

MINUTES OF THE HYBRID MEETING OF MOSTYN COMMUNITY COUNCIL

18 July 2022 / 18 Gorfennaf 2022

1. (A) To record attendance:

Councillor Dave Seddon (Chair), James Jackson (Vice Chair), County Councillor Pamela Banks, Councillors Sarah Calvert, Patrick Heesom, Michael Lewis-Jones, Kristina Howells, Ray Knight and Hayley Jones.

(B) To record apologies.

Cllrs Sharon Harris and Allison Gladwin

Absent without apology: None

2. Chairman's Remarks:

1. The group photograph was deferred due to absences.
2. The Chair informed council he would source a defibrillator elsewhere due to lack of contact from existing supplier.
3. Members informed the Chair they would either assist/attend the uniform exchange event.
4. The Chair updated members on the West Flintshire Town & Community Councils Working Group meeting.
5. The Chair updated council on the leavers service at Ysgol Bryn Pennant where County Councillor Pam Banks assisted to present the gifts.

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

Agenda item 6 – Cllr Pamela Bank (personal interest)

4. a. To approve the minutes of the 20th June 2022 meeting.

The minutes were proposed by Councillor Dave Seddon and seconded by Cllr. Patrick Heesom and would be signed as an accurate record by the Chair.

b. To receive any matters arising from those minutes.

The Chair informed council he would seek an alternative supplier for the proposed defibrillator in Tre Mostyn due to lack of contact from the existing supplier.

5. Clerk's Updates and Communications:

- a. Following a request from the Clerk, delegated powers for issues/payments were issued to the Chair/Vice Chair over the summer recess.
- b. The Clerk reported on the lighting/defibrillator processes handover meeting and next steps. Members opted to use Microsoft Teams as the platform for future Hybrid

DR Seddon

meetings. Members also made a decision on the conference speaker to enable these meetings.

- c. Members resolved to allow the Clerk to purchase laptop virus security.
- d. The Clerk informed members that throughout the recess period she would be analysing standing orders, financial regulations, and the LGE Act 2021 in order to roll out amended outstanding policies after September. An annual report and training plan is now also mandatory and will be developed imminently.
- e. Members resolved to defer training until the Autumn – Clerk to issue a further list.
- f. Members were invited to view the Census 2021 results online.
- g. The Clerk received notification of the charges due regarding the May 2022 elections following the full council meeting summons and agenda notice. Members approved the charge of £388.00.
- h. Members received a summary of the email communications received throughout the past month.

6. Planning Matters (A) Applications

Application: FUL/000147/22

PROPOSAL: PREVIOUSLY BEEN GRANTED THE CHANGE OF USE FROM DWELLINGS TO A CARE HOME FOR YOUNG ADULTS WITH LEARNING DISABILITIES INCLUDING PART RETROSPECTIVE TWO STOREY EXTENSION - 062658. TWO STOREY EXTENSION TO BE INCLUDED AS RETROSPECTIVE PLANNING (WITHIN THE PREVIOUS APPLICATION). CHANGE IN USE APPLICATION (CHANGING THE USE OF THE EXTENSION) TO DWELLING LOCATION: Land Adjacent To Lime Bank, Mostyn, Holywell, Flintshire, CH8 9QB

Members resolved for the Clerk to request further information from the planning department at Flintshire County Councillor before relaying their views.

