



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held Virtually by Video and Telephone Conference,

On Monday, 11th January, 2021, at 7.00pm.

No Council meeting was held in December, 2020.

1(A). 01/21

PRESENT

Councillor John Glover (Chair)
Councillor Trebor E. Evans (Vice Chair)
Councillor David G. Jones
Councillor Emyr W. Morris
Councillor David H. Parry
Councillor Mrs. Julie M. Peters
Councillor James K. Williams
Councillor Mrs. Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

1(B). 02/21

APOLOGIES

Councillor H. Andrew Hughes
Councillor Edgar H. Jones
Councillor Peter Newell

The Chair of Council – Councillor John Glover, wished Members a Happy New Year.

2. 03/21

DISCLOSURE OF INTEREST

There were no Disclosure of Interest Declared.

3. 04/21

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9TH NOVEMBER,
2020**

The Minutes were proposed by Councillor Mrs. Margaret Williams and seconded by Councillor David Parry as correct and formally agreed by the Members present.

4. 05/21

MATTERS ARISING

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

Minute no: 4. 186/20 sub minute number 6(B).167/20(d) (i) (page 2) - in relation to Aura Leisure obtaining a quotation for the items of repair highlighted in a play area report which was discussed in the October Council meeting. The quotation from a specialist company named DCM Surfaces, in relation to the wetpour; at a cost of £3,501.00 plus VAT.

Members agreed the following: Accepted the cost from the above named specialist company for the work to be completed; at a cost of £3,501.00 plus VAT.

Minute no: 6(C). 191/20 (page 4) - in relation to the precept and financial allocations for 2021 / 2022. The Clerk recollects to Members, that at the November meeting one quotation had been received in relation to the restoration project of the Dyserth Kilns. This quotation had been included in the Heritage Lottery grant application; which was unsuccessful – as per minute number 4. 187/20 sub minute no: 10. 178/20 on page 2 of these minutes. Two further quotations had been received, whereby the Council Members had agreed the following quotation from Glascoed Timber, at a cost of £3,850 plus VAT of £770.00 – Total £4,620.00.

Members agreed the following: Confirmed their acceptance of the following quotation: Glascoed Timber, at a cost of £3,850 plus VAT of £770.00 – Total £4,620.00.

5. 06/21

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

County Councillor David Williams advised the Community Council in relation to the following:

- (1) Planning breach at a property in the Bryniau area of Dyserth. Notification from Denbighshire Planning & Compliance Officer; that an Enforcement Warning Notice has been issued to the property owner; who has six weeks to comply.
- (2) Concern expressed by neighbours in relation to fire hazard material being stored in a garden at a property in Dyserth. Following a site visit by a North Wales Fire Officer, the concern has been transferred to Denbighshire Environmental Health Officers, with a view to enforcement action.
- (3) Fly tipping in the area of Craig Fawr, Dyserth. Denbighshire Environmental Health Control advised. Photographs of the several bags of rubbish, whereby an address in Rhyl was identified.

Members discussed the following with Councillor Williams:

- (i) Members enquired with Councillor Williams, in relation to the proposed Dyserth High Street traffic scheme. Councillor Williams advised, that he was frustrated with the continual delay with the project. Whilst he had been in contact with the Highways Engineer recently; no commencement date was forthcoming.

Members agreed the following: The Clerk to write to Denbighshire County Council Highways, expressing the concern by the Community Council, with the further delay to the scheme. It was hoped that the scheme would have been completed before the end of 2020.

- (ii) Repairs to the bus shelter adjacent to the former Pop Inn, have not been completed. The roof condition has deteriorated. Councillor Williams advised, that the concern had been reported to the County on two occasions. The Clerk to this Council had also reported the condition of the roof.

6(A). 07/21

CORRESPONDENCE

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

- (a) The Clerk advised, that the following criminal offences had been reported to the North Wales Police, that had occurred within the Dyserth Community Council area: 6 x Violence & sexual offences / 2 x Anti-social behaviour / 2 x Theft / 5 x other crimes.
- (b) Welsh Government: Annual notification in relation to the following: Appropriate sum under Section 137(4) (A) of the Local Government Act 1972 / Section 137 Expenditure Limit for 2021-2022 in Wales is £8.41 per elector.
- (c) Wales Audit: Audit Schedule for the new audit arrangements. The Clerk advised, that the schedule provided details in relation to each Town & Community Council in Wales; as to which Council would received either a Full or Basic Audit over the next three year period. This Council was listed as follows: Basic audit during financial years: 2020 / 2021 & 2022 / 2023; with a full audit in 2021 / 2022.

