



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

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**Minutes of the Meeting of Dyserth Community Council,**

**Held in The Sports Pavilion, Thomas Avenue, Dyserth,**

**On Monday, 9<sup>th</sup> April, 2018, at 7.00pm.**

**1(A). 57/18**

**PRESENT**

Councillor James K. Williams (Chair)

Councillor Trebor E. Evans

Councillor John Glover

Councillor Edgar H. Jones

Councillor Emyr W. Morris

Councillor Mrs. Julie M. Peters

Councillor Mrs. Margaret G. Williams

Clerk & Financial Officer R. Phillip Parry

**1(B). 58/18**

**APOLOGIES**

Councillor H. Andrew Hughes

Councillor David G. Jones

Councillor David H. Parry

Councillor Peter Newell

Councillor David G. Williams (Denbighshire County Council)

**1(C). 59/18**

**APPLICATION BY COUNCILLOR MRS JULIE M. PETERS – UNDER SECTION 85 OF THE LOCAL GOVERNMENT ACT 1972**

Councillor Mrs. Julie M. Peters addressed the Council Members, in relation to the number of apologies sent during the last six month period. Councillor Mrs. Peters referred to her present and on-going medical treatment. Councillor Mrs. Peters advised, that she wished to continue as a Community Councillor and sought the agreement of the Council Members, that her Term of Office continues.

**Members agreed the following:** Accepted the medical reasons for the non-attendance at meetings and further agreed, for Councillor Mrs. Peters to continue in Office. The Members wished Councillor Mrs. Peters a full recovery in the near future.

## **2. 60/18**

### **DISCLOSURE OF INTEREST**

There were no Disclosure of Interest Declared

## **3. 61/18**

### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9<sup>TH</sup> APRIL, 2018**

The Minutes were proposed by Councillor John Glover and seconded by Councillor Edgar Jones as correct and formally agreed by the Members present.

## **4. 62/18**

### **MATTERS ARISING**

The Clerk referred to the following matters from the previous Minutes:

**Minute no: 4.44/18 sub minute number: 4.26/18 (page 2)** - in relation to the removal of a large tree in the grounds of Ysgol Hiraddug. The Clerk advised that a further quotation had been received from a local contractor. Councillor John Glover had kindly forwarded the quotation from the Clerk to the Headteacher. The Headteacher has subsequently been advised, that the local contractor is not on the Denbighshire County Council's approved list of contractors.

**Members agreed the following:** To not proceed further with offering financial assistance to the School, in relation to the pruning or pollarding of a tree in the School grounds. Councillor John Glover – as the Community Council's Representative School Governor – was asked to advise the Headteacher of the decision.

**Minute no: 4.44/18 sub minute number: 6(c). 30/184.26/18 (pages 2 and 3)** - in relation Council owned land on Long Acre Road, Dyserth. The Clerk advised that he had written to Denbighshire County Council, providing information, together with copy plans, in relation to the parcel of land owned by the Community Council.

The Clerk advised that a reply had been received from the Legal Department at Denbighshire County Council, which stated the following: 'the Community Council's letter had been referred to the Highways Section, as they hold the relevant records'

**Minute no: 4.44/18 sub minute number: 9. 34/18 (page 3)** - in relation to a meeting between Councillors' Mrs. Margaret Parry and David Parry – with Mr. Adrian Walls (Denbighshire County Council – Highways Information Officer). The Clerk advised that he had further contacted Mr. Adrian Walls, seeking provisional meeting dates with Councillors' Mrs. Margaret Williams and David Parry. To-date, Mr. Walls had not provided his availability.

**Members agreed the following:** The Clerk to further attempt to arrange a site meeting in Dyserth between Councillors' Mrs. Margaret Parry, David Parry and Mr. Walls.

## **5. 63/18**

### **COUNTY COUNCILLOR'S REPORT (CLLR DAVID G. WILLIAMS)**

In County Councillor David Williams' absence – the Clerk advised the Members in relation to the following: **(a)** Plans received in relation to the fencing concern at Maes y Foel **(b)** parking concerns in a number of areas in Dyserth. Councillor Williams has requested a further site meeting with various agencies **(c)** Meeting with Denbighshire County Council Highways engineer – in relation to the pending High Street road improvements and in particular, the number of parking bays.

## 6(A). 64/18

### CORRESPONDENCE

**The following correspondence had been received, that was required to be either advised to, or dealt with by the Members:**

- (1) The Clerk advised in relation to a letter received from Denbighshire County Council, in relation to a new bus shelter cleaning contract. Whilst the new contract provides one clean a year to each County Council owned bus shelter, the County are seeking the views of Town & Community Councils in Denbighshire, that they adopt the bus shelters and place on their asset register. Should any Council agree to this proposal, the County Council would still complete one clean a year.

