



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

On Monday, 14th January, 2019, at 7.00pm.

1(A). 01/19

PRESENT

Councillor H. Andrew Hughes (Chair)

Councillor John Glover (Vice Chair)

Councillor Trebor E. Evans

Councillor David G. Jones

Councillor Edgar H. Jones

Councillor David H. Parry

Councillor Mrs. Julie M. Peters

Councillor James K. Williams

Councillor Mrs. Margaret G. Williams

Clerk & Financial Officer R. Phillip Parry

1(B). 02/19

APOLOGIES

Councillor Emyr W. Morris

Councillor Peter Newell

Councillor David G. Williams (Denbighshire County Council)

The Chair of Council – Councillor Andrew Hughes, wished members a Happy New Year and congratulated Councillor Mrs. Julie Peters' husband Mike – on being awarded a MBE in the New Year's Honours List.

Councillor Hughes read out to Members the contents of a thank you card from Mrs. Anne Parry – who thanked the Council for the kind bouquet of flowers. Mrs. Parry was pleased to assist with the second Interpretation Board in the Dyserth War Memorial Garden.

1(C). 03/19

Standing Orders were suspended:

The Chair of Council – Councillor Andrew Hughes welcomed Mr. Rick Ward (NEST Partnership Development Manager) to the meeting.

Mr. Ward thanked the Council for inviting him to the meeting and advised that whilst he resided in North Wales, his remit for NEST covered North Wales & Powys areas of Local Authorities – whereby he had been in the position as manager for seven years. Mr Ward explained the criteria (household residents and financial) for obtaining grant aid for households – from just a new central heating boiler to a fully installed replacement heating system. The grant aid is 100% funded by the Welsh Assembly Government. Mr. Ward provided Members with information leaflets. The Clerk advised in relation to the Dyserth Times and would provide the contact information for an article in a future edition of the Times.

Councillor Andrew Hughes thanked Mr. Ward for his informative presentation.

1(D). 04/19

Standing Orders were restored:

2. 05/19

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

3. 06/19

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 12TH NOVEMBER, 2018

The Minutes were proposed by Councillor Edgar Jones and seconded by Councillor Mrs. Margaret Williams as correct and formally agreed by the Members present.

4. 07/19

MATTERS ARISING

The Clerk referred to the following matters from the previous Minutes;

Minute no: 4. 196/18 sub minute no: 1(C). 17118 (page 2) - in relation to a public consultation by the Dyserth Junior Football Club. The Clerk advised that to date, he had not been made aware of the date for a public consultation that the Football Club had agreed to arrange.

Minute no: 4. 196/18 sub minute no: 4. 175/19 and 11.163/18 (page 3) - in relation to seeking land for interments within the Community area of Dyserth. The Clerk advised, that he had received no further information in relation to contact details for a Dyserth landowner. Councillor Mrs. Margaret Williams advised, that she would make enquiries and contact the Clerk thereafter.

Minute no: 5. 197/18 (b) (page 3) - in relation to the Clerk writing to the General Manager of Arriva, seeking the reasons for the training bus travelling along Dyserth High Street. The Clerk recollected to Members an e-mail which forwarded a reply from Mr. Len Cater (Arriva Buses General Manager). The e-mail advised that there were four training buses in Wales, with one being based in Rhyl. Whilst there are no set routes for the training bus, the routes are based on the trainee needs.

Minute no: 6(B). 199/18 (a) (page 4) - in relation to an inspection report received from Aura Leisure – for the Play and MUGA areas. The Clerk brought to the attention of Members, details contained in the report, which made a number of recommendations, including the obtaining of a number of quotations.

Members agreed the following: Accepted the report and asked the Clerk to arrange the quotations as suggested in the report.

Minute no: 6(B). 199/18 (d) (page 5) - in relation to the installation of a WW11 interpretation Board in the Dyserth War Memorial. The Clerk advised, that he has written a letter to Palm Signs in Flint, which contained photographs of the shabby and unacceptable work to the finish of the Interpretation Board. To-date there had been no acknowledgment or reply.

5. 08/19

COUNTY COUNCILLOR'S REPORT (CLLR DAVID G. WILLIAMS)

The Clerk advised that Councillor David Williams had attended a site meeting in Dyserth, with Officers from Denbighshire Highways - to address the road traffic concerns on the B5119 and in particular, in the area of the bridge near to St. Bridget's Church. The County Council will provide further information in due course.

Councillor David Parry advised, in relation to his attendance at a site meeting in Dyserth High Street, to discuss the provision of a handrail. Councillor Parry further advised that the County may be able to erect a handrail on the South side of the road, but not on the opposite side – where the pavement is too narrow. Councillor Williams will provide an update in due course.

