



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held Virtually by Video and Telephone Conference,

On Monday, 10th January, 2022, at 7.00pm.

No Council meeting was held in December

1(A). 01/22

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 02/22

APOLOGIES

Councillor Edgar H. Jones
Councillor Peter Newell

Councillor David G. Williams (Denbighshire County Council)

2(A). 03/22

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

Standing Orders were suspended:

The Chair of Council Councillor David Parry welcomed Cathy Jackson to the meeting.

Cathy provided the following information:

- The installation of the new play equipment is proving to be popular.

- The four year term for the Trustees of the Play & Stay at Dyserth ceases in June of this year. The current Trustees are residents of Dyserth together with two Councillors. A decision will be required to be made prior to June as to whether or not to renew the Trust. Cathy stated, that whilst she still wishes to continue her involvement with the Trustees, she has other projects.
- Cathy provided details in relation to funding outlets and advised, that she was unaware of the future intentions of the Junior Football Club.

Councillor David Parry thanked Cathy for her attendance and report.

2(B). 04/22

Standing Orders were restored:

3. 05/22

DISCLOSURE OF INTEREST

There were no Declarations of Interest declared.

4. 06/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 8TH NOVEMBER, 2021

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

5. 07/22

MATTERS ARISING

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 5. 192/21 (2) (page 2)** – in relation to the Dyserth Kilns project. Councillor David Parry advised Members, that following the clearance of the undergrowth in the area, the contractor had noticed a crack in one of the kilns. The Clerk advised, that he had contacted CADW, who stated, that as the kilns are in a conservation area, the concern should be reported to the Denbighshire County Council. The Clerk further advised, that Denbighshire had confirmed, they will arrange an engineer to visit and provide a report in due course.

Councillor David Parry further advised, that additional work was also identified during the clearance, which would be discussed further in the meeting. **(Minute number: 7(B). 10/22 (j) on page 5 below.**

- (2) **Minute no: 5. 192/21 (3) (page 2)** – in relation to preservation orders on trees in Dyserth. The Clerk advised, that County Councillor David Williams had been unsuccessful in tracing an alternative phone number for the Arborist.

Members agreed the following: Councillor David Jones to make further enquiries.

- (3) **Minute no: 5. 192/21 (4) (page 2)** – in relation to Councillor David Jones contacting Mr. Gareth L. Davies – Welsh Assembly Member, to discuss the disbelief and disappointment with his reply to the Community Council. Councillor David Jones advised Members, that he

has spoken with Mr. Davies, who had indicated he would telephone the Clerk to discuss. Unfortunately Mr. Davies had reneged.

- (4) **Minute no: 5. 192/21 (8) (page 3)** – in relation to the purchase of a new Wooden Pavilion at Ysgol Hiraddug School. Councillor John Glover advised, that the School were receiving difficulty in tracing a suitable company to provide a costing for a new Pavilion. However, the School had advised to-day, that a Company had been found, whereby a cost will be made available to the Community Council prior to the February Council meeting.
- (5) **Minute no: 5. 192/21 (10) (page 3)** – in relation to a joint project with Denbighshire County Council, for further handrails on public footpaths. The Clerk advised, that the Highways Information Manager (Footpaths) has been in hospital and is currently on sickness leave. The Department had advised, that they will seek updated quotations, and forward to this Council when received.

6. 08/22

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

In County Councillor David Williams' absence, the Clerk provided the following information received from Councillor Williams:

- (1) Denbighshire Biodiversity Verge Pilot Scheme (Sent to Councillor David Parry)
- (2) Contacted Denbighshire Highways, seeking to expedite a site meeting to be held in Dyserth High Street, in relation to phase 2 of the traffic improvement scheme.
- (3) Contacted Denbighshire Highways, seeking to expedite a site meeting to be held in relation to traffic concerns at the junction to Thorncliffe premises on the Meliden road.
- (4) Request to Denbighshire County Council: Request for Traffic Enforcement Officers to visit Dyserth, in particular the High Street.
- (5) Denbighshire County Council: Notification that an area of land adjoining Ty Gwilym, Dyserth, has been advertised for disposal.
- (6) Flooding on the Dyserth to Rhuddlan Road. Concern passed to Denbighshire Highways.
- (7) Further consultation with Denbighshire County Council, in relation to the flood defence scheme in the Lower Dyserth area.