**Members agreed the following:** The Clerk to place the matter on the agenda for the May Council meeting.

- (2) The Clerk advised to receiving a copy of the Dyserth Waterfall Risk Assessment – Annual Update – dated the 3<sup>rd</sup> April, 2018.
- (3) Report received from PCSO Alexandra Jones – which advised in relation to 42 reported criminal offences in the Dyserth area between 2<sup>nd</sup> March and the 5<sup>th</sup> April – which included two burglaries, two domestic incidents, two anti-social behaviour, one hate related, dangerous dog injuring sheep – together with seven road traffic collisions.
- (4) PCSO Alexandra Jones advised, that a ‘Copper with a Copper’ will be commencing in Dyserth in the near future. The dates and venue would be advertised.
- (5) PCSO Alexandra Jones wished to receive the views of Council Members, to the Police setting up a dementia friendly community group in Dyserth.

**Members agreed the following:** Agreed that a dementia friendly group in Dyserth, would be of benefit to the community.

- (6) A resident of the Community had contacted the Clerk, on behalf of the ‘Do Not Destroy Dyserth Group’ and advised in relation to the response made by Rhuddlan Town Council, to the pre planning application, to land off Meliden Road, Dyserth. The correspondence also advised in relation to a meeting to be arranged with the Member of Parliament – to further discuss concerns with the proposed development.
- (7) The following information had been forwarded by e-mail to Council Members:
  - Welsh Assembly Government – Strengthening local Government: Delivering for People
  - One Voice Wales – Copy of OVW response to the Welsh Assembly Community & Town Council Review.

## 6(B). 65/18

### CLERK’S REPORT

- (1) The Clerk advised in relation to £600.00, which had been transferred directly into the Community Council’s bank account by Denbighshire County Council. The funding was towards ‘Play within the Community’ and had been received by the County as a grant from the Welsh Assembly Government.

- (2) The Clerk advised in relation to the date and time, for the Internal Audit to receive the end of year paperwork and accounts from the Community Council.
- (3) The Clerk recollected to the Members, a number of photographs that had been cascaded by e-mail, which indicated a motor vehicle that had caused damage to the green perimeter fence in the Children's play area. Whilst the incident had been reported to the local PCSO – at this stage the car is still in situ. It would appear that as there are no injuries, the Police are reluctant to become involved.

**Members agreed the following:** The Clerk to further contact the PCSO – to seek the vehicle owners name and address details.

#### **6(C). 66/18**

#### **TO RECEIVE AND APPROVE: END OF YEAR ACCOUNTS FOR 2017 / 2018**

The Clerk, as Financial Officer, provided the Members with a copy of the end of year Statement of Financial Accounts for the year 2017 / 2018. The Clerk advised the Members further in relation to the accounts and the end of year balance.

#### **Members agreed the following:**

- (1) Approved the end of year accounts for the financial year 2017 / 2018, with the financial spreadsheet signed by the Chair of Meeting – Councillor James Williams.
- (2) Approved the following reserves for the financial year 2018 / 2019: (i) Earmarked reserves £36,000.00 (ii) General reserves £10,000.00 (iii) Ring fenced reserves £2,000.00

The Members thanked the Clerk for his work with the accounts, together with the end of year presentation.

#### **6(D). 67/18**

#### **PURCHASE AND INSTALLATION OF BUS SHELTER – IN THE AREA OF GLAN FFYDDION DYSERTH**

The Clerk recollected to the Members, that during 2017 the Council discussed the installation of a bus shelter in the area of Glan Ffyddion. Members agreed to place the matter on the April, 2018 agenda. A previous quotation for the installation of a bus shelter, together with associated work – was in the region of £3,625.00 plus VAT.

**Members agreed the following:** Agreed in principle, to the purchase and installation of a bus shelter in the Glan Ffyddion area - as identified by Denbighshire County Council. The Clerk to seek a current quotation, whereby the Council will confirm, or other, at the May Council meeting.

#### **6(E). 68/18**

#### **TO DISCUSS LAND AT MAES Y FOEL DYSERTH**

The Clerk advised in the absence of County Councillor David Williams, to a complaint previously brought to the Council's attention, in relation to a damaged fence concern in the Maes y Foel area. The Clerk had received from the Legal Department of Denbighshire County Council, a copy of Land Registry documents, which indicated that the Community Council, were the owners of land adjacent to Maes y Foel. The Clerk suggested that a site visit be arranged.

**Members agreed the following:** The Clerk to arrange a site meeting between the following: County Councillor David Williams, together with Dyserth Community Councillors’ Mrs. Margaret Williams, Edgar Jones and David Parry – to include the Clerk.

