

Cyngor Cymuned Mostyn Mostyn Community Council



Minutes of Full Council Hybrid Meeting of Mostyn Community Council held in Mostyn Community Centre on 21st July 2025 / 21ed Gorfennaf 2025

25/57 a) To record attendance:

Chair: Michael Lewis-Jones

Members: Patrick Heesom, Pamela Banks, Ray Knight & Thomas Beal (online)

Officers: Collette Lowry (Clerk & Responsible Financial Officer)

Members of the Public: none

b) Apologies for absence:

Members accepted apologies and reasons for absence from Councillors Steve Tomlinson, Alex Barons, David Seddon, Hayley Jones and Meg Howells.

25/58 Chair 's Remarks:

There were none.

25/59 Declarations of interest:

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

There were no such declarations.

25/60 Public Speaking:

None

25/61 Minutes & Meetings:

a) To approve the minutes of the 16th June 2025 full council meeting.

b) To receive any matters arising from those minutes.

IT WAS RESOLVED: to approve the minutes of the 16th June 2025 full council meeting as an accurate record and would be signed by the Chair of the Council.
There were no matters arising.

25/62 Clerk's Updates, Requests and Communications:

The Clerk reported that:

- The declaration of Office had been signed by new member Alex Barons, who was now officially able to represent the council.
- The external audit had been submitted within required deadlines.
- She had attended the Clwyd SLCC branch meeting on 18th June. Topics of discussion were a) Environment (Principles, Governance and Biodiversity Targets) (Wales) Bill b) Members Remunerations changes c) Audit 2025 – reference to the Finance & Governance Toolkit for Community and Town councils. d) Ovw model financial regulations e) Martyn's Law f) Section 6 Duty requirements 2025. g) PSTAX

- She had attended the Mostyn Community Integration Project meeting on 7th July along with the Chair.
- She had attended Planning Aid Wales “How can Planning Contribute to Providing Age Friendly Communities event”
- She had attended Public Sector Executive - Delivering Public Service using Technology event
- Delegated powers to the Clerk would be implemented throughout August recess.
- The Mostyn summer playscheme for the entire 6 week break (3 weeks of which funded by MCC) would be commencing 21st July – 29th August, 14.00-16.00.
- The Fit, Read & Read scheme would be held 11.00-12.30 on 21st July, 31st July, 7th August, 14th August and 21st August.

Requests:

- Members were asked to consider the purchase of a wreath for VJ day on August 15th.

IT WAS RESOLVED: to purchase a wreath.

- Due to website accessibility requirements (LGE Act 2021), not being fulfilled, and Welsh Language Act 1993, the clerk requests to source quotes for the redevelopment of the website. (previously approved and funds of £2,000 held in Ear Marked Reserves)

IT WAS RESOLVED: for the Clerk to seek quotes.

Email Communications:

29/06/2025	Planning Aid Wales	Latest news from Planning Aid Wales
29/06/2025	HyNet	Launch of Pre-application Consultation for the Point of Ayr Cable Route Foreshore Works Proposed Development: 16 June – 14 July 2025
29/06/2025	Flintshire County Council	Pre-order consultation - Proposed Public Footpath Diversion - Rhewl-Mostyn
29/06/2025	Flintshire County Council	Mostyn Community Integration Project
14/07/2025	One Voice Wales	Consolidation of Planning Law in Wales - Publication of Draft Planning (Wales) Bill
14/07/2025	One Voice Wales	One Voice Wales E-Bulletin Issue 6
14/07/2025	One Voice Wales	Public Services Ombudsman for Wales quarterly newsletter: April - June
14/07/2025	Becky Gittins MP	Becky Gittins MP - response from FCC (Case Ref: BG01748)

Members noted the communications received digitally throughout the previous month.

Members discussed the pre-order consultation email received for the proposed footpath diversion. The Clerk explained that should the council not support the request, the application could be taken to a public enquiry.

IT WAS RESOLVED: not to support the application.

25/63 Planning Matters:

Members to report any further developments on existing matters.

a) Applications:

None

b) Decisions:

None

c) Updates:

Members requested a representative from HyNet be invited to present at a council meeting and also for a member of Flintshire County Council to attend.

