



# **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, 14<sup>th</sup> May, 2018, at 7.00pm.**

## **1(A). 78/18**

### **PRESENT (ANNUAL AND GENERAL MEETINGS)**

Councillor H. Andrew Hughes (Chair)

Councillor John Glover (Vice Chair)

Councillor Trebor E. Evans

Councillor David G. Jones

Councillor Edgar H. Jones

Councillor David H. Parry

Councillor James K. Williams

Councillor Mrs. Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

## **1(B). 79/18**

### **APOLOGIES (ANNUAL AND GENERAL MEETINGS)**

Councillor Emyr W. Morris

Councillor Peter Newell

Councillor Mrs. Julie M. Peters

## **Annual Council Meeting**

## **2(A). 80/18**

### **ELECTION OF CHAIRPERSON FOR THE PERIOD 2018 / 2019**

Councillor H. Andrew Hughes was proposed by Councillor David Parry as Chair. The proposal was seconded by Councillor Mrs. Margaret Williams. There were no further nominations. Councillor H. Andrew Hughes accepted.

**Members agreed the following:** To appoint Councillor H. Andrew Hughes, as Chair for the year 2018 / 2019.

## **2(B). 81/18**

### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor H. Andrew Hughes signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

Councillor Andrew Hughes, thanked the Members for his election, and also thanked Councillor James Williams, for his past two years as Chair of Council – whereby the Council had discussed a number of sensitive matters, which Councillor Williams had dealt with in a professional manner.

## **3. 82/18**

### **ELECTION OF VICE CHAIRPERSON FOR THE PERIOD 2018 / 2019**

Councillor John Glover, was proposed by Councillor David Jones and seconded by Councillor Mrs. Margaret Williams. There were no further nominations. Councillor John Glover accepted.

**Members agreed the following:** To appoint Councillor John Glover, as Vice Chair, for the year 2018 / 2019.

## **4. 83/18**

### **MINUTES OF THE ANNUAL MEETING HELD ON THE 8<sup>TH</sup> MAY, 2017**

The Clerk advised the Members, that the Minutes of the 2017 Annual Meeting, were formally proposed, seconded and agreed at the 12<sup>th</sup> June, 2017 meeting, under Minute number: 3. 126/17

**Members agreed the following:** Re-affirmed the approval of the above Minutes.

## **5. 84/18**

### **COUNCILLORS' ATTENDANCES FOR 2017 / 2018**

The Clerk provided the Members with a copy of the Register of Attendances of Councillors at Council Meetings for the period - April 2017 to March 2018.

**Members agreed the following:** Register of Attendances as correct.

## **6. 85/18**

### **NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES**

The Clerk provided the Members with a copy of the previous year's list of Councillors' names who served on Local Committees and Outside Bodies.

**Members agreed the following:** (1) Waterfall Tripartite Committee: To add Councillor Emyr W. Morris as a Councillor representative onto the Committee. The Clerk to advise the Secretary of the Waterfall Committee (2) There were no further amendments – with the present list confirmed for the year 2018 / 2019.

**Note:** See list of Councillors' names, who serve on Liaison, Local Committees and Outside Bodies - as appendix to the end of these Minutes (**Pages 9 and 10 below**).

## **General Council Meeting**

## **7(A). 86/18**

**Standing Orders were suspended:**

## **ATTENDANCE AT MEETING BY WENDY JEFFERSON (DENBIGHSHIRE YOUTH SERVICE)**

The Chairman Councillor Andrew Hughes, welcomed Mr. Gareth Davies (Denbighshire Youth Service) to the meeting. Mr. Davies advised, that Miss. Wendy Jefferson was unable to attend and further advised that he was the Youth Leader in Charge at the Dyserth Youth Club. There are four members of staff on duty on Club evening, whereby around 35 members attend. The Dyserth Club is the largest in Denbighshire. Posters will be placed on the notice boards and in business premises advertising the youth club and the facilities on offer. During club nights there are presentations, such as an art demonstration – with a barbecue over the summer holidays. There is no entry charge made. Councillor David Williams suggested that the Club should consider a nominal charge.

Mr. Davies brought the following concerns to the attention of the Councillor Representatives on the Community Hall Committee: Wi fi does not work; cannot use the Hoover at the end of the evening – as the door to the office is locked; room at the top of the building is locked. Councillor Andrew Hughes advised that he will endeavour to have the Wi fi fault repaired. The Office door is kept locked for security reasons. The room at the top of the building cannot be used presently, as it is being used as a store room.

The Chairman Councillor Andrew Hughes, thanked Mr. Davies for attending the meeting and wished the Youth Club continued success.

