

**MINUTES OF MEETING OF CILCAIN COMMUNITY COUNCIL HELD AT THE FOOTBALL CLUB PREMISES, RHYDYMWYN ON 19 MAY 2014.**

**Present:**           **Chairperson:** W Owen Thomas  
                          **Councillors:** Miss Ann Baker                                 Mrs Janet Butlin  
  Mrs Andrea Davies   J Emyr Davies  
  John S Douglas   Mrs Joanna Hobson  
  D Julian Hughes   Gareth W Hughes  
  Derek H May  
  The Clerk was also in attendance

**1.       CHAIRMAN'S OPENING REMARKS**

The Chairman welcomed Members to the Annual General Meeting of the Council. The Chairman also welcomed two Cilcain residents to the meeting. The Chairman thanked Members for their co-corporation and support during the last twelve months. The Chairman expressed concern regarding reports he had received that the Council had already decided upon the Council's representative on the Ysgol y Foel Governors. Members needed to appreciate that assumptions between meetings are not Council decision. The only time that decisions can be made between meetings is in the August recess. The Council always passes a resolution in the July Council Meeting to authorise the Chair and Vice Chair, in conjunction with the local Ward Members to take decisions on behalf of the Council in the August recess.

**2.       ELECTION OF CHAIRPERSON FOR THE ENSUING YEAR 2014/2015 (RHYDYMWYN WARD)**

It was proposed by Cllr Gareth W Hughes, seconded by Cllr Miss Ann Baker and resolved unanimously that Councillor Mrs Janet M Butlin be elected Chairperson of the Community Council for the ensuing year.

Upon her election, Cllr Mrs Butlin took the Chair, and signed the Declaration of Acceptance of Office.

Cllr Mrs Butlin thanked Members for electing her to be Chairperson of the Council.

**3.       ELECTION OF VICE CHAIRPERSON FOR THE ENSUING YEAR 2014 / 2015 (CILCAIN WARD)**

It was proposed by Cllr J Emyr Davies, seconded by Cllr W Owen Thomas that Cllr Mrs Ann Baker be elected Vice Chairperson.

Upon her election, the Vice Chairperson signed the Declaration of Acceptance of Office.

**4       APOLOGIES - Cllr John White, Cllr Mrs Susan Sawyer**

**5.       DECLARATION OF INTEREST - There were no declaration of interest declared.**

**6. TO APPOINT REPRESENTATIVES TO SERVE ON THE FOLLOWING BODIES:-**

- (i) (a) Cilcain Cemetery Overseers (6) - six Cilcain Ward Members.  
(b) Rhydymwyn Cemetery Overseers (6) - six Rhydymwyn Ward Members.
- (ii) School Managers - Ysgol y Foel, Cilcain (1) - Cllr Miss Ann Baker
- (iii) Cilcain Village Hall Management Committee (1) - Cllr Derek May
- (iv) Cilcain Bowling Club Management Committee (1) - Cllr D Julian Hughes.
- (v) (a) Trimm Rock Quarry Liaison Committee (1) - Cllr Mrs Janet Butlin. Members noted that the quarry was now closed. Nevertheless, a quarry liaison meeting may be held to discuss restoration.  
(b) Hendre Quarry Liaison Committee - Tarmac (1) - Cllr Gareth W Hughes  
(c) Cefn Mawr Quarry Pantybuarth Liaison Committee (1) - Cllr D Julian Hughes  
Member agreed for Cllr Mrs Joanna Hobson to attend Cefn Mawr Quarry Liaison Committee when Cllr Hughes is not able to attend.

Members noted that the Quarry Liaison Meetings were generally being held on a two meetings per year basis.

- (vii) Rhydymwyn Football Club Management Committee (1) - Cllr Gareth W Hughes.

Cllr Gareth Hughes indicated he would be attending a special meeting of the Football Club on Tuesday evening at 7.00 pm. In view of the importance of the scheduled meeting, Cllr John S Douglas would be attending with Cllr Hughes.

- (viii) Rhydymwyn Institute - Cllr John White nominated to represent the Community Council on the Institute Committee. Clerk to inform Mr Doug Watts, Institute Committee Chairman.

