

# 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 use the following link or email the clerk: [clerk@mostyn-council.wales](mailto:clerk@mostyn-council.wales) for further guidance.

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YzEwZmM4Y2ltMjl1NC00NTA1LWJjMDMtN2UwYmQ0YjFkNzZj%40thread.v2/0?context=%7b%22Tid%22%3a%225fec017c-33a8-4a7e-843d-04d2b760c2ef%22%2c%22Oid%22%3a%226fc705e4-5b29-4b49-84c5-54f78ba9aa2d%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzEwZmM4Y2ltMjl1NC00NTA1LWJjMDMtN2UwYmQ0YjFkNzZj%40thread.v2/0?context=%7b%22Tid%22%3a%225fec017c-33a8-4a7e-843d-04d2b760c2ef%22%2c%22Oid%22%3a%226fc705e4-5b29-4b49-84c5-54f78ba9aa2d%22%7d)

Dear Councillor / Annwyl Gynghorydd,

You are summoned to a hybrid meeting of Mostyn Community Council to be held at Mostyn Community Centre on Monday 18<sup>th</sup> March 2024 at 7.00 pm. The meeting will consider the items below:

Mrs Collette Lowry – Clerk / Clerc

Agenda 18 March 2024 / 18ed Mawrth 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 19<sup>th</sup> February 2024 meeting.
  - b) To receive any matters arising from those minutes.
5. Public Speaking:
  - a) None
6. Clerk's Updates and Communications:  
Clerks report –
  - a) The Clerk attended Planning Aid Wales' Strategic Development webinar on 21<sup>st</sup> February 2024.

- b) Councillor Steven Tomlinson attended Part 1 of the New Councillor Induction on 20th February.
- c) Councillors Ray Knight & Patrick Heesom attended the joint OVW/Planning Aid Wales webinar on 7<sup>th</sup> March.

**Email Communications:**

26/02/2024	Rob Roberts MP	Delyn MP demands resignation of Council Leader
26/02/2024	Awel y Mor	Cylchlyr Awel y Môr Newsletter
26/02/2024	North Wales Community Alert	Anti Social Behaviour [#221003951]
11/03/2024	IRPMailbox	Independent Remuneration Panel for Wales Annual Report - February 2024
11/03/2024	Planning Aid Wales	Latest news from Planning Aid Wales

\*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
FUL/000150/24	PART SINGLE PART 2 STOREY REAR EXTENSION TO LISTED BUILDING	Mertyn Downing, Mertyn Downing Lane, Maes Pennant, Holywell, CH8 9EP
LBC/000151/24	LISTED BUILDING CONSENT - PART SINGLE PART 2 STOREY REAR EXTENSION TO LISTED BUILDING	Mertyn Downing, Mertyn Downing Lane, Maes Pennant, Holywell, CH8 9EP
FUL/000093/24	RESUBMISSION OF FUL/000949/23 WITH REDUCED HEIGHT WALLING	OLD TAVERN, Mostyn, Holywell, CH8 9DX

\* 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:**

**Amendments to submitted application COU/001111/23 –**

Proposal: Material change of use to replace the touring caravans permitted on site for static caravans used for holiday accommodation

Location: Land at Old Tavern, Coast Road, Holywell, Flintshire, CH8 9DX

**d) Planning Committee:**

The Clerk proposes a working group process to address planning matters between full council meetings (no delegated decision making powers), which will then be reported to the Planning Committee.

The Clerk proposes the Planning Committee then meets immediately prior to the monthly full council meeting on every 3<sup>rd</sup> Monday.

**8. Accounts & Finances:**

**To approve the February 2024 accounts paid:**

Feb-24						
Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
21/02/2024	HSBC	January Bank Charges	£5.00	DR	23/32	239
01/02/2024	Viking Ltd	Toner for printer	£62.52	BACS		238
25/02/2024	Multiple	Staff costs (January 24)	£998.31	BACS	23/32	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
22/02/2024	Cllr Mike Lewis-Jones	Refreshments	£3.45	BACS		241
05/02/2024	Scottish Power	January streetlighting	£358.73	DD	23/32	244
22/02/2024	Eventbrite	Cllr Ray Knight - training	£50.00	BACS	23/93	242
		<b>Total</b>	<b>£1,993.33</b>			

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

**To review March 2024 accounts for payment:**

Invoice date	Supplier	Item	Amount inc VAT		Minute reference	Slip ref:
08/03/2024	One Voice Wales	Training fees	£76.00	BACS		245
21/02/2024	HSBC	February Bank Charges	£5.00	DR	23/32	246
25/03/2024	Multiple	Staff costs (February 24)	£998.31	BACS	23/32	247-248
05/03/2024	Scottish Power	February streetlighting	£335.29	DD	23/32	249
		<b>Total</b>	<b>£1,414.60</b>			

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

**February 2024 Income:**

None

**Other Financial Matters:**

None

**9. Police matters:**

Members to report matters arising.

