

CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held Virtually by Video and Telephone Conference,

On Monday, 11th May, 2020, at 7.00pm.

No Council meeting was held in April, 2020 - due to the Coronavirus COVED-19 outbreak – in accordance with Government advice.

1(A). 69/20 PRESENT (ANNUAL & GENERAL MEETINGS)

Councillor John Glover (Chair)
Councillor Trebor E. Evans (Vice Chair)
Councillor H. Andrew Hughes
Councillor David H. Parry
Councillor Mrs. Julie M. Peters
Councillor James K. Williams

Clerk & Financial Officer R. Phillip Parry

1(B). 70/20 APOLOGIES (ANNUAL & GENERAL MEETINGS)

Councillor David G. Jones
Councillor Edgar H. Jones
Councillor Emyr W. Morris
Councillor Peter Newell
Councillor Mrs. Margaret G. Williams
Councillor David G. Williams (Denbighshire County Council)

1(C). 71/20

The Chair of Council Councillor John Glover, welcomed Members to the virtual meeting of the Community Council and wished everyone together with their families his best wishes during this unprecedented time.

The Clerk advised Members in relation to the contents of the Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020). The contents related to: Remote attendance of meetings; Annual General Meetings; Other meetings; Attendance at meetings (6 month rule); Election of Chairs; Summonses to meetings; Public attendance; Meeting papers.

Annual Council Meeting

2(A). 72/20

ELECTION OF CHAIRPERSON FOR THE PERIOD 2020 / 2021

Councillor John Glover was proposed by Councillor Andrew Hughes and seconded by Councillor Mrs. Julie Peters, to remain as Chair of Council until the annual Meeting in 2021. There were no further nominations. Councillor Glover accepted.

2(B). 73/20

SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

The Clerk advised, that as the Chair of Council was to continue in Office, as per the above regulations, there was no requirement to sign a Declaration of Acceptance of Office.

3, 74/20

ELECTION OF VICE CHAIRPERSON (DEPUTY MAYOR) FOR THE PERIOD 2020 / 2021

Councillor Trebor Evans was proposed and seconded to continue in Office. There were no further nominations. Councillor Evans accepted.

Members agreed the following: Councillor Trebor Evans to continue in Office as Vice Chair of Council for the year 2020 / 2021.

4.75/20

MINUTES OF THE ANNUAL MEETING HELD ON THE 13TH MAY, 2019

The Clerk advised Members that the Minutes of the 2019 Annual Meeting were formally proposed, seconded and agreed at the 10th June, 2019 meeting, under Minute number: 3. 95/19.

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

5, 76/20

COUNCILLORS' ATTENDANCES - 2019 / 2020

The Clerk had provided Members with a copy of the Register of Attendance of Councillors at Council Meetings for the period - April 2019 to March 2020 – prior to the meeting.

Members agreed the following: The Register of Attendances is correct.

6.77/20

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

The Clerk provided Members with a copy of the current list of Councillors who serve on Local Committees and Outside Bodies.

Members agreed the following: Amended and confirmed the list for the year 2020 / 2021.

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

General Council Meeting

7.78/20

ATTENDANCE AT MEETING: POLICE INSPECTOR JAMES KEENE (NORTH WALES POLICE)

The Clerk advised that Inspector Keene was unable to attend the virtual meeting of the Council. The Inspector seeked any concerns that required investigation or statistical information, he would be pleased to assist.

Members agreed the following: Councillors to contact the Clerk with any Policing concerns, for transmission to the Inspector.

8. 79/20 DISCLOSURE OF INTEREST

The following Disclosure of Interests were Declared:

Councillors' Andrew Hughes and Edgar Jones, in relation to an application for financial assistance by Dyserth Community Hall. Councillors are Members of the Hall Management Committee. (Minute number: 17. 97/20 on page 8 below).