The Clerk advised that Councillor Peter Newell wished to receive an update in relation to the cutting of tree branches on Newmarket Road. The Clerk further advised, that he had contacted Councillor Williams, who will provide Councillor Newell directly with an update.

Councillor David Parry referred to the damage caused to the overhead rail at the entrance to the Waterfall Car Park. The Clerk advised that the car park was not included in the Council's asset register and may be in the ownership of Denbighshire County Council. General discussion in relation to the car park.

Members agreed the following: (1) The Clerk to make a search with the Land Registry, to seek if the area is registered, and if so, the registered owner details (2) Councillor Mrs. Margaret Williams to ask the Secretary of the Waterfall Committee – to forward to the Clerk, details of the vehicle that allegedly caused the damage to the car park overhead rail.

6(A). 09/19

CORRESPONDENCE

The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:

- (1) Notification from Welsh Assembly Government in relation to the appropriate sum under Section 137. From the 1st April, 2019, the present sum of £7.86 per elector, will be increased to £8.12 per elector.
- (2) The following information was forwarded by e-mail from the Clerk to Council Members:
 - Welsh Assembly Government – Implementation of a new policy following review of Town & Community Council, by the Independent Review Panel.
 - Office of the North Wales Police & crime commissioner – Have your say about policing.

6(B). 10/19

CLERK'S REPORT

- (i) The Clerk advised Members of a deposit to the Council's bank account, the sum of £13,666.00, being the third payment of the 2018 / 2019 precept for the current financial year, received from Denbighshire County Council.

- (ii) The Clerk provided the following update in relation to the pending purchase by the Council of the Dyserth Lime Kilns. The Council's legal advisors have now received documentation to move forward with the purchase. Upon receipt of the contract documents, a search application will be made.
- (iii) The Clerk recollects Members, to a notification received from Denbighshire County Council, in relation to a proposed Traffic Regulation Order, for Dyserth High Street - which will be included in the proposed safety works to the area. The Clerk confirmed that the observations received from Councillors had been forwarded to Denbighshire – which included a reduction in the waiting time limit, together with repositioning the no waiting and waiting times areas.
- (iv) The Clerk recollects Members, an e-mail sent which advised in relation to the theft of flowers from a Council owned planter – in the area of The Pop Inn building at the traffic lights crossroads.
- (v) Councillor Mrs. Margaret Williams referred to the pathway in the area of Penrhaedr and in particular, to the erection of a fence that appears to have encroached on Waterfall land. Councillor David Parry advised, that this matter was in hand with the County Council.

6(C). 11/19

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2018

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2018, together with copies of the two Council Bank account statements. The Clerk further provided Members, with a breakdown in relation to the budget headings, which included income and expenditure to-date.

Members agreed the following: Approved the Statement of Accounts, whereby the document was signed by the Chair of Council – Councillor Andrew Hughes.

6(D). 12/19

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2019 / 2020

The Clerk as Financial Officer, provided Members with an accounts spreadsheet, which contained the current financial balances (as per the above Minute), including an estimation of Council spending / balances, as at the end of March 2019. The spreadsheet further provided Members, with details of recommended allocations for each of the Council's budget headings for 2019 / 2020 - based on previous spending.

Following discussion, it was proposed, seconded and agreed by the Members as follows:

- (1) To increase the precept for the forthcoming financial year to £42, 250.00 – an increase of £1,250.00. The Clerk advised, that the Band D property charge would be £39.26, an increase to the current charge of £1.08 a year – per Band D household.
- (2) Earmarked Reserves £49,500.00 / General Reserves £4,249.00 / Ring Fenced Reserves £2,000.00 / To transfer £2,168.00 from the 2019 / 2020 budget to General Reserves.
- (3) The Chair of Council Andrew Hughes, signed the estimates for the end of the financial year 2018 / 2019, including the precept requirement for 2019 / 2020.

- (4) The Clerk to advise Denbighshire County Council, in respect of the Community Council's financial requirements (precept) for 2019 / 2020.

6(E). 13/19

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2018 / 2019

The Clerk advised that this would be an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council's Internal Auditor.

Members agreed the following: To appoint JDH Business Services Ltd., as the Council's Internal Auditor for the end of year 2018 / 2019 accounts.

6(F). 14/19

ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2018

The Clerk advised Members that the final document from the Welsh Assembly appointed External Auditor – BDO LLP of Southampton, had been received. The Document stated the following 'on the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

BDO further stated the following: 'Other matters not affecting our opinion which we draw to the attention of the body and our recommendations for improvement are included in our report to the body dated the 21st December, 2018'. Whilst the Clerk read out to Members the contents of the report, copies were provided to the Chair and Vice Chair of Council

The Clerk advised, that the addendum report referred to: (1) Expenditure power – Section 137 power incorrectly used (2) Internal auditor's recommendation. The Clerk advised, that item one included powers that were unknown to Clerk's – whereby the Society of Local Council Clerks have been asked to furnish Clerk's with an updated list of powers in relation to financial donations. Item two – the recommendation has been implemented.

