



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held Virtually by Video and Telephone Conference,

On Monday, 23rd May, 2022, at 7.00pm.

Annual Council Meeting

1. 89/22

SIGNING OF DECLARATIONS OF ACCEPTANCE OF OFFICE (ALL COUNCILLORS)

The following Councillors' signed their Declaration of Acceptance of Office:

Councillors' John Glover; Andy Hughes; David G. Jones; Delyth Lloyd-Williams; Dave Parry; Allan Pennington; Anne R. Rogers; Margaret G. Williams.

Members agreed the following: Adjourned the Declaration of Acceptance of Office by Councillors' Emyr Morris and Haydn Owen, to be completed prior to or at the June 2022 Council meeting.

All Councillors introduced themselves.

2(A). 90/22

APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2022 / 2023

Councillor Andy Hughes was proposed by Councillor John Glover and seconded by Councillor David Parry, as Chair of Council. There were no further nominations. Councillor Hughes accepted.

Members agreed the following: Councillor Andy Hughes be appointed as Chair of Council for the period 2022 / 2023.

The retiring Chair of Council, Councillor David Parry stated, that he had enjoyed his time as Chair of Council and congratulated Councillor Hughes upon his appointment.

The new Chair of Council Andy Hughes, thanked Councillor Parry for his service as Chair of Council and for all the work he undertakes on behalf of the community.

Members agreed the following: The Clerk to write to the retiring Councillors, thanking them for their public service and commitment to the Council and residents of the Council area, together with the Council's best wishes for the future.

2(B). 91/22

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE (CHAIR OF COUNCIL)

Councillor Andy Hughes read out the Declaration of Acceptance of Office and signed the document which was shown virtually to Members.

3(A). 92/22

PRESENT (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Andy Hughes (Chair of Council)
Councillor Dave Parry (Vice Chair of Council)
Councillor John Glover
Councillor David G. Jones
Councillor Delyth Lloyd-Williams
Councillor Allan Pennington
Councillor Anne R. Rogers
Councillor Margaret G. Williams

Clerk & Financial Officer R. Phillip Parry

3(B). 93/22

APOLOGIES (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Emyr Morris
Councillor Haydn Owen

Councillor David G. Williams (Denbighshire County Council)

3(C). 94/22

ABSENT

None

4. 95/22

APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2022 / 2023

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

Members agreed the following: To appoint Councillor David Parry, as Vice Chair for the year 2022 / 2023

5. 96/22

CO-OPTION OF VACANT COUNCILLOR SEATS (FOLLOWING UNCONTESTED ELECTION)

The Clerk advised Members of one Councillor vacancy. The Clerk further advised in relation to the procedures following an uncontested election, for the filling of vacant seats – under the Representations of the People Acts in 1983 and 1985 and Local Government (Wales) Measure 2011.

Members agreed the following: (1) The Clerk to advertise the vacant Councillor seat on the various public notice boards and Council web site (2) Appointed Councillor Andrew Hughes to

receive applications and to provide any advice to prospective candidates (3) The vacancy to be listed on the June meeting agenda.

6. 97/22

MINUTES OF THE ANNUAL MEETING HELD ON THE 6TH MAY 2021

The Clerk advised Members, that the Minutes of the 2021 Annual Meeting were formally proposed, seconded and agreed at the 14th June, 2021 meeting; under Minute number: 3. 113/21.

Members agreed the following: Re-affirmed the above decision.

7. 98/22

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

Member were shown virtually a copy of the current list of Committees and Outside Bodies that Community Council Members are appointed to.

Members agreed the following: Councillor Delyth Lloyd-Williams be appointed to the Council's Environmental Committee and Dyserth Community Hall Management Committee. Councillor Allan Pennington appointed to the Dyserth, Meliden & Cwm Relief in Sickness Fund. The remainder of the list remains unchanged.

General Council Meeting

8. 99/22

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

The Clerk advised the following correspondence had been received.

