



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

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

**Held Virtually by Video and Telephone Conference,**

**On Monday, 11<sup>th</sup> October, 2021, at 7.00pm.**

## **1(A). 165/21**

### **PRESENT**

Councillor David H. Parry (Chair)

Councillor H. Andrew Hughes (Vice Chair)

Councillor Trebor E. Evans

Councillor John Glover

Councillor David G. Jones

Councillor Emyr W. Morris

Councillor Mrs. Julie M. Peters

Councillor Mrs. Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

## **1(B). 166/21**

### **APOLOGIES**

Councillor Edgar H. Jones

Councillor Peter Newell

Councillor James K. Williams

## **2. 167/21**

### **PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

#### **Standing Orders were Suspended:**

The Chair of Council Councillor David Parry, welcomed Cathy Jackson (Lead - Play & Stay at Dyserth).

Cathy advised provided Members with an update to the next phase of the project to upgrade the play equipment in the children's play area. Work has recently commenced to remove the spacenet, with the new equipment due to be installed thereafter. There had been no further issues with an item of play equipment following repair.

Councillor Parry thanked Cathy for her attendance and report.

**Standing Orders were restored:**

**3. 168/21**

**DISCLOSURE OF INTEREST**

The following Declarations of Interest were declared: Councillors' John Glover and Andrew Hughes. **Minute number: 7(B). 173 (b) on page 5 below.**

**4. 169/21**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13<sup>TH</sup> SEPTEMBER, 2021**

The Minutes were proposed by Councillor Margaret Williams and seconded by Councillor Andrew Hughes as correct and formally agreed by the Members present.

**5. 170/21**

**MATTERS ARISING**

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 4. 151/21 (1) (page 2)** – in relation to a joint project with Play & Stay at Dyserth, within the children's play area. This matter had been discussed under Minute number: 2. 167/21 on page 1 above.
- (2) **Minute no: 4. 151/21 (1) (page 2)** – in relation to the Dyserth Kilns project. Councillor David Parry advised, that the contractors will be commencing the clearance work at the end of this month.
- (3) **Minute no: 4. 151/21 (1) (page 2)** – in relation to a preservation orders on trees in Dyserth. Councillor David Jones will provide the Clerk with contact details for an arborist.
- (4) **Minute no: 4. 151/21 (1) (page 3)** – in relation to a new boardwalk on the top of Pandy Lane. The Clerk advised, that the County Council were experiencing difficulty in sourcing more than one quotation to complete the repair. Councillor David Parry advised, that he had been informed by the County, they were seeking financial assistance towards the repair.
- (5) **Minute no: 4. 151/21 (1) (page 3)** – in relation to Council owned land known as The Burial Field. Councillor David Parry advised Members, that the Council's grass cutting contractor had competed the cutting of grass. The area now looks much tidier.
- (6) **Minute no: 6(C). 155/21 (page ?)** – in relation to the Local Government and Elections (Wales) Act 2021: Section 47 (Multi Location Meetings), and in particular, that the Clerk to contact the Welsh Assembly Member for the Vale of Clwyd area Mr. Gareth L. Davies.

The Clerk advised, that he had written to Mr. Davies outlining the concerns of this Council with the provision in the above Act, that IT equipment had to be installed in the Council's meeting room. Members viewed virtually the reply from Mr. Davies.

**Members agreed the following:** Were completely astonished with the contents of the reply from the Assembly Member. It was obvious that Mr. Davies had misread the request. The

Councillors were also extremely perturbed and took great exception that they should be 'getting back up to speed'

The Clerk to write further to Mr. Gareth Davies AM, to outline the above comments, to seek that he replies to the question posed and to provide Mr. Davies with a copy of the Councils Minutes, which will enlighten him as to their work over the past 18 months.

- (7) **Minute no: 6(D). 156/21 (page 7)** – in relation to the provision of extra Christmas lights in the Lower area of Dyserth. Councillors' Julie Peters and Margaret Williams had met in the area. The Council's electrical contractor had met on site with Councillor Margaret Williams. It was suggested new lights be installed on the hedge and railings in the front of the Waterfall area. Whilst the street lighting columns had been viewed, it was not known if these would be suitable to hold any decorations, that are held on the columns in Dyserth High Street.

The Clerk advised that the main Dyserth Christmas lights sited in the High Street, will be turned on - on Wednesday 1<sup>st</sup> December and turned off during week commencing the 3<sup>rd</sup> January 2022 – by Denbighshire County Council Street Lighting.