The following correspondence was forwarded by e-mail to Members:

- ❖ Awel Y Mor Offshore Wind Farm Project: Virtual exhibition
- ❖ Denbighshire County Council: Consultation & Public Meeting to tackle ecological change
- ❖ Wales Government: Electoral Reform Newsletter
- ❖ Police & Crime Commissioner: Survey on Policing in 2021 / 2022
- ❖ Denbighshire County Council: Update in relation to Local Development Plan
- ❖ Flintshire County Council: Local Development Plan – Update in relation to; Submission / Examination / Notice of pre-hearing meeting
- ❖ University of Southampton: Survey in relation to Covid-19 Preventative behaviour and symptoms
- ❖ Flintshire County Council: Bilingual links to videos in relation to meeting people over the Christmas period
- ❖ North Wales Police Commissioner: Survey in relation to ‘Have Your Say – Police precept for 2021 / 2022. Councillors to complete on a personal basis.

6(B). 08/21

CLERK'S REPORT

The Clerk advised Members in relation to the following:

- (a) Received from and deposited into the Council's bank account:
 - £15,167.00 - Denbighshire County Council: Third & final precept payment for financial year 2020 / 2021.

- (b) Dates of Council Meetings for 2021.
- (c) The Clerk advised, that a request from the Valuation Office Agency, had been made in relation to the Pavilion Building, off Thomas Avenue. The Clerk confirmed, that he had completed the form enclosed with the correspondence.
- (d) Following a complaint from a resident, the Clerk had reported the following to Denbighshire County Council: A wooden bridge over a stream is damaged and a trip hazard: travelling from the Tre Castell area - along the lane.
- (e) The Clerk advised, in relation to the following observation from a resident, who stated the following: The handrails in the area of Gibbs wood to Cwm; were installed by two Cwm residents and not by Denbighshire County Council. The upkeep of the hedges in the area are also completed by residents, and not by Denbighshire County Council.
- (f) Complaint received from a resident, who advised, that a red dog bin at the junction of the B5119 Waterfall Road and A547 – had not been emptied. Following enquiries with Denbighshire County Council, including this Council’s contractor, it transpires; that all the red and green dog bins in the area are in the ownership of Dyserth Community Council – which total 16. (14 x Red & 2 x Green).

The Clerk advised Members, that these 16 dog bins were not recorded on the Council’s Asset Register, apart from two green bins.

Members agreed the following: As both Denbighshire County Council and the Council’s contractor confirm, that the bins are in the ownership of Dyserth Community Council; the Clerk to update the Asset Register accordingly.

- (g) The Clerk advised Members, that during the installation of the Christmas lights, the Council’s electrician had advised, that the lights for the main Christmas tree in the High Street, required a replacement new set; at a cost of approximately £200.00. The Clerk further advised, that the Chair and Vice Chair of Council, had agreed to the purchase in-between meetings.

Members agreed the following: Confirmed the decision to purchase new Christmas tree lights at a cost of approximately £200.00.

- (h) The Clerk advised, that a letter received from the Secretary to Dyserth, Meliden & Cwm Relief in Sickness Fund at Prestatyn Town Council; which sought a Councillor nomination to continue as this Council’s representative. As a reply was requested prior to the January Council meeting, the Chair and Vice Chair had agreed to Councillor Peter Newell to continue in the role.

Members agreed the following: Confirmed the re-appointment of Councillor Peter Newell, as this Council’s representative on the Dyserth, Meliden & Cwm Relief in Sickness Fund.

- (i) Wooden Bench Seat located at the bottom of Ffordd Ffynnon and St. Asaph Road. The wooden slats are sinking; which require repair, together with other maintenance to the seat.

The Clerk recollected to Members; correspondence received from Denbighshire County Council, in relation to the siting of bench seats on the highway grass verges. Should the seat not be repairable, the County may consider that an application and fee is payable should a new seat be sited. Councillor David Williams advised, that a vehicle had possibly caused the damage. Councillor David Parry stated: that he would visit to ascertain if the damage was repairable.

Members agreed the following: Thanked Councillor David Parry for agreeing to ascertain the damage to the seat. Council agreed that should the seat be repairable, then the Chair and Vice Chair to make a decision as to the repair cost; within the financial regulations.

Councillor David Parry – Reported the following to Denbighshire County Council:

- (a) Pandy Lane Boardwalk: Councillor Parry thanked Denbighshire County Council, for the excellent repair to the boardwalk.
- (b) Concrete footpath below Arnant / Penrhaedr. The concrete footpath had collapsed into the stream; which has resulted in both a flooding and trip hazard. Councillor Parry provided photographs of the damaged bridge. Denbighshire County Council have placed footpath signage advising closed. An engineer will assess the damage.
- (c) Broken wooden slats on small bridge over a ditch at the north Eastern side of the SSSI – in the area of Newmarket Road.
- (d) Broken wooden board on the boardwalk; near the top of Pandy Lane leading to Carreg Heilin field.
- (e) Fly-tipping: Walkway from Dyserth High Street behind the properties on Waterfall Road.