- E-mail from a resident of Waterfall Hill, Dyserth. The letter contained a number of issues in relation to the following:
 - (i) Parking bay at entrance to Weavers Lane. Suggestion that the salt bin be repositioned. The bench seat is obstructed by parked vehicles.
 - (ii) Improvement of the pathway and steps linking the car parking area and Weavers Lane, including the installation of street lighting.
 - (iii) Change of signage at Junction 31 on A55 road, whereby currently traffic for the Prestatyn area are signposted to travel through Dyserth and down Waterfall Road. An improvement would be for traffic to be signposted for Prestatyn at the St Asaph exit.
 - (iv) Traffic calming measures on Waterfall Road.
 - (v) Reduction of speed limit from 30mph to 20mph.

Members agreed the following: (1) The Clerk to contact Denbighshire County Council Highways, seeking that the bench seat and salt bin are repositioned (2) As the remainder of the concerns are in the remit of Denbighshire County Council, the Clerk to forward the correspondence to County Councillor David Williams to take forward with the various County Officers (3) Should a site meeting be arranged, the Community Council will arrange for at least two Councillors to attend.

9. 100/22

DISCLOSURE OF INTEREST

The following Declaration of Interest was declared: Andy Hughes in relation to the annual Chair of Council allowance: **Minute number: 17. 113/22 on page 10 below.**

10. 101/22

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 11TH APRIL, 2022

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

11. 102/22

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5. 74/22 (1) (page 2)** – in relation to a joint project with Denbighshire County Council to installing handrails on footpaths. The Clerk recollects Members to a quotation received by Denbighshire County Council over two years ago for a handrail above the Waterfall area, whereby this Council agreed to pay 50% of the cost. Denbighshire have advised that an updated quotation has been received for £3,693.00 an increase of £741.50. The cost to the Community Council would be £1,846.50.

Members agreed the following: To accept the above increase.

- (2) Minute no: 5. 74/22 (2) (page 2)** – in relation to Aura Leisure seeking a quotation for the repair to the MUGA netting. The Clerk advised that a quotation received from Aura Leisure for the above repair from a company named Flintshire Fabricators at £320.00 plus VAT.

Members agreed the following: Accepted the quotation.

- (3) Minute no: 5. 74/22 (5) (page 2)** – in relation to speed activated signage in Dyserth High Street. Councillor David Parry advised that himself together with Councillor Margaret Williams had met with County Highway Officers. The Officers would prepare a feasibility report and forward to the Community Council in due course.

- (4) Minute no: 5. 74/22 (6) (page 2)** – in relation to a seasonal compound to store football goal posts. The Clerk advised that three quotations had been received, which Members perused virtually.

Members agreed the following: To accept the quotation from Utility Contractors for the sum of £6,486.45.

- (5) Minute no: 7(E). 80/22 (page 5)** – in relation to receiving quotations for the Queen's Jubilee Garden project. The Clerk advised that three quotations had been received, which Members perused virtually.

Members agreed the following: To accept the quotation from G J Landscapes for the sum of £13,131.00

- (6) Minute no: 7(G). 82/22 (page 5)** – in relation to the Dyserth Kilns project and in particular, the design of leaflets and interpretation board information. Prior to the meeting Members received a draft proof of the information leaflet and interpretation board information.

Members agreed the following: (1) The wording and layout of both the information leaflet and interpretation board (2) The Clerk to enquire with the designer if the above are bilingual.

12. 103/22

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

In County Councillor David Williams' absence, the Clerk advised the following matters that Councillors Williams had dealt with recently:

- (1) Highway site meeting to be held in area of Clwyd Avenue, to view and discuss complaints in relation to a large leylandii causing deterioration to the pavement.
- (2) Overhanging tree branches on the A5151 in Dyserth, reported to Denbighshire County Council (*Update from Denbighshire 'were unable to trace the overhanging branches'*)
- (3) Dyserth Traffic alleviation scheme – second phase. Councillor Williams has further contacted Highways, who advised that further discussions and site visit to the area of High Street and James Park – where the next phase will be focused, will take place in the near future.
- (4) Further contacted Denbighshire Enforcement Team, seeking more frequent visits by Officers to enforce parking concerns on Dyserth High Street.