IT WAS RESOLVED: for the Clerk to action these requests.

25/64 Accounts & Finances:

To approve the June 2025 accounts paid:

Invoice date	Supplier	Item	Amount inc VAT	Payment Method	Minute reference	Slip ref:
06/04/2025	Microsoft	Annual subscription - Office 365	£127.63	CARD	24/14	5
09/06/2025	Multiple	25-26 Members Allowances	£832.00	BACS	25/18	23-26
21/06/2025	HSBC	Monthly bank charges	£5.40	DR	25/14	27
25/05/2025	Multiple	Staffing costs	£1,117.50	BACS	25/14	28-29
13/06/2025	JDH Business Services Ltd	Internal Audit 24-25	£348.00	BACS		30
16/06/2025	Argos	Meeting Monitor & lead	£105.99	CARD	24/56	31
		Total	£2,536.52			

*Payments may have been made using email authorisation/pre-authorisation (Financial Regulations 6.6)

IT WAS RESOLVED: to note and approve the accounts paid in June 2025.

To review July 2025 accounts for payment:

Invoice date	Supplier	Item	Amount inc VAT	Form of payment	Minute reference	Slip ref:	Power
26/06/2025	Ionos Cloud Ltd	Monthly hosting domain fees	£7.20	DD	25/14	32	#141
05/07/2025	Spoken Gifts Ltd	YBP Leavers gifts	£151.97	CARD	25/34	33	#31
14/07/2025	Cllr Mike Lewis-Jones	June meeting refreshments	£4.00	BACS	25/14	34	#4
02/07/2025	Ecotricity	May streetlighting electricity	£260.90	DD	25/14	35	#80

21/07/2025	HSBC	Monthly bank charges	£5.00	DR	25/14	36	#4
06/07/2025	Ecotricity	June streetlighting electricity	£238.40	DD	25/14	37	#80
25/05/2025	Multiple	Staffing costs	£1,117.50	BACS	25/14	38-39	*** /
		Total	£1,784.97				

IT WAS RESOLVED: to approve the accounts submitted for payment in July 2025.

June 2025 Income:

Date	Description	Supplier / customer	Total
06/06/2025	Gross Interest	HSBC	£117.83
			£117.83

IT WAS RESOLVED: to note the income received in May 2025.

Other Financial Matters:

- As discussed at January 2025 budget setting, clerk requests additional bank account for Ear Marked reserves to accrue interest and to keep funds separate from general reserves.

IT WAS RESOLVED: for the Clerk to investigate options.

- £190.00 SLCC membership due for renewal – members to consider.

IT WAS RESOLVED: to renew SLCC membership for 2025-26 (£300.00 payable with remainder to be reimbursed from Shotton Town Council).

25/65 Police matters:

Members to report matters arising.

- Reports had been received regarding speeding cars travelling along the Lletty hill.
- Members also reported that the community council do not see the local PCSO.

25/66 Lighting & Streetscene:

Members to report additional matters arising.

- Reports had been received regarding dangerous parking on the corner of Bod Hyfryd, overgrowth of trees and worsening potholes on Lletty hill.
- Members also reported the street light opposite Abakhan was flickering, the dry bridge had no stop signs and it was suggested that the priority access may be safer if switched the other way around.

25/67 Environmental Matters:

Councillor Ray Knight to report on any matters arising.

Councillor Ray Knight reported he had responded to the recent HyNet communications and had reported water leaks to the water board.

Councillor Knight also suggested paperless meetings moving forwards.

IT WAS RESOLVED: to trial this suggestion.

25/68 Quarter 1 Financial Reports & Bank Reconciliation:

Members to view the Quarter 1 Bank Reconciliation, Receipts & Payments, Reserves Report, Annual Budget Report & Cashbook reports.

- The current account is holding the appropriate amount of funds required until the receipt of the next precept instalment.

- The general reserves interest account shows healthy balances of £15,626 after removing Ear Marked reserves & statutory reserves of £10,072.
*When setting the level of General Reserves, JPAG (March 2023 edition) advises: “The generally accepted recommendation with regard to the appropriate minimum level of a Smaller Authority’s General Reserve is that this should be maintained at between three and twelve months of net revenue expenditure.”
Members noted the information provided.