**Members agreed to following:** (1) The purchase of new Christmas lights, which would be for under £500.00 (2) The Clerk to write to Denbighshire Street Lighting, to enquire if it is feasible for Christmas lights to be erected on street lighting columns in the area between the Waterfall and the New Inn.

## **6. 171/21**

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

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

- (1) Phase 2 of the Dyserth High Street Traffic Alleviation Project. Whilst phase 2 will continue, the plans are being further reviewed.
- (2) Drainage concern in the area of Bron Haul, Dyserth.
- (3) General maintenance concerns with a property in Weavers Lane.
- (4) The Clerk advised, that a Public Notice had been issued by Denbighshire County Council, which stated: Waterfall Road would be closed for a maximum of 9 days. Councillor Williams advised, this was due to a wall repair on the hill.

**Members agreed the following:** The Clerk to enquire with the Denbighshire Transportation Officer, as to the alternative arrangements made for the continuance of the bus service.

## **7(A). 172/21**

### **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:

11 x Violence / 3 x Criminal damage / 2 x Anti-social behaviour / 3 x other crimes.

- (b) North Wales Police: Update in relation to previous concerns discussed with PCSO Alex Jones, in relation to off-road motor cycles.
- (c) North Wales Police: The role of a Police Community Support Officer.
- (d) Denbighshire County Council: Summer Play Scheme attendance details. 116 children attended the sessions over a period of seven weeks.
- (e) Denbighshire County Council: October Half Term Play Scheme. The Clerk advised Members that the County Youth Officer had sought the use of the Council owned land at St. George's Field, for a play scheme to be held during the October school half term. The Clerk further advised, that the Chair and Vice Chair of Council had agreed to the request, in particular, to tie limitations for the advertising of the scheme.
- (f) The Clerk advised of correspondence received from a Dyserth resident, in relation to speeding traffic – from the traffic lights – travelling towards Rhuddlan. The resident was concerned with the speed of vehicles, including motorbikes, who allegedly increase their speed within the 30mph limit before reaching the 60mph limit. Councillor Julie Peters advised that speeding traffic is still a cause of concern on Cwm Road.

**Members agreed the following:** The Clerk to (a) notify the Police (b) request to Denbighshire Highways, that speed monitoring tubes are place on the road to ascertain the speed of vehicles.

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

- ❖ Denbighshire County Council: Increase of Covid infections in the County
- ❖ Awel Y Mor – Offshore Windfarm: Statutory Consultation form the 31<sup>st</sup> August to 11<sup>th</sup> October, 2021.
- ❖ Independent Remuneration Panel for Wales: Draft annual report.
- ❖ Welsh Government: Councillors requested to complete the following survey: The Role and Remuneration of Councillors in Wales

**7(B). 173/21  
CLERK'S REPORT**

(a) Received from and deposited into the Council's bank account:

- Dyserth Tri-Partite Waterfall Committee. Cheque for the sum of £3,000.00

**Members agreed the following:** To ring-fence the monies towards further capital purchases and maintenance.

- Dyserth Bowling Club: £30.00 payment for annual lease of The Pavilion building  
The Clerk advised, that Mr. John Bass the Treasurer to the Bowling Club was retiring for the position. Mr. Bass had also advised that a Wi Fi connection has been installed in the Pavilion building.

- (b) The Clerk recollected Members to a previous decision made a number of months ago, in relation to providing financial assistance to Ysgol Hiraddug Primary School, for the repair to a Pavilion building at the school premises.

The Clerk read out a letter from the Headteacher, which stated the difficulty in obtaining quotations from contractors for the repair; hence the delay. Two quotations were shown to Members virtually. (The Council had been advised prior to the meeting that a possible suspension of financial standing orders may be required).

**Member agreed the following:** (1) Suspended financial regulations in relation to the provision of more than one quotation. In reaching this decision, Members took into account the difficulty and time length the Headteacher of Ysgol Hiraddug had received in obtaining quotations (2) Provisionally accepted the quotation from Kraftwork Joinery at a cost of £4,000.00 (3) The Clerk to contact the Joinery firm direct to seek an updated quotation, in particular, as to known increase in materials.