Members noted the existence of five other bodies where the Community Council has Nominated / Representative / Elected / Liaison Members serving:

- (a) Flintshire Conservation Group - Item to be deleted from future AGM's.
- (b) One Voice Wales - Wrexham / Flintshire Area Committee - Cllr J Emyr Davies.
- (c) AONB Committee - Cllr J Emyr Davies is currently nominated by One Voice Wales Flintshire and Wrexham regional committee to represent Flintshire Community Councils on the AONB Committee. Clerk explained that the AONB Joint Advisory Committee (JAC) used to have five Flintshire County Councillors and six Denbighshire County Councillors on the AONB (JAC). The Flintshire and Wrexham One Voice Wales Committee was allowed to nominate one Community Councillor on the AONB JAC. Cllr J Emyr Davies was that nominated representative. When the AONB was recently enlarged to cover the Wrexham and Llangollen Area, one additional Community Councillor from the Wrexham Area was nominated by One Voice Wales to represent the Community Councils from the Wrexham area.
- (d) Rhydymwyn Flood Sub-Committee (6 No) - Rhydymwyn Ward Members.

- (e) Rhydymwyn Nature Reserve - Joint Consultative Board (JCB) - Cllr Jon White.
- (f) Flintshire Forum - Clerk referred to the regular meetings of the Flintshire Forum.

Members agreed that the current Chairman (with Clerk) should attend future Flintshire Forum meetings, if /when items of interest to the Community Council are itemised on the Agenda.

## 6. MINUTES OF LAST MEETING

The Minutes of the last meeting held at the Football Club premises, Rhydymwyn on 28 April 2014 were confirmed and signed by the Chairperson as being correct.

## 7. MATTERS ARISING:

- p84 **Pot Holes, Berth Road** - Item to remain on Agenda. Cllr W Owen Thomas maintained the Community Council should obtain an updated position statement from Flintshire regarding the surfacing proposals scheduled for this year.
- p84 **Coed Du to Plas Wilkin** - Clerk had reported a partly collapsed stone retaining wall needing attention in the 21 April 2014 Council Meeting. Mr Lightfoot to inspect.
- p84 **Nant Alyn, width restriction and sat nav sign.** Site meeting held on Tuesday 27 May 2014. Cllr Mrs Janet Butlin Cllr John S Douglas and Clerk reported on the site meeting with Mr G Powell from Flintshire's Traffic Section.

A note had been received from Flintshire's Traffic Section to indicate that an instruction had been issued to erect a 'heavy goods route direction' sign opposite the entrance to Trimm Rock Quarry. Mr Powell agreed to arrange for a similar to be erected instead opposite the Lloyds Quarry entrance.

Mr Powell explained that Flintshire Traffic Section had to prioritise its Traffic Order work. . Top of the priority list at present are Traffic Orders involving schools, where children safety is involved.

The Clerk is to write to the Deputy Leader of the Country Council and also to the Head of the Highway Department. Council to remind the County about the years the Community Council has already been waiting for a 'width restriction' traffic order. The Council to also stress the health and safety implications of emergency vehicles not being able to gain access to properties, if a complete three or four days blockage of the road occurs.

Cllr Douglas maintained it was important also to stress the importance of saving public money every time the road surface has to be cleaned, following verge damage by wide vehicles.