25/69 Council Health Check:

It is recommended that all Town & Community Councils conduct a regular Health Check of their procedures, which in turn may be requested by Audit Wales. (example attached). 2 members are requested to work through the document with the Clerk once members return from recess. Evidence of documentation may be requested at the 2025-26 external audit.

IT WAS RESOLVED: to move this matter to the next full council meeting.

25/70 Autumn Community Engagement:

- Community drop in day: to be held on 13th September, 12-2pm, with involvement from Pennant Park, NWP, FCC, MP/MS.
- Consideration of Scarecrow competition
- Consideration of Halloween competition

IT WAS RESOLVED:

- To invite John Burton (trustee of Robert Davis Memorial Trust) to the drop in and open the event up to any local traders at no charge.
- To not hold a Halloween competition, but to hold a summer scarecrow competition, with winners to be announced at the drop in event, with Tesco vouchers of £100, £50 & £25 as prizes.

25/71 Christmas 2025 1st Stage Planning:

Members to consider the format of Christmas plans – redevelopment or expansion of existing arrangements.

IT WAS RESOLVED: to order larger trees/decorations than previous years and to add the topic onto the September full council agenda.

25/72 County Councillors reports:

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

Councillor Pam Banks reported on unrest within the community regarding antisocial behaviour from residents at the new flats, and the situation with communal bins not being emptied.

She also reported on the matter of the collapsing wall at Halendy.

25/73 Community Councillors reports:

To receive Community Councillor updates from members.

Councillor Mike Lewis-Jones passed on a message of thanks from the pupils of Ysgol Bryn Pennant for the donation towards their swimming lessons and the gifts for the leavers.

25/74 Close of Meeting:

Chair closed the meeting at 7.04pm

	POWER TO MAKE PAYMENTS		
STAFF	PURPOSE	AUTHORITY	COD E
	Allowance	1963 s 5	*
	Deceased staff: payment due	LGA 1972 s.119(1)	**
	Deceased staff: payment of funeral expenses	LGA 1972 s.119(2)	***
	Expenses	1963 s 5	*/
	Gratuity	1996 SI 1996/1680	*//
	Pension contributions	LGPSR 2013 SI 2013/2356)	**//
	Salaries	LGA 1972 s 112(2)	***//
	Training	LGA 1972 s.III	***//
	Travel	1963 s.5	***//*
MEMBERS			
	Attendance allowance	LGA 1972 s.173	^
	Attendance at conferences & meetings allowance	LGA 1972 s. 175	^^
	Chairmans allowance	LGA 1972 ss. 15(5) & 34(5)	^^^
	Expenses for official & courtesy visits (not Parish Councils)	LGA 1972 s.176	^*
	Financial loss allowance	LGA 1972 s.173	^***
	Members' basic allowance	LA (MA (E R 2003 SI 2003/1021 & SI 2004/2596	^^^**
	Training	LGA 1972 s.III	^^^**
	Travel and subsistence allowances	LGA 1972 s.174 / R 2003 SI 2003/1021	^^^***^
ADMINISTRATIO N			
AND	Allotments; acquisition of land for	LGA 1972 s.124(1)	#1
ACTIVITIES	Allotments: improvement of land acquired	SHAA 1908 s.26	#2
	Annual Parish Meeting	LGA 1972 s 150(2)	#3
	Anything conducive to discharge of councils functions	LGA 1972 s.III	#4
	Anything for the benefit of the inhabitants	L GA 1972 s.137 if >E2k also s.137A)	#5
	Archived documents; restoration, indexation etc of	1962 s 4	#6
	Audit fees	LGA 1972 s.III	#7
	Band; power to contribute	LGA 1972 s.145	#8
	Best kept village competition	LGA 1972 s.137	#9
	Boating pool; provision and maintenance of	PHA 1961 s.54	#10
	Borrowing - temporary, repayment Of	LGA 2003 sch 1, para 1	#11
	Borrowing - from other councils, repayment of	LGA 2003 Sch 1, para 4	#12
	Borrowing - from PW LB, repayment of	NLA 1968 s.3, PWLA 1965 s.2	#13
	Bottle bank; provision of	LA 1983 ss.5,6	#14
	Broadband; provision of	1963 s.5	#15
	Buildings furnishings; acquisition of, to be used for public meetings, assemblies	LGA 1972 s.133	#16
	Buildings; acquisition of	LGA 1972 s.124 1	#17
	Buildings; acquisition of to be used for public meetings, assemblies	LGA 1972 s. 133	#18
	Burial grounds; provision of	LGA 1972 s.214(2)	#19
	Bus shelters; provision & maintenance of (incl joint project with another council)	1953 s.4 / PCA 1957 s.I	#20
	Bus stop; provision of (RTRA 1984 s.72,	1953 s.4, PCA 1957 ss.	#21