13(A). 104/22

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 Anti-social behaviour / 2 x Drugs / 4 x Other crimes / 6 x Violence.
- (b) Notification of new Neighbourhood Policing Sergeant for the area between Abergele and Prestatyn, which includes Dyserth.
- (c) Requested Denbighshire Highways to re-paint the SLOW road signage and faded Give Way sign, in Weavers Lane, Dyserth.
- (d) Gareth Davies MS/AS. Congratulating Dyserth Councillors upon their election.
- (e) Denbighshire County Council: The County Legal Department will provide training for all Community Councillors in relation to the Code of Conduct in due course.

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

- ❖ Denbighshire County Council: Biodiversity project in Denbighshire (forwarded to Councillor David Parry)
- ❖ The Planning Inspectorate: Statutory consultation in relation to the proposed Mona Offshore Wind Project. Councillors to complete on a personal basis.

13(B). 105/22
CLERK'S REPORT

The Clerk advised Members in relation to the following:

- (a) Received from and deposited into the Council's bank account:
- Denbighshire County Council - £16,166.00: First precept payment for financial year 2022 / 2023.
 - HM Revenue & Customs - £5,443.90: VAT Refund for financial year 2021 / 2022.
- (b) Reported to Denbighshire County Council: Steps in a poor condition, known locally as 'Stairway To Heaven' sited at the lower end of Gibbs Wood. (*Update report from Denbighshire County Footpaths Officer: A contractor has been requested to attend to make safe*).
- (c) Reported to Denbighshire County Council: Newly replaced wooden steps on walkway in SSSI area is damaged (photograph provided).
- (d) Following a recent play area report by Aura Leisure, a number of screws are either missing or loose on an item of equipment. Councillor David Parry has kindly attended site to rectify.
- (e) Blocked gully reported to Denbighshire County Council Highways – opposite the Pharmacy. (This has been reported on two occasions).
- (f) Reported to Denbighshire County Council Footpaths Officer, the footpath in the area of the newly installed handrail, the path is quite dangerous to pedestrians. (Second occasion this path has been reported in the Penrhaeadr area).
- (g) Complaints received, including photographs of large fly posters which had been placed on the glass of the High Street bus shelter. One poster contained contact details. Concern also that the Community Council had spent £100.00 with the Easter painting theme whereby the posters had been obliterated by the painting. The Clerk had written to the contact on one poster, and advised Denbighshire County Council enforcement, as it's an offence to display. The Clerk advised, that both posters had been removed.
- (h) Further complaints in relation to dog fouling on the football pitch. A number of matches being held by the Dyserth Junior Football team had to be called off. The Clerk has confirmed with Denbighshire County Council, that the field is covered by the Public Spaces Protection Order (PSPO). There appears to be one individual person walking their dog who allows this unacceptable behaviour. The Football Club Committee have been asked to report instances to the Dog Control officer. The Clerk has further featured the PSPO in the next edition of the Dyserth Times.
- (i) Criminal damage to Council land. The Clerk advised Members that a local resident had obtained a key to the locked gate to the football pitch area, whereby heavy vehicles had crossed the football pitch and caused damage to the land at the far end (Cwm Road) of the King George field. Photographs of the area were show to members virtually. The same person had previously admitted to a Councillor, member of the public and a Police Officer, to cutting the lock on two prior occasions to the area to gain access. Whilst interviewed by the Police, no action was taken. The Community Council had to pay for two new locks.