**Declarations of Interest:** Councillors' Andrew Hughes and John Glover declared interests in the above paragraph numbered (b) **Minute number: 3. 168/21 on page 2 above.**

- (c) The Clerk recollects to Members that the Local Standing Orders allow the public to attend and address Councillors, and whilst the Public Agenda advises this, there is no actual formal agenda heading on the Summons to Councillors. The Clerk recommended Council consider the following agenda wording 'Public Questions, Comments or Representations'

**Members agreed the following:** Agreed with the new standard agenda item.

- (d) The Clerk advised, that a sign attached to a gate in the Council's car park adjacent to the play area, had been removed maliciously. Councillor David Parry had re-affixed the sign and advised Members further. Photograph of the sign was virtually shown.
- (e) The Clerk advised Members, that all Town & Community Councils in Wales had received notification from Wales Audit, that the annual audit of accounts for 2020 / 2021, had been delayed. All Clerk's were requested to display a Public Notice advising of the delay on a notice board and Council's web site. The Clerk confirmed, that he had completed this action.
- (f) The Clerk advised, that whilst Denbighshire County Council had sent an inventory of the Councils Christmas lighting stock, a quotation had not been received for the erection and dismantling of the lights.
- (g) Members were shown virtually photographs of the autumn theme that had been painted recently on the High Street bus shelter.
- (h) Members were shown virtually photographs taken by Councillor Andy Hughes of the wooden footpath that had been recently constructed by Denbighshire County Council, following the damage caused to the previous bridge during inclement weather above the Waterfall.
- (i) The Clerk advised, that Councillor David Parry has reported to him the following: The footpath immediately alongside Penrhaeadr and Arnant at the bottom of Bryn y Felin, Dyserth. The recent rain and run off from a water burst in the road have seriously eroded the section of footpath leading down to the new Bridge structure. It is now in a dangerous trip hazard state and needs repair for about 4 x metres. Councillor Parry provided photographs.

The Clerk further advised, that the County Rights of Way Officer advised, 'that the path will be inspected and work arranged that makes the path safe'

- (j) The Clerk advised Members, in relation to the following two complaints received by Councillor John Glover:
- (i) A property owner concerns with youth congregating in the area play area during the evening, whereby broken glass was found in the properties back garden – which backs onto the road from Thomas Avenue to the play area car park. Councillor Glover provided further information.
  - (ii) Complaint received that the netting in the Multi Use Games Area requires repairing, which results in footballs entering the back gardens of nearby properties. Councillor Glover provided further information.

**Members agreed the following:** To await the Aura Leisure next play area inspection report.

**(k) Repairs to the perimeter fence, gate and other work on Council land known as The Burial Field.**

The Clerk recollected Members to the previously reported concerns with the perimeter fence, gate and other work in the area of Council land known as The Burial Field, and in particular, to ensure the area was safe. The Clerk further advised, that himself and Councillor David Parry had experienced difficulty in obtaining quotations from contractors for the work required.

The Clerk recollected Members, to his e-mail in relation to the quotation difficulty and that possibly the suspension of financial orders may be requested, as only one contractor had quoted for the work required.

Members virtually viewed a number of quotations that had been broken down into sections for the various repairs.

**Member agreed the following:** (1) Suspended financial regulations in relation to the provision of more than one quotation. In reaching this decision, Members took into account the difficulty in obtaining quotations, whereby the quotations received, 13 were under £500.00 with one £530.00 (2) To accept the 14 itemised quotations for various repairs to make safe the Council owned land, at a total cost of £5,512.73, to Utility Contractors Ltd., Bodfari, Denbighshire.

- (l) **Dyserth Planters:** The Clerk advised, that it was general practice to arrange for the planting of winter flowers in the various planters. Councillor John Glover recollected to Members, that the Council would usually order winter / spring flowers for the Council owned planters at this time of year.

**Members agreed the following:** Councillor Glover to purchase plants to the value of £300.00, from Tre Castell Nurseries, whereafter Councillors will plant in the various planters.

7(C). 174/21

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30<sup>TH</sup> SEPTEMBER 2021**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September, 2021, 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 David Parry.

#### **7(D). 175/21**

#### **TO REVIEW (AMEND / UPDATE) AND APPROVE, THE FOLLOWING POLICIES;**

(a) Code of Conduct (b) National Standing Orders (c) Local Standing Orders (d) Financial Regulations (e) Internal Financial Controls (f) Annual Risk Assessment – 2021 / 2022 (g) Retention Of Documents Etc., Schedule (h) Fixed Asset Register – 2021 / 2022 (i) Retention of Documents Policy Statement (j) Annual Investment Strategy – 2021 / 2022 (k) Model Local Resolution Protocol (L) General Data Protection Regulation (GDPR) / (M) Social Media – A Guide for Councillors (Welsh Assembly Government) (N) Welsh Language Policy (O) Equal Opportunities Policy.