**10. Lighting & Streetscene:**

- a) Red Street update – a contractor has been appointed to commence patching which should be completed within the next month.
- b) Members to report any matters arising.
- c) Environmental Improvement – following on from the presentation last month, members to consider next steps.

**11. Town and Community Council Climate Toolkit Launch:**

Flintshire County Council's Climate Change team has launched a Town and Community Council Climate Toolkit that is designed to support and empower councils in Flintshire to join the county council in reducing carbon emissions locally helping to address climate change.

Climate change is one of the greatest challenges ourselves and future generations face, with a warming atmosphere increasing impacts from extreme weather such as flooding, poor physical and mental health, food security and nature loss.

In response, Welsh Government has tasked the public sector to become Net Zero Carbon by 2030, with Flintshire County Council adopting its Climate Change Strategy in February 2022.

Council is requested to nominate a member to attend the next available online workshop on 21<sup>st</sup> March 2024 @ 1630 – 1730.

## 12. Request for Nominations for the Kings New year 2025 Honours:

<p><b>CAIS AM ENWEBIADAU AR GYFER ANRHYDEDDAU BLWYDDYN NEWYDD Y BRENIN 2025</b></p> <p>Ddwywaith y flwyddyn cawn gyfle i gydnabod yn gyhoeddus, drwy'r system anrhydeddau, rai o'r bobl niferus sydd wedi mynd y tu hwnt i'r hyn a ddisgwylir ganddynt er mwyn pobl Cymru. Rwy'n awyddus i sicrhau bod yr unigolion hynny sydd wedi gwneud cyfraniad eithriadol yn cael eu cydnabod. Felly, hoffwn ichi ystyried enwebu unigolion ar gyfer rhestr Anrhydeddau Blwyddyn Newydd y Brenin 2025.</p> <p>Er nad oes unrhyw feini prawf penodol ar gyfer enwebiadau am anrhydeddau, byddem yn disgwyl bod y rhai a enwebir:</p> <ul style="list-style-type: none"> <li>• Wedi gwneud cyfraniad y tu hwnt i'r hyn sy'n ddyletswydd arnynt;</li> <li>• Yn cael eu cydnabod yn bobl eithriadol gan eu cymheiriaid a'u cydweithwyr;</li> <li>• Lle bo modd, wedi gwneud cyfraniad ehangach y tu hwnt i ofynion eu swydd (nid yw gwasanaeth hir yn unig yn ddigon i wneud rhywun yn deilwng);</li> <li>• Wedi ychwanegu gwerth gwirioneddol er budd Cymru, naill ai yn eu cymunedau lleol neu drwy helpu i godi proffil y wlad yn rhyngwladol;</li> <li>• Mewn rhai achosion, wedi ymgymryd â gwasanaeth cymunedol neu wirfoddol yn ogystal â'u gyrfa.</li> </ul> <p>Y nod yw bod yr anrhydeddau a ddyfernir yn adlewyrchu Cymru gyfan, ei chymunedau, ei chefnidiroedd gwahanol, mewn sefyllfaoedd o adfyd ac o lwyddiant. Byddem am i'r enwebiadau gynnwys pobl o bob rhan o'r wlad, gan gynnwys o blith grwpiau â nodweddion</p>	<p><b>REQUEST FOR NOMINATIONS FOR THE KINGS NEW YEAR 2025 HONOURS</b></p> <p>Twice a year we have the chance to publicly recognise, through the honours system, some of the many people who have truly gone above and beyond for the people of Wales. I want to ensure those individuals who have made an exceptional contribution do not go unnoticed. So, I would like you to consider nominating individuals for the King's New Year Honours list for 2025.</p> <p>There are no fixed criteria for honours nominations, but we would expect nominees:</p> <ul style="list-style-type: none"> <li>• To have contributed above and beyond the call of duty.</li> <li>• To be acknowledged as exceptional by their peers and colleagues.</li> <li>• To have made, where possible, a wider contribution beyond the requirements of their position (long service on its own is not enough to merit an award).</li> <li>• To have genuinely added value to Wales, either in their local communities or by raising the profile of Wales internationally.</li> <li>• In some cases, to have undertaken community or voluntary service in addition to their career.</li> </ul> <p>The aim is for the honours awarded to reflect the whole of Wales, its communities, its different backgrounds, its struggles, and successes. We would want nominations to include people from all of the country, including from groups with protected characteristics such as women, disabled people and Black, Asian and Minority Ethnic people, but also from communities where</p>
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<p>gwarchoddedig, megis menywod, pobl anabl a phobl Ddu, Asiaidd ac Ethnig Leiafrifol, ond hefyd o gymunedau lle caiff gwaith da ei wneud, a hynny mewn amgylchiadau anodd yn aml, gan wneud gwahaniaeth o bwys i fywydau pobl. Dylid annog eich rhanddeiliaid a'ch cysylltiadau i gynnwys ystod eang o enwau yn eu hawgrymiadau ac i gynnig cymysgedd da o enwebeion ar bob lefel anrhydedd.</p> <p>Wrth ysgrifennu enwebiad rhaid canolbwyntio ar effaith a chanlyniadau gwaith yr unigolyn. Rhaid i'r enwebiad hefyd gael ei gadw o fewn y terfynau a osodwyd gan Swyddfa'r Cabinet: ni ddylai fod yn fwy na 2700 o nodau gan gynnwys gofodau ac atalnodi. Mae'r canllawiau amgaeedig, 'Anrhydeddu Pobl Eithriadol' ac 'Awgrymiadau a Chyngor', yn rhoi rhagor o fanylion a chyngor ynglŷn â sut i lunio'r geirda.</p> <p>Dylech hefyd gynnwys dau lythyr o gefnogaeth wrth gyflwyno eich enwebiad.</p> <p>Bydd angen cyflwyno enwebiadau yn electronig i'r Tîm Anrhydeddau: <a href="mailto:anrhydeddau@llyw.cymru">anrhydeddau@llyw.cymru</a> erbyn <b>dydd Gwener 31 Mawrth 2023 am 23:59</b>.</p> <p>Diolch</p>	<p>good work is done in often difficult circumstances and makes a meaningful difference to people's lives. Your stakeholders and contacts should be encouraged to include a wide range of names in their suggestions and to offer a good mix of nominees at all award levels.</p> <p>When writing a citation, the focus must be on the impact and outcome this person has had. It must also stay within the limits set by Cabinet Office: the citation must be no longer than 2700 characters including spaces and punctuation. The attached guidance, 'Honouring Outstanding People' and 'Hints and Tips', provides more detail and advice on how to complete the citation.</p> <p>Please also include two letters of support when submitting your nomination.</p> <p>Nominations will need to be submitted electronically to the Honours team: <a href="mailto:Honours@gov.wales">Honours@gov.wales</a> by <b>Friday 22 March 2024 at 23:59</b>.</p> <p>Thank you</p>
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**13. To consider the exclusion of the public and press for the following item which relates to staffing: item 12.**

