

MINUTES OF MEETING OF CILCAIN COMMUNITY COUNCIL HELD AT THE VILLAGE HALL CILCAIN ON 19 OCTOBER 2016

Present: **Chairman:** Cllr Gareth W Hughes
 Councillors: Mrs Janet Butlin,
 J Emyr Davies Mrs Gwen Hardman
 John S Douglas Ian Hughes
 Cllr Derek May Mrs Jean Ramsey
 W Owen Thomas
 The Clerk was also in attendance

1. CHAIRPERSON'S OPENING REMARKS

The Chairperson welcomed all, in both English and Welsh, to the October (Hydref) 2016 Council Meeting. The Chairperson welcomed three Cilcain residents (Mrs Sue Jones, Mr Simon Richards, and Mrs Kate Richards to the meeting. Since Mr Ian Williams was not scheduled to attend until 7.45pm, the Chairman agreed for the Brown / White signs issue to be discussed at the start of the Council Meeting. Minutes of the discussion added following item No 11 on page of these Minutes.

2. APOLOGIES - Cllr Miss Ann Baker, Cllr Mr John White

3. DECLARATION OF INTEREST - No declaration of interest were received

4. MINUTES OF LAST MEETING

The Minutes of the 19 September 2016 Council Meeting held at the Football Club Premises, Rhydymwyn were confirmed and signed by the Chairperson as being correct.

5. MATTERS ARISING -

p32 **Footway on Mold side of Service Station** - Mr Williams reported - path cleaning and hedge cutting continuing. The County's workforce was currently working on the Rhydymwyn side of the Tarmac Quarry entrance.

p32 **Rhosesmor Junction on the A541:**

Cllr Gareth W Hughes had reported in the September Council Meeting on a potential visibility issue for vehicles approaching the Rhosesmor junction and turning right towards Rhydymwyn. Mr Williams indicated the offending vegetation would be dealt with when the hedge cutting equipment reaches this location.

Flintshire should defer any consideration for a concealed entrance sign for the time being, until the current planning application for a modified access is determined.

Mr Williams had in the September Council Meeting indicated that Mr Anthony Stamford and Mr Neil Shone were considering the availability of grants for extending the pedestrian footway on the Mold side of the Rhosesmor junction.

p33 **Star Crossing Junction** - Mr Ian Williams reported the hedge at the junction had been cut back since the September Council Meeting. Unfortunately, a temporary Cilcain bonfire-advertising poster had been erected at the junction, which significantly obstructed the visibility. Mrs Sue Jones tabled a photograph at the Council Meeting, which highlighted the extent of the visibility obstruction. Clerk to provide YFC telephone number to Mr Ian Williams. At the September Council Meeting, Cllr W Owen Thomas had questioned if a Cilcain 'confirmation' sign was required at the junction. Site meeting to take place at the Star Crossing Junction with Mr Lee Shone and Mr I Williams at 2.00 pm on Friday after next. Items to be discussed at site meeting:

- (i) Possibility of introducing a visibility splay
- (ii) Is the Cilcain confirmation sign necessary?
- (iii) Possibility of replacing the hedge with a fence - to reduce maintenance cost

p33 **Depression around manhole cover near Antelope.** Item can now be deleted.

p33 **Catch-pit upstream side of Fechlas Brook, culvert under A541** - Position unchanged.

p33 **Street Lighting repairs, A541 Rhydymwyn** - The following lamps had been listed at the September Council Meeting:

- (i) Llys yr Haul 2 No (1st left on entrance road + end of cul-de-sac)
- (ii) Dolfechlas Rd (by Notice Board)
- (iii) A541 - lamp which has the Quarry direction sign fixed to it (adjacent to Llys yr Haul)
- (iv) A541- LHS going towards Hendre - immediately before Tarmac entrance
- (v) A541 - RHS, going towards Hendre before Tarmac entrance
- (vi) A541 - Hendre, RHS going towards Denbigh - Opposite Lloyds Terrace

Cllr Gareth W Hughes reported that the lamp by No 8 Church Meadow (reported since the September Council Meeting) was now working.

Mr Ian Williams reported having identified the lamps requiring repair with a coloured tape. Traffic Management was being arranged for lamps on the A541 in the coming week.