### **7(B). 87/18**

**Standing Orders were restored:**

### **8. 88/18**

#### **DISCLOSURE OF INTEREST**

There were no Disclosure of Interest Declared.

### **9. 89/18**

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

The Minutes were proposed by Councillor Edgar Jones and seconded by Councillor James Williams as correct, and formally agreed by the Members present.

### **10. 90/18**

#### **MATTERS ARISING**

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

**Minute no: 4. 62/18 sub minute numbers: 4.44/18 & 6(c). 30/184 (page 2)** - in relation to Council owned land on long Acre Road, Dyserth. The Clerk advised the Members that the matter was still awaiting the Highways department to trace their archive files.

**Minute no: 4. 62/18 sub minute numbers: 4.44/18 & 9. 34/18 (page 2)** - in relation to a site meeting between Councillors' Mrs. Margaret Williams and David Parry – with Mr. Adrian Walls (Denbighshire County Council – Highways Information Officer). Both Councillors' David Parry and Mrs. Margaret Williams advised the members, in relation to the site visit – whereby Mr. Walls agreed to the following:

- (a) To complete work to stop water coming over the concrete path above the waterfall, as it is a potential safety hazard. Mr. Walls will arrange a visit by 'water experts' to assess what can be done.

- (b) To look at repairing the broken tarmac surface at the top of the steps, near the entrance to "Penrhaedr"
- (c) To put together a cost for provision of a handrail on the right of the footpath going down the steps to the rear of waterfall (opposite Arnant). Together with a separate costing for a handrail on the lower left of the steps above the river (more important). The Community Council may be requested to consider contributing to the cost of the handrails.
- (d) Mr. Walls will include a twice yearly regime of strimming etc on the path between the Old school and path above waterfalls below "Rockledge".

**Minute no: 6(B). 65/16 (3) (page 4)** - in relation to a number of photographs that has been cascaded by e-mail – identifying a motor vehicle that had caused damage to the green perimeter fence in the Children’s play area. The Clerk advised the Members, that he had now been provided by the North Wales Police, with the vehicle owners name and address.

**Members agreed the following:** (1) The Clerk to write formally to the vehicle owner, seeking details of their vehicle insurance cover provider (2) To accept Councillor David Parry’s offer to kindly obtain a quotation for the repair to the fence.

**Minute no: 6(E). 68/18 (pages 4 and 5)** - in relation to Land at Maes y Foel. The Clerk advised that following a site meeting held on Monday 16<sup>th</sup> April – which was attended by Councillors’ Edgar Jones, David Parry, Mrs. Margaret Williams, together with County Councillor David Williams and Clerk to Council R. Phillip Parry. During the site visit it was identified that the area of fencing reported by a resident, did not belong to the Community Council – and appeared to be owned by Denbighshire County Council. The Clerk advised, that a report of the site visit had been sent to Denbighshire County Council.

Following the inspection of the seemingly owned fence by Denbighshire County Council, the Dyserth Councillors’ inspected the fencing which belonged to the Community Council. One area of fencing was identified as requiring some remedial work, together with a number of trees, shrubs and grass which required cutting – which were growing around and through the fence. During the site meeting the Councillors’ agreed to obtain a quotation for the work to be presented to the Council meeting in May.

The Clerk advised, that a quotation had been received from the Council’s grass cutting company, for the sum of £200.00.

**Members agreed the following:** (1) Accepted the quotation for £200.00 (2) To accept the kind offer made by Councillor David Parry, to speak with residents in the area of the perimeter fence - and advise in relation to the proposed work – as detailed above and to seek their observations.

## **11. 91/18**

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

County Councillor David Williams advised the Members in relation to the following:

- (i) Concerns raised in relation to dogs on the football field and in particular the signage. The Clerk advised in relation to comments that had been placed on the Dyserth Facebook page – and recollected the Members to the Denbighshire County Council’s Public Space Protection Order (PSPO) which commenced recently. The Dyserth football pitch is an area that has been included in the PSPO.

The concerns of residents relate to the signage erected by Denbighshire – which apparently is inadequate and not available at all the entry points to the King George V playing field – which includes the football pitch area.

**Members agreed the following:** More visible signage should be erected at every entry point to the King George field. County Councillor David Williams agreed to liaise with the County Council, to firstly seek a review of the present signage.

- (ii) Request to trim back the grass bank on St. Asaph Road. The County Council will arrange a site visit.
- (iii) Dyserth High Street. Councillor Williams recently attended a meeting with Denbighshire, who confirm, that it will be the autumn when work commences – which will include a couple of extra parking spaces. Further plans will be drawn up, which will be available for public viewing and in particular, the High Street businesses.
- (iv) Councillor David Jones referred to the concerns with traffic delays at the traffic lights crossroads with Waterfall Hill. The concerns relate to buses stopping at the bus stop opposite the Old Pendre Farm. Councillor Jones suggested that possibly a yellow box system could reduce the congestion.

