

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: clerk@mostyn-council.wales 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 19th February 2024 at 7.00 pm. The meeting will consider the items below:

A handwritten signature in cursive script, appearing to read 'Collette Lowry'.

Mrs Collette Lowry – Clerk / Clerc

Agenda 19 February 2024 / 19ed Chwefror 2024

1. a) **To record attendance**
b) **Apologies for absence**
2. **Chairman's Remarks:**
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 15th January 2024 meeting.
 - b) **To receive any matters arising** from those minutes.
5. **Public Speaking:**
 - a) Darren Morris – Flintshire playscheme
 - b) Adriana Szostakowska - Flintshire County Council– fly tipping presentation
6. **Clerk's Updates and Communications:**
Clerks report –
 - a) The Clerk and some members attended Planning Training on 12th February.
 - b) The Clerk attended Online Safety training on 14th February.
 - c) NWP have responded to Councillor Ray Knight informing him that following a LEAD initiative warning the matter of loose dogs appears to have ceased but that they would take further action if necessary.
 - d) Bill Ross (Mostyn Arts & Crafts) wishes to send his thanks for the financial assistance donation.
 - e) Red Street repairs update – repairs work to commence prior to end of current financial year – (pending contractors availability).

Email Communications:

Email Communications		
08/01/2023	North Wales Community Alerts	The January 2024 edition of OUR NEWS is here
21/01/2024	Flintshire County Council	Flintshire Facebook Account is Now Live
21/01/2024	Welsh Government	Welsh Government: News
21/01/2024	Llais	Facebook - Dilynwch ni / Follow Us
21/01/2024	Planning Aid Wales	Introducing...Strategic Development Plans
25/01/2024	One Voice Wales	New National Park proposal – Information session invitation
25/01/2024	One Voice Wales	Free Places - Use of IT, Websites and Social Media Training
29/01/2024	One Voice Wales	FW: Cyber Resilience Centre for Wales - January 2024 newsletter
31/01/2024	One Voice Wales	Lansiad Adroddiad / Report Launch
31/01/2024	One Voice Wales	JOINT EVENT ONE VOICE WALES AND PLANNING AID WALES
05/02/2024	North Wales Community Alerts	The February edition of OUR NEWS is here
08/02/2024	Ambition North Wales	Flintshire's Local Area Energy Planning Workshop - Draft Report Feedback

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

7. Planning Matters:

a) Applications:

None.

* Report accurate at time of dissemination – additional applications may be presented at the meeting and duly recorded within the minutes.

* Viewing of the applications on the Flintshire County Council website is recommended.
<https://planning.agileapplications.co.uk/flintshire>

b) Decisions:

None

c) Planning updates:

OUT/000496/22 – The case officer has recommended a decision on the application and is currently being checked by the Team Leader before instructing the case officer to issue the decision notice. (Decision is subject to a S106 agreement - The application decision will not be issued until legal agreement has been agreed by all parties) – Recommendation - A02 Approved after completing Legal Agreement

8. Accounts & Finances:

To approve the January 2024 accounts paid:

Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
21/01/2024	HSBC	December Bank Charges	£5.40	DR	23/32	216
05/01/2024	Cllr Mike Lewis Jones	Land registry search (Streetscene query)	£3.00	BACS	23/127	217
26/12/2023	Ionos Cloud Ltd	Jan 24 Hosting	£3.60	CARD	23/32	218
03/01/2024	MiJan Ltd	Easy PC Accounts licence fee Oct 23-March 24	£45.00	BACS		219
04/01/2024	Eventbrite	Planning training (1 of 3) - Cllr Meg Howells	£40.00	CARD	23/93	220
05/01/2024	Eventbrite	Planning training - Cllr Dave Seddon	£40.00	CARD	23/93	221
04/01/2024	Eventbrite	Planning training (2 of 3) - Cllr Meg Howells	£40.00	CARD	23/93	222
04/01/2024	Eventbrite	Planning training (3 of 3) - Cllr Meg Howells	£35.00	CARD	23/93	223
25/01/2024	Multiple	Staff costs (December 23)	£998.31	BACS	24/32	224-225
31/12/2023	L & Gs Christmas Trees	Christmas trees x 2	£110.00	BACS		226
23/01/2024	Cllr Mike Lewis Jones	Nov/Jan meeting refreshments	£9.38	BACS		227
23/01/2024	Estuary Voluntary Car Scheme	Financial Asisstance	£550.00	BACS	23/152	229
23/01/2024	Cwmni Urdd Gobaith Cymru	Financial Asisstance	£50.00	BACS	23/152	230
23/01/2024	Mostyn Community Centre	Financial Asisstance	£2,200.00	BACS	23/152	231
23/01/2024	Mostyn Arts & Crafts Club	Financial Asisstance	£250.00	BACS	23/152	232
04/01/2024	Scottish Power	Streetlighting Dec-Jan	£358.73	DD	023/32	233
26/01/2024	Ionos Cloud Ltd	Jan/Feb hosting	£3.60	CARD	023/32	234
04/01/2024	Flintshire County Council	23-24 match funding	£8,000.00	BACS	23/147	235
		Total	£12,742.02			