9.80/20

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

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

10. 81/20 MATTERS ARISING

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

- (i) Installation of new Dyserth name place signage: Councillor Trebor Evans advised Members, that the signage had been erected in the areas as requested by Denbighshire County Council. Councillor Evans confirmed, that he had visited the installation sites and stated; he was pleased with the completion of the project.
- (ii) Road improvements to Dyserth High Street: The Clerk advised that following a number of residents contacting the Chair of Council, including Councillors (prior to the lockdown), (Minute number: 11. 82/20 (i) below).
- (iii) Renewal of damaged fencing in the area of Council owned land; known locally as The Burial Field: The Clerk advised that no formal quotation had been received.

11, 82/20

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

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

(i) The Clerk read out to members the contents of an e-mail sent to County Councillor David Jones, from Mr. Ian McLaughlin (Denbighshire County Council – Engineer Traffic Management). The e-mail stated; that due to the current pandemic and lockdown the work

- by the service providers will now be reduced which will delay the commencement of the Dyserth High Street improvement scheme.
- (ii) Councillor Williams had advised in an e-mail, that the garden waste collections will resume from Monday 18th April by Denbighshire County Council

12(A). 83/20 CORRESPONDENCE

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

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

- ❖ Welsh Assembly Government COVID-19 Various information.
- ❖ Welsh Assembly Government The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020.
- ❖ Welsh Assembly Government Preparation and Publication of Statutory Financial Accounts for 2019 2020.
- ❖ Wales Audit End of Year accounts and display of Public Notices.
- ❖ Denbighshire County Council COVID-19 Various information.
- ❖ North Wales Police Inspector James Keene District update.
- ❖ North Wales Police Sergeant Kevin Smith Further District update.

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

- (i) Full dog bin in the area of the Anglia entrance to Prestatyn Walkway.
- (ii) Runoff pipe in area of Anglia building site, which appears to be causing severe erosion to the footpath, whereby water is running into the Afon Ffyddion.
- (iii) Board Walk in Pandy Lane damaged (now repaired by County).
- (iv) Kissing gate in the area of Carreg Heilin Lane, has been padlocked. (removed by Denbighshire Footpaths Officer).
- (v) Style 11 on Dyserth Circular walk step broken near to Tyddyn Y Cyll.
- (vi) North Wales path sign snapped and rotten at the base sited next to bus stop outside Pendref Farm,

Councillor Mrs. Julie Peters – Reported the following:

• Footpath running from the area of Bodrhyddan Hall Farm to Hottia Farm. Footpath inaccessible. Reported to Denbighshire County Council Footpaths Officer.

12(B). 84/20 CLERK'S REPORT

- (a) The Clerk advised Members in relation to the following deposits to the Council's bank account:
- £15,166.00 Denbighshire County Council: First precept payment for financial year 2020 / 2021.
- £3,409.63 HM Revenue & Customs: VAT Refund for financial year 2019 / 2020.
- (b) Independent Remuneration Panel for Wales Determination 42: Members allowances for 2020 / 2021. The Clerk advised in relation to the allowance of £150.00 for costs incurred

- in respect of telephone usage, information technology, consumables etc., Application form e-mailed to Council Members.
- (c) Independent Remuneration Panel for Wales End of year report in relation to Members payments for 2019 / 2020 sent to the Panel's Office.
- (d) The area of the Children's play-ground equipment and multi-use games areas were initially sealed for public use by Councillor Trebor Evans, with Aura Leisure completing the work, including the provision of appropriate signage.
- (e) Glascoed Timber. Re dog emptying bin contract. The Clerk has seeked information from Denbighshire County Council in relation to the umber of dog bins the County empty in the Dyserth area. Awaiting a reply.
- (f) The upper new handrail in the Waterfall area has been completed by Denbighshire County Council. An invoice for the agreed cost of 50% from the Community Council will be issued in due course.

12(C). 85/20

TO RECEIVE AND APPROVE: END OF YEAR ACCOUNTS - 2019 / 2020

The Clerk, as Financial Officer, provided Members with a copy of the end of year Statement of Financial Accounts for the year 2019 / 2020. The Clerk advised Members further in relation to the accounts and the end of year balance. Members had also been sent by e-mail prior to the Council meeting pdf copies of the end of year accounts.

Members agreed the following: Approved the end of year accounts for the financial year 2019 / 2020. As the Council meeting was held by video conference, the Clerk to obtain the signature of the Chair of Council on the Statement of Accounts in due course.