**6(F). 69/18**

**TO CONSIDER AND APPROVE:**

**(i) General Data Protection Regulation Policy**

The Clerk recollects to the Members, a number of e-mails forwarded over past months from various sources, in relation to the implementation of a new ‘General Data Protection Regulation Act’ (GDPR) – which becomes law on the 25<sup>th</sup> May. The Clerk advised, that the Society of Local Clerks’ (SLCC) had provided guidance notes, together with policy templates to ensure the smaller Town & Community Councils were compliant with the Act. The Clerk further advised the Members, in relation to the various policy templates.

**(ii) Appointment of Data Protection Officer**

The Clerk advised that under the GDPR, a Data Protection Officer (DPO) was required to be appointed. Whilst it had been noted that the Clerk of a Council may have an interest in certain areas of the Act, the SLCC recommend, that Clerks could be appointed to the smaller Councils as the DPO. The SLCC further advised, that an amendment to the GDPR Act, presently in its early Parliamentary stages, recommended that the Act specifies, that Clerks to Councils can be appointed as DPO.

**Members agreed the following:** (i) Confirmed their acceptance of the various policies issued from the Society of Local Council Clerks’ (ii) Confirmed the appointment of the Clerk to the Council – R. Phillip Parry – as the Council’s Data Protection Officer.

**7. 70/18**

**REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

Councillor Edgar Jones advised the Members, that following the water leakage in the Community Hall, all repairs had been completed.

**8(A). 71/18**

**PLANNING**

The Clerk advised, that no planning applications had been received from Denbighshire County Council.

**8(B). 72/18**

**PLANNING DECISIONS**

The Clerk advised, that no planning decisions had been received from Denbighshire County Council.

**9. 73/18**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
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622	Denbighshire County Council – Dyserth Youth Project (50% of cost) (* See note below)	4,500.00		4,500.00
623	Glascoed Timber – Weekly dog bin servicing (October 2017 to March 2018)	1,360.00	272.00	1,632.00
624	Louise Walsh (Environmental Services & Inspections of Play Area for March - £40.00)	40.00		40.00
625	R. P Parry – Clerk (Re-imburement of book of postal stamps – as per receipt)	67.00		67.00

\* The Payment to Denbighshire County Council of £4,500.00 – which related to the previous financial year’s re-charge of the 50% cost towards the running of Dyserth Youth Club.

**Members agreed the following:** the Clerk to invite a Senior Officer from Denbighshire County Council to attend the May Council meeting, to discuss the Council’s funding for the 2018 / 2019 financial year.

#### 10. 74/18

#### APPLICATIONS FOR FINANCIAL SUPPORT

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
626	Ti A Fi – Dyserth (as per note below) Members agreed a grant to Ti A Fi, for the sum of £1,000.00. £500.00 to be paid at this month’s meeting, with £500.00, to be paid in April, 2018 – from the new financial year’s budget -as per minute number: 10. 55/18 – at the 12 <sup>th</sup> March, 2018 meeting.	500.00 (* see note below)
627	St. Bridget’s Church, Dyserth (application for annual grant towards Churchyard maintenance)	500.00

\* Ti A Fi application. Members agreed that the Clerk write in the letter enclosing the above grant, seeking information as to how the funding of £1,000.00 – has been, or will be spent.

#### 11. 75/18

**The Members agreed the payments of the above accounts and financial support as listed.**

#### 12(A). 76/18

#### Standing Orders were Suspended:

Councillor Emyr Morris referred to the Councils previous decision, whereby it was agreed a project to set up a First Responder Scheme, together with the installation of one or more defibrillators within the Community. Councillor Morris recollected the Public Meeting held in the Community Hall, which failed to attract any prospective residents who were willing to be trained as First responders.

Councillor Morris referred to the budgeted £2,000.00 towards the scheme – and wished to move forward with the installation of two defibrillators. Councillor Morris has spoken with business owners in lower and upper Dyserth – who had agreed the installation of a defibrillator on their premises. The Clerk advised that he would forward to Councillor Morris, contact details for a charity in the Conwy Valley – who could supply the preferred defibrillator used by the Welsh Ambulance Service.

**Members agreed the following:** (1) the Clerk to provide Councillor Morris with the charity contact details (2) Councillor Morris to provide an update in the May Council Meeting (3) the Clerk to place the matter on the May Council meeting agenda.

**12(B). 77/18**

**Standing Orders were Re-instated:**

**There being no further business, the Chairman thanked everyone for attending and closed the meeting.**

**SIGNED BY THE  
CHAIRMAN.....**

**DATE OF  
APPROVAL.....**