-- **Cilcain Street Lamps** - Members noted two lamps not working in Cilcain:

- (i) Opposite School House
- (ii) By Bus Shelter in Ffordd y Llan

p33 **30 mph sign by Post Office obstructed by hedge.** Mr Williams reported work done. Item can now be deleted.

p33 **Coping Stone, Church Meadow** - Mr Williams reported on his attempt to contact the house owner.

p33 **Path between Heatherdene and Football Field - new fence required** - Mr Williams had agreed in the May Council Meeting to schedule the work in due course.

p33 **Opposite Bath House - small trees removed from hedge by farmer** - No change. Landowner to undertake necessary repair work to highway verge.

- p33 **Longitudinal crack in carriageway - Coed Du Hall entrance.** Mr Williams had reported in the September Council Meeting that immediate repairs were not warranted, but exploratory works may take place in the next few months to determine the possible cause of the settlement.
- p34 **Seepage across road - caravan park side of junction** - A number of emails had been sent to Welsh Water. Mr Williams had forwarded copies of the emails to the Council Chairman and Clerk.
- p34 **Nant Alyn - highway water discharging into Cae'r Eithin** - Mr Williams to incorporate the remedial work with other surfacing work scheduled for Nant Alyn.
- p34 **Dolfechlas Road junction with A541 at Hendre** - Cllr Miss Ann Baker had explained in the September Council Meeting that the broken white line at the junction meant vehicles travelling along the A541 could now overtake at the junction. Item to be discussed on Friday 28 October at the site meeting with Flintshire's Traffic Engineer (Mr Lee Shone).
- p34 **Potholes at the Pentre / Loggerheads Road, Cilcain** - Mr Williams reported that fairly solid maker posts had been erected to encourage vehicles to slow down when approaching the narrow section. Cllr Derek May reported that one of the posts had been flattened, another had been removed entirely and another two posts had been damaged. Mr Williams indicated that he would have to look again for a possible solution.
- p34 **Cilcain Toilets area, staning of entrance gate** - Cllr W Owen Thomas reported having noticed the entrance vehicular gate open on a few occasions last week. Cllr Thomas had recently met Mr Ian Williams on site on the 23 Sept 2016. A fairly long, heavy duty, lockable drop down bolt would have to be fitted to the gate with a receiving plate at ground level.
- Locking the bolt in the down position would ensure the vehicular gate can be closed and secured independent of the pedestrian gate.
- Mr Williams indicated he would attempt to find details of a suitable arrangement.
- p34 **Pot-holes, Ffordd y Llan, Cilcain** - In the September Council meeting, Cllr Thomas had reported a pothole by Crown Farm failing on a regular basis. Cllr Thomas expressed concern regarding the pot-hole repair in this locations not being undertaken to a similar standard to a repair recently carried out in the village centre.
- p34 **Mountain Road, Cilcain, ice across carriageway** - Mr Ian Williams confirmed - Road closure to be arranged in next few weeks.
- p34 **Overhanging trees Ffordd y Llan** - Remaining work scheduled for next few weeks.
- p34 **Village walkabout meeting for Cilcain** - Village walkabout for Cilcain took place on Friday 24th June. Items remaining:
- (i) **Surface water drain at play area** - Mr Williams reported having had a recent site meeting with two Mr Ruairi Barry and Miss Claire Owens of County Hall's drainage section. Some archive plans had been studied, and manhole covers lifted.

The roadside gulleys outside the Village Hall car park entrance ‘appeared’ to drain through a manhole located in the pub car park, This drain then runs towards the back of the Chapel and through to Ffordd y Llan.

The gully located at the bottom corner of the Village Hall is connected to a drain which runs under the new play equipment and runs again towards the back of the Chapel.

These two drains may join at the back of the Chapel but the play area blockage will firstly need to be fixed to confirm this aspect of the system.

Mr Williams will investigate further in the next few days and hopefully produce a plan to detail the drain arrangement in this area.

Cllr Mrs Gwen Hardman submitted a plan obtained from Flintshire County Council Planning Department. The plan showed the foul sewer from the Village Hall discharging into Mountain Road via a manhole by the entrance gate. The plan dated August 1983 was part of the planning application made by the former Clwyd County Architects to Delyn Borough Council. The former Delyn Borough Council was the Planning Authority at this time. The plan had been micro fished, but was sufficiently clear to identify the foul drainage details.