(B) Decisions

None

7. Accounts - It was resolved that payment of the following accounts be approved.

Date			Creditor Name	Payment Details	Amount
07/06/2022	CHQ	101750	Ms Kieley Messham	Donation	£150.00
08/06/2022	BACS	BP	HMRC	PAYE - Period 2	£140.20
21/06/2022	DR	DR	HSBC	Bank Charges	£5.00
23/06/2022	DD	DD	Scottish Power	Electricity (Lighting)	£359.72
24/06/2022	BACS	BP	JRB Enterprises	Dog waste bins	£199.80
24/06/2022	BACS	BP	JDH Business	Internal Audit	£270.00
24/06/2022	BACS	BP	Mrs C Lowry	Expenses	£191.00
24/06/2022	BACS	BP	Mrs C Lowry	Travel Expenses (Audit)	£13.50
24/06/2022	BACS	BP	Mrs C Lowry	Travel Expenses (Audit)	£13.50
24/06/2022	BACS	BP	Mrs C Lowry	Salary - May 22	£587.20
24/06/2022	BACS	BP	Cllr Howells	Basic Allowance	£150.00
24/06/2022	BACS	BP	Cllr Gladwin (Farley)	Basic Allowance	£150.00
24/06/2022	BACS	BP	Cllr Jackson	Basic Allowance	£150.00
24/06/2022	BACS	BP	Cllr Harris	Basic Allowance	£150.00
24/06/2022	BACS	BP	Cllr Knight	Basic Allowance	£150.00

27/06/2022	BACS	BP	Printerland	Office Printer & Ink Bundle	£219.28
28/06/2022	BACS	BP	SLCC	Membership (single council)	£134.00
29/06/2022	BACS	BP	Spoken Gifts Ltd	Ysgol Bryn Pennant leavers gifts	£167.88
30/06/2022	BACS	BP	HMRC	PAYE - Period 3	£140.20
				TOTAL	£3,341.28

July-September payments to pre-authorise:

Pre Authorisation sheet				
July/August/September				
Invoice date	Supplier	Item	Amount inc VAT	
05/07/2022	Scottish Power	Electricity (Community lighting)	£347.75	DD (19/07/22)
25/07/2022	Clerk	Salary	£587.00	BACS
08/08/2022	HMRC	PAYE (Period 5)	£140.40	BACS
Approx 05/08/2022	Scottish Power	Electricity (Community lighting) - ESTIMATED	£347.75	DD (19/08/22)
25/08/2022	Clerk	Salary	£587.00	BACS
08/09/2022	HMRC	PAYE (Period 6)	£140.40	BACS
			£2,150.30	

8. June Income:

Date		Creditor	Receipt Details	Amount
03/06/2022	CR	HSBC	Gross Interest	£2.89
17/06/2022	CR	HMRC	VAT Refund	£2,550.73
		TOTAL		£2,553.62

9. 1st Quarter – bank reconciliation & budget assessment

Members noted as received and approved.

10. Annual Return audit report – outstanding issues

Members approved the following:

Issue	Solution
The payment to MEGA Electrical should be approved retrospectively in the 22/23 Council minutes.	Email Correspondence has now been sourced dated 13.12.2021 detailing authorisation from Cllr Bob Hazlehurst & Cllr Dave Seddon relating to post supply and electrical supply to the Rhewl defibrillator. Members to resolve as accurate explanation and to retrospectively approve payment.

<p>The Council must approve a budget prepared in accordance with the Local Government Finance Act 1992 for 2022/23. This must be recorded in the Council minutes. The minutes must record the amount of the Council precept request.</p>	<p>Members to retrospectively approve the 2022/23 budget prepared and submitted in January to Flintshire County Council – (see attached document)</p>
<p>A risk assessment should be carried out annually and formally approved by Council. The risk assessment should be updated to include supplier (procurement) fraud including the adequacy of supplier onboarding controls.</p>	<p>Clerk to prepare during recess and present following September meeting</p>
<p>The Council should amend their financial regulations as per the 2019 model financial regulations issued by One Voice Wales to state the following for section 9.1 a. ii: '...for specialist services such as are provided by legal professionals acting in disputes;' The Council should ensure that orders for works, goods and services are made as per the financial regulations of the Council.</p>	<p>Clerk to prepare during recess and present following September meeting.</p>

11. One Voice Wales Governance and Finance Toolkit :

The Clerk requested members to consider who would wish to be involved in a working group to assist the clerk in:

- reviewing the financial management, governance and accountability arrangements they have in place; and
- considering how effective these arrangements are, and how they might be improved.