**Members agreed the following:** To monitor the situation.

## 12(A). 92/18

### CORRESPONDENCE

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

- (1) Report received from PCSO Alexandra Jones – which advised in relation to 38 reported criminal offences in the Dyserth area between 1<sup>st</sup> April and the 13<sup>th</sup> May – which included a number of road traffic accidents, criminal damage, theft, domestic disputes and fraud.
- (2) PCSO Alex Jones had provided contact details in relation to the local Dementia Friendly Communities Coordinator for the Alzheimer's Society. PCSO Jones requested that the coordinator be invited to a meeting of the Council – to provide information to the setting up of a Dyserth Dementia Friendly Group.

**Members agreed the following:** The Clerk to invite the representative from the Alzheimer's Society, to the June Council meeting.

- (3) The Clerk referred to correspondence received from Alex Pendleton (Community Navigator Service – for Denbighshire County Council, Red Cross and Age Connects). Ms. Pendleton was requesting to attend a meeting of the Community Council.

**Members agreed the following:** The Clerk to invite the representative to the June Council meeting.

- (4) The Clerk recollects to Members, an e-mail received and forwarded to Councillors from Mrs. Anne Parry. The e-mail contained an attachment with draft information for a second Interpretation Board – for the fallen in World War 11 – to be sited in the Dyserth War Memorial Garden.

**Members agreed the following:** (1) The Council are extremely grateful to Mrs. Anne Parry, for researching the second interpretation board for World War 11. There were no amendments from Members to the draft information document (2) Members confirmed their commitment to provide financial assistance for the project.

- (5) The Clerk recollects to the Members, a letter and plan which had been received from Denbighshire County Council and forwarded to Members by e-mail. The correspondence related to a claim to a number of footpaths in the Dyserth area, together with further comments – and requested information from Members.

**Members agreed the following:** The Clerk to provide the recollections of a number of Council Members – in relation to the questions posed in the correspondence.

- (6) Notification from The Independent Review Panel, asking that all Town & Community Councils in Wales, arrange an open day on the 24<sup>th</sup> May – to collect views from the residents in relation to the review of Town & Community Councils in Wales. The Clerk advised that the e-mail was dated the 27<sup>th</sup> April, whereby the Panel wished the open day less than three weeks later. The Clerk further advised, that he had written to the Review Panel, expressing dismay at the short time aspect.
- (7) The Clerk recollects to the Members, an e-mail forwarded in relation to a pre planning application for Land at Mindale Farm, Meliden.

**Members agreed the following:** Concern expressed by the Community Council, relates to an increase in traffic travelling along the B5119 Waterfall Road, and in particular, the A5151 road which travels through Dyserth High Street. This route through Dyserth on the A5151 is a popular link route to reach the A55 main trunk road. The construction of a further 133 properties in the area will increase substantially the risk of further road traffic accidents and congestion in Dyserth High Street.

## **12(B). 93/18 CLERK'S REPORT**

- (i) The Clerk advised, that the first instalment of the precept had been paid direct into the Council's bank account by Denbighshire County Council – for the sum of £13,667.00
- (ii) The Clerk advised that North Wales Garden World, had offered to sponsor the 5 large planters, which are sited on the approach road to Dyserth. A quotation for the filling of the remaining 8 planters was £258.33 plus VAT of £51.67 = Total £310.00.

**Members agreed the following:** (1) Accepted and thanked North Wales Garden World for this year's sponsorship of the 5 planters (2) Accepted the quotation for £310.00 inc VAT for the filling of the 8 planters.

## **12(C). 94/18 TO RECEIVE INTERNAL AUDITOR'S REPORT**

The Clerk advised the Members, that the Internal Auditor's Report for the year 2017 / 2018, had been received.

The Clerk further advised the Members in relation to the contents of the report. Copies of the report were provided to the Chair, Councillor Andrew Hughes and the Vice Chair Councillor John Glover.

## **12(D). 95/18**

### **WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2018**

The Clerk advised the Members that Sections in the above document named: Accounting statements for 2017-18, together with the Annual Governance Statement (Part1) had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Clerk further advised, that the Annual Internal Audit report section had been completed by JDH Business Services. The Annual Governance Statement (Part 2), was now required to be signed by the Chair of the Council, together with the Clerk.

**Members confirmed the following:** The approval of the Annual Governance Statement (Part 2). The Chair Councillor Andrew Hughes, together with the Clerk of the Council, both signed the above referred to statement.