- p85 **Cilcain Toilets** - Members noted that the wastage of water in the Gents Toilet had not been sorted by Flintshire. The battery has been changed but the system was still not operating correctly. Mrs Sue Jones had sent an e-mail to Mr A Lightfoot and had spoken to Mr D Charlton. Site meeting with Mr Charlton to be arranged.
- p85 **Dolfechlas Road - concrete ramp** - Ramp has now been removed by the property owner.
- p85 **A541 Culvert by Treatment Works** - Clerk reported being in the process of reducing the size of the photographs, in order to forward them to EA's Buckley Office.
- p86 **Flintshire Summer Playscheme 2014** - Playscheme to take place in the first three weeks of school holidays. The playscheme will be in Cilcain in the morning and Rhydymwyn in the afternoon.
- p86 **Eisteddfod Genedlaethol yr Urdd, Flint, 2016, fund raising** - Cllr Gareth W Hughes had attended the second local meeting. More fund raising ideas had been identified. Two coffee mornings had been booked for the Cilcain Village Hall. The Council will need to include an item in the January 2015 precept meeting.
- p86 **Council Website** - Cllr Dereck May had noted an error on the website. Clerk to pursue.
- p86 **Parking in Ffordd y Llan, Cilcain** - Cllr Derek reported that position had improved significantly.
- p86 **Cilcain Play area, additional equipment required** - Site meeting with Mr Richard Roberts (Flintshire Leisure) scheduled for Rhydymwyn at 2.00 pm on Friday 6 June 2014, and Cilcain at 3.30 pm. Draft plans for Rhydymwyn will be available for this meeting.
- p86 **Revision of Cemetery Fees** - Community Council Fees to be revised following Flintshire's 1<sup>st</sup> June 2014 new Fee List becoming available.

## **6B. MATTERS ARISING - GENERAL ITEMS**

- p86 **Tarmac entrance, Rhydymwyn** - Clerk had sent a reminder to Flintshire regarding the the Community Council's concern. Clerk to send another reminder and enquire regarding Flintshire's policy on responding to correspondence.
- p87 **Rhydymwyn Play area** - Clerk reported on his discussion with Mr A Roberts in Flintshire Leisure Services regarding further cracking of the surface. Members could not accept that the cracking was 'wear and tear'. Complaint to be looked at in the site meeting scheduled for 6 June 2014.
- p87 **Meeting at Coed Du Hall** - Meeting arranged for 2.00 pm on Friday 23 May 2014. The meeting would be with the new Manager - Mr Malcom Carr.
- p87 **Play area signs** - Clerk had received a note from Mr A Lightfoot to report that the two new replacement signs had been erected.

- p87 **Street Lighting Rhydymwyn and Hendre** - Cllr Gareth W Hughes reported that the lamp in Hendre was still day-burning.
- p87 **Rhydymwyn Football Club, water ponding in stone area** - Work not yet done by Flintshire. Clerk confirmed having spoken to Flintshire Leisure. Mr Roberts is waiting for contracting work to take place near Rhydymwyn. Clerk and Members to remind Flintshire Leisure again on the 6<sup>th</sup> June 2014 site meeting.
- p87 **Blocked gulley adjoining Winnwood** - Clerk had received a note from Mr A Lightfoot - drain line in Dolfechlas road jetted on 8<sup>th</sup> May 2014. There was no obstruction encountered. Soak-away manhole cover in Donkey Field was exposed. Soak-away cleaned out on 15 May 2014. Position to be monitored.
- p87 **27 Ffordd y Llan, gulley blocked** - Mr A Lightfoot to look at the two gulleys up from No 27.
- p87 **Blocked gulleys, near The Graig, Rhydymwyn** - Cllr Gareth W Hughes had reported in the April 2014 Council Meeting two gulleys on the Rhydymwyn side of The Graig completely blocked. One gulley cleared by Flintshire. The second item reported turned out to be a water supply cover.
- p87 **Sleeping Policemen, Dolfechlas Road (Red patch)** - Mr Lightfoot reminded of the need to re-paint the speed control red paint patches in Dolfechlas Road. Clerk to pursue.
- p88 **Daffodils in bloom March / April 2014** - Cllr Gareth W Hughes confirmed it would be in order to have the daffodil bulbs delivered to Rhydymwyn Service Station.
- p89 **Parking in Hendre** Clerk confirmed having written to the 10 properties in Hendre.
- p89 **Mountain Road, Cilcain, drainage** - Flintshire to break out around gulley when resources becomes available - with a view to re-establishing the former connection to the swallow hole facility.
- p89 **Cilcain Annual walkabout** - Work to Village Hall entrance (rollover tarmac hump) – Cllr Derek May enquired about the possibility of widening the vehicular entrance gate. Members recalled the oak post being damaged some six years ago. The person who caused the damage erected a new substantial oak post, and Flintshire provided a new widened gate. Members felt it would be inappropriate to renew the gate again. Also, the width of the new gate was now considered adequate. The cost of a new arrangement would be approximately £1,000. Depression in tarmac near the post to be looked at.