Mrs Sue Jones also submitted a good quality identical plan of the same date, which had been drawn up by Clwyd County Architects. This plan identified the foul and surface water drainage details for the Village Hall. A copy of the plan would be sent to Mr Williams for his information.

Members noted that Mr P Richards had commented in the 31 May 2016 Meeting with Cilcain Ward Members that the previous lease did not have a plan showing the drainage details. This plan would be suitable for attaching to the new lease.

Mrs Sue Jones also submitted an extract from a WI scrap book (dated 1947). The extract detailed the sewer being laid by the former Holywell Rural District Council past the Chapel and out to Ffordd y Llan. A copy of the WI extract was given to Mr Ian Williams at the Council Meeting.

- (ii) Public toilet doors - Mrs Sue Jones was invited to report on the position by the Chair Mrs S Jones reported she had now receive a tin of stain from Flintshire. Re-staining the shaved part of the door to be arranged.
- (iii) Following the site meeting on Friday 23 Sept 2016 attended by Cllr Thomas and Mr Williams, some braches had been removed and the work had been sufficient to remove the offending ‘den’. However, Members agreed that the branches leaning on the stone boundary wall should also be removed. Mr Williams to arrange.
- (iv) Protruding part of exposed concrete slab now covered with top soil. Item can now be deleted.
- (v) Surface water from car park - Mr Williams to arrange for a bore hole. An extract from the Mr Alan Jones report is required to see if any recommendations made in the

report can be accommodated. Cllr W Owen Thomas suggested a test borehole could be done at the same time as any boreholes done at Mountain Road.

- p35 **Trelan highway culvert** - Cllr J Emyr Davies confirmed most of the work had been done. Mr Williams indicated the outstanding work would be undertaken on Thursday 22 October
- p35 **School bus drop off point, Rhydymwyn** - Mr Ian Williams reported - Flintshire had hired a private contractor to undertake the safety assessment of all school bus stops. Mr Williams to check if the bus stop at Hendre was going to be included in Flintshire's assessment study.
- p35 **Refuse collection vehicle** - Possibility of unapproved transfer between vehicles taking place near Trimm Rock quarry. Position to be monitored to ensure proper procedures are being followed.
- p35 **Dog fouling enforcement service** - It was noted that Flintshire's new Dog Warden Officer was now in post. The problem areas in Cilcain and Rhydymwyn are:
(i) Waen Field, Cilcain
(ii) The Graig to Coed Du section of Nant Alyn
(iii) Church Lane Rhydymwyn
(iv) Football Ground, Rhydymwyn
Mr Ian Williams to pass the information on to Flintshire Dog Enforcement Section.
- p35 **Hendre Parking** - Members noted that five cars were parked outside Mill Terrace on a recent Sunday. However, on the day the bins are put out - there were no cars parked in the front. Members therefore assumed that there may be sufficient parking room at the rear of the houses.

Clerk provided Cllr Mrs Jean Ramsey with a pack of the previous correspondence on the parking issue.

The Council was now waiting to hear from Flintshire if a 'flashing' speed limit sign is justified at this location. Members noted the comments made by Flintshire's Mr Lee Shone in the Correspondence Section of the Agenda.
- p36 **Road form Cilcain Church to the Waterworks** - verge grips not being cleared out - had been reported in the July Council Meeting. Mr Williams to pursue.
- p36 **Surfacing repairs on the A541** Cllr Mrs Janet Butlin had expressed concern in the July Council Meeting regarding the road surfacing condition by Alyn Fire Places in Hendre. Mr Williams reported two areas had now been repaired.
- p36 **Plas Wilkin side of Coed Du Hall entrance** - Chair requested Mr Williams to arrange for the build-up of leaves to be cleared on the Bath House side of the road.
- P36 **Ragwort, former school field, Rhydymwyn - Item** not discussed.
- P37 **Verge and hedge cutting on narrow roads** - Cllr John S Douglas enquired when the next cut is likely to take place at Nant Alyn. Mr Williams indicated the work was scheduled and would take place in the next few weeks.

p37 **Entrance to playing field, Cilcain** - Cllr W Owen Thomas referred to the recently provided coping of the entrance wall needing sealing. Mr Williams to pursue.

-- **Bryn Gollen, Rhydymwyn, split channel at entrance to estate** - Chair reported the split channel needed cleaning out. Mr Williams to pursue.

