

**MINUTES OF MEETING OF CILCAIN COMMUNITY COUNCIL HELD AT CAPEL GAD
CILCAIN ON 18 MAY 2026**

(Please Note: Cilcain Community Council covers Cilcain, Rhydymwyn and Hendre)

Present: Chairperson: Karen Parker
Councillors: J Emyr Davies Malcolm Down
John Doyle Gwen Hardman
Ian Hughes Tim Mitchell
Michael Parr Christine Vaughan
J V Worthington
The Clerk was also in attendance

1. **CHAIRPERSON'S OPENING REMARKS**

The Chairperson welcomed Members to the May meeting (Croeso i bawb i Gyngor Mis Mai). The Chair also welcomed Cilcain residents SJ and Mr D. Facer, and Flintshire County Councillor Andrew Parkhurst to the Community Council meeting.

2. **APOLOGIES FOR ABSENCE** - Cllr Gareth Hughes, Cllr Pauline Douglas

3. **DECLARATIONS OF INTEREST** - No declarations of interest received.

4. **MINUTES OF LAST COUNCIL MEETING** - Cllr J Emyr Davies proposed, Cllr Michael Parr seconded and all Members present agreed to approve the 20 April 2026 Minutes.

5. **ELECTION OF CHAIRPERSON FOR 2026/2027 (CILCAIN WARD)**

It was proposed by Cllr J Emyr Davies and seconded by Cllr Gwen Hardman that Councillor John V Worthington be elected Chairperson of the Community Council for the ensuing year. There were no other nominations. All Members present agreed with the proposal.

Cllr Worthington signed the Acceptance of Office declaration and took the Chair.

Cllr Worthington thanked Members for appointing him as Chairman of the Community Council.

The Chairman thanked Cllr Karen Parker for the tremendous amount of effort she had put into the Chairperson's role during the year. Cllr Worthington referred in particular the work done on Governance and Training issues the Council is currently proceeding with. Cllr Parker has made progress with the new subcommittee the Council had approved. The Chair trusts that Cllr Parker will be able to continue with this work during the months to come.

6. **ELECTION OF VICE CHAIRPERSON FOR THE ENSUING YEAR 2026 / 2027**
(RHYDYMWYN WARD)

It was proposed by Cllr Malcolm Down and seconded by Cllr Karen Parker that Cllr John Doyle be elected Vice Chairperson. There were no other nominations.

Resolved: It was unanimously agreed that Cllr John Doyle be elected Vice Chairperson.

Upon his election, Cllr John Doyle signed the Declaration of Acceptance of Office.

7. **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) -

Resolved - Cllr Gwen Hardman to continue to undertake this role as the Council's representative on Ysgol y Foel Governors Committee.

- (iii) Cilcain Village Hall Management Committee (1)

Resolved - Cllr Michael Parr nominated to undertake this role as the Council's representative on the Village Hall Management Committee.

- (iv) Cilcain Bowling Club Management Committee (1)

Resolved - Members agreed for Cllr Ian Hughes to continue as the Council's representative on the Cilcain Bowling Club Management Committee.

- (v) Former Trimm Rock Quarry Land (Now owned by Coed Du Hall owner).

Whilst Members accepted it was unlikely there would be any future quarry liaison meetings arranged, it was agreed that one Member of the Council should be responsible for participating in any discussions between the Community Council and Flintshire CC Minerals Section.

Resolved: Cllr Pauline Douglas to continue to be the Council's representative in any future discussion / correspondence between the Community Council and Flintshire Minerals Section about the former quarry site.

- (vi) Hendre Quarry Liaison Committee - Tarmac (2)

Resolved: Cllr Gareth W Hughes and Cllr Karen Parker to be the Council's representatives on the Hendre Quarry Liaison Committee.

- (vii) Cefn Mawr Quarry Pantybuarth Liaison Committee (1)

Resolved: Cllr Ian Hughes be the representative on the Cefn Mawr Liaison Committee.