	Bus tokens; provision of	LGA 1972 s.137	#22
	Car park, provision of	RTRA 1984 s.57	#23
	Car sharing scheme	L GRA 1997 s.26	#24
	Cemeteries; contribute towards expenses of	LGA 1972 s.214(6)	#25
	Cemeteries; provision of	LGA 1972 s.214(2)	#26
	Clocks (public), provision and maintenance of (incl joint project with another council	PCA 1957 s.2 6)	#27
	Closed churchyard; maintenance of	LGA 1972 s.215(1	#28
	Common land; contribution to expenses re scheme of management	CA 1899 s.5	#29
	Community bus service: subsidy to	TA 1985 s.106A	#30
	Community centres; power to provide & equip buildings Competitions; provision of perpetual trophies, prizes	1976 s.19	#31
	Computer; purchase & maintenance of, purchase of software	LGA 1972 s.137	#32
	Concert hall; power to contribute	LGA 1972 s.111	#33
	Conferences; power to provide and encourage	LGA 1972	#34
	Crime prevention	1972 S. 144	#35
	Dance hall; power to contribute	LG&RA 1997 s.31	#36
	Discharge of functions by another authority	LGA 1972	#37
	Discretionary services, charge for	LGA 1972 s. 136, OSA 1906 s. 16	#38
	Drainage; power to deal with ponds & ditches	LGA 2003 s.93	#39
	Election expenses	PHA 1936 s.260(1)	#40
	Encouragement of tourism, to hold conferences, trade fair, exhibitions	RPA 1983 s.36(5)	#41
	Entertainment, provision of	LGA 1972 s.144	#42
	Exhibitions; power to provide and encourage	LGA 1972 s.145	#43
	Flagpole in highway	1972 S. 144	#44
	Footpath, appointment of wardens	HA 1980 s.144	#45
	Footpath; repairs and improvements	WCA 1981 s.62	#46
	Footway lighting, provision of	HA 1980 ss.43,50	#47
	Gates & stiles on footpaths: maintenance thereof	PCA 1957 ss. 3 & I(A)	#48
	General Power of Competence	HA 1980 s.146(1)	#49
	Grant to any body providing a public service in the UK,	LA 2011 s.I	#50
	not for gain, with likely community benefit	LGA 1972	#51
	Grant to any fund raised by the chairman of a principal council,	LGA 1972 s.	#52
	directly affecting residents in the UK		
	Grant to any fund raised by the Lord Mayor of London,		
	direct affecting residents in the UK	LGA 1972	#53
	Grant to charities in furtherance of their work in the UK	LGA 1972	#54
	Grant to Citizens Advice bureaux	LGA 1972 s.142(2A)	#55
	Grant to community transport service	TA 1985 ss. 22, 23, 106A	#56
	Grant to non profit making voluntary organisation providing recreation facilities	LG MP A 1976 s.19(3)	#57
	Grant to parish / village newsletter	LGA 1972 s.137"	#58
	Grant to village hall; capital grant	1976 s.19(3)	#59
	Grant to village halls; revenue grant	LG MP A 1976 s.19 3)	#60

