

Cyngor Cymuned Mostyn Mostyn Community Council



Note: The following meeting will be a hybrid meeting. If members of the public or press wish to attend remotely, they should email the clerk: mostynclerk@hotmail.co.uk for further guidance.

Dear Councillor / Annwyl Gynghorydd

You are summoned to a hybrid meeting of Mostyn Community Council to be held at Mostyn Community Centre on Monday 20th February 2023 at 7.00 pm. The meeting will consider the items below:

Mrs Collette Lowry – Clerk / Clerc

Agenda 20 February 2023 / 20ed Chwefror 2023

1. a) **To record attendance**
b) **Apologies for absence**
2. **Chairman's Remarks:**
 - a) Urdd thank you letter
 - b) Salt bin – Tre Mostyn
 - c) Defibrillator – Tre Mostyn
3. **Declarations of interest:**
To receive any declarations made by Members in accordance with Council's Code of Conduct.
4. **Minutes & Meetings:**
 - a) **To approve the minutes** of the 16th January 2023 meeting .
 - b) **To receive any matters arising** from those minutes.
5. **Public Speaking:**
No requests
6. **Clerk's Updates and Communications:**
Clerks report –

- a) Internal audit requirements – in order to mitigate financial risk, it is recommended to monitor the invoice files and cashbooks. The Clerk recommends a nominated councillor/councillors to inspect on a monthly basis.
- b) One Voice Wales Training opportunities.
- c) King's Coronation announcement – Cllr Howells selected to attend Buckingham Palace garden party.

Email Communications:

12/01/2023	Flintshire County Council	Summary of Personal Interests for Agendas
12/01/2023	Flintshire County Council	Flintshire LDP – Publication of Inspectors' Report and Adoption of the Plan
16/01/2023	Flintshire County Council	Consultation - Statement of Gambling Policy
19/01/2023	Welsh Government	Consultation
19/01/2023	Liverpool Airport	Liverpool John Lennon Airport (LJLA) Airspace Change Proposal
24/01/2023	One Voice Wales	Development, flooding and coastal erosion
02/02/2023	One Voice Wales	Buckingham Palace Garden Parties
02/02/2023	Community Alerts	Crime Prevention Webinars
08/02/2023	One Voice Wales	JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES
08/02/2023	One Voice Wales	CHC/Llais
09/02/2023	One Voice Wales	Consultation on the Outdoor Education (Wales) Bill
09/02/2023	One Voice Wales	Ministerial Review of Play Report

Members are welcome to raise an agenda item regarding any topics emailed throughout the month:

7. Planning Matters:

(A) Applications:

Planning Application Number	Proposal	Address
LBC/000818/22	LISTED BUILDING CONSENT - RETROSPECTIVE APPLICATION FOR THREE SINGLE SLEEPER UNITS.	MOSTYN LODGE HOTEL, A548 Rock Hill Junction To Ffynnongroyw Dual, Mostyn, Holywell, CH8 9HF
FUL/000817/22	LISTED BUILDING CONSENT - RETROSPECTIVE APPLICATION FOR THREE SINGLE SLEEPER UNITS.	MOSTYN LODGE HOTEL, A548 Rock Hill Junction To Ffynnongroyw Dual, Mostyn, Holywell, CH8 9HF

The Clerk wishes to remind members the new Flintshire County Council portal is now in operation, and planning matters can now be viewed via accessing the following link: <https://planning.agileapplications.co.uk/flintshire>

(B) Decisions

None

8. Accounts & Finances:

To approve the January 23 accounts paid:

Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
02/01/2023	Collette Lowry	Reimbursement - Ethernet lead (IT)	£8.00	BACS		86
25/01/2023	HMRC	PAYE Period 10	£124.60	BACS		87
25/01/2023	Mrs C Lowry	Salary Dec 22	£654.80	BACS		88
03/01/2023	Mega Electrical NW Ltd	Christmas installation	£1,776.00	BACS	Nov 22/17d	89
03/01/21023	Scottish Power	Street lighting December 22	£163.64	DD		90
09/01/2023	Mostyn Community Centre	Hall hire (meetings)	£180.00	BACS		91
21/01/2023	HSBC	Bank Charges	5.00	DR		92
26/01/2023	Holywell Leisure Centre	Financial Assistance donation	150.00	BACS	Jan 23/12	93
24/01/2023	Mostyn Church	Financial Assistance donation	300.00	BACS	Jan 23/12	94
25/01/2023	Urdd Eisteddfod	Financial Assistance donation	50.00	BACS	Jan 23/12	95
26/01/2023	Mostyn Arts & Crafts	Financial Assistance donation	250.00	BACS	Jan 23/12	96
27/01/2023	Mostyn District & Gardening Club	Financial Assistance donation	250.00	BACS	Jan 23/12	97
28/01/2023	Mostyn Community Centre	Financial Assistance donation	2,200.00	BACS	Jan 23/12	98
29/01/2023	Estuary Cars	Financial Assistance donation	550.00	BACS	Jan 23/12	99
	Total		£6,662.04			