- (viii) Rhydymwyn Football Club Management Committee (2)

Resolved - Cllr Gareth W Hughes and Cllr John Doyle be the Community Council's representatives on the Rhydymwyn Football Club Committee.

- (ix) Rhydymwyn Institute -

Resolved: Cllr John Doyle to be Council's representative on the Rhydymwyn War Memorial Institute Committee.

- (x) One Voice Wales - Wrexham / Flintshire Area Committee

Resolved: Cllr Karen Parker and Cllr Gwen Hardman to continue attending the meetings.

- (xi) Rhydymwyn Flood Sub-Committee (6 No) - Rhydymwyn Ward Members. The subcommittee also covers flooding in Hendre.

- (xii) Rhydymwyn Nature Reserve - DEFRA have not held regular meetings for well over six years. But an ad hoc meeting took place last year, which was attended by two Community Council Members.

Resolved: Cllr Gareth W Hughes and Cllr John Doyle to represent the Community Council in future meetings.

- (xiii) Flintshire Forum Meetings - Cllr Gwen Hardman and Cllr Karen Parker were prepared to attend the Flintshire Forum. No Meetings have recently been set up by Flintshire CC. Cllr Karen Parker referred to a suggestion being made by Mold Town Council last year for the Forum meetings to be resurrected. Flintshire CC is still reluctant to arrange a Forum meeting.

Additional Groups to be added to the above list:

- (xiv) Internal Biodiversity Working Group - There are three Council Members on the existing working group.

- (xv) Governance Working Party. Existing working group in place.

- (xvi) Clwydian Range and Dee Valley Landscape Forum (formerly known as AONB).

Members noted that Cllr J Emyr Davies used to attend the AONB meetings for a five year period, having been selected by One Voice Wales to represent all the Community Councils in the Flintshire and Wrexham Area. The AONB then changed the constitution so the the AONB was run by an Executive Committee. The Members of the Executive Committee were nominated by the AONB and excluded a Community Council representative.

It is assumed any Community Council Member may attend Clwydian Range and Dee Valley Forum Meetings, although Community Councillors attending would presumably not be entitled to vote on any resolutions under consideration.

Cllr J V Worthington and Cllr Gwen Hardman had recently attended a site meeting with Mr David Shiel.

Cllr Worthington and Cllr J Emyr Davies have recently attended meetings when the National Park issue was discussed.

Currently, Community Councils receive regular invitations to Forum meetings. Two Members to attend.

Nominations for the above Additional Groups to be agreed in the June 2026 Council Meeting.

8. MATTERS ARISING - HIGHWAY MATTERS:

Members noted that, due to Neil's absence from work there was no amended list available for consideration at this May 2026 Council Meeting. However, Members commented on the following:

- (a) Depression on Pantymwyn Road - Cllr Michael Parr reported that the depression is becoming noticeably worse.
- (b) Cllr Tim Mitchell had written to Neil to report a pothole on the Denbigh side of Hendre. One pothole had been repaired but the second pothole had not. Cllr Mitchell measured the unrepaired pothole and found it to be 110 mm deep. This pothole was considered to be very dangerous for cyclists.
- (c) Cllr Gareth W Hughes had made a request prior to the meeting for an item to be added to the Action List regarding the poor condition of the carriageway and footway in Church Meadow, Rhydymwyn.
- (d) Cllr Ian Hughes reported a Clacking manhole opposite Mill House in Hendre. Cllr Parker reported having reported a clacking manhole on two previous occasions.

9. MATTERS ARISING (NON HIGHWAY MATTERS)

p121 FCC signs and ongoing damage/vandalism -

Cllr Karen Parker had reported in the April Council meeting that several attempts had been made to contact Mr Kevin Crumplin by telephone and email, but no response has been received.

Cllr Parker had forwarded her requests to Cllr Andrew Parkhurst, who then contacted Mr Kevin Crumplin and received an immediate reply.