**14. Clerk's Annual Increment:**

Members to consider amending the pay increment to SCP25 following the completion of a further year's employment as per terms and conditions of contract – applicable for April 1<sup>st</sup> 2024 (see supporting document).

**15. County Councillors reports:**

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

**16. Community Councillors reports:**

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

**17. Close of meeting:**

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# Cyngor Cymuned Mostyn Mostyn Community Council



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

19 February 2024 / 19ed Chwefror 2024

### 23-157 a) To record attendance:

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

**Officers:** Collette Lowry (Clerk & Responsible Financial Officer)  
Adriana Szostakowska (Environmental Improvement Coordinator)

b) **Apologies for absence:**  
Councillor Hayley Jones

### 23-158 Chairman's Remarks:

Chair informed members of his attendance at the West Flintshire Group meeting whereby Andy Roberts from Flintshire planning department and Andy Dunbobbin, Police Commissioner were in attendance.

### 23-159 Declarations of interest:

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

There were no such declarations.

### 23-160 Minutes & Meetings:

a) To approve the minutes of the 15<sup>th</sup> January 2024 meeting.

b) To receive any matters arising from those minutes.

**IT WAS RESOLVED:** to approve the minutes of the 15<sup>th</sup> January 2024 full council meeting with an amendment to minute 23-152 to state the following:

*As the funds awarded exceeded the remaining Financial Assistance budget, Councillor Kristina Howells offered to donate £410 from her community bingo fundraising endeavours, with remaining funds of £185 to be vired from general balances.*

There were no matters arising.