	Note re grants marked ** if over 22k, I-GA 1972 s.137A also applies		
	Grant of funds received from third party (other than for a statutory function)	LGA 1972 s.139	#61
	Grass cutting	HA 1980 s.96	#62
	Hire of hall or room	LGA 1972 s. 134(4)	#63
	Historic documents	I-GA 1972 s.III	#64
	Insurance - accidents to members	LGA 1972 s.140 1	#65
	Insurance - accidents to volunteers	LGA 1972 s.140A	#66
	Insurance - property	LGA 1972 s.III	#67
	Insurance - public liability , employers liability , defamation	L GA 1972 s.III	#68
	Insurance - staff fidelity	LGA 1972 ss.II I , 114 &143	#69
	Investments	LGA 2003 s.12	#70
	Joint committees; expenses thereof	LGA 1972 s.103	#71
	Land - acquisition of	LGA 1972 s.124 1	#72
	Land - acquisition of b National Trust	NTA 1937 s.7(2)	#73
	Legal advice	LGA 1972 s. I I I	#74
	Legal costs	LGA 1972 s.250	#75
	Legal proceedings, prosecution or defence	LGA 1872 s.222	#76
	Legal proceedings, protection of ownerless common	CA 2006 s.45	#77
	Legal proceedings, disturbance of footpath	HA 1980 s.135	#78
	Legal proceeding, representation in court	LGA 1972 s.223	#79
	Lighting of highways, footpaths	PCA 1957 ss.3(1) & 7, HA 1980 s.301	#80
	(incl contribution to joint project with another parish council)		
	Litter bins, provision of	LA 1983 s.5	#81
	Loan to another local authority	LGA 2003 s.4(1)	#82
	Loan to non profit making voluntary or organisation	LG MP)A 1976 s.19 3	#83
	Loan to village hall	1976 s.19(3)	#84
	Lotteries; promotion of	L&AA 1976 s.7	#85
	Luncheon club	LGA 1972 s.145	#86
	Meeting room; use of schoolroom etc;	I—GA 1972 s .134(4)	#87
	Memorial plaque	LGA 1972 s.137	#88
	Mortuary; provision and maintenance of	PHA 1936 s.198(1)	#89
	Museum; power to contribute	LGA 1972 s.145	#90
	Newsletter	LGA 1972 s.142 IA	#91
	Office equipment; purchase and maintenance of	LGA 1972 s.111	#92
	Open spaces, power to acquire	OSA 1906 ss.7 & 20	#93
	Open spaces, administration of	OSA 1906 s. 10	#94
	Open spaces, bye-laws	OSA 1906 s.12	#95
	Orchestra; power to contribute Parish events	LGA 1972, LGA 1972 s.137	#96
	Parish Plan	LGA 1972 s.I I I	#97
	Parish properties; maintenance of	LGA 1894 s.8(1 i	#98
	Parish property ; maintenance, improvement of	LGA 1892 s.8	#99
	Parking spaces; provision of	RTRA 1984 ss. 57-60	#100
	Place-name signs; provision of	RTRA 1984 s.72	#101
	Post Office; subsidy of	LG FP A 1963 s.5	#102