End of highway matters - Chairman thanked Mr Ian Williams for attending the Council Meeting and giving a helpful update on the various items.

p37 **Defra site, Rhydymwyn** - Chair and Cllr W Owen Thomas reported on the meeting which had been held at the DEFRA site on the 26 September 2016. DEFRA had outlined the option of transferring the responsibility for the site over to the Land Trust. The representative from Land Trust had enquired about the possibility of having a meeting with the Chair and Vice of the Community Council. The provisional date of Friday 21st Oct 2016 was not suitable. Clerk to arrange another date in due course.

At the meeting with the Land Trust, Cllr W Owen Thomas emphasised the importance of the taking into consideration the detrimental effect on property values in Rhydymwyn if too much emphasis is given to the war time history of the site.

Members expressed concern that DEFRA had not responded to the issues raised in the Council's vision statement. For instance, the Council had enquired if DEFRA had taken legal advice to indicate it could transfer on the its pollution obligations to a third party.

Cllr Mrs Janet Butlin and Cllr John Douglas expressed an interest in attending the meeting with the Land Trust.

There seemed to have been some confusion following the meeting with David Hanson in the DEFRA site on 12 Feb 2016. Mr Andrew Farrow (Flintshire County Council) appeared to be still waiting for DEFRA to invite stakeholders to submit their respective vision statements, whereas most stakeholders had submitted their vision statements before the end of April 2016.

p37 **Light outside Village Hall building entrance** - Chair had purchased a suitable lamp. Cllr W Owen Thomas to arrange for the fitting of the light.

p37 **Bath House, Coed Du Hall, Rhydymwyn** - Email received from Mrs E Carpenter (Item 8 in the Correspondence). Chair and Cllr John Douglas to arrange site visit to Coed Du Hall.

p37 **Rhydymwyn Flood Committee** - Item not discussed.

p37 **Cilcain Play areas, refurbishment** -

An e-mail had been received from Mr Richard Roberts to indicate that the proposed items could be made suitable for use by disabled youngsters. Members agreed to have one of the three proposed new items adapted to accommodate disabled youngsters.

A letter from Flintshire (dated 4 August 2016) had been included with the September Council Meeting correspondence. The letter had detailed the match funding arrangements for play

areas. The issue of the grants is in three phases. Since there had been a very low take-up on the phase 1 and 2 grants, practically all of Flintshire's match funding (50-50 basis) allocation for play area refurbishment will be available for phase 3 applications. Clerk to inform Flintshire that the Community Council wishes to be considered for the phase 3 grant.

Cllr Mrs Hardman emphasised that in the Landfill Tax for the Village Hall, the promoter was left having to pay 10% of the remainder. Cllr Mrs Harman indicated she would check if the Landfill Grant would require the Council to pay 10% of the total, instead of 10% of the remainder.

p38 **Kiosk door** - Members noted most of the Kiosk had been painted in the correct colour, but the bottom of the door needed repairing. Chair to pursue with Mr David Morris.

p38 **Antelope Industrial Estate, recycling plant** - Clerk reported on his conversation with Mr G Nancarrow. NRW had served a notice on the operator in the last two weeks.

Members noted - the County Council should not be left with the problem if the current operator leaves unexpectedly. However, Cllr W Owen Thomas maintained - if Flintshire gives an operator a licence to carry out certain works and does not ensure the operation complies with the licence - then the landowner could still hold the planning authority responsible.

Flintshire would be writing to the operator in the next two weeks and if a satisfactory response is not forthcoming, Flintshire would have to consider serving a Compliance Notice.

Cllr W Owen Thomas had indicated in the June Council Meeting he would visit the site again to assess if the conclusions then held by the Flintshire Planning Office were correct.

p40 **Rhydymwyn Ward Vacancy** - Clerk reported that appropriate notice had been posted on the Rhydymwyn Notice Board. Notification had been received from Flintshire that the Community Council could proceed with the co-option process. The Co-option Notice had not produced any applicants. Clerk to post the Co-option Notice up again.

p40 **Ysgol y Foel** - The Chair reported on a message received from Cllr Mrs Ann Baker regarding the number of parking space required by the School staff. Cllr Mrs Baker indicated the Community Council should note the figures given by Sarah Neale (Chair of the Governors) rather than the figures estimated by Cllr Mrs Baker in a recent Community Council Meeting.