7(A). 09/22

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, that the following criminal offences had been reported to the North Wales Police, that had occurred within the Dyserth Community Council area:
 - ❖ 8 x Violence offences / 3 x Anti-social behaviour / 2 x Other offences

- (2) Welsh government: Appropriate sum under Section 137 (4)(a) of the Local Government Act 1972 Section 137 Expenditure Limit for 2022 / 2023. Increase from £8.41 to £8.82 per elector
- (3) Denbighshire County Council: Town & Community Councils in Wales – estimated costs of an election.
- (4) Denbighshire County Council: Notification of free parking over the Christmas period.
- (5) Denbighshire County Council: Notification of waste collection over the Christmas period.
- (6) Awel Y Mor – RWE Renewables project update and notice of meeting to be held on Monday 24th January 2022 at 3.30pm. Councillor David Parry indicated his intention to attend on behalf of the Community Council.

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

- ❖ Welsh Government: Draft Statutory Guidance for Community and Town Council Consultation link – under the Local Government and Elections (Wales) Act 2021
- ❖ Welsh Government: The Local Elections (Principal Areas) (Wales) Rules 2021 and The Local Elections Rules 2021 (Effective for the May 2022 elections in Wales)
- ❖ Welsh Government: Draft budget for 2022 / 2023
- ❖ Welsh Government: Welsh Tax Acts (Power to Modify) Bill
- ❖ Denbighshire County Council: Biodiversity Projects in Denbighshire (Sent to Councillor David Parry)

7(B). 10/22

CLERK'S REPORT

- (a) Received from and deposited into the Council's bank account:
 - Denbighshire County Council - £15,334.00: Third and final precept payment for financial year 2021 / 2022.
- (b) The Clerk advised, that the Broadband installation that had taken place recently in the Pavilion building, was arranged under a joint project by the Welsh Government and Denbighshire County Council, to install broadband in public meeting places. The installation and cost for a year is free, whereby should the service continue, then a contact will require signing with the provider. The Clerk further advised, that this initiative was never advised to the Community Council and had not provided their permission as the building owner. The Bowling Club also confirmed to the Clerk, that they did not agree to the installation.
- (c) Request from Dyserth Bowling Club to allow ten advertising boards on the north side of the bowling green and run alongside the hedge. The size of each would be no greater than 1 metre by 0.7 metre. The signs would be a financial revenue for the club.

Members agreed the following: The installation of the advertising signage.

- (d) The Clerk advised. that the annual renewal of the Service Level Agreement with Aura Leisure; for the inspections and maintenance of the play area had been received following the November Council Meeting. The Clerk had forwarded the agreement to the Chair and Vice Chair of Council, who agreed that the Clerk renew the agreement for another year.

Members agreed the following: Confirmed the renewal of the Service Level Agreement with Aura Leisure for another year period.

- (e) Application for a Community Tree Pack from the Woodland Trust that was completed by the Dyserth Environmental Group, was successful. The trees will be planted in the area of the Council land known as the Burial Ground, as previously agreed by the Chair and Vice Chair of Council in-between meetings – as this had been discussed with Council previously.
- (f) Following pot holes reported to Denbighshire Street Scene: (i) Outside Edgemount – side of former Dyserth Garage & Bryn Y Felin (ii) Bryn Y Felin – a number of pot holes along an area of approximately 150 yards.
- (g) Councillor David Parry had reported to Denbighshire County Council, the following: (i) 2 x fallen trees blocking a public footpath (ii) 1 x tree branch hanging precariously above pathway. Both concerns in the area of the boardwalk and Pandy Lane.
- (h) Councillor David Parry had reported to Denbighshire County Council, the following: (i) blocked drains in the area of Waterfall Road and its junction with the A547
- (i) Completion of a further handrail on public footpath above Waterfall. (Members were shown a photograph of the rail).
- (j) The Clerk recollected to Members, exchanges of e-mails in relation to the following:
- Further clearance work identified during current renovation of the Dyserth Kilns. The Chair of Council attended a site meeting with the contractor – Glascoed Timber, whereafter two quotations were received to complete the further identified work (1) to excavate and clear 2 large tree trunks at a cost of £420.00 plus VAT of £84.00 – Total £504.00 (2) to level the area using existing material at a cost of £200.00 plus VAT of £40.00 – Total £240.00.
 - Following agreement in the November 2021 Council meeting a quotation for £720.00 plus VAT of £144.00 – Total £864.00, had been received for the installation of a further hand rail on a public footpath from MJW Welding.
 - ❖ The above quotations had been agreed by the Chair and Vice Chair of Council – Councillors’ David Parry and Andrew Hughes in-between meetings. Suspension of Financial Orders had been agreed in relation to the handrail quotation, which was £220.00 over the £500.00 limit for one quotation, for the following reasons: (1) It is difficult to find contractors to both quote and complete this type of work, in particular, for the smaller jobs (2) MJW Welding have quoted and completed work for the Community Council over the past three years, whereby their quotations have been competitive (3) The Community Council consider, and taking the aforementioned into consideration, the extra £220.00 is reasonable for the length of handrail and work required.