	Postage	LG(FP A 1963 s.5	#103
	Presentation to a Freeman	LGA 1972 s.249 6	#104
	Public baths, provision & maintenance of	PHA 1936 s.221(a)	#105
	Public park; provision of apparatus for games & recreations	PHAAA 1907 S. 76 1)	#106
	Public passenger service, publicity for	LG&RA 1997 s.29	#107
	Public toilets, provision & maintenance of	PHA 1936 s.87	#108
	Public walks & pleasure rounds	PHA 1875 s.164	#109
	Public washhouses, provision & maintenance of	PHA 1936 s.221(a)	#110
	Public water supplies; maintenance of	PHA 1936 s.125	#111
	Public well; maintenance of	PHA 1936 s.125	#112
	Records of local interest; acquisition of	1962 s.2(1	#113
	Recreational facilities; provision of Rec line facilities; provision of	1976 s.19(3)	#114
	Roadside verges	LA 1983 ss.5,6	#115
	Seats; provision of in area with public access	HA 1980 s.96(5)	#116
	incl contribution to joint project with another parish council)	PCA 1957 ss.1 1 & 7	#117
	Security cameras; provision and maintenance of		
	Shelters; provision of in area with public access	LG&RA 1997	#118
	Stationery	PCA 1957 ss.1 1 & 7	#119
	Stiles & gates on footpaths; maintenance thereof	LGA 1972 s.I I I	#120
	Subscription to LG associations (GAPTC, SLCC, NALC	HA 1980 s.146 1)	#121
	Taxi fare concessions; provision of	LGA 1972 s.143	#122
	Telephone account	LG&RA 1997 s.28	#123
	Theatre; power to contribute	1963 s.5	#124
	Tourism; encouragement of	LGA 1972 s. 145(1 (d)	#125
	Trade fairs; power to provide and encourage	LGA 1972 s. 144	#126
	Traffic calming measures; provision of, maintenance of,	LGA 1972 ss.I I I & 144	#127
	removal of if of benefit to their area)	L GRA 1997 s.30 / HA 1980 s.274A	#128
	Traffic signs; provision of		
	Training	RTRA 1984 s.72	#129
	Tree, shrub etc planting not highways)	LGA 1972 s.I I I	#130
	Tree, shrub etc planting alongside highways	LGA 1972 s.137	#131
	Village events	HA 1980 s.96	#132
	Village greens, protection of	LGA 1972 S.137	#133
	Village hall furniture, provision of	LA 1983 s.5, LGA 1894 s.8, RTRA 1982 s.57	#134
	Village hall, provision of	LGA 1972 s.133	#135
	Village hall; provision of wardens, teachers,	LGA 1972 s.133	#136
	to	1976 s.19 1	#137
	leaders enable use to be made of facilities		
	Village ponds; drainage, cleaning or covering of	PHA 1936 s.260(1)	#138
	Village shop; subsidy of (CARE!)	LGA 1972 s.137	#139
	War Memorials; maintenance, repair & protection Of	s.I /	#140
	Web site; creation & running costs	1923 LGA 1948 s.133(2)	#141
		LGA 1972 s.142	#142

ADDITIONS	Power to purchase/ upkeep defibrillators	PHA 1936 s.234	#143
	a local authority shall have power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions	LGA 1972 s.111	#144
ABBREVIATIONS	STATUTE		
CA 1899	Commons Act 1899		
CA 2006	Commons Act 2006		
HA 1980	Highways Act 1980		
LA 1983	Litter Act 1983		
LA 2011	Localism Act 2011		
R 2003	Local Authorities (Members' Allowances) (England) Regulations 2003		
LGPIHA 2007	Local Government & Public Involvement in Health Act 2007		
LG&RA 1997	Local Government & Rating Act 1997		
1963			
1953	Local Government (Financial Provisions) Act 1963		
1976	Local Government (Miscellaneous Provisions) Act 1953		
1962	Local Government (Miscellaneous Provisions) Act 1976		
LGA 1892	Local Government (Records) Act 1962		
LGA 1894	Local Government Act 1892		
LGA 1948	Local Government Act 1894		
L GA 1972	Local Government Act 1948		
LGA 2003	Local Government Act 1972		
LGPSR 2007	Local Government Act 2003		
1996	Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations		
L&AA 1976	Local Government Superannuation (Discretionary Payments) Regulations 1996		
NLA 1968	Lotteries & Amusements Act 1976		
NTA 1937	National Loans Act 1968		
OSA 1906	National Trust Act 1937		
PCA 1957	Open Spaces Act 1906		
PHA 1875	Parish councils Act 1957		
PHA 1936	Public Health Act 1875		
PHA 1961	Public Health Act 1936		
PHAAA 1907	Public Health Act 1961		
PWLA 1965	Public Health Act Amendments Act 1907		
RPA 1983 RTRA 1984	Public Works Loans Act 1965		
SHAA 1908	Representation of the People Act 1983		
TA 1985	Road Traffic Regulations Act 1984		
WCA 1981	Small Holdings and Allotments Act 1908		
^A 1923	Statutory Instrument		
	Transport Act 1985		
	Wildlife & Countryside Act 1981		

	War Memorials (Local Authorities' Powers) Act 1923		
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