Cllr Parker had subsequently received a reply to her request for information about the visits made to the Waen field in Cilcain.

Cllr Parkhurst reported on the information regarding the number of Flintshire dog owners who had been fined as a result of Flintshire CC's Enforcement teams' inspections of various problem areas in Flintshire.

p121 Annual Governance Group - Village Map Display in Cilcain and Rhydymwyn - Cllr Karen Parker reported that due to other recent work taking place, the arrangements for the village map and historical literature display events had been put on hold.

The Chair had been approached by a Cilcain resident (Member of the Village Hall Committee) regarding being involved in the Cilcain Map display event.

Cllr Parker had subsequently written to the Cilcain resident to explain that it would be an excellent idea, moving forward, but on this occasion the event was being arranged purely as part of the Council's process of engaging with community residents.

p122 Traffic Speeding, A541 - Cllr Karen Parker reported that Open Reach had been undertaking work by A541 Rhosesmor Junction in preparation for the junction improvement work planned by Flintshire CC. According to the traffic information sign being displayed, the junction improvement work was scheduled to take place in a five week period from 12 May 2026.

p122 Notice Board at Cilcain Village Car Park -

The Chair reported that the notice board and sign had now been removed in preparation for the proposed tarmac surfacing work.

Clerk to arrange a site meeting with Mr Richard L Jones to discuss the lectern-style notice boards for the Pedair y Groesffordd parking area. Members agreed that the lectern-style was not suitable for the village car park.

A photograph of the lectern-style notice board suggested by Mr Richard Roberts had been included in the correspondence pack distributed to Members.

p122 Tros yr Afon (Defra Bridge) – Potential Boundary Changes,

Cllr Andrew Parkhurst envisaged the Boundary Changes being discussed at a Flintshire CC Meeting scheduled for early June 2026.

p123 Training Plans -

Cllr Karen Parker reported:

- (i) Eight modules were completed in the 2025/2026 year.
- (ii) This year, six Members participated in Flintshire CC's Gareth Legal's on-line training session.
- (iii) This year (April to June) 8 to 10 modules are scheduled to be done.
- (iv) Some modules are only suitable for large Council's where a significant number of Council staff is employed.
- (v) Some modules are only mandatory for Councillors who are co-opted since the last election.

The Chair reported that handouts are given after the One Voice Wales courses, which can be shared with other Members when appropriate.

p126 Cemetery wall repair - Members noted that the repair had been carried out. Chair and Cllr Ian Hughes to inspect the repair.

p126 Cilcain Play area - Cllr Christine Vaughan reported that the play area has been completed. The Chair and Cllr Ian Hughes had inspected the work. Authority had been given in the April 2026 Council meeting for the Clerk to pay the invoice when the work had been opened for use. Flintshire C C had opened the play area on the 11 May 2026. The invoice from Flintshire for £5,500 was paid by BACS following the inspection by the Chair and Cllr Ian Hughes.

p127 Llys Alyn Play area, Rhydymwyn:

- (i) Members agreed that the play area is being well used and should be retained.
- (ii) Cllr Gwen Hardman maintained - once a play area is lost at a particular location, it would be almost impossible to resurrect the facility in the future.
- (iii) Since the village school was closed a few years ago, Cllr Tim Mitchell felt it is more important than ever for youngsters in the community to have a focal point to congregate and encourage them to develop relationships with other youngsters in the community.
- (iv) Since there was no footway between the Donkey Field and Llys Alyn Cllr J Emyr Davies maintained that it was hazardous for youngsters to walk down to the Donkey Field from the Llys Alyn Estate.
- (v) A site meeting is needed with Mr Richard Roberts to clarify the position regarding the work required at Llys Alyn to bring the equipment up to a better standard. Grants can then be investigated.
- (vi) Now that we have a new ruling party at The Senedd - the Minerals Grant scheme will need pursuing again.
- (vii) Now that the play area in Cilcain is more or less full (without encroaching on the Village Green) the Council will probably need to concentrate on regular future match funding proposals in Rhydymwyn for the next few years.

p127 Site meeting at Mountain Road, Cilcain The Chair thanked Cllr Andrew Parkhurst for arranging the meeting with Mr Neil Hickie and Ben Corran from Flintshire Streetscene.