Cllr Derek May expressed concern regarding the potential danger when parents drop off their children in the morning. Car doors are left open, often obstructing the footway for other children. Cllr May to contact Cllr Miss Ann Baker to pass this concern on to the Governors Committee.

p40 **Cemetery Fees Review** - No change.

p42 **Cilcain Playing Fields Waen** - Chair indicated he had been given a copy of the letter sent to the Cilcain resident who had complained about the dog sign.

p42 **Donkey field, Rhydymwyn** - Clerk to write to Flintshire to indicate the Council is prepared to make a contribution of £200 towards the kick back facility.

6. PLANNING MATTERS

Community Council observations requested on:

- (a) Location: Pentre Gwysaney, Denbigh Road, Rhydymwyn
Proposal: Relocation of vehicular access
Ref No: 055925
Resolved: The Community Council **fully supports** the application. Improving / relocating the access will be welcomed on highway safety grounds.
- (b) Location: Workshop Parc Bychan Cottage, Rhosesmor
Proposal: Change of use of former blacksmith and ancillary accommodation to 2 No. holiday cottages.
Ref No: 055988
Resolved: The Community Council has **no objection** to the application. However, any planning permission must include a condition to ensure the 'holiday cottage use' is retained.

(ii) Planning Decisions made by Flintshire County Council -

- (a) Location: Danetre, Loggerheads Road, Cilcain
Proposal: Erection of single storey extension to rear of dwelling
Ref No: 055709
Decision: Approved

7. CORRESPONDENCE / COMMUNICATIONS - To consider the following items:

- 1) 26/09 Brown signs - Copy of letter sent to Mr Peter Richards regarding his brown signs initiative.
- 2) 26/09 Bonfire and fireworks display - Cilcain YFC - Request for permission to use Waen Field. Permission given. Clerk to write to Secretary.
- 3) 27/09 Information obtained (via Mrs Sue Jones) from the Clwydian Fell Race local organizer. Members noted - event is now scheduled for Sunday 23 Oct 2016. Chair invited Mrs Sue Jones to report on the discussions Mrs Jones had with the local organiser.
 - (i) Agricultural field not now likely to be made available for parking.
 - (ii) Use of Bottom Road and transport of participants into village now a likely option.
 - (iii) Need for participants to car share widely advertised.Cllr J Emyr Davies would need to arrange for cones in front of the Chapel.
- 4) 27/09 Village Hall Cilcain, new lease - Copy of letter sent to the Chairman of the Village Hall. Management Committee - to inform the Hall Ctee of the Councils current position. Cllr Mrs Gwen Hardman indicated the registration fee cost would be approximately £450. Even though the registration was voluntary, Members confirmed the decision taken in the September Council Meeting to proceed with the registration.
- 5) 27/09 Hendre Parking - Email from Lee Shone (following the 23 Sept site meeting) outlining the County Council's current position on the parking and speed issues at Hendre.
- 6) - - Brown on white sign proposal - Copy of undated e-mail sent from the current