Members agreed the following: Confirmed the above quotations, including the Suspension of Financial Standing Orders.

- (k) The Clerk recollects to Members, the list of Council meeting dates for 2022 that had been provided prior to the meeting. The May Council meeting is just a few days following the Town & Community Council elections in Wales. There would not be sufficient time under the Local Government Act to provide the required agenda notice period, therefore the date was required to be changed.

Members agreed the following: The date of the May 2022 Council meeting will be held on Thursday 12th.

7(B-1). 11/22

ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2021

The Clerk advised Members, that the final document from Audit Wales had been received in January 2022 – for the Annual Return for the Year Ended 31st March 2021. 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’.

The report stated other matters arising and recommendations; which related to the Council’s general and ear-marked reserves.

The Clerk confirmed, that copies of the report were provided to the Chair and Vice Chair of Council: Councillors’ David Parry and Andrew Hughes, prior to the meeting.

Members agreed the following: Accepted the Audit Wales Report for the 2020 / 2021 financial year, including the recommendations.

7(B-2). 12/22

NOTICE OF CONCLUSION OF AUDIT

The Clerk advised, that in accordance with the Public Audit (Wales) Act 2004 Section 29 / Accounts and Audit (Wales) Regulations 2014, that the appropriate Public Notice had been displayed on the Council’s notice board and web site.

7(C). 13/22

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2021

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 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). 14/22

TO RECEIVE, CONSIDER AND APPROVE THE BUDGET FOR THE FINANCIAL YEAR 2022 / 2023

- (1) To increase the precept for the forthcoming financial year to £48,500.00 – an increase of £2,500.00. The Clerk advised, that the Band D property charge would be £41.24, a slight decrease of 0.05p a year.

- The Council noted the additional number of Band D properties from 1,114 to 1,176 – and were able to increase the precept by the above figure, without increasing the community charge. In reaching their decision, the Council took into consideration, that substantial earmarked projects required the Council to ‘save extra funds’ to ensure that the projects were completed over the next few years.
- (2) Earmarked Reserves £50,530.00 / General Reserves £19,109.00 / To transfer £8,131.00 from the 2022 / 2023 budget to General Reserves. This transfer of funds is also towards a substantial project to provide changing room facilities and public conveniences in the St. Georges playing field area – with Play & Stay at Dyserth and Dyserth Junior Football Club - at an estimated cost of £30,000.00.
 - (3) The Chair of Council David Parry, to sign the estimates for the end of the financial year 2020 / 2021, including the precept requirement for 2022 / 2023.
 - (4) The Clerk to advise Denbighshire County Council, in respect of the Community Council’s financial requirements (precept) for 2022 / 2023.
 - (5) The Clerk to place on the February Agenda, the following: To Discuss Financial Assistance Applications.

7(E). 15/22

TO FURTHER DISCUSS & UPDATE: (I) (LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021 SECTION 47 (B) - MULTI-LOCATION MEETINGS / MEETING DATES / VENUE / COMMENCEMENT TIMES (II) NATIONAL & LOCAL STANDING ORDERS

The Clerk recollected to Members, that under the above Act the Local and National Standing Orders should be updated to reflect the Council meeting preferences. Whilst the Orders presently state meetings are held virtually and is also contained within the Public Agenda and Councils web site, it had been thought that face to face meetings, with audio facilities, may have commenced during the early part of the new year.

Members agreed the following: Due to the current pandemic restrictions, this agenda item will be adjourned to a date to be affixed.

7(F). 16/22

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2021 / 2022

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 2021 / 2022 accounts.

7(G). 17/22

CLERK’S ANNUAL APPRAISAL – 2021

The Clerk advised, and the Chair of Council - Councillor David Parry confirmed, that the Clerk’s annual appraisal had been completed for year 2021. The Clerk thanked Councillor Parry for his comments contained in the appraisal – which were appreciated.

8. 18/22

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- ❖ Councillor Andrew Hughes advised Members, that the Community Hall bookings were on the increase. The Christmas Fayre was a tremendous success; which involved the Rhyl Silver Band and Father Christmas handed out 120 presents to children.

9(A). 19/22

PLANNING

The following planning applications had been received:

- (1) Application number: 42/2021/0729, for demolition of existing pop-in shop and change of use of agricultural building to retail use, provision of car parking and associated works, at The Pop In Shop and Agricultural Building Cwm Road, Dyserth.