*Payments may have been made using email authorisation/pre-authorisation (Financial Regulations 5.6)

To review February 2024 accounts for payment:

Feb-24						
Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
21/02/2024	HSBC	January Bank Charges	£5.40	DR	23/32	239
01/02/2024	Viking Ltd	Toner for printer	£127.83	BACS		238
25/02/2024	Multiple	Staff costs (January 24)	£998.31	BACS	24/32	236-237
15/01/2024	Mega Electrical Ltd	Trees & lights installation/storage	£450.00	BACS		228
06/02/2024	Viking Ltd	Office stationery	£65.32	BACS		240
		Total	£1,646.86			

*Report accurate at time of dissemination – additional payments may be presented at the meeting and duly recorded within the minutes.

January 2024 Income:

None

Other Financial Matters:

- a) **Holywell Leisure Centre** – late Financial Assistance application. Members to see attached documents and consider the request.
- b) **OVW training** – members to request should they wish to attend, with council to approve the spending prior to the clerk booking delegates.
- c) **Audit Wales response:**

Auditor General's report and audit opinion: "I certify that I have completed the audit of the Annual Return for the year ended 31 March 2023 of Mostyn Community Council. My audit has been conducted on behalf of the Auditor General for Wales and in accordance with the requirements of the Public Audit (Wales) Act 2004 (the 2004 Act) and guidance issued by the Auditor General for Wales.

Audit opinion:

Unqualified – On the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return:

- has not been prepared in accordance with proper practices;
- that relevant legislative and regulatory requirements have not been met;
- is not consistent with the Council's governance arrangements; and
- that the Council does not have proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources.

Other matters and recommendations I draw the Council's attention to the following matters and recommendations which do not affect my audit opinion but should be addressed by the Council.

Council Approval Checks: The Internal Auditor signed the Annual Return after the Chair. We recommend that going forward, arrangements are put in place to ensure the Internal Auditor signs the Annual Return before the Chair.

There are no further matters I wish to draw to the Council's attention."

Deryck Evans, Audit Manager, Audit Wales For and on behalf of the Auditor General for Wales Date 16/11/2023

9. Police matters:

Members to report matters arising.

10. Lighting & Streetscene:

- a) Members to report any matters arising.
- b) Omitted resolution request from January full council meeting - At request of member, council to consider request for the community centre to hold stocks of recycling receptacles on behalf of Flintshire County Council.

11. D-Day Lamp Light of Peace:

- a. Members are requested to consider participating in the D-Day Lamp of Peace project (document attached). **OR**
- b. Members to consider requesting the Lletty pub host the scheme on 6th June 2024 with the council to fund the costs of £55.00.

12. Standards Committee nominees:

Members are requested to assess the attached applications and opt for a collective 1st & 2nd choice.

13. Financial Risk Assessment:

Members are requested to review and approve the attached annual financial risk assessment.

14. County Councillors reports:

To receive County Councillor updates on any relevant County issues not otherwise covered on the agenda.

15. Community Councillors reports:

To receive Town Councillor updates on any relevant issues not otherwise covered on the agenda.