12(D). 86/20

TO RECEIVE: INTERNAL AUDITOR'S REPORT - 2019 / 2020

The Clerk advised Members, that the Internal Auditor's Report for the year 2019 / 2020 had been received.

The Clerk further advised Members in relation to the contents of the report. Copies of the report were provided to the Chair and Vice Chair of Council – Councillors' John Glover and Trebor Evans prior to the meeting.

Members agreed the following: The Internal Audit report be accepted. The recommendations will be implemented.

12(E). 87/20

WALES AUDIT: ANNUAL RETURN FOR THE YEAR ENDED 31ST MARCH, 2020

The Clerk advised Members that Sections in the above document named: Accounting statements for 2019-20, together with the Annual Governance Statement (AGS) (Part 1) 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 AGS (Part 2) was now required to be signed by the Chair of the Council, together with the Clerk. In accordance with the instructions received by e-mail from Audit Wales, all Council Members were provided with a copy of the AGS by e-mail prior to the Council meeting.

Members confirmed the following: Approval of the Annual Governance Statement (Part 2). As the Council meeting was held by video conference, the Clerk to obtain the signature of the Chair of Council on the AGS in due course.

12(F). 88/20

DYSERTH COUNCIL WEB SITE & E-MAIL ADDRESS

The Clerk recollected to Members the concerns with the Council e-mail address with BT, together with the current web site that was now ceasing to operate on numerous occasions. The current web site host and provider is an American Company, whereby the necessary configurations to the web site details are not available. The Clerk had received a quotation from a local computer company (Caerwys Computer Clinic) who builds and hosts a number of local Town & Community Council web sites. The cost of a new web site would be a one off charge to build between £100.00 to £150.00, with a yearly hosting charge of under £100.00, together with a domain name between £10.00 to £15.00 each year. The costings are based on the type of site and domain name required by the Council.

Members agreed the following: To accept the above costs for a new web site and Clerks' e-mail address. The web site to be named: www.dyserthcouncil.wales with a Clerk's e-mail address: clerk@dyserthcouncil.wales.

12(G). 89/20

TO CONSIDER: COUNCIL MEETING DATES - REMAINDER OF 2020

Members agreed the following: To continue with the listed Council meeting dates.

13.90/20

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Andrew Hughes advised, that whilst the Community Hall is presently closed, the Hall was in a good financial standing.
- (ii) Councillor Andrew Hughes on behalf of the Management Committee of the Community Hall, thanked the Dyserth Council for the funding to replace the Hall's lighting system to energy saving LED models. The electricity account will be greatly reduced.

14(A). 91/20 PLANNING

The following planning applications have been received:

(a) Application number: 42/2020/0245 – for erection of first floor extension to front of existing dwelling and associated works, at On The Rocks, Waterfall Road, 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: 42/2019/0157 – for the erection of 1 dwelling, detached garage, formation of new vehicular access and associated works: Land at (part garden of) Mount House, 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: 42/2020/0019, for the development of 0.03ha of land by the erection of a detached dwelling (outline application including landscaping and appearance), at land adjacent to Oakstead, Meliden Road, Dyserth.

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

(d) Application number: 42/2020/0209 – for the erection of first floor extension to dwelling, at Craig Y Castell Lodge, Allt Y Graig, Dyserth.

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

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

14(B). 92/20

Members formally confirmed the above decisions.

14(C). 93/20

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

• No pending applications for Members to consider at the May Council meeting

14(D). 94/20 PLANNING DECISIONS

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

- (i) Application number: 42/2018/0368 Details of site investigation & archaeological brief submitted in accordance with condition 5, 6 & 7 of planning permission 42/2016/1215/PO, at Land at site of former Mill House, Waterfall Road, Dyserth. Approved.
- (ii) Application number: 42/2019/1010 Details of access, appearance, landscaping, scale and layout of dwelling submitted in accordance with condition number 1 of outline permission code no: 42/2016/1215 (Reserved matters application), at Land at site of former Mill House, Waterfall Road, Dyserth. Approved.
- (iii) Application number: 42/2020/0148 for erection of extension to front of dwelling, at 29 Glan Ffyddion, Dyserth. Granted.