- (j) Reported to Denbighshire County Council Footpaths Officer: Two pathway concerns (1) Pathway steps between Lower and Upper Foel Road require clearance work. One child has recent been cut due to the brambles (2) Pathway Between Foel Road passing through Bron Deg estate. General clearance. (Photograph plan provided)

13(C). 106/22

TO RECEIVE: INTERNAL AUDITOR'S REPORT – 2021 / 2022

The Clerk advised Members, that the Internal Auditor's Report for the year 2021 / 2022 had been received. The report was shown virtually to Members, whereby a copy had been sent by e-mail to the Chair and Vice Chair prior to the meeting.

The Clerk further advised Members in relation to the contents of the report, which stated the following: 'No internal control issues identified. The Council has maintained a robust set of books and accounts for the financial year'.

Members agreed the following: The Internal Audit report be accepted. The Clerk was thanked for his work.

13(D). 107/22

WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH 2022

The Clerk advised Members that Sections in the above document named: Accounting statements for 2021-22, together with the Annual Governance Statement 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 Council Approval and Certification Section was now required to be signed by the Clerk and formally approved by Council for signature by the Chair. Members were shown a virtual copy of the return.

Members confirmed the following: The Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk. As the Council meeting was held by video conference, the Clerk to obtain the signature of the Chair of Council on the Annual Return in due course.

13(E). 108/22

TO FURTHER DISCUSS: HOLDING OF FUTURE COUNCIL MEETINGS

The Clerk recollected Members to previous discussions and in particular, the Welsh Government Wales Measure – that meetings of the Council cannot be held entirely face to face, whereby equipment was required to 'hear and be heard'. Whilst the Government decision had been made without any consultation with Town & Community Councils in Wales, the Government have provided funding to One Voice Wales to provide a report on the difficulties and financial aspects to implement this measure.

Members agreed the following: The Clerk to purchase the necessary equipment and wi-fi access (if required) with a view to commencing hybrid meetings in September. If required, the cost to be considered in-between meetings by the Chair and Vice Chair of Council.

14. 109/22

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor John Glover, as the Council's School Governor Representative (1) The School have created a garden in memory of a pupil who passed away recently (2) The proposed

new wooden Pavilion building; the County Council have now become involved whereby hopefully funding will be allocated.

- (ii) Councillor Andy Hughes: The Dyserth Community Hall is almost fully book during the day and night times. The Management Committee will be arranging functions in the Hall in due course.
- (iii) Councillor Margaret Williams: Visitors to the Dyserth Waterfall are increasing, including the financial donations revenue.

15(A). 110/22 PLANNING

The following planning applications to be considered by Members at the meeting:

- (a) Application number: 42/2022/0365 – for erection of single and two storey extension to front of dwelling, alterations to roof to form habitable accommodation in roof space and associated works, at 2 The Croft, Waterfall Road, Dyserth.

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

- (b) Application number: 42/2022/0156 – for erection of two storey extensions to side and rear of dwelling, at 8 Lower Foel Road, Dyserth.

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

- (c) Application number: 42/2022/0145 – for installation of replacement windows to front elevation, at Flats 1 and 2, Cross Keys, High Street, Dyserth.

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

15(B). 111/22 PLANNING DECISIONS

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

- (i) Application number: 42/2021/1105 – details of scheme – hard and soft landscaping (condition 6); Biosecurity risk assessment (condition 9); provision of roosting bats and nesting birds (condition 10); external lighting / internal lighting spillage scheme (condition 14); foul water drainage scheme (condition 14) surface water draining (condition 15) and photographic survey (condition 16) of planning permission code no: 43/2020/0923, at land at former quarry, off High Street, Dyserth. Approved.
- (ii) Application number: 42/2022/0089 – details of scheme of hard and soft landscaping submitted in accordance with condition no 4 of planning permission code no: 42/2021/0729, at The Pop Inn Shop & Agricultural building, Cwm Road, Dyserth. Approved.