To review February 23 accounts for payment:

Pre Authorisation sheet						
Feb-23						
Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
02/02/2023	HMRC	PAYE Period 11	£124.60	BACS		100
25/02/2023	Mrs C Lowry	Salary January 22	£654.80	BACS		101
01/02/2023	Cllr Mike Lewis Jones	Refreshments	£0.95	BACS		102
01/02/2023	SLCC	Clerk training	£24.00	BACS	Jan 23/5c	103
01/02/2023	JRB Enterprises Ltd	Dog waste bags	£212.52	BACS		104
21/02/2023	Flintshire County Council	Match funding	£5,000.00	BACS	Sept 22/11	105
04/02/2023	Scottish Power	Street lighting January 23	£163.64	DD		106
		Total	£6,180.51			

January 23 Income:

None

9. Police:

- a) Members to report any police matters.
- b) Hunting update

10. Lighting & Streetscene:

- a) **Streetscene, matters & updates reported**
- b) **Lighting: members to report any issues arising**
Outstanding LED upgrade is near completion (awaiting Manweb works)
- c) **Winter Community kits update**

11. Proposed tree planting at Glan-Y-Don, Mostyn:

The Environment Team at Flintshire County Council are currently delivering grant funding from Welsh government to provide biodiversity improvements throughout the

County. A number of sites across Flintshire have been suggested by residents, councillors, and council staff due to their potential to facilitate tree planting. There is a proposed tree planting plan in place for Glan-Y-Don in Mostyn. If members should wish to recommend further areas for tree planting, the Environment Team would be open to suggestions.

Members to discuss the proposal with views to be submitted by 24th February.

12. Annual Report:

The Local Government and Elections (Wales) Act 2021 ("the 2021 Act") provides for the establishment of a new and reformed legislative framework for local government elections, democracy, governance and performance. There is support across the sector and from the public for increasing the visibility of the work of community councils. The requirements in relation to annual reports, training plans, multi-location meetings and public participation are designed to support this intent.

Members to review and approve the document provided.

13. Personal Interests:

Following council visits from the Standards Committee, advice has been circulated regarding the declaration of personal interests:

A personal interest arises where a matter under discussion, in respect of any business of your authority:

- 1) relates to or would affect one or more of the following within the area of the authority
 - a. The Councillor's employment, employer, business or company
 - b. Any land or contract held by the Councillor including contracts, licences or leases within the authority area
 - c. Any club or society or other body of which the Councillor is a member or in a position of control
- 2) Would affect to a greater extent than other taxpayers in the Councillors ward/authority
 - a. The financial position or well-being of:
 - i. The Councillor
 - ii. A person who lives with the Councillor
 - iii. A closely associated person (such as a member of the Councillor's immediate family or a close friend or associate)

A personal interest is also prejudicial where it is so significant that it is likely to affect the Councillor's judgement of the public interest, unless a specific exemption in the Code applies.

Members to note for future reference.

14. Marine Licence application

The Port of Mostyn in Flintshire has applied to Natural Resources Wales (NRW) for a marine licence to build a new 350-metre-long quay wall and reclaim 4.5 hectares of land behind it.

Councillor Patrick Heesom to report.

15. King's Coronation Briefing Session:

Further to a King's Coronation briefing session held on 1st February 2023, Councillor Kristina Howells to report further.

The following recommendations are also to be considered:

- a) **Members to determine** level of proceeds (if any) to be allocated to The Fun Ship.
- b) **Members to review** the provisional bookings/costings and approve.

16. County Councillors reports:

17. Community Councillors reports:

Members to discuss the LDP developments.

