

MINUTES OF THE MEETING OF MOSTYN COMMUNITY COUNCIL

Agenda 20 June 2022 / 20 Mehefin 2022

1. (a) To record attendance

Councillor Dave Seddon (Chair), Councillor James Jackson (Vice Chair), County Councillor Pam Banks, Councillors Sarah Calvert, Mike Lewis-Jones, Patrick Heesom, Allison Gladwin, Hayley Jones, Ray Knight, Kristina Howells, Sharon Harris.

(b) To record apologies

None

Public gallery: Public Gallery: 1 resident was admitted to the meeting.

2. Chairman's Remarks:

Including

- a. Chair welcomed co-opted members to the council. The Clerk briefly inducted new members and witnessed the signing of declaration of office.
- b. The Chair updated new members on the forthcoming Tre-Mostyn defibrillator and dog waste bin project at Tre-Mostyn, pending further investigation with residents and Streetscene.
- c. Members resolved to undertake a uniform drop in event in August at Mostyn Community Centre in collaboration with Ysgol Bryn Pennant.

3. To record declarations of interest in relation to the listed agenda items

None

4. a. To approve the minutes of the 16 May 2022 meeting.

Cllr Seddon proposed as accurate the minutes of full council meeting held on 16th May, and Special meetings held on 9th June, and 15th June, with Cllr Lewis-Jones seconding the motion.

b. To receive any matters arising from those minutes.

None

5. a. Election of Vice Chair 2022/2023

Councillor Sarah Calvert nominated Councillor James Jackson as Vice Chair. The proposal was seconded by Councillor Gladwin and approved by all members.

b. Councillor Jackson signed his Declaration of Office as Vice Chair in the presence of the Clerk.

6. Clerk's Updates and Communications:

a. The Clerk informed members that the reference book requested at May's full council meeting was now unavailable until November so wished to purchase the revised volume at a later date.

b. The Clerk reminded members who had not completed their form to accept/forgo members basic allowance to sign and submit at their earliest convenience.

- c. Due to the LGE Act 2021, members resolved for the Clerk to continue researching conference speaker options and virtual meeting platforms to improve the hybrid facilities. Microsoft Teams was suggested as a viable communication platform for hybrid meetings.
- d. Members resolved for the Clerk to investigate cyber security options due to no current protection on the software.
- e. Members resolved to allow the Clerk to trial the access of the council email account via personal devices in order to improve timely communications. (with the implementation of security measures).
- f. The Clerk informed council that Ysgol Bryn Pennant confirmed that Cllr Dave Seddon would remain as the Community Councillor representative, whilst Flintshire County would organise the County position. No other representation from the council is required at this time for Ysgol Bryn Pennant. The Clerk informed co-opted members it was resolved at the Annual Meeting for all members to be informed of any representation required at other outside bodies, groups and organisations until further notice.
- g. The Clerk informed members that a Facebook account was now operational and would be used to update the community as and when required in addition to updating local noticeboards.
- h. The Clerk informed members full BACS and banking access to HSBC including the signing of cheques was granted and all invoices were now up to date. Primary user status application was now underway.
- i. Members agreed for a group photograph to be arranged for the next meeting in order to update the website.
- j. Streetscene had reported instances of broken glass being left amongst the flower waste at Rhewl Cemetery, causing a health and safety hazard to operatives. The Clerk informed members social media notices had been issued, and that Streetscene had also requested a notice to be placed within the grounds which would be actioned. The Clerk queried the provision of general bins within the area in order to prevent this. Members resolved to request a general bin from Streetscene for Rhewl Cemetery.
- k. The Clerk reminded members that she would have been in post for 3 months as from 21st June 2022 with the trial period coming to an end. Council agreed to arrange an appraisal of the Clerk at a mutually convenient date.
- l. Email Communications: Members were reminded of the email correspondence from outside bodies relating to the previous month and were reminded they could raise an agenda item regarding these topics by informing the Clerk.

7. Planning Matters

(a) Applications

Council marked the planning application as received.

(B) Decisions

None.

Members also discussed recent applications for Lime Bank Cottages and apparent building work on Red Street, Rhewl. The Chair requested County Councillor Banks to investigate these matters.

8. Accounts - Members approved the May accounts.

10/05/2022	Jun-22	DD	ICO	Data Protection Fee	£35.00
17/05/2022	Jun-22	BP	HMRC	Historical PAYE Charges	£0.38
17/05/2022	Jun-22	BP	Gallaghers	Annual Insurance Policy	£865.92
17/05/2022	Jun-22	BP	Mrs C Lowry	Salary - April 22	£587.20
17/05/2022	Jun-22	BP	JRB Enterprises	Dog waste bags replenishment	£71.94
19/05/2022	Jun-22	DD	Scottish Power	Electricity (Lighting)	£347.75
21/05/2022	Jun-22	DR	HSBC	Bank Charges	£5.00
25/05/2022	Jun-22	BP	Cllr M. Lewis-Jones	Basic Allowance	£150.00
31/05/2022	Jun-22	BP	Mrs C Lowry	Expenses	£33.75
31/05/2022	Jun-22	BP	Cllr D. Seddon	Chair's Allowance	£400.00
					£2,496.94

Members approved forthcoming payments:

Date:		Amount
24/06/2022	June 22 Salary	£587.20
24/06/2022	HMRC - PAYE	£140.20
24/06/2022	SLCC – Membership	£186.00
24/06/2022	Office printer	Not to exceed £200.00

Members approved Clerk's expenses for the previous 3 months. The Clerk was to ensure all items of value to be placed on the next Asset Register.