Councillor Ray Knight expressed his interest.

12. Standards Committee - Town and Community Council Representative

Flintshire County Council released a position on the Standards Committee for a Town and Community Council Representative. Council were invited to consider nominating a member to sit on the Committee, and forward their name to Tracey Cunnew by no later than **Friday 29th July**. Cllrs Jones, Knight and Jackson expressed an interest pending meeting dates.

13. HyNet North West Carbon Dioxide Pipeline - notification under Regulation 11 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017.

Following communications from the developer of the HyNet North West Carbon Dioxide Pipeline that the community council had been omitted from being informed of an environmental impact assessment, members have requested the Clerk to request further information and a copy of the assessment.

14. CA/ALM New Engagement Bi-monthly meeting

Stephen Roberts (Temporary Chief Inspector) had requested a single councillor to represent their colleagues, at the reformed forthcoming CA/ALM meetings (Community Alert/Action liaison Meetings). The forum would consist of a maximum of twelve councillors from Flintshire North. These representatives could change each time to give others the chance to

engage. Members were to resolve who was to attend the next meeting due to be scheduled end July/beginning of August.

Resolved:

Cllrs Calvert, Howells and Jackson all expressed an interest in representing the council at these future meetings. Cllr Pam Banks requested the Clerk to enquire if the police would be able to attend any of the Mostyn Community Council meetings.

15. Playscheme

Members were informed of the Flintshire Summer Playschemes delivered in partnership with local town and community councils and Welsh Government which was to run for 3 weeks over the summer holidays.

16. Fit, Fed & Read scheme

Members were informed of The Fit, Fed and Read programme which was returning after a successful year last summer which across venues had over 3300 attendances and served over 1600 meals in local communities. This year the programme is being funded by the "Summer of Fun" funding pot from Welsh government. Both Cllr Pam Banks and Cllr Dave Seddon would be visiting the scheme.

17. Matchfunding Play Area

Flintshire County Council and Aura contacted the council to inform members they wished to continue working in partnership with Town & Community Councils on a match-funding basis (£ for £) and seek expressions of interest for the 2022/23 scheme.

To assist members' match-funding decision, Aura's Play Design service had identified the following play area within the wards as being most in need of investment:

- Swanfields Play Area, Rhewl

Aura required confirmation of expressions of interest by 31 July 2022. The outcome of the council's expression of interest will then be reported back at the earliest opportunity.

Resolved:

- To request the clerk to send in an expression of interest.
- For relevant officers to meet with members to discuss details of the scheme.

The discussion of play areas led to the contemplation of how much longer the skate park could remain in use before needing to be replaced, and how to secure funding in order to replace such a facility. Cllr Knight suggested looking to local businesses for sponsorship.

18. Shaping Wales' Future

Members were informed on the consultation on Shaping Wales' Future: Using National Milestones to measure our Nation's progress (wave two). The consultation was to close on the **12 September** and members were invited to participate.

19. Councillor Allison Gladwin: Representative report

Councillor Gladwin was to report on the Wrexham and Flintshire Area committee Meeting attended on Tuesday 5th July. (Cllr Gladwin sent apologies for the meeting and would report back at a future date.)

20. Councillor Kristina Howells: Village planters

Cllr Howells updated members on the installation of the donated plants from Trecastell Nurseries for the various planters and that she had been watering them herself. She also explained the prospect of additional planters/barrels at a heavily discounted price for the wards of Mostyn and Rhewl. Cllr Howells also explained that they would continue to donate plants on a yearly basis if plaques could be placed on the planters. Members agreed to the installation of the plaques and resolved to send a letter of thanks to the nurseries. It was also suggested that herbs could be planted in any future planters in order to create a community "help yourself" scheme. Members discussed the location of future planters, with the proximity of the pensioners bungalows being a preferred option as these planters would have the best chance of being watered by residents. Placing planters by the shops was also suggested although County Council would need to be in agreement due to potential plans in that area. Members resolved to purchase 2 planters/barrels for Mostyn and 2 for Rhewl to be placed by Bryn Tirion.