## 8. PLANNING MATTERS

### Community Council observations requested on:

- (i) Location: Mwynbwl Cottage, Garreg Boeth, Rhydymwyn  
 Proposal: Erection of a single storey extension  
 Ref No: 052006  
 The Community Council **supports** the development, subject to the materials used for the external fabric of the extension being in keeping with the existing dwelling.

- (ii) Location: Cefn Isa, Cefn Melyn Lane, Cilcain  
Proposal: Change of use to all weather manege  
Ref No: 051981

The Community Council has **no objections** to the development, subject to the following conditions being imposed:

- (i) Condition to ensure the facility is restored to agricultural land if the facility ceases to be manege.
- (ii) Condition to ensure no topsoil leaves the site, so the topsoil can be used for any eventual restoration which may be required.
- (iii) The ménage facility is not to be used for commercial purposes.

The Community Council also wished to make the following observations:

- (a) The plan showing the application site ownership appears to include a significant discrepancy.
- (b) The ménage location would be less conspicuous if it was relocated to near the stable block. Incidentally, the stable block is not shown on the plan.
- (c) Observations of the AONB Office should be obtained.

- (iii) Location: Part of Plas yn Llan, Mountain Road, Cilcain  
Proposal: Formation of an agricultural field access gate  
Ref No: 052072

The Community Council has **no objections** to the development, subject to the following:

- (a) Geometry of splay being in accordance with the requirements of Flintshire Highway Section's recommendations.
- (b) Since the location is within the AONB, the splay should be a hedge rather than a fence.

- (iv) Location: 3 Church Meadow, Rhydymwyn  
Proposal: Erection of a single storey rear extension in lieu of conservatory  
Ref No: 052066

The Community Council has **no objections** to the development.

#### **Notification of Planning Decisions made by Flintshire County Council:**

- (i) Proposal: Removal of existing rear single storey extension and construction of new rear single storey extension  
Location: 6 Lon Cilan, Cilcain  
Ref No: 051934  
Decision: Approved
- (ii) Proposal: Conversion of 2no. barns into 2no dwellings in association with existing farm  
Location: Maes y Groes, Loggerheads Road, Cilcain  
Ref No: 051510  
Decision: Approved

9. **CORRESPONDENCE RECEIVED** - The following items were considered:

- 05/05 New Mobile Number for Streetscene Supervisor - Members noted the new mobile number attached to the Agenda.
- 09/05 Governor Vacancy at Ysgol y Foel - request from Headteacher. Item discussed earlier in the Council Meeting
- 12/05 Maes y Groes Bella - Site visit for Listed Building application.
- 16/05 Information from One Voice Wales regarding Welsh Assembly Nature Fund.

10. **MATTERS RAISED / ACTIONS TAKEN SINCE LAST MEETING:**

- (i) **Rhydymwyn Cemetery** - Cllr Gareth W Hughes reported having received a complaint regarding the grass cuttings left in the cemetery after the first cut being very untidy. The amount of moss on the central pathway was also more noticeable than usual, and was considered very slippery under foot. Blooming Gardens had been requested to clear the grass cuttings and treat the moss. Chair noted that the moss had already turned black. Cllr J Emyr Davies reported that in the Wrexham area, the County is pushing a number of services on to the Community Councils, so care is required in dealing with the free grass cutting service provided by Flintshire.
- (ii) **Change of Streetscene Officer** - Mr Lightfoot is scheduled to be re-deployed to Flintshire Waste and Recycling Section for a three month temporary period. Mr Lightfoot's temporary replacement in this area will be Mr Russell Broughton. Members recalled that Mr Broughton had attended the 16 December 2013 Council Meeting to talk about Flintshire's Waste and Recycling service.

