuts had to be made to the donations allocation, each individual item would have to be carefully looked at. The community benefits from these donations - and community is high on both Welsh Government and our own Community Council's agenda.

Cllr Parr maintained that other items in the budget need to be looked at. Did the Chairman's account need to be as high. Cllr Gareth W Hughes and the Chair explained the items that were accommodated in the Chairman's account.

Cllr Parr Maintained the Council was advocating reducing the balance by possibly 10%,. Could the Council not consider making a 10% cut in a number of the budget headings instead?

Cllr Gareth W Hughes maintained that more funds needed to be transferred to the Deposit Account to benefit from the increasing interest being paid in the deposit account. Clerk to arrange.

Cllr Karen Parker maintained the Council should look at obtaining grants for various proposals.

Cllr Gareth W Hughes explained that a number of unexpected additional items had to be funded last year:

- (i) The cemetery wall repair had not been predicted.
- (ii) The repair wall by the Cilcain car park had not been foreseen.
- (iii) The repair to the Rhydymwyn cemetery access road had not been budgeted for.
- (iv) The increase in the cost of electricity from £251 per quarter to £941 per quarter had not been budgeted for.

Cllr Gareth W Hughes questioned if a less expensive system could be found to replace the £15 + VAT monthly fee for 'Goto' Meetings. Cllr John Doyle indicated he would check if other firms such as Zoom would be less expensive.

Cllr Parr also expressed concern regarding the level of payments made on stationery and equipment. The Chair maintained that the Clerk is required to produce the paper documents in whatever form individual Councillors require (large print, Braille, translated to Welsh etc.). The Chair felt the Council should not be concentrating on one particular item, and that Members should now proceed with determining the precept.

(b) **Suggested budget as prepared by the Clerk.**

Attached for Members information was Sheet No 1 (Item No 27A) in the correspondence pack) with a suggested precept for the financial year 2023/2024, based on spending aspirations discussed by Council Members, and detailed in Sheet No 3 (Item No 27B) in the correspondence pack.

The suggested budget represented a standstill position, so that the precept would remain at £30,080.

Members noted that Sheet No 3 detailed how the two most significant items in Sheet No 1 were arrived at. The only item to take account of inflation was the summer playscheme.

Members noted that the Tax Base equivalent to Band D properties had increased from

£740.69 to £ 751.83 for 2023/2024. This increase in the TAX base would result in the charge made to residents being less than last year's Council Tax charge by 1.47%.

Members discussed the change in the TAX base position and decided to increase the precept by 1.4 %, which would result in the precept increasing from £30,080 by £420 to £30,500. However, the amount the tax payer would pay would be equal or slightly less than the rates bill last year.

Cllr Gareth Hughes proposed, Cllr John Worthington seconded the proposal and all Members agreed to authorise the Clerk to advise Flintshire accordingly. Chair to counter sign the amended information form provided by Flintshire CC.

The Chair thanked the Clerk for the work he had put in preparing the budget.

4. Audit of Accounts by the Internal Auditor for 2019/2020 and 2020/2021

The Accounts for 2019/2020 had been signed by the Internal Auditor on the 21 December 2022.

The Chairperson and Clerk needed to sign the Annual Return.
The Annual Return can then be submitted to the External Auditor.

A list of observations made by the Internal Auditor was available at the Council Meeting.

The accounts for the year 2020/2021 will shortly be submitted to the Internal Auditor.

The Asset Register for 2019/2020 has been attached to the back of the Correspondence pack. The asset value of the Bowling Club needed to be assessed. £50,000 had been suggested. No adverse observation received.

- 5. Current Council Bank Balance.** Members noted Council's Bank Account on 12 Jan 2023 was:
Current Account: £18,429
Deposit Account: £24,223

Chair Vice Chair (or 2nd Councillor)