



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

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

**Held in The Sports Pavilion, Thomas Avenue, Dyserth,**

**On Monday, 3<sup>rd</sup> April, 2023, at 7.00pm.**

**1(A). 66/22**

**PRESENT**

Councillor Andy Hughes (Chair of Council)  
Councillor Dave Parry (Vice Chair of Council)  
Councillor John Glover  
Councillor Delyth Lloyd-Williams  
Councillor Emyr Morris  
Councillor Haydn Owen  
Councillor Julie Peters  
Councillor Anne R. Rogers  
Councillor Margaret G. Williams

Clerk & Financial Officer R. Phillip Parry

**1(B). 67/22**

**APOLOGIES**

Councillor David G. Jones  
Councillor Allan Pennington  
Councillor David G. Williams (Denbighshire County Council)

**1(C). 68/22**

**ABSENT**

None

**1(D). 69/22**

**Standing Orders were suspended**

**ATTENDANCE AT MEETING:**

- (i) **GARY EVANS (GENERAL MANAGER RHYL & LLANDUDNO) / ANTHONY HOLYFIELD (OPERATIONS MANAGER AT RHYL) / ADAM MARSHALL (HEAD OF COMMUNICATIONS) / GERRY O'LEARY (HEAD OF OPERATIONS – NORTH & WEST WALES) (ARRIVA BUSES WALES)**

The Chair of Council Councillor Andy Hughes welcomed the four above representatives from Arriva Buses Wales.

The Clerk to the Council provided a chronology of events since 2016, which included previous discussions with Arriva Buses Wales, an exhibition which provided maps and initial drawings from Denbighshire County Council to alleviate traffic congestion in the High Street. During the previous discussions with the then Manager at Arriva Buses in Rhyl, it was agreed that once County Highways had completed works in the High Street, consideration would be given for the return of buses travelling through the High Street. The Clerk confirmed, that phase one had been completed, whereby the County are presently drawing plans for phase two.

The Arriva Buses representatives advised that they has visited Dyserth during the morning period of this evening's meeting. It was stated that traffic congestion was in place whereby a number of minutes lapsed before the traffic flowed freely. These additional minutes would have an effect on the remainder of the bus time table with the vehicle not reaching its destination at the appoint time.

Councillors' expressed a number of views which included:

- A high portion of elderly residents reside in the lower part of Dyserth. These residents are unable to walk from the traffic lights up a hill to reach the shops and doctor's surgery
- Other buses travel through the High Street without any concern
- Arriva Buses are regularly seen parked up in laybys, as they are ahead of schedule
- Sought that bus services numbered 35 and 36 are re-instated on a trial bases, with just a few traveling through the High Street each day

The Arriva Buses Representatives referred to the current bus services are subsidised by the Welsh Government. This is to cease in July. The 20mph speed reduction will be in force from September, which will further the delay in services. Arriva Buses as well as other Companies will be reviewing the services across Wales.

The Chair of Council Councillor Andy Hughes thanked the representatives for their attendance, and advised, that the Council will review the situation later in the year.

**(ii) MS. JANE RAWLINS (RESIDENT OF DYSERTH)**

The Chair of Council Councillor Andy Hughes welcomed Jane Rawlins to the meeting.

Ms. Rawlins addressed Councillors as to the importance of the former Dyserth Castle. It appeared that the present marking of the Castle area is incorrect. To reach the area of the original Castle is by leaving the Dyserth to Prestatyn Walkway and using a number of tracks. Ms. Rawlins advised that she has cleared a number of tracks to the area. Whilst an Interpretation Board which contains information is in situ, possibly it could be moved to nearer the Walkway where it can be viewed.

Councillor Andy Hughes thanked Ms. Rawlins for attending the meeting and for providing information to the historical Dyserth Castle. Councillor Hughes also thanked Ms. Rawlins for agreeing to provide to the Clerk to the Council with further information in due course, including suggestion to how the Council can promote castle.