18. Close of meeting:

MINUTES OF THE HYBRID MEETING OF MOSTYN COMMUNITY COUNCIL

Monday, 16th January 2023 / Dydd Llun 16ed Ionawr 2023

1. a) To record attendance

Councillor Dave Seddon (Chair), County Councillor Pamela Banks, Councillors Michael Lewis-Jones, Ray Knight, Sharon Harris, Meg Howells, Kristina Howells and Sarah Calvert (online).

Officers: Collette Lowry – Clerk

Public gallery – none

b) Apologies for absence

Councillors Patrick Heesom, James Jackson, Hayley Jones & Sharon Harris.

2. Chairman's Remarks:

The Chair updated council on various matters including a letter from the Standards Committee, attending a Forum meeting, a request from residents in Tre-Mostyn for a salt bin and the possibility of an event for the King's Coronation.

3. Declarations of interest:

Councillor David Seddon declared a personal interest to agenda item 12 – Financial assistance. (Estuary cars and Mostyn Community Centre).

4. Minutes & Meetings:

a) Members approved the minutes as a true record.

b) There were no matters arising.

5. Clerk's Updates and Communications:

Clerks report –

a) Defibrillator cabinet installation costs – members learned Mostyn Estates had now kindly offered to absorb the installation costs in order to help the local community. This saving would enable the council to investigate purchasing an additional salt bin for the Tre Mostyn.

b) Members were reminded of the training opportunities available from One Voice Wales.

c) The clerk was granted permission to attend a new Clerk training seminar.

Email Communications:

Members were reminded of communications circulated throughout the previous month.

Email Communications November-January		
22/11/2022	Flintshire County Council	Road Closure - Maes Pennant
30/11/2022	One Voice wales	WEBINAR/GWEMINAR Cost of living crisis
30/11/2022	Flintshire County Council	Winter Preparations
01/12/2022	Flintshire County Council	Consultation on the Draft Well-being Plan 2023 - 2028
05/12/2022	Awel y Mor	Cylchlyr Awel y Môr Newsletter
03/01/2023	One Voice wales	Single-use Plastics Bill
03/01/2023	One Voice wales	JANUARY, FEBRUARY & MARCH 2023 TRAINING DATES
08/01/2023	Flintshire County Council	Budget & Council Services 2023/24

6. Planning Matters:

(A) Applications:

Planning Application Number	Proposal	Address
FUL/000725/22	CONSTRUCTION OF 3 NUMBER ANNEX CHALETS FOR FAMILY MEMBERS: Members were of the view the risk of flooding on that site was too great and that the application should be rejected on these grounds. Members were mindful other applications on the same stretch of land had been refused for that reason historically.	Land Adj. to Glan Asaph Terrace, Rose Cottage, Mostyn, Holywell, CH8 9DX
FUL/000820/22	TO FORM A NEW DROP KERB, VEHICLE ENTRANCE AND DRIVE / PARKING AREA WITHIN THE APPLICATION BOUNDARY:The Community Council in agreement with the County Councillor, all recommended refusal on this application, primarily due to the location, with the entrance situated off a dangerous blind bend on a stretch of road that drops from a 60 mph limit to a 40mph limit.	Y GOB, A548 Rock Hill To Isglan Road, Mostyn, Holywell, CH8 9DX

It was resolved for the clerk to contact Flintshire County Council with member's views.

(B) Decisions

None

7. Accounts & Finances:

To approve the November/December accounts paid:

Members approved the accounts paid.

Nov & Dec 22						
Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
21/11/2022	HSBC	Bank Charges	£5.00	DR		68
04/11/2022	Scottish Power	Electricity (Lighting)	£170.17	DD		69
25/11/2022	HMRC	PAYE Period 8	£187.00	BACS		70
25/11/2022	Mrs C Lowry	Pay Award 22/23 Back pay	£291.20	BACS	Nov 22 06	71
25/11/2022	Mrs C Lowry	Salary Oct 22	£613.20	BACS		72
08/11/2022	HMRC	Period 6 PAYE amendment	£25.93	BACS		73
11/11/2022	SLCC	Resources book - Local Council Administration	£141.80	BACS	May 22 16(a)	74
25/11/2022	Cllr M. Lewis-Jones	Refreshments reimbursement	£4.65	BACS		75
25/11/2022	J.E.Duggan-Keen	Domain, fee & services	£198.12	BACS		76
21/11/2022	Cllr Megan Howells	Basic Allowance remuneration	£56.25	BACS		77
18/12/2022	Mostyn Estates Ltd	Christmas trees x2	£120.00	BACS	Oct 22 17	78
09/12/2022	James Jackson	Reimbursement - Christmas lights	£26.40	BACS	Nov 22 17d	79
06/12/2022	SADS UK	Steel cabinet for defibrillator	£450.00	BACS	Nov 15a	80
23/12/2022	Collette Lowry	Salary Nov 22	£654.80	BACS		81
07/12/2022	HMRC	PAYE Period 9	£124.60	BACS		82
12/12/2022	Collette Lowry	Reimbursement - Christmas tree stand	£29.99	BACS	Nov 17d	83
21/12/2022	Scottish Power	Electricity (Lighting)	£163.62	DD		84
21/12/2022	HSBC	Bank Charges	£5.00	DR		85
02/01/2022	Collette Lowry	Reimbursement - Ethernet lead (IT)	£8.00	BACS		86
			£3,275.73			

