



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

On Tuesday 9th May, 2023, at 7.00pm.

The May Council meeting was held a day later than usual, due to the Monday being a Bank Holiday

Annual Council Meeting

1(A). 94/23

APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2023 / 2024

Councillor David Parry was proposed and seconded, as Chair of Council. There were no further nominations. Councillor Parry accepted the nomination.

Members agreed the following: Councillor David Parry be appointed as Chair of Council for the period 2023 / 2024.

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

1(B). 95/23

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

Councillor David Parry signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

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

2(A). 96/23

PRESENT (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Dave Parry (Chair of Council)
Councillor John Glover
Councillor Andy Hughes
Councillor David G. Jones

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

2(B). 97/23

APOLOGIES (FOR BOTH ANNUAL AND GENERAL MEETINGS)

Councillor Allan Pennington

2(C). 98/23

ABSENT

None

3. 99/23

APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2023 / 2024

Councillor Allan Pennington was proposed and seconded. There were no further nominations.

Members agreed the following: To provisionally appoint Councillor Allan Pennington as Vice Chair for the year 2023 / 2024. The Clerk advised that the appointment would be placed on the June agenda for confirmation.

4. 100/23

MINUTES OF THE ANNUAL MEETING HELD ON THE 23RD MAY 2022

The Clerk advised Members, that the Minutes of the 2022 Annual Meeting were formally proposed, seconded and agreed at the 13th June, 2022 meeting; under Minute number: 4. 122/22.

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

5. 101/23

NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES

Members received prior to the meeting a copy of the current list of Liaison, Local Committees and Outside Bodies for year 2022 / 2023.

Members agreed the following: To include all Councillors on the Play Area Sub-Group, with no change to the remainder of the list.

General Council Meeting

6. 102/23

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

7. 103/23

DISCLOSURE OF INTEREST

The following Declaration of Interest was declared: Councillor John Glover (**Minute number 16. 122/23 on page 10 below**)

8. 104/23

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 10TH APRIL, 2023

The following was clarified: Minute number:1(D). 69/22 (ii) page 2. The interpretation board is not in situ.

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

9(A). 105/23

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Minute no: 1(D). 69/22 (ii) (page 2)** – in relation to Dyserth Castle. The Clerk recollected Members to an information report that had been circulated that had been received from the resident who had kindly attended the April meeting. The Clerk advised that he had sent a copy of the report to a local historian seeking if information could be placed on this persons Dyserth web site. The Clerk confirmed, that the web site owner was agreeable to place information and a link.

Members agreed the following: (1) Thanked the resident for the informative report which contained interesting information (2) The Clerk to contact the County Footpaths Officer seeking that footpath number 21 be cleared of brambles (3) The Clerk to advise the resident that the Council are not aware of the owners contact details for a property in the former Dyserth Castle area.

- (2) Minute no: 5.73/23 (1) (page 3)** – in relation to the Dyserth kilns project. The Clerk advised that the Structural Engineers report had still not been received. The remainder of the project could not be completed until the report is received and any actions completed.

Members agreed the following: The Clerk to forward the thread of e-mails seeking the Structural Engineers report to County Councillor David Williams to endeavour to obtain.

- (3) Minute no: 5.73/23 (3) (page 3)** – in relation to a requested site meeting in Dyserth with Denbighshire County Council Officers, to discuss the provision of a hand rail in the area of the traffic lights – travelling up the Dyserth High Street. The Clerk advised despite a number of repeated requests the County Highways Department do not respond.

Members agreed the following: The Clerk to make a formal complaint to the County and to copy County Councillor David Williams into the correspondence.

- (4) Minute no: 5.73/23 Pending: (ii) (page 3)** – in relation to this Council's application for funding from the Denbighshire Commuted Sums. The Clerk recollected Members to an e-mail forwarding notification from Denbighshire advising that the application had been successful – for the sum of £6,191.16. The Clerk discussed with Members identified work in recent play area inspection reports and suggested that Council consider arranging a meeting with Aura Leisure to discuss on site.

Members agreed the following: (1) Were pleased that the application had been successful and thanked the Clerk (2) Confirmed the funding will be ring-fenced for the play area and the Clerk to sign the agreement form to Denbighshire (3) The Clerk to arrange a site meeting with an Aura Leisure representative. Councillors' David Jones, Haydn Owen and Margaret Williams to attend.