**Standing Orders were re-instated**

**2. 70/22**

**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No attendance at meeting by public, no questions, comments or representations received prior to meeting.

### **3. 71/22**

#### **DISCLOSURE OF INTEREST**

There were no Declarations of Interest declared.

### **4. 72/22**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13<sup>TH</sup> MARCH, 2023**

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

### **5. 73/22**

#### **PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS**

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 5(A). 51/23 (i) (page 2)** – in relation to the Dyserth Kilns project. The Clerk advised that despite further reminders, the structural engineers report in relation to Kiln number 4 has not been received. The Clerk will contact Denbighshire further.
- (2) Minute no: 5(A). 51/23 (4) (page 3)** – in relation to a request to Denbighshire County Council for ‘Kill Your Speed’ message to be painted on a bus shelter in Tre Castell. The Clerk advised that following further contact with Denbighshire both by the Clerk and County Councillor David Williams, the County had replied, as follows: The County would not support the bus shelter to be painted as it would hinder the view for both passengers and bus drivers.
- (3) Minute no: 5(A). 51/23 (6) (page 3)** – in relation to a request to Denbighshire County Council for a site meeting to discuss the provision of a hand rail in the area of the traffic lights – travelling up the Dyserth High Street. The Clerk advised that following further contact with Denbighshire both by the Clerk and County Councillor David Williams, the County have still not replied. The Clerk will ask County Councillor Williams to make further contact.

#### **Pending Matters:**

**The Clerk advised, that the following matters remain in the pending file:**

- (i) The Dyserth peregrines.** Councillor Andy Hughes advised that he has made contact with the property owners in the area where the birds nest, in particular, to discuss the usage of fireworks.
- (ii) Commuted Sums:** The Clerk advised that he had been in contact with Denbighshire County Council to ascertain as to when a decision will be made in relation to this Council’s application for funding from the Commuted Sums. The Clerk had been advised a decision will be made prior to the end of April.

### **6. 74/23**

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

County Councillor David Williams advised the Community Council by e-mail in relation to the following:

- Concern received from resident in relation to the disruption of bus services during work being carried out by Scottish Power – from the area of Cwm Road travelling towards Ffordd Ffrainc – and the bus stop.

#### **7(A). 75/23**

#### **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:
  - ❖ 1 x Anti social behaviour / 1 x Burglary
- (b) Welsh Government: Results from a survey conducted late last year in relation to the Digital Health of Community and Town Councils. Councillors were provided with a bilingual link to a Cabinet Written Statement whereby a report named LGCDO was available. The Clerk recollected Members that the survey results had been forwarded to Councillors prior to the meeting and provided the following information: Only 21.7% of all Town and Community Councils in Wales submitted a response (159 out of 732). The Clerk was pleased to confirm, that he was one Clerk that did complete the survey on behalf of this Council. The Clerk further confirmed that the Council web site is up to-date with all the requirements contained under the various Wales Measures and Local Government Acts, together with the web site being to an accessibility standard. This Council is also able to hold hybrid meetings.
- (c) Further planting of 420 tree saplings in the area of Council land known as the burial field, that had been received free of charge from the Woodland Trust. Councillor David Parry advised and thanked Denbighshire County Council Countryside Services for the loan of tools, GLS Garden Services and members of the local community who attended to assist with the planting.
- (d) Sports Wales: Information in relation to available funding for sports groups. The Clerk advised that the information had been forwarded to the Manager of Dyserth Junior Football Club.
- (e) Friends of the Clwydian Range and Dee Valley: Newsletter – sent to Councillor Anne Rogers

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

- ❖ Clwydian Range & Dee Valley AONB: Community & Town Local Members Forum information
- ❖ BBC Television: Article in relation to a change to the waste collection service in the County of Denbighshire

#### **7(B). 76/23**

#### **CLERK'S REPORT**

**The Clerk advised Members in relation to the following:**

- (a) The Clerk advised that Councillor David Parry has been booked on the Chair of Council training provided by One Voice Wales, to be held virtually on Tuesday 18<sup>th</sup> April. The fee of £59.00 would be allocated from the Council's training budget.
- (b) The Clerk advised that Councillors' Andy Hughes and Julie Peters were to receive their Code of Conduct Councillor training at the offices of Denbighshire County Council in Ruthin – on Friday 31<sup>st</sup> March.