- Ysgol y Foel Chair of Governors giving her personal support to Mr Peter Richard's tourist sign initiative. Item to be considered by the School Governors at the next School Governors Meeting.
- 7) 29/09 Flood Awareness Wales - Information from Natural Recourses Wales - for Rhydymwyn Members.
 - 8) 30/09 Coed Du Nursing Home - Information from Mrs E Carpenter regarding the Bath House. Item discussed earlier.
 - 9) 30/09 Preparation for the Coming Winter - information from Flintshire re. salt bins, supply of salt etc. Position noted.
 - 10) 04/10 Ysgol y Foel - request for financial assistance for play equipment repairs. Members noted that Flintshire had transferred the play equipment from the former school at Rhydymwyn. Members felt the County Council should therefore be responsible for the maintenance of the equipment. If the equipment is 'replaced with new' at this stage - the Governors may become responsible for future maintenance and insurance etc.
 - 11) 04/10 Rhydymwyn Valley site - invitation to meet John Anderson from Land Trust.
 - 12) 07/10 Flintshire Local Development Plan - Information regarding workshops. Cllr W Owen Thomas may be in a position to attend.
 - 13) 08/10 Bonfire and fireworks display - Rhydymwyn and Hendre Fireworks Committee - Request to use the Donkey Field on 5 Nov 2016. Permission given. Clerk to write to Bonfire Secretary and outlining the usual conditions.
 - 14) 10/10 Cilcain cemetery - note from Chair of Ysgol y Foel Governors. Members felt the matter had been dealt with appropriately.
 - 15) 12/10 Cilcain Village Hall Management Committee Minutes for the 12 July 2016 - copy for the Community Council's information. Members referred specifically to Minute 3(b) on the first page of the Minutes, which gave a resume of the joint Meeting held at the Village Hall on Tuesday 31 May 2016. Members also referred to the attached notes taken by the Community Council Clerk giving details of the discussion which took place at the 31 May 2016 joint Meeting.
 - (a) Members had been requested to refer specifically to the items underlined on the top of page 2 of the Clerk's Notes regarding 'drainage' matters. Gaining access to drainage plan mentioned by Cllr W Owen Thomas in a previous Council Meeting would no longer be necessary. The plans submitted by Cllr Mrs Gwen Harman and Mrs Sue Jones earlier in the Meeting were very suitable drainage plans for inclusion in the lease.
 - (b) Should the Hall Committee require any free plants for a planter to be located in the old school playground they should contact Cllr Mrs Jean Ramsey who had a contact for such a requirement.
 - (c) Cllr W Owen Thomas maintained it would be appropriate to wait until the current surface water drainage problems are sorted prior to proposing anything for the old playground area.
 - (d) Insurance matters were mentioned on the bottom of page 2, and on the top of page 3, but other than to agree that the Community Council is not responsible for the 'Trustee Indemnity Insurance', there is no acceptance / agreement that the new Lease will include for the Hall Committee to be responsible for the contents insurance, and the Community Council can continue to be responsible for the building insurance. Each party is responsible at present for arranging its own separate cover. Members agreed that the above assumption needs to be confirmed by both parties.
 - 16) -- Photograph showing details of existing wording on the Village Hall Car park sign. Item dealt with later.
 - 17) -- Extract from Council Minutes dated 17 Sept 2007 showing the previous occasion a request was made for changing the arrangement for use of the car park. Item dealt with later.

- 18) 10/10 Register of Electors - Information from Electoral Registration Officer at Flintshire.
- 19) 26/09 Copy of submission letter sent to External Auditor with Annual Return for the Council's Accounts for the year ending March 2016.
- 20) -- Asset List for the year ending 31 March 2016 - for Members information. Members referred to the second sentence in Item 2. This information conflicted with the minuted observation made by Cllr Miss Ann Baker in 18 May 2015 Council Minutes. Members noted the discrepancy, so the position can be Minuted. The 18 May 2015 Community Council Minutes was noted by the Internal Auditor, who then questioned why the current Asset List did not include the Bowling Pavilion.
In previous consideration of the Asset Register an inflation adjustment had been made on most items. The current guidance on financial matters included in the Practitioners Guide called - Governance and Accountability for Local Councils in Wales - requires the asset list to be based on a fixed point in time. Depreciation or inflation is not to be taken into account. The only change in the list is for an item acquired or an item disposed of during the year. For insurance purposes, the Council will need to have a similar list, but the insurance asset list will need to take into account inflation and depreciation.
- 21) -- Position Statement prepared by Cllr Mrs Gwen Hardman regarding Land Registration. This statement was circulated at the September Council Meeting, but was attached to this month's correspondence - to inform Members who did not attend the Sept Council Meeting. Cllr Mrs Harman reported having requested the Land Registry to send the appropriate forms for registration to take place. Chair and Clerk authorised to arrange an interview with a Mold Solicitor. Other Issues discussed:
- (a) Agreement with the Hall Ctee will be required in due course that the suggested curtilage is acceptable.
 - (b) Mrs Sue Jones submitted a list of the work carried out in the recent grant aided refurbishment scheme.
 - (c) A front cover and a summary of the Alan Jones report will be required in due course - so that the new lease can make reference to the A J report.
 - (d) A hard, or a digital copy of the report would be useful for the Council's records.
 - (e) Reference was made to the partly blocked gulley outside the front door of the Village Hall. This gulley was currently inside the proposed curtilage. Members agreed not to change the curtilage. Maintenance of the gulley would therefore rest with the Hall Ctee.
 - (f) The Clerk questioned the appropriateness of locating a soakaway by the steps to the car park. Members agreed a preferable location for a new soakaway was at least 5 m from the Village Hall building and not located so that ground water from the soakaway seeped below ground towards the Hall building.
- 22) 20/09 Flintshire County Summer Playscheme Programme 2016 - Attendance information from Flintshire Leisure Services. Position noted.