15. 95/20

DYSERTH PLANTERS (CLLR TREBOR EVANS)

The Clerk advised that Councillor Peter Newell had endeavoured to gain sponsorship from North Wales Garden Word, in Kinmel Bay; but was unsuccessful.

Members agreed he following: Confirmed the purchase of £100.00 cost of bedding plants from Tre Castell Nurseries, Dyserth. The plants were at the home of Councillor Glover to be collected from a safe distance at the front of the property. Councillor Trebor Evans and other Councillors were thanked for the watering aspect.

16, 96/20

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	April payments made - to be confirmed (agreed by two Councillor Bank signatories by e-mail inbetween meetings)			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March) Payments dated 01/04/2020			
	BACS: Glascoed Timber (Dog Bin Contract) October 2019 to March 2020. Payment made 15/04/2020	1,414.40	282.88	1,697.28
	BACS: Louise Walsh (Environmental Services & Inspections of Play Area for March. Payment made 15/04/2020	50.00		50.00
	BACS: R. P. Parry – Clerk (Reimbursement of bulk stationery & printer ink purchases – as per receipts) Payment made 15/04/2020	131.58	26.31	157.89
	BACS: Information Commissioner's Office (Data Protection Registration renewal) Payment made 17/04/2020	40.00		40.00
	May payments to be confirmed and considered to be paid by BACS			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for April) Payments dated 01/05/2020			
	BACS: BHIB Insurance (Renewal of Council Insurance Policy from 1 st June – for 2020 / 2021)	1,008.06		1,008.06
	BACS: JDH Business Services Ltd (Annual Council's Internal Audit)	150.00	30.00	180.00
	BACS: J K Electrical (Payment for LED lighting installation in Dyserth Community Hall) As agreed in March Council meeting (Section 19 LGA 1976)	2,935.00	587.00	3,522.00
	BACS: Cllr David Parry (Reimbursement – bilingual bunting for VE Day at Dyserth War Memorial) – as per receipts	41.31		41.31
	BACS: R Alexander - Trecastell Nurseries, Dyserth (Purchase of summer plants for Council planters)	100.00		100.00
	BACS: Louise Walsh (Environmental Services &	40.00		40.00

Inspections of Play Area for March			
BACS: R. P. Parry - Clerk to Council (Reimbursement for a year's contract fee for video conferencing with Cisco (WebEx) - quarter share with other Councils)	24.16	4.83	28.99

17. 97/20 APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	April payment - to be confirmed (Agreed by two Councillor Bank signatories in-between meetings)	
	BACS: Dyserth Community Hall (Application for funding to facilitate an urgent scheme – to provide food vouchers for eligible residents for usage in Dyserth High Street businesses).	£2,000.00
	Application agreed by Council Members via e-mail, to provide the sum of £2,000.00 – under Section 137 LGA 1972 (Payment made 15/04/2020)	
	Declarations of Interest made by Councillors' Andrew Hughes and Edgar Jones (Councillors are members of Dyserth Community Hall Management Committee) (Minute number: 8. 79/20 on page 3 above)	

18. 98/20 Standing Orders were suspended:

Council Members referred to the following:

- (a) Long grass in School playing field. Councillor John Glover advised that he would make contact with the Headteacher to advise of concern.
- **(b)** Overhanging plants adjacent to The New Inn, which causes difficulty for pedestrians. Councillor Andrew Hughes to make contact with the proprietor.
- (c) Request for additional street lights on St. Asaph Road. The Clerk to forward the request to County Councillor David Williams

19.99/20

Standing Orders were restored:

20. 100/20

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

Cyngor Cymuned Dyserth Dyserth Community Council LIST OF LIAISON, LOCAL COMMITTEES AND OUTSIDE BODIES FOR YEAR 2020 / 2021

NAME OF ORGANISATION	COUNCIL REPRESENTATIVES NAME(S)
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Community Hall Committee Councillors' Edgar H. Jones and H. Andrew Hughes Dyserth, Meliden & Cwm Relief In Councillors' Peter Newell and David G. Williams Sickness Fund 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 Planning Sub-Committee All Councillors 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