

MINUTES OF THE ANNUAL GENERAL MEETING OF MOSTYN COMMUNITY COUNCIL

MOSTYN COMMUNITY CENTRE ON MONDAY 20 MAY 2019

1. (A) To record attendance (Annual and General Meeting)

Councillors: S CALVERT, I DAVIES, D.E JONES, P HEESOM, B HAZLEHURST, D RONEY, D SEDDON, DAVE SEDDON, DEBBIE SEDDON, G GIBBONS, V WILLIAMS.

2. To record apologies: - NONE In attendance: MRS K L ROBERTS - CLERK

A minutes silence was observed before the full commencement of the meeting to pay respect to the late Councillor Brynmor Hughes who passed away recently.

Councillor Brynmor Hughes will be sadly missed by his fellow councillors.

3. To record any declarations of interest from members 2019/2020

Mostyn Community Centre – Trustees are Cllr. Bob Hazlehurst, Councillor Dave Seddon and Councillor Vera Williams.

Mostyn Arts and Crafts, Mostyn Walking Group and Mostyn Gardening Club Member - Councillor B Hazlehurst.

Employee Flintshire County Council – Cllr. S Calvert

Ysgol Maes Pennant School Governors – Councillor Vera Williams – Minor Authority, County Councillor Patrick Heesom, Councillor Dave Seddon.

Councillor Debbie Seddon is an employee of the Ysgol Maes Pennant.

4. A. Election of Chairperson for 2019/2020

Councillor Debbie Seddon was proposed by Councillor Vera Williams and seconded by Councillor Bob Hazlehurst. There were no other nominations. Councillor Debbie Seddon accepted the position.

5. B. Signing of Declaration of Acceptance of Office

Councillor Debbie Seddon signed the declaration of acceptance of office as Chairperson for 2019/2020 which was duly witnessed by the clerk.

RESOLVED: To appoint Councillor Debbie Seddon as Chairperson for 2019/2020.

6. Election of Vice Chairperson 2019/2020

Councillor Dave Seddon was proposed by Councillor Bob Hazlehurst and seconded by Councillor Vera Williams. There were no other nominations. Councillor Dave Seddon accepted the position.

RESOLVED: To appoint Councillor Dave Seddon as Vice Chair for 2019/2020. Councillor Dave Seddon, signed the declaration of office

7. Minutes of the Annual Meeting held on 21 May 2018

The minutes of the annual meeting on 21 May 2018 were reaffirmed as an accurate record.

8. To review the Chairperson's annual allowance and confirm other allowances

The clerk reported the current Chair's allowance is £300. It was proposed by Cllr. Hazlehurst and seconded by Cllr. Jones that this allowance remains the same for 2019/2020.

RESOLVED: The Chair's allowance would remain at £300 for 2019/2020.

The clerk circulated a form for councillors to complete either claiming or forgoing the member's allowance of £150 per annum and asked that these be handed in at the end of the meeting. There were no other changes following the review of other allowances.

9. To review and receive nominations to serve on committees and outside bodies and arrangements for reporting back. (This updated information will be circulated at the June 2019 meeting).

The clerk reviewed the existing committees and representatives on outside bodies and made any suggested adjustments. Councillor Debbie Seddon asked that those offering to represent on committees and take on roles should feedback on the main points of information within 10 days of the meeting attended to all councillors. If necessary, this can be via the clerk should that councillor not have access to email and the clerk would assist to circulate.

10. To review and adopt Code of Conduct, Standing Orders and Financial Regulations

The clerk had circulated the documents for review prior to the meeting.

Cllr. Roney asked the clerk to check if "urgent business" be an agenda item.

Also to check EU legislation section, if this needs to be left in or refer to a certain about for tender.

Amend the quorum as suggested to one third of the whole number of councillors or 4 councillors, being the greater.

Amend required training in code of conduct to the first 12 months in place of 6 months for new councillors which may be more practically achievable.

Budgetary control and authority to spend – less than £500 the clerk & chair, in excess of £500 the full council would make the decision.

Also a suggestion for tenders should the amount be above £5,000 from £3,000.