16. Close of meeting:

Cyngor Cymuned Mostyn Mostyn Community Council



Minutes of Full Council Hybrid meeting of Mostyn Community Council held in Mostyn Community Centre on

15 January 2024 / 15ed Ionawr 2024

23-140 a) To record attendance:

Members: Councillors David Seddon, James Jackson, Ray Knight, Patrick Heesom, Steven Tomlinson, Meg Howells, Kristina Howells, Hayley Jones, Mike Lewis-Jones, Pam Banks, Tom Beal.

Officers: Collette Lowry (Clerk & responsible Financial Officer)

b) Apologies for absence

No such apologies were required.

23-141 Chairman's Remarks:

The Chair welcomed members back after their Christmas break.

23-142 Declarations of interest:

To receive any declarations made by Members in accordance with Council's Code of Conduct.

Councillor David Seddon declared a personal interest in item no 13, (Financial Assistance), for Estuary Voluntary Car Scheme & Mostyn Community Centre, whereby he did not take part in discussion or vote.

23-143 Minutes & Meetings:

a) **To approve the minutes** of the 20th November 2023 meeting.

b) **To receive any matters arising** from those minutes.

IT WAS RESOLVED: to approve the minutes of the 20th November 2023 full council meeting.

There were no matters arising.

23-144 Public Speaking:

There were no such requests.

23-145 Clerk's Updates and Communications:

Clerks report –

The clerk informed council:

a) That she attended the joint OVW/SLCC conference on 8th November 2023.

b) That she and the Chair attended the Wrexham/Flintshire One Voice Wales meeting on 12th December 2023.

c) That a position had become available on the Standards Committee for a Town and Community Council Representative.

IT WAS RESOLVED: that Councillor Patrick Heesom be nominated for the position.

d) That Nigel Seaburg had informed the clerk that the request for the pedestrian warning sign for the upper road between Rhewl/Mostyn was being considered.

Email Communications:

03/01/2024	One Voice Wales	Road Safety Strategy Consultation
03/01/2024	Flintshire County Council	Flintshire Local Development Plan – Consultation on Draft Supplementary Planning Guidance – SPG
03/01/2024	Flintshire County Council	Don't WASTE the chance to have your say
03/01/2024	Ambition NW	Flintshire's Local Area Energy Planning Workshop - Feedback & Information
03/01/2024	Planning Aid Wales	Latest news from Planning Aid Wales
03/01/2023	One Voice Wales	Older People's Commissioner for Wales December Newsletter
03/01/2023	One Voice Wales	Guest blog: Working together for an Age-Friendly Wales
03/01/2023	One Voice Wales	2024 - TRAINING DATES BY MODULE - JANUARY, FEBRUARY & MARCH
03/01/2023	One Voice Wales	Communication about digital training for distribution
07/01/2023	One Voice Wales	Community Speed Watch
08/01/2023	North Wales Community Alerts	The January 2024 edition of OUR NEWS is here

IT WAS RESOLVED: for members to note the email communications received throughout the previous month.

23-146 Planning Matters:

a) Applications:

Planning Application Number	Proposal	Address
COU/001111/23	MATERIAL CHANGE OF USE TO REPLACE THE TOURING CARAVANS PERMITTED ON SITE FOR STATIC CARAVANS USED FOR HOLIDAY ACCOMMODATION	Land at Old Tavern, Coast Road, Holywell, Flintshire, CH8 9DX
FUL/000003/24	ALTERATIONS TO BOUNDARY FINISH & RESITING OF FENCE TO SOUTHERN BOUNDARY	ROSE COTTAGE, Mostyn, Holywell, CH8 9QF

Members discussed the above applications raising no objection or concerns to FUL/000003/24 but noted this was potentially a retrospective application. Members raised concerns again to the access and increased traffic implications for application COU/001111/23 but felt it was safer for the site to house statics rather than touring caravans.