(5) **Minute no: 7(G). 81/23 (page 7)** – in relation to the Council's training plan. The Clerk recollects Members to the decision at the April meeting for Councillors' John Glover, Andy Hughes, Delyth Lloyd-Williams and Julie Peters to attend a Planning Aid Training Course at a cost of £35.00 each. The Clerk advised that Planning Aid Wales offer a 20 licence, whereby the pre-recorded course can be viewed at anytime. The cost of this licence is £150.00, whereby the cost to this Council for five licences would be £37.50, a saving of £102.50. The licence would be purchased by Caerwys Town Council and shared between the Councils employed by the Clerk.

Members agreed the following: To subscribe to the licence at a quarter share of £37.50.

(6) **Minute no: 7(H). 82/23 (page 7)** – in relation to the garden project and in particular, to mark the completion of the project, with a plaque and official opening. The Clerk advised that Councillor Delyth Lloyd Williams had kindly translated the agreed wording for the plaque.

Members agreed the following: (1) The official opening to be held on a Saturday in early August (2) The Clerk to order a slate plaque with the agreed bilingual wording (3) To arrange an ice cream vehicle to be in attendance at the opening to provide free ice creams for children.

(7) **Minute no: 7(I). 83/23 (page 7)** – in relation to a replacement notice board. The Clerk advised that the Dyserth Environmental Group has confirmed, that the Community Council can utilise their notice board for Council notices and had provided the Clerk with a key. The Council expressed their gratitude.

9(B). 106/23

INSTALLATION OF HYDRO POWER SYSTEM (TO ILLUMINATE FOOTPATHS AND OTHER AREAS IN WATERFALL (CLLR EMYR MORRIS) (ADJ FROM MARCH MEETING)

Councillor Emyr Morris advised Members, that following further enquiries it appeared that such an installation would be prohibitive in cost to this Council.

Members agreed the following: Thanked Councillor Morris for the research whereby the Council would consider further the project in the future.

9(C). 107/23

TO CONSIDER QUOTATIONS: TELEVISION AND MOBILE STAND IN PAVILION BUILDING (ADJ FROM APRIL MEETING)

The Clerk advised that the Secretary to the Bowling Club had confirmed, the Committee had no objection to a large television on a stand being placed in the Pavilion building. The Committee sought that the television is housed in a corner of the room.

Members agreed the following. The Clerk to order a 75 inch television at a cost of approximately £900, with a sturdy stand at an approximate cost of £369.00.

9(D). 108/23

TO CONSIDER QUOTATION: NEW FENCE AT ENTRANCE TO THE PAVILION BUILDING (ADJ FROM APRIL MEETING)

The Clerk advised that the Secretary to the Bowling Club had confirmed the Committee were pleased that the Council were considering upgrading the perimeter fence in the area of the Bowling Club main entry. The Clerk further advised that the Council were still awaiting a provisional quotation for the work for Council to consider. Councillor David Parry advised that he would further contact the contractor.

10. 109/23

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

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

- (1) Request received from Dyserth Waterfall Committee seeking that the Public Conveniences are opened for the Bank holiday in late May. The conveniences were opened for the Easter holiday period and thereafter closed. Councillor Williams to consult with the County as to why the conveniences were closed.

Members agreed the following: Councillor Williams to seek the views of Denbighshire County Council to the Public Conveniences to remain open at weekends for the whole year. To also clarify that should Easter fall prior to the official opening time, then the conveniences will be opened for the Easter period.

- (2) In the process of arranging a meeting with a Welsh Government Minister in relation to a traffic safety scheme at the junction to the Thorncliffe and other businesses junction.
- (3) Pot holes at entrance to the Waterfall car park. The Clerk advised that the County had been asked to fill in on two occasions; Reports had been received back stating that the pot holes had been filled, whereby they had not.

Members agreed the following: The Clerk to forward the Customer Service reports for Councillors Williams to discuss with the County.

- (4) The Clerk recollected Members to an outstanding request to Denbighshire for a hedge protruding into the B5119 Waterfall Hill road. The County have previously stated that the hedge has been placed in the maintenance contact, but it appears it has not been.

Members agreed the following: The Clerk to forward the reports to Councillor Williams to take forward with County Highways.