Remove reference to committees when these do not exist and reference to petty cash which is not held. **RESOLVED: Councillors agreed to these amendments for the model standing orders.**

11. Councillor Training and update on forthcoming CPR training on 16 May 2019.

The clerk advised she will arrange a new training date with the Welsh Ambulance Service and circulate this before the next meeting.

11a Training for Chair and Vice Chair "The Council as an Employer" Abergele with One Voice Wales. Proposed by Cllr Hazlehurst and seconded by Cllr Vera Williams. Members agreed for the Chair and Vice Chair to attend to ensure the council's duties as an employer are being met. The clerk has applied for a bursary to reduce the cost.

12. To receive Councillors attendance information 2018/2019

This table was circulated prior to the meeting. The Chair reminded councillors of the importance of attending the council meetings as they are representatives of their community. Should they not be able to attend please advise the clerk by email or phone before 5pm so this can be recorded and fed back at the start of the meeting.

13. To receive and approve the annual accounting statement for 2018/2019.

13a. To receive and approve the report from JDH Business Services Ltd (internal auditor)

TO RECEIVE: INTERNAL AUDIT REPORT FOR 2018 / 2019

The Clerk advised the Members, that the Internal Auditor's Report for the year 2018/ 2019 had been received. The Clerk further advised Members in relation to the content of the report.

WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2019

The Clerk advised Members that Sections in the above document named: Accounting statements for 2018-2019, together with the Annual Governance Statement (Part1) had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Clerk further advised, that the Annual Internal Audit report section had been completed by JDH Business Services. The Annual Governance Statement (Part 2), was now required to be signed by the Chair of the Council, together with the Clerk. The clerk will now commence the required work for the external audit for BDO, external auditors.

RESOLVED: The Clerk and Chairman signed the relevant section.

14. APPROVAL OF ACCOUNTS FOR PAYMENT

MAY				
SO	NEST	PENSION		£47.48
DD	SCOTTISH POWER	ELECTRICITY		247.28
SO	KAY ROBERTS	CLERKS SALARY AND HOA		£579.19
101652	Emma's Country Choice	Wreath		£35.00
101653	Debbie Seddon	Chairs Allowance		£300
101654	JDH Business Services Ltd	2018/2019 Internal Audit		£163.20
101655	HMRC	PAYE		£95.80
101656	One Voice Wales	Training		£40.00
101657	Came & Company	Annual Insurance		£437.58

Annual insurance for the community council is with Came and Company who provided a competitive insurance premium at £437.58 comparative to last year's insurance with Zurich of £503.51. The clerk, in line with the financial regulations received 3 quotes from Hiscox, Came and Company and Zurich.

15. Planning Matters (A) Applications

Planning Application Consultation – Ref N0: 059707

PROPOSAL: Residential development for 20 NO. Dwellings and associated gardens and car parking. LOCATION: Land off Ffordd Pandarus, Maes Pennant, Mostyn, CH8 9PT. (Comment by 24 May 2019)

A resident had expressed her concerns to Flintshire County Council and Mostyn Community Council (MCC) about planning application 059707 and sat in the public gallery during the meeting. MCC members had either not received or had difficulty responding to her. The resident reported she has had problems with her email which hopefully have been resolved. At the Chair's discretion the resident raised her concerns. The clerk reminded councillors only material considerations will be considered by the Planner, Mr M Harris.

Members discussed the planning application. The need for appropriate and affordable housing was agreed in the local community. However, the design of the accommodation within the

proposal was questioned, was it what Mostyn needed? In addition, concerns regarding inadequate parking and too many dwellings on a small site were noted. Indeed, some councillors thought this development would exacerbate the situation of lack of parking. Some concern was also expressed about a lack of consultation. Majority objection (8 members objected to the current proposal and 2 were in support of the development).

RESOLVED: Majority vote to object to the current proposal/development.

Cllr. Roney would speak to object on behalf of Mostyn Community Council at the relevant Planning and Control Committee. The clerk to liaise with Cllr. Roney due to the tight deadline to submit comments by 24 May 2019.

16. To receive items for the next meeting on Monday 17 June 2019.

Councillor Jones would follow up on a planning matter.

Community Councillor Vacancy.

The clerk to seek guidance on dealing with urgent business that arises after the agenda has been circulated.