IT WAS RESOLVED: for the clerk to inform Flintshire County Council of their concerns to application COU/001111/23 and to request further clarification from the Lead Officer before resolving to object/support.

b) Decisions:

None

c) Planning updates:

None

23-147 Accounts & Finances:

To approve the November-December 2023 accounts paid:

Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
30/10/2023	Earl Haig Poppy Appeal 2023	Remembrance Wreath	£18.50	Cheque		201
24/11/2023	Multiple	Staff costs (October 23)	£1,353.36	BACS		204-205
21/11/2023	HSBC	October Bank Charges	£5.00	DR	23/32	206
28/11/2023	Eventbrite	Planning Training - Cllr Meg Howells	£38.50	CARD	23/93	207
27/11/2023	Eventbrite	Planning Training - Cllr James Jackson	£38.50	CARD	23/93	208
04/11/2023	Scottish Power	Oct 23 Streetlighting	£359.72	DD	23/32	209
26/11/2023	Ionos Cloud Ltd	Nov 23 Hosting	£3.60	CARD	23/32	210
04/12/2023	Scottish Power	Nov 23 Streetlighting	£347.75	DD	23/32	211
21/12/2023	HSBC	Nov 23 Bank Charges	£5.00	DR	23/32	212
17/12/2023	Cllr Pam Banks	Christmas party expenses	£545.00	BACS	23/136	213
22/12/2023	Multiple	Staff costs (November 23)	£998.31	BACS	23/32	214-215
		Total	£3,713.24			

IT WAS RESOLVED: to note and approve the accounts paid in November/December 2023.

To review January 2024 accounts for payment:

Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
21/01/2024	HSBC	December Bank Charges	£5.40	DR	23/32	216
05/01/2024	Cllr Mike Lewis Jones	Land registry search (Streetscene query)	£3.00	BACS	23/127	217
26/12/2023	Ionos Cloud Ltd	Jan 24 Hosting	£3.60	CARD	23/32	218
03/01/2024	MiJan Ltd	Easy PC Accounts licence fee Oct 23 March 24	£45.00	BACS		219
04/01/2024	Eventbrite	Planning training (1 of 3) - Cllr Meg Howells	£40.00	CARD	23/93	220
05/01/2024	Eventbrite	Planning training - Cllr Dave Seddon	£40.00	CARD	23/93	221
04/01/2024	Eventbrite	Planning training (2 of 3) - Cllr Meg Howells	£40.00	CARD	23/93	222
04/01/2024	Eventbrite	Planning training (3 of 3) - Cllr Meg Howells	£35.00	CARD	23/93	223
25/01/2024	Multiple	Staff costs (December 23)	£998.31	BACS	24/32	224-225
31/12/2023	L & Gs Christmas Trees	Christmas trees x 2	£110.00	BACS		226
		Total	£1,320.31			

IT WAS RESOLVED: to approve the accounts submitted for payment in January 2024.

November/December 2023 Income:

Income - November-December 2023			
Date	Creditor	Receipt Details	Amount
08/11/2023	Shotton Town Council	Shared cost of OVW/SLCC conference	£36.00
01/12/2023	HSBC	Gross Interest	£111.13
28/12/2023	Flintshire County Council	Precept (3 of 3)	£11,333.33
	TOTAL		£11,480.46

IT WAS RESOLVED: to note the income received in November/December 2023.

Other Financial Matters:

Match funding invoice had been issued for £10,000 which has been queried by the clerk, due to an estimate being provided for £8,000. Members were requested to authorise the payment for £8,000 once re-issued in order to prevent late payment.

IT WAS RESOLVED: to approve and pay the amended invoice of £8,000 upon receipt.

23-148 Police matters:

A member raised the concern of the number of dogs being reported as roaming loose on the streets within the wards.

IT WAS RESOLVED: for Councillor Ray Knight to contact the local PCSO.

23-149 Lighting & Streetscene:

- a) Members to report any matters arising.
- b) At request of member, council to consider request for the community centre to hold stocks of recycling receptacles on behalf of Flintshire County Council.
- c) Flytipping update -

The following matters were discussed:

- Crumbling wall on the Coast Road (privately owned)
- Community Centre faulty light – Flintshire County Council had made contact to inform members the matter was being investigated.
- Community Council managed lighting – the faulty lights at Tre Mostyn, Red Street and opposite the Nant were being repaired.
- Flytipping

IT WAS RESOLVED:

- That an enforcement officer be invited to a future meeting.
- The request for the Community Centre to be used as a collection point for recycling receptacles was deferred to February 2024 agenda.

23-150 Summer Playscheme – Firm authorisation required.

Members were requested to consider the attached report and agree in principle the proposed 2024 costs.