6(C). 09/21

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2020

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2020, together with copies of the two Council Bank account statements. The Clerk further provided Members, with a breakdown in relation to the budget headings, which included income and expenditure to-date.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Chair of Council – Councillor John Glover.

6(D). 10/21

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2021 / 2022

The Clerk, as Financial Officer, provided Members with an accounts spreadsheet, which contained the current financial balances (as per the above Minute), including an estimation of Council spending / balances, as at the end of March 2021. The spreadsheet further provided Members, with details of recommended allocations for each of the Council's budget headings for 2021 / 2022 - based on previous spending.

Following discussion, it was proposed, seconded and agreed by the Members as follows:

- (1) To increase the precept for the forthcoming financial year to £46,000.00 – an increase of £500.00. The Clerk advised, that the Band D property charge would be £41.29, an increase to the current charge of £0.23p a year (0.6% a 2p per month increase) – per Band D household.
- (2) Earmarked Reserves £38,150.00 / General & Ringfenced Reserves £22,977.00 / Dyserth Waterfall Ringfenced Reserves £8,000.00 / To transfer £8,360.00 from the 2021 / 2022 budget to General Reserves.

(3) The Chair of Council John Glover, to sign the estimates for the end of the financial year 2020 / 2021, including the precept requirement for 2021 / 2022.

(4) The Clerk to advise Denbighshire County Council, in respect of the Community Council's financial requirements (precept) for 2021 / 2022.

6(E). 11/21

TO CONFIRM RENEWAL: BANK STANDING ORDERS / BACS PAYMENTS

The Clerk advised Members, that under the Financial Regulations, the payments made by Bank Standing Order and fixed monthly payments by BACS, were required to be re-confirmed every two years. Presently, the following payments are made, as follows: BACS payments: Quarterly payments to HMRC in January, March, July & October / Fixed monthly payments - Clerk's Salary and allowance.

Members agreed the following: Confirmed, the above payments.

6(F). 12/21

The Clerk advised that this matter is an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council's Internal Auditor.

Members agreed the following: To re-appoint JDH Business Services Ltd., as the Council's Internal Auditor for the end of year 2020 / 2021 accounts.

6(G). 13/21

The Clerk advised and the Chair of Council - Councillor John Glover confirmed, that the Clerk's annual appraisal had been completed for year 2020.

6(H). 14/21

ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2020

The Clerk advised Members, that the final document from the Welsh Audit appointed External Auditor – BDO LLP of Southampton, had been received. The Document stated the following 'on the basis of our review, in our opinion, the information contained in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

BDO advised the following in an addendum report: Standing Orders and Financial Regulations. The Clerk advised, that the items referred to had previously been addressed by this Council, whereby the recommendations had been completed.

The Clerk confirmed, that copies of the report were provided to the Chair and Vice Chair of Council: Councillors' John Glover & Trebor Evans, prior to the meeting.

Members agreed the following: Accepted the External Audit Report for the 2019 / 2020 financial year.

6(I). 15/21

NOTICE OF CONCLUSION OF AUDIT

The Clerk advised that in accordance with the (Public Audit (Wales) Act 2004 Accounts and Audit (Wales) Regulations 2014), that he had displayed a Public Notice, on the Council's Web Site – in accordance with Section 29 of the Public Audit (Wales) Act 2004 - on the 1st December, 2020.

7. 16/21

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

There were no reports specific to the Local Committees and Outside Bodies schedule, or Council Members who had attended meetings on behalf of the Council.

8(A). 17/21

PLANNING

The following planning applications had been received:

- (a) Application number: 42/2020/0903 – for the development of 0.12ha of land by the erection of 2 no. detached dwelling (outline application - all matters reserved), at Land Adjacent to Cartrefle, Ffordd Ffynnon, Dyserth.

Comment from Council: Providing that the application is subject to compliance with relevant policies and planning guidance notes, then no objections raised.

- (b) Application number: 42/2020/0923 – for the erection of a dwelling, detached garage with store over, annexe lodge, installation of a package treatment plant and associated works, at Land at former Quarry off High Street, Dyserth.

Comment by Council: Whilst the Community Council have no objections to the proposal; providing that the application is subject to compliance with relevant policies and planning guidance notes. However, the Council are extremely concerned, that the Preliminary Ecological Assessment at Paragraph 5.2 on page 7, states: The protected species survey was negative. The Quarry site is, and has been, frequented by Peregrine Falcons over many years; this is a well-known fact within the community area. Peregrine Falcons have been given full legal protection under the Wildlife & Countryside Act 1981.