The Clerk further advised that the letter which accompanied the annual return and report, whilst dated 27th December, 2018, stated, that the below referred to 'Notice of Conclusion of Audit' should be displayed for 14 days before the 30th September, 2018. It had taken BDO six months to audit the Council's accounts. The Clerk advised, that he would write to the Wales Audit Office seeking an explanation.

6(G). 15/19

NOTICE OF CONCLUSION OF AUDIT

The Clerk advised, that in accordance with the (Public Audit (Wales) Act 2004 Accounts and Audit (Wales) Regulations 2014), that he had displayed a Public Notice, on the Council's notice boards – in accordance with Section 29 of the Public Audit (Wales) Act 2004 - on the 2nd January, 2019.

7. 16/19

REPRESENTATIVES / LIAISON COMMITTEE REPORTS

Councillor Andrew Hughes advised, that there are 28 different groups using the Community Hall on a weekly basis. The Management Committee were considering changing the electricity bulbs to LED models.

**8(A). 17/19
PLANNING**

The following planning application had been received:

- Application number: 42/2018/1092 – for variation of condition number 1 of planning permission code no: 42/2013/1579, to permit a further 5 years for the commencement of works, at Greystones, Foel Road, Dyserth.

Comment by Council: Providing that the application complies with planning policy, then no objections raised.

(The above application was sent to the Chair and Vice Chair, for consultation with the Members, due to statutory time limits for observations).

8(B). 18/19

The Members agreed with the above decision.

8(C). 19/19

The following planning applications were dealt with by the Members at the meeting:

There were no applications considered at the meeting.

8(D). 20/19

PLANNING DECISIONS

The following planning decisions have been received from Denbighshire County Council:

- (i) Application number: 42/2018/0929 – for erection extension to dwelling, alterations to existing vehicular access and change of agricultural land to form extended residential curtilage, at Dincolyn, Dyserth. Granted.
- (ii) Application number: 42/2018/1063 - details of construction method statement submitted in accordance with condition 3 of planning code no: 42/2016/1030, at Rose Mount, High Street, Dyserth. Approved.
- (iii) Application number: 42/2018/1092 – for variation of condition number 1 of planning permission code number: 42/2013/1579 to permit a further 5 years for the commencement of the site, at Greystones, Dyserth. Granted.
- (iv) Application number: 42/2018/0986 – for the erection of portable toilet maintenance building, at Waterloo Hire, Meliden Road Dyserth. Granted.

9. 21/19

TO DISCUSS: CHRISTMAS LIGHTS & TREE ARRANGEMENTS (CLLR. MRS. M. WILLIAMS)

Councillor Mrs. Margaret Williams expressed her concern that the arrangements for the Christmas lights and trees are always made during the month of November – and felt that Councillors' should make preparations earlier in the year.

Members agreed the following: the Clerk to place the Christmas lights / trees on the September agenda each year the future.

10. 22/19

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>To confirm the following payment made in December, 2018</u>			
668	Reg Davies (Grass cutting for 2018 and extra work – as per agreed quotation)	1,080.00		1,080.00
	<u>Payments for consideration at January Council meeting</u>			
669	Wales Audit office (External Audit fee for 2018 / 2019)	274.50		274.50
670	AURA Leisure (Play area initial inspection – as agreed quotation)	600.00	120.00	720.00
671	H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - October, November & December, 2018	469.76		469.76
672	Society of Local Council Clerk’s (Annual subscription renewal of £220.00 – shared between four Councils)	55.00		55.00
673	Louise Walsh (Environmental Services & Inspections of Play Area for November & December	90.00		90.00
674	Cllr Mrs. Margaret Williams (Reimbursement of following costs: £35.00 – flowers / £20.00 - Christmas lights electricity – as per receipts)	55.00		55.00

11. 23/19

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
675	Play & Stay Project (Application for funding £600.00) provisionally agreed by Council – subject to bank account opening) (Note: this funding was received from Welsh Assembly Government via Denbighshire to Dyserth Council)	
	Theatr Bara Caws (First application)	No grant agreed.

12. 24/19

Members agreed the payments of the above accounts and financial support as listed.

There being no further business, the Chairman thanked everyone for attending and closed the meeting.

**SIGNED BY THE
CHAIRMAN.....**

**DATE OF
APPROVAL.....**