Comment by Council: The Community Council have no objection in principle, providing that the application is subject to compliance with relevant policies and planning guidance notes. The Community Council were initially concerned with the access to the premises; it is noted however, that this has been revised and will be repositioned further south.

- (2) Application number: 42/2021/0853 - for Retrospective application for the erection of one holiday accommodation unit with associated decking and landscaping. Proposed erection of one additional holiday accommodation including decking, landscaping and associated works (Partly Retrospective) at Land at Bod Erw Hiraddug Road, Dyserth.

Comment by Council: No comment.

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

9(B). 20/22

Members formally confirmed the above decisions.

9(C). 21/22

The following planning application(s) were considered by Members at the meeting:

- No applications received from Denbighshire Planning.

9(D). 22/22

PLANNING DECISIONS

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

- (1) Application number: 42/2021/0985 – for the erection of detached double garage and associated works, at Greenfields, Ffordd Ffynnon, Dyserth. Granted
- (2) Application number: 42/2021/1038 – for Crown thinning and reduction and crown lifting of Copper Beech Tree numbered T1 on plan attached to the Borough of Rhuddlan Tree Preservation Order No. 1, 1985, at Oakwood, Clwyd Avenue, Dyserth. Granted.
- (3) Application number: 42/2021/0636 – for the erection of dormer roof extensions to side and rear of dwelling and associated works, at Cairns Cottage, 39 Cwm Road, Dyserth. Granted.

- (4) Application number: 42/2021/0966 22 – for construction of balcony on second floor at rear of dwelling, at Rhodfa Gofer, Dyserth. Granted.

10. 23/22

TO DISCUSS: WIDENING OF CARRIAGEWAY IN AREA OF THE CROFT (WATERFALL ROAD AT PENISA (CLLR DAVID JONES))

Councillor David Jones stated, that a good number of years ago the owner of a property named The Croft on the B5119 (Waterfall Road) at Penisa, had kindly offered free of charge an area of land adjacent to the highway, to enable the County to widen the road. Whilst this was in discussion at County level at that time, there appears to have been no further consultation thereafter. Councillor Jones wished the Council to contact Denbighshire Highways to advise, that the offer of the land from the resident, is still available.

Members agreed the following: The Clerk to make contact with County Councillor David Williams, seeking that he brings the above offer of land to the attention of Highways.

11. 24/22

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	<u>December, 2021 Payments</u>			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated 01/12/2021			
	BACS: Royal British Legion (payment for wreaths and other Remembrance Sunday items)	132.00		132.00
	BACS: Aura Leisure (Dyserth Children’s play area) – Invoice for several items; including inspections from May, various repairs and previously agreed work orders	1,654.18	330.84	1,985.02
	BACS: R. N. Williams Ltd., (Purchase of cooker for Paterson Hall, Dyserth – as previously agreed by Council)	683.33	136.67	820.00
	BACS: Cllr Margaret Williams (Refund of fee paid to resident for usage of electricity for Christmas tree)	20.00		20.00
	BACS: Katy Bincham (Bus shelter Christmas painting theme - £100.00 / Window cleaning fee - £30.00) (As previously agreed by Council)	130.00		130.00

BACS: Louise Walsh (Environmental Services & Inspections of Play Area for November)	50.00		50.00
BACS: MJW Welding (New handrail on public footpath) (As previously agreed by Council)	720.00	144.00	864.00
(Above payments authorised by two Councillor Bank signatories)			
<u>January – 2022 Payments</u>			
<u>Payments for confirmation and consideration at meeting to be paid by BACS:</u>			
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated 04/01/2022			
Standing Order BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - October, November & December Payment dated (07/01/2022)	604.56		604.56
Society of Local Council Clerk's (Membership renewal: £294.00 – quarter share with other Councils)	73.50		73.50
R. P. Parry – Clerk (Reimbursement of Stationery & printer ink from Viking Stationery Supplies – quarter share with other Councils (as per receipt)	54.40	10.88	65.28
Louise Walsh (Environmental Services & Inspections of Play Area for December)	40.00		40.00

12. 25/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Urdd Cymru (Application for annual grant) (Section 145 LGA 1972 – provision of entertainment and support of the arts)	£500.00
	Hope House (Children's Hospice) (Application for annual grant)	See note:
	Note: The Community Council have provided a	

	<p>financial donation to Hope House during the early part of the current budget. This application is adjourned to the new budget in April, 2022</p> <p>Marie Curie Cancer Care (Application for annual grant)</p>	<p>No grant (Application from Scotland)</p>
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13. 26/22

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.....