8. MATTERS RAISED SINCE LAST MEETING

- (i) **Parking at Hendre** - Chair, Cllr W Owen Thomas, Cllr Mrs Jean Ramsey and the Clerk met Mr Ian Williams and Mr Lee Shone on site at 8.30 am on the 23 Sept 2016. Item discussed earlier.
- (ii) **Surface Water Culvert, Rhydymwyn side of Hendre** - Members noted the amount of vegetation in the Flintshire constructed culvert downstream of the Village. Members noted this culvert having been constructed following the November 2000 floods. Mr Williams to pursue a

cleaning operation and to consult with the landowner if necessary. A photograph of the culvert condition was available at the Council Meeting.

- (iii) **Flintshire Street Lamps Rhydymwyn and Hendre** - Cllr Gareth W Hughes had reported (12 Oct) four new lights not working since last month:
- (a) Church Meadow - first on left hand side going into Church Meadow from Dolfechlas Road.
 - (b) Llys yr Haul - enter estate and turn left at 90 degree bend in road - lamp facing you.
 - (c) Between Hendre and the Tarmac junction (approx. mid way)
 - (d) Hendre (Mill Terrace vicinity) two lamps out now instead of the one listed in the September Council Meeting.

Item dealt with earlier.

- (iv) **Street Lamp, Dolfechlas Road** - Cllr Gareth W Hughes had reported (12 Oct) a street lamp out by the Firlings (next door to Winnwood) in upper Dolfechlas Road - Item reported to Deeco.
- (v) **Rhydymwyn Play Area - official opening by David Hanson** - The Chair reported on the official opening of the refurbished play area at 2.30 pm Friday 21 October 2016.
- (vi) **Flintshire Match funding for play areas** - Item discussed earlier.
- (vii) **Village Hall Car Park** - The Chair had received a request from a Cilcain resident for the Council to consider changing the wording on the sign. The sign at present indicates 'parking reserved for community use'.

It was proposed, seconded and agreed that the wording should stay unchanged.

Members emphasised the car park was not a 'public' car park - but was for community use.

Clerk reminded Member of a local Community Council in the Mold area having to pay rates (backdated for five years) in 1980 for a 'public car' park adjoining a Village Hall.

When the Community Council proposed a parking area by the Waterworks, the Council was informed by Flintshire that the public facility would have been subject to an annual rate demand.

Cllr J Emyr Davies was authorised by the Council to lock the gate for the funeral scheduled for Wednesday 19 October 2016. Councillor J Emyr Davies recalled a funeral in the Church of a former Councillor, when a 'visitor' came into the Church and interrupted the funeral service to indicate he had been blocked in the car park by a parked vehicle.

Chair maintained there should be an improved sign system to direct visitor to the two parking areas at Pedair y Groesffordd.

Members discussed a suitable location for a parking area on Pentre Road. 90degree parking for twelve vehicles was possible. The main advantages of the Pentre Road location were:

- (i) The location was fairly close to the village centre.

- (ii) AONB grant was possible for this location, but not guaranteed.
- (iii) No land purchase involved (highway land)
- (iv) No rates to be paid - on highway land.

9. ANY OTHER BUSINESS

- (i) **Missing slate on roof of toilet block** - Mrs Sue Jones authorised to arrange repair by Mr Jed Cooper.

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

11. **DATE OF NEXT MEETING** - The next Council Meeting will be held in the Village Hall, Cilcain at 7.30 pm on Monday 21 November 2016.

12. **ADDENDUM TO MINUTES REGARDING DISCUSSIONS ON BROWN / WHITE SIGNS**

(A) The Chair summarised the current position regarding the brown sign proposal:

- (i) When the Community Council had first been asked for its views by Mr Peter Richards, the Council had suggested that the views of the wider community should be sought.
- (ii) The Community Council had subsequently received information from Mr Richards giving the views of the Village Hall Committee and the Parochial Church Council.
- (iii) The Views of the Chapel Committee had also been received directly from the Chapel Secretary.
- (iii) Mr P Richards had been to address the Cilcain WI. Unfortunately, the WI committee was not in a position to discuss the matter and give their observation until their next meeting scheduled for November.
- (iv) The Community Council had also suggested to Mr Peter Richards that he should seek the views of the Young Farmers Group and the School Governors.
- (v) Chair explained that until the observations of all the organisations were available the Council could not give its final observations.