(Copy of the above comments were provided to the author of the survey, at Cambrian Ecology Ltd, of Maentwrog, Gwynedd).

- (c) Application number: 42/2020/0619 – for the erection of 34 no dwellings and associated work (phase 2) at, Land off Meliden Road, Dyserth.

Comment by Council: No objection to the application, as long as the proposal is not detrimental to neighbouring properties; and planning policies and planning guidance notes are complied with.

(The above three applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

8(B). 18/21

Members formally confirmed the above decisions.

8(C). 19/21

The following planning applications were dealt with by the Members at the meeting:

- No applications to be considered at the January Council Meeting

8(D). 20/21

PLANNING DECISIONS

The following planning decisions have been received from Denbighshire County Council:

- (i) Application number: 42/2020/0924 – for amendment to allow change to front boundary wall and site boundary treatment; submitted in relation to application code number: 42/2020/0350/PF (non-material) amendment, at Bethel Chapel, Waterfall Road, Dyserth. Approved.
- (ii) Application number: 42/2017/1207 – for details of contamination risk assessment submitted in accordance with condition number: 14 of code No: 42/2015/0237/FP. Approved.

9. 21/21

TO DISCUSS: OWNERSHIP OF DYSERTH MEMORIAL GARDEN (CLLR DAVID JONES)

Councillor David Jones advised Members, that whilst discussing the Memorial Garden area with the Clerk; the Clerk had advised, that the Memorial Garden was not included in the Council’s Asset Register.

Councillor Jones’ recollection was that the land was given to the Community of Dyserth in the late 1940’s to early 1950’s, by a resident of the Village. The Clerk advised Members, that under the following: War Memorials (Local Authorities’ Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133; Councils only had power to maintain, repair, protect and alter war memorials. If the land had been donated to the Community Council, then that would have been a Community Asset – with a value of £1.00; but this was not included in the inherited Council Asset Register.

Members agreed the following: The Clerk to make a search at the Land Registry to endeavour to ascertain ownership.

10. 22/21

TO CONSIDER: EXTENDING THE CHRISTMAS STREET LIGHTING DISPLAY ON NEWMARKET ROAD (CLLR PETER NEWELL)

The Clerk advised, that in the absence of Councillor Newell, the Clerk had been requested to advise the following: Councillor Newell had been approached by a number of residents in the area of Tre Castell – Newmarket Road, in relation to the Christmas lighting units sited on the street lanterns, to be extended along Newmarket Road. Possibly two could be sited; one near to the large planter entering Dyserth from Trelawnyd; and one in the area of the Welsh Water building.

Members agreed the following: At this time not to purchase further Christmas street lighting units. The request will be further discussed at the September, 2021 meeting; whereby at this meeting the Christmas lighting is an annual agenda item.

11. 23/21

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – To be confirmed</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for			

November & December) Payments dated 01/12/2020 & 04/01/2021			
Society of Local Council Clerks. Membership renewal for 2021 £289.00. Quarter share for this Council	72.25		72.25
Blachere Illuminations UK Ltd., Repair to High Street Christmas lights – as agreed in November Council meeting.	652.49	130.50	782.99
Louise Walsh (Environmental Services & Inspections of Play Area for November)	50.00		50.00
<u>The above payments were authorised by two Councillor bank signatories</u>			
<u>Payments for consideration and confirmation at meeting – to be paid by BACS</u>			
H. M. Revenue & Customs. Clerk's PAYE & Council NI - October, November & December, 2020 (Paid: 06/01/2021)	648.50		648.50
Wales Audit (Annual External Audit – 2019 / 2020)	216.75		216.75
Louise Walsh (Environmental Services & Inspections of Play Area for December)	40.00		40.00
Mick Dodd (Electrical) Installation & disconnection of Christmas tree lights & purchase of new sets for Waterfall and High street	647.09	129.41	776.50
Reg Davies & Son (Grass cutting & other work during 2020)	1,115.00		1,115.00

12. 24/21

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<p>Ysgol Hiraddug Primary School (Application by the Early Years Teacher & Pupils) – for financial assistance towards the refurbishment / repair of the children's play Pavilion.</p> <p>Members agreed the following: To financially support the refurbishment of the Pavilion wooden structure. The Council Members were pleased that the children had provided photographs; which had been endorsed with</p>	

	<p>their comments in relation to the current usage and repairs required to the Pavilion.</p>	
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13. 25/21

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

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

SIGNED BY CHAIR OF COUNCIL

DATE OF APPROVAL.....