Cllr Parkhurst reported that some work had been done following the site meeting, such as cleaning out the soakaway near Stac Lee in Mountain Road. Other items minuted in the April 2026 Minutes were on hold until Mr Hickie returns to the office.

The Chair invited Mrs Sue Jones to update the Council on the investigation which had taken place to try and locate the Holywell RDC Minutes at the Hawarden's Record Office. Mrs S Jones reported that some searching had taken place, but further searching was needed to find a reference to the status of the drain at the side of Capel Gad. Mrs S Jones reported that

she had seen a reference to 'Sewerage plans and Surveyors reports' being in the Records Office. Further research at the Records Office was scheduled for the next month or so.

Cllr Parkhurst had received a response from Gareth Legal to indicate that Flintshire CC Legal section was now in a position to investigate the drain status further and eventually inform Cllr Parkhurst of the outcome of the internal research. Cllr Parkhurst suggested, in the meantime, if historical evidence can be found regarding the Holywell RDC involvement, such information will greatly assist in clarifying the status position of the drain at the side of Capel Gad.

p129 One Voice Wales Wrexham and Flintshire Area Ctee - Cllr Parker had attended the face to face meeting at the Gwersyllt Community Centre, Wrexham:

- Guest Speaker at the meeting - Police and Crime Commissioner Andy Dunbobbin.
- Changes lie ahead following the UK Government's decision to abolish the role of PCCs.
- Existing PCC's role finishes next year with no formal consultation having taken place.
- New model for a PCC's role is being discussed.
- Crime hot spots have been identified in North Wales - more CCTV coverage is being considered for these hotspots.
- Minutes of the area committee meeting received on 24 April 2026.
- Next meeting of the area is on the 22 July 2026.

10. PLANNING MATTERS - None received.

11. CORRESPONDENCE

- 1) 14/04** Street lamp out on the A541, Rhydymwyn (No. 007S on the Rhydymwyn Street Lamps Map). Lamp has still not been repaired. Clerk to pursue.
- 2) 13/03** New interpretation boards at Pedair y Groesffordd parking areas. Matter discussed earlier.
- 3) 15/04** Town & Community Council payments made to Flintshire County Councillors – Financial Year 2025/26. The Clerk has responded to the request. Position noted.
- 4) 19/04** 1947 Holywell Urban District Council – Cilcain Chapel extract from the Cilcain WI scrapbook (via Mrs Sue Jones) regarding the status of the drain at the side of the Chapel. Matter discussed earlier.

A site meeting took place last week with Mr Arthur Gwyn Jones (attended by Cllr Worthington, Cllr Ian Hughes and Cllr J Emyr Davies). Arthur Gwyn had written a book about the history of Cilcain.

Arthur Gwyn was scheduled to write a statement and send a copy to the Council. Cllr Ian Hughes mentioned that Mr Jones had also offered a reason to explain why the gully in Mountain Road no longer had an outfall.

Mrs Sue Jones was invited by the Chair to make a further contribution on this matter. According to Google, the Minutes for Capel Gad are also held in the Hawarden Records Office.

Cllr J Emyr Davies reported that, according to Arthur Gwyn, the alignment of the drain was originally beneath where the committee room and kitchen are now, and met Ffordd y Llan where the entrance gate is located.

Capel Gad then gave permission to the Council to divert the drain around the side of the chapel on the condition that Holywell RDC maintained the drain thereafter. The diversion took place when the second half of the chapel was built.