21. Councillor James Jackson: Christmas trees

Cllr Jackson requested members to determine the location of the trees, the provision of trees & lighting and the sourcing of electrical power. It was resolved for a Christmas tree to be placed by the notice board in Rhewl as there was an electrical supply that the defibrillator was wired into. Members resolved for a tree to be sited by the shops in Maes Pennant, pending a meeting with Nigel Seaburg from Streetscene. Previous attempts at siting a tree at the shops had been unsuccessful due to potential hazards of wiring so it was resolved for Cllr Jackson to research solar powered options or to run the lighting from a 12v battery. Cllr Jackson to report back to council following the recess period.

22. Councillor Ray Knight:

Cllr Knight required clarification on responsibility for path posts, ownership of field opposite Lime Bank, and wished to request bin(s) in the vicinity of Abakhan Fabrics. Council learned that 2 bins had already been approved for the coastal path area previously. Cllr Seddon also mentioned that a dog bin for Red Street was still outstanding. Cllr Knight also reported a series of fly tipping on the woodland near to the Rhewl Church.

Resolved:

For the Clerk to request information from County Council regarding the path posts and to report the fly tipping.

To purchase a dog waste bag dispenser unit in readiness for the arrival/installation of the dog waste bin for Red Street.

23. Councillor Sarah Calvert: Maes Pennant Shop area maintenance:

Cllr Calvert required members to determine a resolution to improve the aesthetics of the shopping parade.

Resolved: For council to work on "quick fixes" to improve the area such as litter picking, weeding etc in the interim until County Council inform Mostyn Community Council of their long term plans,

24. Councillor Mike Lewis-Jones: – Church event

Cllr Lewis-Jones reported on the forthcoming Church Open Day to be held on 13th August. Cllr Seddon reported he would attend the event.

25. Councillor Patrick Heesom:

Cllr Heesom commented on recent communications regarding the Marine Licence application & public consultation run by Natural Resources Wales and suggested the council request more information. He also spoke about the redevelopment of the "Fun Ship" - Duke of Lancaster moored near Abakhan, stating he believed the council should fully support and

acknowledge the works undertaken and future plans to enhance the ship which would go on to improve Mostyn.

26. County Councillor reports:

Councillor Pam Banks updated council including possible information regarding Red Street development & possible planning required. Cllr Banks informed council that it appeared no additional planning permission was required for Red Street in this instance as a dwelling had been there previously..

Regarding Mostyn Lodge, Cllr Banks reported the Planning Office were still waiting for feedback as it was a listed building.

Cllr Banks also reported on the forthcoming County Council public drop in that was to be held on 21st July at the community centre regarding the planned housing improvements to some council properties due to start in the Autumn. Cllr Seddon stated he would attend.

27. Potential agenda items for forthcoming meetings:

The Clerk mentioned the following points:

a. To discuss the formation of a working group/committee to determine a Mostyn Community Council action plan for the next 5 years to ascertain the needs and wants of the community. E.g. investment & development, food banks/community fridge, mobile bank, litter picks, the development of environmental projects, community engagement etc. To resolve the use of balances/reserves for community issues/projects e.g. lighting

b. To re-adopt outstanding mandatory policies especially risk assessment, privacy notice, complaints procedure & public speaking being mindful of the LGE Act 2021 & the Governance & Finance Toolkit.

Cllr Howells also requested an agenda item regarding the re-introduction of pensioners Christmas dinners which had ceased now that Ysgol Bryn Pennant no longer used the kitchens in-house. After discussion, it was resolved to investigate the costs of 2 coaches and meals for approximately 100 people. Cllr Howells said some funds could be donated from the Bingo evenings she runs at the Community Centre.

Chair closed the meeting at 20.50