## **12(E). 96/18**

### **NOTICE OF APPOINTMENT OF DATE FOR THE EXERCISE OF ELECTORS' RIGHTS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

The Clerk advised that the following notice had been displayed 'Notice of Appointment of Date for the Exercise of Electors' Rights Accounts for the Year Ended 31 March 2018'. The Public Notice was to be displayed from 7<sup>th</sup> May to the 20<sup>th</sup> May, 2017.

## **12(F). 97/18**

### **TO DISCUSS: ADOPTING EXISTING BUS SHELTERS – FROM DENBIGHSHIRE COUNTY COUNCIL**

The Clerk read out a letter from Denbighshire County Council, in relation to the adoption of County Council owned bus shelters. The County were approaching all Town & Community Councils, seeking that they adopt the bus shelters and place on their asset registers. The two County Council owned bus shelters – one in Dyserth High Street at the junction of Thomas Avenue, together with the shelter in the area of Glan Ffyddion – the County were offering to replace the present perspex glass with clear toughened glass. The County would also complete one clean a year for each shelter.

**Members agreed the following:** To adopt the two above referred to bus shelters.

## **12(G). 98/18**

### **BUS SHELTER CLEANING CONTRACT**

The Clerk advised, that the County Council had agreed a contract with a local company for the cleaning of bus shelters. Depending on the size of the shelter – the normal clean would be £25.00.

**Members agreed the following:** To await the installation of the new bus shelter, together with the completion of the bus shelter adoption process – and the Clerk to place the matter on the October agenda.

## **13. 99/18**

### **REPRESENTATIVES / LIAISON COMMITTEE REPORTS**

Councillor Andrew Hughes advised, that the 'Community Day' would be held in July at the Community Hall. There is a concern with excessive water bills – which is being addressed with Welsh Water.

## **14(A). 100/18**

### **PLANNING**

**The following planning applications have been received:**

- (a) Application number: 42/2018/0250 – for the erection of replacement steel framed building, at Bryniau Isaf, Dyserth.

**Comment from Council:** Providing that the application complies with planning policy, then no objections raised.

- (b) Application number: 42/2018/0338, for change of use of A1 retail unit to a combined A1 / A3 use to form extension to existing farm shop and tea rooms, at 1 Elwy Buildings, High Street, Dyserth.

**Comment from Council:** Providing that the application complies with planning policy, the Community Council supports the application.

**(The above two application were sent to the Chairman for consultation with the local Member(s) due to statutory time limits for observations).**

**14(B). 101/18**

**The Members agreed with the above decisions.**

**14(C). 102/18**

**PLANNING DECISIONS**

No planning decisions had been received from Denbighshire County Council

**15. 103/18**

**TO RECEIVE UPDATE: COMMUNITY DEFIBRILLATORS (CLLR EMYR W. MORRIS)**

As Councillor Emyr Morris was unable to attend the meeting, the matter was agreed to be placed on the June Council meeting agenda.

**16. 104/18**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
628	BHIB Insurance (Annual Council Insurance Policy)	955.86		955.86
629	JDH Business Services Ltd (internal Audit)	134.00	26.80	160.80
630	Councillor H. Andrew Hughes - Chairman's allowance – for 2018 / 2019)	400.00		400.00
631	Louise Walsh (Environmental Services & Inspections of Play Area for April)	50.00		50.00
632	Dyserth Waterfall Tri-partite Committee (Release of ring-fenced monies towards Health & Safety and other work at Dyserth Waterfall)	750.00		750.00

**17. 105/18  
APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	No applications received	

**18. 106/18**  
The Members agreed the payments of the above accounts as listed.

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

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

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

**Cyngor Cymuned Dyserth  
Dyserth Community Council**

**LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE  
BODIES FOR YEAR 2018 / 2019**

<b>NAME OF ORGANISATION</b>	<b>COUNCIL REPRESENTATIVES NAME(S)</b>
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Community Hall Committee	Councillors' Edgar H. Jones and H. Andrew Hughes)
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Dyserth, Meliden & Cwm Relief In Sickness Fund	Councillors' Peter Newell and David G. Williams
Elizabeth Hughes Trust (Cwm)	Councillor H. Andrew Hughes
Environment Committee	Councillors' Mrs. Margaret G. Williams (Chair), James K. Williams (Vice Chair), David G. Jones.
Environmental Group	Councillor David H. Parry
Play Area – Sub Group	Councillors' Trebor E. Evans and James K. Williams
Waterfall Committee	Councillor Mrs. Margaret G. Williams and Councillor Emyr W. Morris
Ysgol Hiraddug School Governor	Councillor John Glover