Both above named Councillors confirmed their attendance. The Clerk advised that all Councillors have now completed the Code of Conduct training.

- (c) The Clerk advised that Councillor David Parry had received a request from a local resident seeking the views of the Council to place two bee hives on Council owned land known as the Burial Field. The hives would be for personal use and not commercial.

Councillor David Parry provided further details

**Members agreed the following:** To allow use of the land for the temporary keeping of two bee hives.

- (d) The Clerk advised that the NHS and British Heart Foundation were offering CPR / Defibrillator training (awareness) session at no cost. The Clerk had registered the Community of Dyserth.
- (e) The Clerk advised that Councillor Delyth Lloyd-Williams had sent a photograph of the entrance to a public footpath in the Tre Castell area. The entrance area was partially inaccessible due to cattle feed. This has been reported to the County Footpath Officer previously, who has apparently sent a letter to the landowner seeking that the entrance is free of obstruction. This will be monitored and reported further to the Footpath Officer should the obstruction not be removed by the May Council meeting.
- (f) The Clerk discussed with Members the feasibility of installing a wall mounted large television screen in the Pavilion building. This could be used to display information to Councillors from a laptop, which could include reports, financial and planning applications. The cost of a 75 inch television would be in the region of £900.00, with a sturdy mobile stand at a cost of around £370.00.

**Members agreed the following:** In principle agreed to the proposal; the Clerk to consult with the Bowling Club Committee.

- (g) Councillor David Parry advised that the dangerous and open shaft in the area of the Dyserth to Prestatyn walkway, has still not been made safe. Councillor Parry has personally contacted Denbighshire County Council Countryside Services, requesting an urgent response to make safe the area.
- (h) The following concern received from Councilor David Parry has been reported to Denbighshire Public Footpaths by the Clerk. The public footpath and steps between Pen Rhaeadr, Bryn y Felin and the Waterfall shop are in a terrible state. It is mainly mud, leaves and weeds and is potentially a serious slip hazard. The whole length requires a serious clean up. This is a well used thoroughfare, a registered footpath and requires urgent attention. Plan produced with footpath marked.

The Clerk advised that following the report to Denbighshire a telephone call had been received from Adrian Walls (Denbighshire Countryside Services). Mr. Walls advised that an

inspection would be carried out by a Footpath Officer. The Clerk was also advised that whilst the County grass cut during three occasions a year, the County do not carry out clearance of leaves / mud on rural footpaths.

The Clerk further advised that he had discussed with Mr. Adrian Walls the joint agreement to install handrails, whereby one was still outstanding. Mr. Walls advised that he would arrange a quotation.

**7(C). 77/23**

**TO RECEIVE AND APPROVE THE END OF YEAR ACCOUNTS FOR 2022 / 2023**

The Clerk, as Financial Officer, had provided Members by e-mail prior to the meeting, with copies of the end of year Statement of Financial Accounts - for the year ending 2022 / 2023. The Clerk advised Members further, in relation to the budget analysis, together with the end of year balances.

**Members agreed the following:** Approved the end of year accounts for the financial year 2022 / 2023, with the financial spreadsheet signed by the Chair of Meeting – Councillor H. Andrew Hughes.

**7(D). 78/23**

**TO CONSIDER: ANNUAL REPORT – YEAR ENDING 2022 / 2023**

The Clerk recollects Members to the draft Annual Report for the year ending March 2023, that had been forwarded prior to the meeting for perusal. The Clerk advised that the report had followed the guidance issued by the Welsh Government in relation to the contents.