- 5) 20/04** Attendance at Community Council Meetings by the Street Scene Local Supervisor. Invitation for Mr Barry Wilkinson to attend the June Council Meeting. Cllr Doyle had suggested additional items for Mr Wilkinson to report on.
- 6) 21/04** Potholes on the A541 west of Hendre. Report from Cllr Tim Mitchell – information passed on to Flintshire Streetscene. Position noted.
- 7) 24/04** Minutes of the Area Committee. Information from Katherine Brown (One Voice Wales) – North Wales Development Officer. Item discussed earlier.
- 8) 28/04** Dealing with surplus grass remains, Rhydymwyn Cemetery. Report and photo from Cllr Gareth W Hughes. Cllr Doyle, Cllr Down and Cllr Parker met in the cemetery to clear surplus grass remains from the left-hand side of the central path. Position noted.
- The possibility of creating a wildflower area on the right-hand side of the central path was discussed. Members agreed that the Biodiversity Group should give this option further consideration.
- 9) 28/04** Highway Faults, Potholes and Defects – suggested questions for FCC. Email from Cllr John Doyle. Item discussed earlier.
- 10) 29/04** Tree in the semi-circle, Cilcain – Report from Cllr J V Worthington. There were no leaves on the tree. Dewi Ellis from Flintshire was requested to inspect the tree and reported back verbally on 30 April. The tree has died but was not considered dangerous at present. Flintshire Housing is responsible for felling this lime tree. Housing to be requested to fell the tree. Position noted.
- 11) 30/04** **Mountain Road, Cilcain – Gulleys and soakaway/catch pit cleaned out**

Photo from Cllr J. V. Worthington showing the work completed following the site meeting arranged by Cllr Andrew Parkhurst on 15 April 2026. A drain from the cleaned-

out manhole is to be constructed, and a new roadside gulley provided on the right-hand side of the road (looking uphill).

- 12) 30/04 Catch pit at the Cilcain Village Hall entrance road** Photo from Cllr J. V. Worthington showing the cleaned-out catch pit.

Catch pit cleaned out using Flintshire CC's gulley tanker.

- 13) 01/05 Ash die-back trees at the Waen Playing Field, Cilcain**

Members may recall that two trees in the upper boundary hedge of the Waen Playing Field were identified last year. Flintshire County Council's Tree Officer informed Cilcain Community Council at the time that the trees were in the early stages of ash die-back and would require regular monitoring.

Reminder from Cllr Ian Hughes for Mr Ellis to inspect the two trees. Mr Ellis informed the Clerk that inspections of trees in the early stages of ash die-back are usually carried out annually during June/July.

- 14) 02/05 Access update: Extended Access at Rhydymwyn Buffer Depot**

Email received from DEFRA. Cllr Malcolm Down reported that DEFRA has reviewed the procedures for visits to the site. There is no general public access to the site. Visits must be arranged through one of the regular stakeholder groups.

For safety reasons, some of the buildings have been fenced off and signs erected to prevent visitors from entering buildings deemed to be unsafe.

- 15) 04/05 Defnydd o'r Gymraeg / Welsh Language Use – Survey by Menter Iaith**

The Clerk submitted the completed questionnaire before the deadline.

- 16) 05/05 Planning Enforcement 331/24 – Antelope Industrial Estate, Rhydymwyn – New Shed**

The Clerk had requested an update from Flintshire's Planning Enforcement Section. No response has been received as yet. The Clerk to pursue.

- 17) 06/05 Clwydian Range & Dee Valley National Landscape Forums**

Meeting scheduled for 14 May at Tremeirchion. Position noted.

- 18) 06/05 Reminder received from One Voice Wales – Training dates for May–June 2026**

- 19) 11/05 Two reports from the Outgoing Village Hall Management Committee**

Information from Cllr Gwen Hardman.

Cllr Hardman had prepared two comprehensive reports summarising how the Village Hall had operated over the past five and ten-year periods. One report outlined the changes and improvements made to the building during the ten-year period.