Date	Supplier	Item	Amount
25/03/2022	Argos	Black HP301 ink	£17.49
25/03/2022	Tesco	Lever arch files, dividers, envelopes, paper, mouse, pens, highlighters, post it notes	£18.90
26/03/2022	Tesco	Shredder	£30.00
27/03/2022	Home Bargains	Box files	£5.18
28/03/2022	Amazon	VGA/HDMI lead	£9.95
28/03/2022	Facebook Marketplace	20" monitor (cash purchase)	£35.00
29/03/2022	Royal Mail	Stamps for financial assistance	£1.32
31/03/2022	Amazon	Keyboard	£14.89
31/03/2022	Tesco	Lever arch files	£4.00
11/04/2022	Amazon	Black Ink cartridge	£14.60
28/04/2022	Tesco	Condolence card	£2.00

11/05/2022	Amazon	Black Ink cartridge	£12.20
18/05/2022	Morrisons	A4 paper, Subject dividers	£6.37
24/05/2022	Tesco	Stamps	£4.20
24/05/2022	Tesco	Stationery	£1.75
31/05/2022	Amazon	Black Ink cartridge	£13.15
		Total:	£191.00

Clerk's Travel expenses:

Date	Reason for travel	Miles@ 45p per mile	Total
09.06.2022	Submission of internal audit documents	30	£13.50
16.06.2022	Collection of internal audit documents	30	£13.50
Total			£27.00

9. Income: Marked as noted.

26/05/2022	Jun-22	CR	Keoghs	Insurance Excess refund	£400.00
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10. Annual Return

Members accepted the Annual Return report presented by the Clerk and the Chair signed the document. The Clerk was then to proceed to send to Audit Wales for the External Audit process.

11. Ysgol Bryn Pennant Leavers

Members resolved to purchase personalised gifts for Ysgol Bryn Pennant Year 6 leavers. Members determined a budget and expressed a wish for the gifts to be sustainable and eco friendly.

12. Levelling Up

Following a report from Councillor Heesom, members resolved County Councillor Banks was to request an explanation regarding the decisions of the Levelling Up report as to why the area of Mostyn and Rhewl appeared to be disregarded.

13. Dog Waste Bin – Tre Mostyn

Following requests from residents in Tre-Mostyn, and the limited financial resources of Streetscene, council resolved to continue taking steps to provide dog waste bins with a view to use balances/VAT windfall. Members also discussed the need for dog waste bins at the Cob near Warwick Chemicals. Councillor Seddon explained there were still a few bins awaiting installation from Streetscene.

14. Agenda item requests from County Councillor Pam Banks:

- a. Councillor Banks reported she had been in talks with planning officers regarding Mostyn Lodge and that they had been requested to re-submit their application.
- b. Members resolved County Councillor Banks was to continue discussing speeding issues with Flintshire County Council. Members also discussed previous issues and speeding studies undertaken.
- c. Members resolved County Councillor Banks should contact Warwick Chemicals regarding reports of noise pollution and to query the possibility of trees being removed as a cause for potential increase of noise carrying to nearby properties.

15. Local Places for Nature

The Clerk explained to members The Welsh Government and National Lottery Heritage Fund - Local Places for Nature grant scheme would once again be open for applications from Thursday June 9th. The funding was intended for not-for-profit organisations (statutory and third sector) with a bank account and a constitution. Members discussed various possible plots of land within Mostyn including land by the shops and the reason these plots had not been used before for environmental projects. Members resolved for the Clerk to continue sharing the local Places for Nature information on social media for other interested parties, and to explore adopting a patch of land for wild flowers. The Clerk was to investigate the possibility of using a patch of land close to the Community Centre for this purpose. Cllr Gladwin stated she would be happy to assist with eco projects and involve the community.

16. Defibrillators and lighting processes.

Councillors Jackson, Gladwin and Lewis-Jones volunteered to manage the defibrillator schemes with Cllr Jackson volunteering to oversee the community lighting. It was resolved for the Clerk to set up a meeting with former Councillor, Bob Hazlehurst in order to move forward with these schemes.

17. County Councillor reports

No County Council matters to report.

18. Potential agenda items for forthcoming meetings:

- a. To determine the pro-active usage of balances and reserves for potential community projects.
- b. Resolve delegated powers during August recess.
- c. Re-adopt outstanding policies
- d. Bank reconciliation for 1st quarter.
- e. Christmas tree plans to resolve.

Chair closed the meeting at 20.45