**Members agreed the following:** (i) **Approved and updated the above policies**, and to be further reviewed, if necessary, before the end of the financial year (ii) **Local Standing Orders:** This Policy will be further updated in relation to the holding of Council meetings, following further guidance from the Welsh Government (iii) **Internal Audit Report for 2020 / 2021**, recommended an update to the Risk Assessment. This policy was updated.

#### **8. 176/21**

#### **REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)**

- (i) Councillor Andrew Hughes advised, that the Community Hall held a recent Management Committee meeting; the Christmas function will be further discussed, whereby a choir and other performers will be booked. Annual maintenance has been completed; the bookings at the Hall are now back to pre pandemic level.
- (ii) Councillor John Glover advised, of a recent meeting of the Ysgol Hiraddug School Governors.

Councillor Glover reported the following concern; a new gully grid has been installed on the road to the School in Thomas Avenue; it is slippery when wet.

**Members agreed the following:** The Clerk to report the concern to Denbighshire Street Scene. (Councillor Glover to provide the Clerk with a photograph of the grid area).

#### **9(A). 177/21**

#### **PLANNING**

#### **The following planning application had been received:**

- (a) Application number: 42/2021/0853 – for the erection of one holiday accommodation unit, formation of parking, raised decking area, landscaping and associated works, at Land at Bod Erw Hiraddug Road, Dyserth.

**Comment by Council:** Whilst concern to the effectiveness of a soak away due to the rock formation in the area is raised, however, providing that the application is subject to compliance with relevant policies and planning guidance notes, then no objections raised.

**(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

**9(B). 178/21**

**Members formally confirmed the above decision.**

**9(C). 179/21**

**The following planning application was considered by Members at the meeting:**

- ❖ Application number: 42/2021/0985 – for the erection of detached double garage and associated works, at Greenfield, Ffordd Ffynnon, Dyserth.

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

**9(D). 180/21**

**PLANNING DECISIONS**

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

- (i) Application number: 42/2021/0820 for variation of condition number 2 of planning permission code no: 42/2020/0619 – to allow amended house types on plots 16, 17, 32, 33 and 34, at Land off Meliden Road, Dyserth. Approved.
- (ii) Application number: 42/2021/0964 – for details of variation report submitted in accordance with condition no 8 outline planning permission code no 42/2015/1215, at Land at side of former Mill House, Waterfall Road, Dyserth. Approved.
- (iii) Application number: 42/2021/0771 – for creation of new patio area and erection of balustrade (partly retrospective), at Clog y Berth, 106 Cwm Road, Dyserth. Granted.
- (iv) Application number: 42/2021/0706 – for development of 0.03ha of land by the erection of a detached dwelling (outline application including access layout and scale) at Land adjacent to Oakstead, Meliden Road, Dyserth. Refused.

**10(A). 181/21**

**TO DISCUSS: PROGRESS REPORT RE; INSTALLATION OF SECOND HANDRAIL ON FOOTPATH – JOINT PROJECT WITH DENBIGHSHIRE COUNTY COUNCIL (CLLR MARGARET WILLIAMS)**

As Councillor Margaret Williams was receiving difficulty with the virtual meeting connection, the Clerk advised, that Councillor Williams was concerned with the length of time the County were taking to install the second handrail, that this Council agreed to provide 50% towards the cost. The Clerk further advised, that it was agreed the installation would take place before the end of this financial year (March 2022).

**Members agreed he following:** The Clerk to contact the Senior Footpath Officer, seeking an update.



**10(B). 182/21****TO CONSIDER: INSTALLATION OF FURTHER HANDRAIL ABOVE WATERFALL  
(CLLR MARGARET WILLIAMS)**

The item was adjourned to the November Council meeting.

**11. 183/21****APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>BACS:</b> Katie Bincham (Autumn scene painting on Dyserth High Street Bus Shelter – payment dated: 20/09/2021 (Authorised by two Councillor Bank Signatories)	120.00		120.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September) Payments dated 01/10/2021			
	<b>Standing Order BACS:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2021 – payment dated 06/10/2021)	604.56		604.56
	<b><u>Payment for consideration at meeting to be paid by BACS:</u></b>			
	Glascoed Timber (Dog Bin emptying contract) April to September 2021	1,414.40	282.88	1,697.28
	Louise Walsh (Environmental Services & Inspections of Play Area for September)	40.00		40.00

**12. 184/21****APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	<b><u>Authorised to be paid by BACS:</u></b>	
	St. Kentigern Hospice, St. Asaph (application for annual grant) (Section 137 LGA 1972)	£1,000.00

**13. 185/21**

**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.....**