The Chairman acknowledged the tremendous amount of work that had gone into preparing the detailed report. The Council Chairman congratulated the former Committee on the excellent work undertaken over the ten-year period. The amount of grant funding that the outgoing Committee had secured enabled it to transform the facility into one which both the Council and the village community can be rightly proud of.

The Chair referred to the presentation made by the Chair of the new Committee at the April meeting and wished the new Committee every success in continuing the hard work undertaken by the former Committee, so that the Village Hall facility may continue to go from strength to strength in the future.

20) 11/05 Overgrown hedge – Church Meadow and Nant Alyn Road junction, Rhydymwyn

Reminder and photograph from Cllr Andrew Parkhurst sent to Street Scene.

Cllr Parkhurst reported that he had received a telephone call from Ben Corran indicating that Flintshire CC's administrative team had arranged to write to the resident.

21) 11/05 Nant Alyn Road between the former Trimm Rock Quarry, Cilcain, and Leete Valley Caravan Park

Copy of an email (and photographs) sent from Cllr Andrew Parkhurst to Flintshire County Council's Traffic Section expressing concern about boundary wall damage caused by large commercial vehicles using the narrow section of road.

Cllr Parkhurst reported that the commercial vehicle which caused the wall damage was within the 7.5-tonne weight limit applicable to this section of road.

Cllr Gareth W. Hughes attended a site meeting with Cllr Parkhurst and the landowner on 11 May 2026. The suggestion agreed on site was that the weight limit be reduced from 7.5 tonnes to 3.5 tonnes.

Cllr Parkhurst had written to Mr Lee Shone requesting that consideration be given to the suggested reduction in the weight limit.

22) 11/05 Street lamp out – A541, Rhydymwyn (No. 007S on Flintshire CC's Rhydymwyn Street Lamps Map) - Reminder sent to Flintshire CC's Street Lighting Section. Clerk to pursue.

23) 11/05 Village Hall Works and Grants 2015–2025 – Report received from the Outgoing Village Hall Management Committee

Information from Cllr Gwen Hardman. Item discussed earlier.

12. **PAYMENT OF ACCOUNTS** - The accounts scheduled in the Appendix were approved.

13. **DATE OF NEXT MEETING** - The next meeting of the Council will be held at the War Memorial Institute in Rhydymwyn and is scheduled for the 15 June 2026.

However, the Chair and Vice Chair reserve the right to change the date, having regard to the three clear working days statutory notice being given for any new date.

Appendix - Payment section not for publication until approved at the Council Meeting

1. Payment of Accounts - (May 2025)

(i)	A E (sal + fixed exp) for April 2025	785.85
(ii)	HMRC - PAYE (L.G.A.1972 S112) confirmation of the BACS payment made	128.45
(iii)	Office equipment and stationery - (L.G.A.1972 S111)	155.53
(iv)	AE - web fee	18.00
(v)	Scottish Power - street lighting energy	132.11
(vi)	Blooming Gardens - grass cut at Cilcain and Rhydymwyn cemetery plus cutting around two benches	288.00
(vii)	Capel Gad room hire for 18 May Council meeting 35.00	35.00
(viii)	Transfer to Chair's account	280.00
(ix)	Canon UK photocopying	117.18
(x)	JDK - Jan Feb Mar 2026 updating Cilcain CC website	60.00
(xi)	Flintshire CC cemetery rates	96.38

Please Note: Payment for the above items being made by BACS - authorised by the following two signatories.

Chairman Vice Chair (or 2nd Councillor)

2. Current Council Bank Balance. Please note that the closing balances in the Council's Bank Accounts on 11 May 2026 were:

Current Account: £362
 Deposit Account: £51,996

3. LIGHT REFRESHMENTS AT CAPEL GAD CILCAIN

At the close of the Meeting, the Chair invited all Members and their partners to partake in light refreshments at Capel Gad.

Chairman _____ Clerk _____ Date _____