**Members agreed the following:** Confirmed the Annual Report for the year ending March 2023. There were no amendments. The Clerk advised that the report would be made available on the Council's web site.

**7(E). 79/23**

**TO REVIEW FINANCIAL REGULATIONS – SECTION 10: ORDERS FOR WORK, GOODS AND SERVICES / SECTION 11: CONTRACTS / SECTION 18: SUSPENSION AND REVISION OF FINANCIAL REGULATIONS**

The Clerk recollects Members to the Financial Regulations that had been forwarded to Members prior to the meeting, whereby a number of paragraphs were highlighted in yellow – as stated above. (All Council Members have in their possession a copy of the Financial Regulations, together with all policy documents adopted by Council).

The Clerk discussed with Members the financial figures that had been highlighted in yellow, and in particular, that the figures had been set a good number of years ago. The Clerk further recollects to Members the difficulty in obtaining quotations above the current figure of £500.00. The Clerk wished Council to consider increasing the various highlighted figures, including inserting the words 'if practicable' in two sentences of paragraph 10.2. This paragraph relates to presenting an assessment of risk in advance and notifying the Council prior to a meeting. The Clerk further advised that Section 1.1 of the Financial Regulations - the Council are able to amend or vary the Financial Regulations, by resolution.

**Members agreed the following:** To amend the following paragraphs in the Financial Regulations:

- (i) Paragraph 4.1 to amend the following: 'a duly delegated committee of the Council for items over £1,000 or

the 'Clerk, in conjunction with Chairman of Council or Chairman of the appropriate

- committee, for any items below £1,000.00
- (ii) Paragraph 4.5 to amend subject to a limit of £2,500.
  - (iii) Paragraph 11.1 (g) to increase the below £3,000 to below £5,000 and above £100 to above £1,000
  - (iv) Paragraph 18.2 to insert ‘if practicable’ twice within this paragraph

In reaching their decision Members took into consideration the difficulty in sourcing quotations for relatively small amounts, the limits were set many years previously together with the increasing costs in general. It was not always practicable to advise the Council in advance of a Council meeting to suspend and provide a risk assessment.

**7(F). 80/23**

**TO CHANGE DATE OF MAY COUNCIL MEETING**

The Clerk advised that the listed Council meeting date for May was the 8<sup>th</sup>, which has been designated by the UK Government as a Bank Holiday following the King’s Coronation.

**Members agreed the following:** The May Council meeting date be re-arranged to Tuesday 9<sup>th</sup> May.

**7(G). 81/23**

**TO REVIEW: COUNCIL TRAINING PLAN (FINANCIAL YEAR 2023 / 2024)**

The Clerk recollects Members to the Council’s training policy and brought to their attention a list of various training sessions arranged by One Voice Wales, including planning training courses arranged by Planning Aid Wales.

**Members agreed the following:** Councillors’ John Glover, Andy Hughes, Delyth Lloyd-Williams and Julie Peters, to attend a Planning Aid Wales training course. The Clerk to arrange.

**7(H). 82/23**

**TO DISCUSS: (1) NAME OF GARDEN PROJECT (2) PLAQUE (3) OFFICIAL OPENING**

**Members agreed the following:**

- (1) **Name of Garden Project:** Dyserth Community Garden
- (2) **Plaque:** The Clerk to cost a bilingual plaque. Councillor Delyth Lloyd-Williams kindly offered to provide the Welsh translation
- (3) **Official Opening:** To hold an official opening during the summer school holidays

**7(I). 83/23**

**TO DISCUSS: REPLACEMENT NOTICE BOARD (HIGH STREET)**

The Clerk advised that the Council’s notice board sited on the outside wall of the Spar premises in the High Street had been temporarily removed, as Denbighshire County Council wished to install a larger recycling bin on the pavement in front of the board. Councillor David Parry had kindly removed the board.

The Clerk further advised that the new County recycling bin was taller than the previous model, whereby it is now not possible to re-fix the notice board in its previous position.