11. **ITEMS RAISED BY MEMBERS / ANY OTHER BUSINESS**

- (i) **Former Ysgol y Ddol link footway, Rhydymwyn** - Cleaning of debris on footway was an item reported in the Village Walkabout on Thursday 17 April 2014, but not included in the Environmental Statement following the site meeting. Work still not done. Clerk to pursue.
- (ii) **Tarmac repair, Pentre Cilcain** - Cllr Derek May reported the recently repaired tarmac around the manhole cover outside Pentre Cottage has eroded away again. Clerk to pursue with Mr A Lightfoot.
- (iii) **Damage to Glasfryn, Pentre, Cilcain** - Cllr Derek May reported recent damage to Glasfryn, presumably as a result of a wide vehicle trying to deal with the restricted width at this section of road. Cllr W Owen Thomas reported that the damage on this occasion had been repaired by the driver of the vehicle which caused the damage. Clerk to request Flintshire to investigate the problem at Glasfryn to establish if there are any traffic measures Flintshire can introduce to lessen the frequency of damage to this property.

12. **PAYMENT OF ACCOUNTS** - Accounts scheduled in the Appendix approved.

13. **DATE OF NEXT MEETING** - The next meeting of the Council will be held at the Football Club Premises, Rhydymwyn on Monday 16 June 2014.

Signed .....  
Chairman

Date .....

Clerk .....

**APPENDIX - MATTERS OF A CONFIDENTIAL NATURE - NOT FOR PUBLICATION**

**1. PAYMENT OF ACCOUNTS**

(i)	A Evans - sal + expenses per month for April 2014 = £485.36 + tax rebate of £58 due to overpayment = £543.36 (L.G.A.1972 S111)	543.36
(ii)	Office stationery - Amazon (L.G.A.1972 S111)	146.94
(iii)**	Clerk's annual computer allowance for purchase of desktop computer for office use	630.00
(iv)	Cilcain Community Council - transfer to Chairman's account	160.00
(v)	Canon - photocopying charges 36 (L.G.A.1972 S111)	94.40
(vi)	A Evans - office equipment (Asda) (L.G.A.1972 S111)	72.77
(vii)	Customs and Excise - PAYE Clerk's salary (L.G.A.1972 S112)	Nil
(viii)	P May - Cilc cem - deal with brown bin (sort and transfer from three metal bins) and black bin. May 2013 to Apr 2014 (12 months x £3.10 = £18.) LGA 1972 S214	37.20
(ix)	Bloomin Gardens - grass cutting Cilcain cemetery and Rhydymwyn benches and cemetery maintenance ( LGA 1972 S214)	121.00

Signed .....  
Chairman

Date .....

Clerk .....

**\*\* Clerk reported** - Allowances are frowned upon by the Inland Revenue. All items of allowances will therefore need to be changed to actual expenditure - mileage, telephone calls, postage stamps etc. In the case of the former 'computer allowance' of £630 - the Clerk will need to have a receipt on file for a desktop computer. The advantage of this system to the Community Council is - the Council will benefit from the £126 VAT refund. Cllr Gareth W Hughes suggested a more appropriate payment method, as far as the VAT system is concerned. Clerk to pursue prior to presenting the £630 cheque.

**2. SAFETY ISSUES REGARDING THE COMMUNITY COUNCIL**

Members noted from the press cutting attached to the Agenda - that it is not sufficient for the Council to insure itself against dangers. The way to fully protect the Council is to have a safety check regime in place to cover the three potential safety threats from Council owned property:

- (i) **Street Lighting Columns** - One local Community Council deals with this potential threat by including the check in DEECO 's Street Lighting Contract / Service. The Council can then be in receipt of a certificate from Deeco on a once or twice yearly basis that the electrical and structural aspect of the street lamps are satisfactory.
- (ii) **Headstones in Cemetery** - It is not sufficient to inspect for loose or leaning headstones as and when convenient. Regular inspections, say by the Clerk (and one Councillor) on a 6 monthly basis is preferable, with the results of the inspection minuted and noted by the Council.

- (iii) **Loose slates on the Village Hall roof** - Because wind, snow and storms are probably more relevant than a time period, Members agreed that inspections (again by two persons) after unusual weather conditions, possibly about two or three times per year on average. The results of the inspection again will be included in the Council Minutes.

Clerk to pursue.

2. **LIGHT REFRESHMENTS AT THE OAK, HENDRE**

At the close of the Meeting the Chairperson invited all Members and their partners to The Oak, Hendre for light refreshments.

Signed .....  
Chairman

Date .....

Clerk .....