### 23-161 Public Speaking:

a) Darren Morris – Flintshire playscheme.

b) Adriana Szostakowska - Flintshire County Council– fly tipping presentation.

a) Darren Morris was unable to attend the meeting.

b) Adriana Szostakowska – (Environmental Improvement Coordinator) made a presentation to the council. She informed members about Fly Tipping Action campaigns, Keep Wales Tidy, funding initiatives and how the council deal with fly tipping on private land.

**IT WAS RESOLVED:** for Councillor Ray Knight to provide a list of fly tipping areas within the wards.

**23-162 Clerk's Updates and Communications:**

**Clerks report –**

The clerk informed council:

- a) That the Clerk and some members attended Planning Training on 12<sup>th</sup> February.
- b) That Councillor Steven Tomlinson attended the OVW Community Engagement Module Part 1 on 13<sup>th</sup> February.
- c) That the Clerk attended Online Safety training on 14<sup>th</sup> February.
- d) That NWP had 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.
- e) That Bill Ross (Mostyn Arts & Crafts) wished to send his thanks for the financial assistance donation.
- f) That repairs work at Red Street were 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

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

**23-163 Planning Matters:**

**a) Applications:**

None.

**b) Decisions:**

None

**c) Planning updates:**



Members were updated on Flintshire County Council 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

**23-164 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	Miljan 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 Assistance	£550.00	BACS	23/152	229
23/01/2024	Cwmni Urdd Gobalith Cymru	Financial Assistance	£50.00	BACS	23/152	230
23/01/2024	Mostyn Community Centre	Financial Assistance	£2,200.00	BACS	23/152	231
23/01/2024	Mostyn Arts & Crafts Club	Financial Assistance	£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)

**IT WAS RESOLVED:** to note and approve the accounts paid in January 2024.

**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			

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

**January 2024 Income:**  
None

**Other Financial Matters:**

- a) **Holywell Leisure Centre** – late Financial Assistance application. Members to see attached documents and consider the request.

**IT WAS RESOLVED:** not to support the application on this occasion due to exhausted financial assistance budget the previous month.

- b) **OVW training** – members to request should they wish to attend, with council to approve the spending prior to the clerk booking delegates.

**IT WAS RESOLVED:** for Councillor Ray Knight to attend the joint OVW/Planning Aid Wales Planning for Future Generations event on 7<sup>th</sup> March.

- 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

The Clerk notified members of the unqualified external audit response from Audit Wales and informed them the notices had been displayed on the Rhewl noticeboard.  
**IT WAS RESOLVED:** to note the Audit Wales 22/23 decision.

**23-165 Police matters:**

Members to report matters arising.

Councillor Pam Banks informed council that she had reported the use of off road bikes on the fields & footpaths within the wards to the police and Andy Dunbobbin (Police Commissioner).

**23-166 Lighting & Streetscene:**

- a) Members to report any matters arising.

Members discussed a collapsed wall on the Coast Road, and the possibility of red dog waste bins at the new development on Ffordd Hiraethog.

**IT WAS RESOLVED:** to request dog bins and installation of dog waste bag dispensers at the development and to contact Streetscene regarding the hazardous wall.

- 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.

**IT WAS RESOLVED:** to enquire with Flintshire County Council if it would be possible to use the Community Centre as a collection point.

**23-167 D-Day Lamp Light of Peace:**

- a) Members were requested to consider participating in the D-Day Lamp of Peace project (document attached). **OR**

- b) To consider requesting the Lletty pub host the scheme on 6<sup>th</sup> June 2024 with the council to fund the costs of £55.00.

**IT WAS RESOLVED:** to not move ahead with the project but to be mindful of any other related schemes forthcoming.

**23-168 Standards Committee nominees:**

Members were requested to assess the attached applications and opt for a collective 1<sup>st</sup> & 2<sup>nd</sup> choice.

**IT WAS RESOLVED:** to send a collective response to Flintshire County Council, requesting Councillor Patrick Heesom as 1<sup>st</sup> choice and Councillor Bill Cooper as 2<sup>nd</sup> choice.

**23-169 Financial Risk Assessment:**

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

**IT WAS RESOLVED:** to accept & adopt the policy.

**23-170 County Councillors reports:**

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

Councillor Pam Banks informed members that she had secured a new fridge/freezer for the community food bank.

She also discussed the site at Rose Cottage.

**IT WAS RESOLVED:** for the Clerk to contact the planning department to request further information.

**23-171 Community Councillors reports:**

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

There were no such reports.

**23-172 Close of meeting:**

Chair closed the meeting at 8.15 pm.

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