- a. To summarise, a 3 week scheme would cost £1,915.80 and a 6 week scheme £3,831.60. For reference Mostyn received a 3 week playscheme in 2023 at a cost of £1,595.80.
- b. An agreement in principle had been requested for the years 2025 (3-week scheme £2,203.20/6 week scheme £4,406.40) and 2026 (3 week scheme £2,533.70/6 week scheme £5,067.36), plus recommended additional staff member @ £159.70 per week. (discussed at November full council).
- c. Members were also asked to consider the provision of playschemes throughout other school holidays at a cost of £638.60 per week.

Members discussed the information provided by Flintshire County Council and discussed the possibility of the Community Centre becoming available for the use of toilets whilst the scheme was operating.

IT WAS RESOLVED:

- To invite the Lead Officer to a future meeting.
- To consider an additional weeks scheme other than the summer break.
- To continue with the option of the 3 week scheme in the summer holidays but to opt for the latter half of the break, and to consider extending the scheme in future years.

23-151 Quarter 3 Budget Reports:

Members were requested to review the attached bank reconciliation, transactions & budget report for Quarter 3.

IT WAS RESOLVED: to note & approve the reports.

23-152 Financial Assistance Applications:

Section 137 of the Local Government Act (LGA) 1972 authorises a local council to spend money (subject to the statutory limit) for the direct benefit of its area, or parts of its area, or all or some of its inhabitants.

Contributions may be made to charities and bodies which provide a public service on a not-for-profit basis, but only in furtherance of their work in the United Kingdom. Contributions to UK charities and bodies providing a public service are not required to bring any direct benefit to the council's area or to its inhabitants.

Members were requested to consider applications referring to the Mostyn Community Council Awarding criteria (attached). Members noted there was a provision of £4,000 for Financial Assistance within the 2023/4 budget with £545.00 vired from the allocation in order to fund the children's Christmas party. (resolution 23-136), leaving £3,455 available.

Organisation	Donation Requested	Donations made in 22/23
Macmillan Cancer Support	At Council's discretion	£0.00
Urdd National Eisteddfod	At Council's discretion	£50.00
Mostyn Community Centre	£2,200.00	£2,200.00
Estuary Voluntary Car Scheme	£550.00	£550.00
Mostyn Arts & Crafts	£250.00	£250.00
Aura Wales, Fit, Fed & Read Community Programme	£1,000.00	£0.00
Welsh Air Ambulance Charitable Trust	At Council's discretion	£0.00

Members discussed the applications referring to the documentation provided. Members also discussed the recently approved Financial Assistance policy. The clerk reminded members resolutions could not be re-visited until 6 months had lapsed with the exception of obtaining 10 signatures from members requesting to do so (as per standing orders).

IT WAS RESOLVED: to award the following:

Urdd national Eisteddfod: £50
 Mostyn Community Centre: £2,200
 Estuary Voluntary Car Scheme: £550
 Mostyn Arts & Crafts Club: £250
 Aura: £1,000

As the funds awarded exceeded the remaining Financial Assistance budget, Councillor Kristina Howells offered to donate the remaining funds from her community bingo fundraising endeavours.

23-153 Budget/Precept 2023/4:

Members were requested to refer to attached report and consider the proposed budget/precept for the year 2024/2025.

Members were offered the option to hold an additional full council meeting on Wednesday 24th January to discuss further if required.

Members discussed the information provided.

IT WAS RESOLVED: to agree on the following precept figures:

Draft precept	£37,000.00
Tax base	£738.22
Band D charge	£50.12
23/24	£47.47
Increase/decrease	£2.65
Percentage	5.58%

Members thanked the clerk for preparing the information.

23-154 County Councillors reports:

To receive County Councillor updates on any relevant County issues not otherwise covered on the agenda.

Councillor Pamela Banks informed members that Connelly's had offered to gift the Community Centre new windows.

23-155 Community Councillors reports:

To receive Town Councillor updates on any relevant issues not otherwise covered on the agenda.

Councillor Ray Knight expressed concern regarding the recently closed Gibbs site burning rubbish.

IT WAS RESOLVED: to log a report with Flintshire County Council/NRW.

23-156 Close of meeting:

Chair closed the meeting at 8.45 pm.