*Some payments made using powers of section 5.6 of standing orders.

To review January accounts for payment:

Jan-23						
Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
25/01/2023	HMRC	PAYE Period 10	£124.60	BACS		87
25/01/2023	Mrs C Lowry	Salary Dec 22	£654.60	BACS		88
03/01/2023	Mega Electrical NW Ltd	Christmas installation	£1,776.00	BACS		89
03/01/21023	Scottish Power	Street lighting December 22	£163.64	DD	Nov 22 17d	90
09/01/2023	Mostyn Community Centre	Hall hire (meetings)	£180.00	BACS		91
		Total	£2,898.84			

Members approved the accounts.

Nov/December Income:

Income - December 2022			
Date	Creditor	Receipt Details	Amount
02/12/2022	HSBC	Gross Interest	£40.04
29/12/2022	Flintshire County Council	Precept - Installment 3	£10,003.33
	TOTAL		£10,043.37

Members noted the income.

Bank reconciliation Quarter 3:

Members reviewed and approved the document attached.

Other financial matters:

Members resolved for any unrepresented cheques to be cancelled before Financial Year end.

8. Police:

Members discussed the legality of alleged fox hunting within the area following reports of an alleged hunt. **It was resolved** to contact the police and Mostyn Estates for further information regarding this matter.

9. Lighting & Streetscene update:

- a) **Streetscene, matters & updates reported:** no matters arising
- b) **Lighting:** no matters arising

10. Public Participation policy:

Following the introduction of the Local Government and Elections (Wales) Act 2021, members were requested to consider a public participation policy for future council meetings (refer to supporting documents).

Members reviewed and approved the policy.

11. Publication Scheme:

Councils are required by law to publish core documents including a publication scheme. Members were required to consider the draft policy provided. (refer to supporting documents).

Members reviewed and approved the policy.

12. Applications for Financial Assistance:

Members to consider applications referring to the Mostyn Community Council awarding criteria.

Members considered the applications and **it was resolved** to grant the below organisations funding. Members also discussed the possibility of donating funds to the new food bank in the near future.

Organisation	Donation requested	Donation granted
Holywell Leisure Centre	At Council's discretion	£150.00
Mostyn Community Centre	£2,000	£2,200.00
Mostyn Arts & Crafts	£250	£250.00
Mostyn & District gardening Club	£250	£250.00
Estuary Voluntary Car Scheme	£500	£550.00
Mostyn Christchurch	At Council's discretion	£300.00
Urdd national Eisteddfod	At Council's discretion	£50.00
Yes Cymru	At Council's discretion	£0.00

13. Budget approval:

Further to briefing meeting held on 10th January 2023, full council referred to the attached report and considered the proposed budget/precept for the year 2023/2024. **Members discussed and approved** the proposed budget for 2023-24.

The budget took into consideration the lighting upgrade costs; inflation which was impacting on electricity prices, services and staffing, and care was taken to incorporate reserve funding for play areas, community projects and development. The precept was agreed at £34,000 and **it was resolved** the figures would be submitted to Flintshire County Council. **It was also resolved** to move any earmarked reserves into a separate bank account in due course.

14. County Councillors reports:

Councillor Pam Banks updated council on her activities.

15. Community Councillors reports:

Members discussed Councillor Meg Howells' report on a request for an additional bin outside Maes Pennant Stores. **It was resolved** to request the existing bins either side of the shops to be repositioned to encourage usage. Members also learned that Streetscene officers were now visiting the site more regularly to service the area.

16. Close of meeting: 8.40pm

DRAFT