16. 112/22 FOLLOWING ITEMS PLACED BY COUNCILLOR MARGARET WILLIAMS

(i) Concern with dog owners – allowing pets to roam freely and foul on football pitch and surrounding areas

Councillor Williams expressed her disgust at members of the public who allow their dogs to roam freely and foul on the football pitch including other areas within the children's play area – and leave without clearing up.

The Clerk advised, that the area is covered by the Denbighshire Public Spaces Protection Orders. The County Enforcement Team have also agreed to visit the area on more regular occasions. The Clerk will place a further articles in the Dyserth Times.

Members agreed the following: Thanked Councillor David Parry who offered to take photographs of the current no dogs allowed signage. Once the Clerk is aware of the photographs, the Clerk to contact the County Dog Warden and ascertain the appropriate wording

(ii) Views of Council Members – Installation of new handrail at rear of Waterfall

Councillor Margaret Williams recollected Members to the newly installed handrail above the Waterfall and near to the recently completed wood bridge. Councillor Williams was concerned with a number of negative posts on the local Facebook Page.

The Clerk advised that the County received financial assistance for the replacement wooded bridge, whereby all handrails in the area are metal. The Clerk further recollected to Members that this Council had agreed with Denbighshire Rights of Way, to pay the 50% cost of this new handrail.

Member agreed the following: Confirmed, that the recently installed handrail appears robust and it suitable for the area.

(iii) Contract for the watering of Council planters

Councillor Margaret Williams recollected to Members, that the Council's flower planters had been previously watered by both a local resident and Community Council members. This was proving difficult. Councillor Williams advised that a quotation for the sum of £500.00 had been received from a local resident to complete the watering on regular occasions throughout the summer period. The Clerk advised that a quotation sought some three years ago from a professional watering Company, was in the region of £2,000.

Members agreed the following: (1) To provide the sum of £500.00 to Mr. Trebor Evans, for the watering of Council planters (2) The Council to provide the necessary equipment.

(iv) Clearance of rubbish from Council land - Behind former Cross Keys Pub

Councillor Margaret Williams advised Members, that following the unauthorised entry to the King Georg play area and football pitch, an area of land near the Cwm Road properties required clearing, whereby afterwards the Council's contractor would be able to keep in a tidy condition. A quotation had been received from Reg Davies & Son for the sum of £850.00. General discussion in relation to the actual clearance work required.

Members agreed the following: Councillors' Andy Hughes, David Parry and Margaret Williams to arrange a site meeting and provide a report to the June Council meeting.

17. 113/22

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 April) Payments dated 03/05/2022			
	BACS: Cllr David Parry (Re-imburement for key cutting on lock to King George play area)	12.00		12.00
	BACS: Cllr David Parry (R-imburement for purchase of Queen's Jubilee bunting)	180.00		180.00
	(Note: Above two payments authorised by Councillor bank signatories)			
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	BHIB Councils Insurance Company (Annual renewal of Community Council's insurance policy)	1,128.40		1,128.40
	JDH Business Services Ltd (Annual Internal Audit)	225.00	45.00	270.00
	Kevin Roberts (Painter) Fee for staining Council flower planters (as previously accepted quotation)	240.00		240.00
	Trecastell Nurseries (summer plants for Council flower planters) (as previous agreed)	300.00		300.00
	Louise Walsh (Environmental Services & Inspections of Play Area for April)	40.00		40.00
	Cllr Andy Hughes (Chair of Council annual allowance) (Minute number: 9. 100/22 on page 4 above)	400.00		400.00
	Utility Contractors Ltd (Dave Ruane) Dismantle and replace fence at Council land known as The Cemetery field – as previously agreed	430.00		430.00

18. 114/22

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
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	<p><u>Authorised to be paid by BACS:</u></p> <p>Dyserth Times (Application for financial assistance towards printing costs)</p>	<p>£540.00</p>
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19. 115/22

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.....