(B) Chair invited Mr Simon Richards to submit his thoughts on the brown sign initiative:

- (i) The shop was an important business in the Village.
- (ii) The Shop needed to grow to become a successful business by attracting more visitors into the village.
- (iii) Mr Richards maintained the brown sign initiative should be viewed, less as an individual initiative, and more as a collective village initiative.

- (iv) The brown signs were needed to let people know the village is here - which is not the case now. The brown signs would put Cilcain on the map.
- (v) There is a lack of communication about parking. Mr Richards had been explaining to visitors that they could use the Village Hall car park.
- (vi) The visitor parking areas at Pedair y Groesffordd were of no use to the Shop.

(C) Members Observations:

- (i) Members noted that in the Village Hall Minutes, the issue of parking had been raised.
- (ii) Chairman explained all the village organization have their cycle of meetings, and that explains why it takes so long for all the views of the wider community to be obtained.
- (iii) Cllr Mrs Gwen Hardman explained that the role of the Community Council was to canvas the views of the village community. Whilst there has not been a disagreement in general - issues have been raised. The WI has raised the issue of cost but mainly the issue of parking was the most important concern raised by the WI. Parking by visitors comes up time and again in the Council. The parking problem will need to be addressed.

(D) Concluding remarks

- (i) Mr S Richards felt that the Community Council was taking a slightly negative view of the issue, instead of taking a more positive view of the matter.
- (ii) Cllr Mrs Gwen Hardman disagreed entirely. The Council was not being negative at all. The Council wants to support the shop. However, the Council has to take into account the needs and concerns of village residents who suffer from the inconveniences resulting from indiscriminate parking by visitors.

APPENDIX - MATTERS OF A CONFIDENTIAL NATURE - NOT FOR PUBLICATION

1. PAYMENT OF ACCOUNTS:

(i)	A Evans (sal + exp) for August (Sal = £360/ month)	501.25
(ii)	Cilcain YFC - Bonfire and fireworks display donation	375.00
(iii)	A Evans office equipment (Amazon)	180.15
(vi)	Rhydymwyn and Hendre Fireworks Ctee - bonfire and fireworks display donation	375.00
(v)	A Evans - office stationery (Asda etc.)	47.32
(vi)	Bloomin Gardens cut around seats + Rhyd cem	185.00
(vii)	HMRC - PAYE for October 2016	72.00
(viii)	Mr G W Hughes - automatic light fitting for Village Hall	24.99
(ix)	Scottish Power - Street lighting energy - 3 months up to 30/09/2016	250.74
(x)	Canon UK Ltd - Photocopying equipment	127.04
(xi)	Flintshire County Council - summer playscheme	1,800.00

2. COUNCIL ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2016

The Annual Return was submitted to the External Auditor on the 22 Sept 2016. A copy of the letter dated 20 Sept 2016 had been included as item 19) in the correspondence attached to the Agenda.

The Annual Return (signed 29 Sept 2016) has been returned from the External Auditor. Clerk reported the External Auditor had made the following observations:

- (i) A budget review had taken place twice during the year - but the absence of a written report was noted. Ideally, each item of actual expenditure at the review date needs to be compared with the budget heading agreed at precept time.
- (ii) Absence of an engagement contract with the Internal Auditor. The Council had an initial contract and had based the subsequent years on the original contract. The Clerk has recently spoken to the Internal Auditor and arrangements are in place for a fresh agreement to be used next year.
- (iii) A mistake of one digit in one of the boxes in the Annual Return. This mistake did not effect the bottom line 'balance carried forward' figure.
- (iv) One of the intermediate dates for the Accounts Certification date was not achieved.
- (v) The Annual Return should have been signed by the Chair and Clerk before the Return was submitted to the Internal Audit. In recent years, the Chair and Clerk has signed the Annual Return 'after' it is returned from the Internal Auditor.

3. XMAS DINNER

The Menu was included with this Agenda. Members were requested to bring their choice of meal to the November Meeting. The annual Xmas Dinner will be held at the Cherry Pie on the 09 December. The cost of the meal to Members will be the same as last year - (£20.00)

Members also discussed the arrangements for the carol singing (and mince pies) at the Royal Oak on Monday 19 December.

SignedChair Date Clerk