**Members agreed the following:** The Clerk to approach the Dyserth Environmental Group, to seek permission for the Council to utilise their notice board.

**7(J). 84/23**

**TO CONSIDER: REPLACEMENT FENCE TO ENTRANCE OF PAVILION BUILDING**

The Clerk recollects Members to the newly constructed Community Garden and in particular, the part surrounding new green fence. At a recent site meeting the condition of the fence adjoining the garden area to the Pavilion building was noticed to be in need of repair. The Clerk advised that the Bowling Club Committee had been approached and they would welcome a more secure fence at the entrance to the Bowling Green and Pavilion building.

**Members agreed the following:** The Clerk to initially source a quotation for a replacement fence in the area of the entrance to the Pavilion building; to match the new garden area fencing. To further discuss at the May Council meeting.

**8. 85/23**

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

- (i) Councillor Andy Hughes reported in relation to his attendance at his first meeting as the Council's Representative School Governor at Ysgol Hiraddug.
- (ii) Councillor Andy Hughes advised that the electricity supply costs at the Community hall had increased considerably, with the last invoice being £3,000.00

**9(A). 86/23**

**PLANNING**

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

- Application number: 42/2022/1000 – for the erection of single storey extension including covered patio to rear, alterations to roof including dormer extension to rear to provide additional living accommodation in roof space, insertion of rooflights and associated works, at Inglewood, Ffordd Trelawnyd, 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 application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

**9(B). 87/23**

**Members formally confirmed the above decision.**

**9(C). 88/23**

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

- ❖ Application number: 42/2023/0189 – for erection of a single storey extension to rear of dwelling and associated works, at 9, Parc Bron Deg, 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). 89/23****PLANNING DECISIONS**

No planning decisions received from Denbighshire County Council

**10. 90/23****TO CONSIDER: INSTALLATION OF HYDRO POWER SYSTEM (TO ILLUMINATE FOOTPATHS AND OTHER AREAS IN WATERFALL (CLLR EMYR MORRIS) (ADJ FROM MARCH MEETING)**

Councillor Emyr Morris advised that he was making enquiries with a contact provided by the Clerk, whereby a public body had recently installed a small hydro power system. Councillor Morris sought the matter be further adjourned to the May Council meeting.

**Members agreed the following:** To adjourn to the May Council meeting.

**11. 91/23****APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
	<b><u>Payments to be confirmed:</u></b>			
	<b>BACS:</b> Denbighshire County Council (Meifod Timber products) Garden project bench seats and picnic table (as previously agreed by Council)	769.17	135.83	815.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for March) Payments dated 03/04/2023			
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Roger Burke (The Weekend Preservation Company) £447.00 plants & £400.00 labour – for completion of planting in Garden Project – as previously agreed by Council	847.00		847.00
	Cllr David Parry (Reimbursement for King's Coronation bunting – as previously agreed by Council)	79.80		79.80
	Louise Walsh (Environmental Services & Inspections of Play Area for March)	40.00		40.00
	Glascoed Timber (Dog bin servicing) 2022 / 2023	2,210.00	442.00	2,652.00
	Thorncliffe Building Supplies (Payment for remainder of items for Garden Project)	263.87	95.59	359.46
	Thorncliffe Building Supplies (Payment for 3 x bollards for car park / entrance to garden area)	396.00	79.20	475.20

	E Jones & Sons (Denbigh). Purchase of cooker for Patterson Hall, Dyserth (as previously agreed by Council) (Section 137 LGA 1972)	416.66	83.33	499.99
	Cllr David Parry (Reimbursement for key cutting – lock on entrance to recreational area)	13.50		13.50

**12. 92/23**

**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>	
	Wales Air Ambulance (Application for annual grant) (Section 137 LGA 1972)	£300.00
	Llangollen Eisteddfod (Application for annual grant) (Section 145 LGA 1972)	£300.00

**13. 93/23**

**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.....**