11(A). 110/23

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:

2 x Other crime / 2 x Public Order / 3 x Violence
- (2) One Voice Wales (Membership request for 2023 / 2024 – at a cost of £458.00 with a 50% reduction of £229.00 for the first year)

Members agreed the following: Not to join.

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

- ❖ Welsh Blood Service: Blood donation sessions - link to booking diary
- ❖ Welsh Government: Democratic Health of Community & Town Councils in Wales

11(B). 111/23

CLERK'S REPORT

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

- Denbighshire County Council - £16,166.00: First precept payment for financial year 2023 / 2024
- HM Revenue & Customs - £9,504.32: VAT Refund for financial year 2022 / 2023

(b) The Clerk recollected Members to an e-mail sent with attached photographs showing the newly secured wooden bench seating and picnic table in the Community Garden area.

(c) The Clerk advised that the Annual Return – Published Allowances / Statement of Payments made to Councillors, had been sent to the Office of the Independent Remuneration Panel for Wales, as required under Section 151 of the Local Government Measure 2011. The return had been acknowledged.

(d) The following concerns reported to Denbighshire County Council:

- ❖ Pot holes: B5119 Waterfall Road at entrance to car park. Following reporting the County advised that the pot holes had been filled. Further reported that they had not. Awaiting a further inspection by Denbighshire
- ❖ A547 Road near Voel Coaches: Concern with large conifer trees. Report received from Denbighshire advising that the area has been inspected, the trees are on private land whereby the property owner will be asked to reduce the obstruction
- ❖ Fly tipping at entrance to James Park. The County removed the fly tipping within a few hours following the report being received
- ❖ The Clerk was asked to report the following: General litter on the verges in the area of the bends on B5119 Old Dyserth Road.

(e) The Clerk read out to Members correspondence received from the Project Chair of Play & Stay at Dyserth. The Clerk recollected Members that this Group is a registered charity that was set up a few years ago with a remit to provide additional recreational facilities in Dyserth. Two members of the Dyserth Council were appointed as Trustees – both who have since retired.

The Project Lead advises in the correspondence that the charity may be ceased and under the constitution any remaining funds have to be utilised for similar aims as the charity. This would include improvements to the recreational and play area. The Clerk sought that Members consider should the charity cease, then this Council would be pleased to receive the remaining funds and place in ear-marked reserves for future work in the King George Recreational area.

Members agreed the following: Confirmed the willingness of the Council to received the remaining funds should the charity cease. The Funds would be ring-fenced for the recreational / play area.

- (f) The Clerk recollected Members to an e-mail sent by Councillor Delyth Lloyd-Williams which provided details in relation to a Denbighshire County Council Cabinet meeting held recently, whereby an invitation was agreed to the National Eisteddfod to hold the event in the County between 2027 and 2031. During the Cabinet meeting the County Members for the Rhuddlan Town Council area strongly seeked that the Eisteddfod be held in their Council area.

Councillor Lloyd-Williams wished this Council to consider sending a bilingual letter to the Rhuddlan Town Council, expressing interest and support for the Eisteddfod to be held in the immediate area. The Clerk had provided Councillors prior to the meeting with a draft bilingual letter which had been kindly drawn up by Councillor Lloyd-Williams for consideration.

Members agreed the following: The Clerk to send the bilingual letter to Rhuddlan Town Council. Councillor Delyth Lloyd-Williams was thanked for bringing the matter to the attention of Council including the bilingual translation.

11(C). 112/23

COMMUNITY AND TOWN COUNCILS IN WALES: ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2023

The Clerk advised Members that Sections in the above document named: Accounting Statements for 2022-23, together with the Annual Governance Statement had been completed by the Clerk prior to the return being presented to the Internal Auditor. 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 confirmed the following: The Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk.

11(D). 113/23

TO RECEIVE: INTERNAL AUDIT REPORT – YEAR ENDED 31ST MARCH 2023

The Clerk advised that the Internal Audit report had not been received. The item would be placed on the June Council Agenda.

11(E). 114/23

TO CONSIDER DRAFT POLICY: CONTRIBUTION TOWARDS COUNCILLOR COSTS AND EXPENSES (AS DIRECTED BY THE INDEPENDENT REMUNERATION PANEL FOR WALES – DETERMINATION 4)

The Clerk recollected Members to the March meeting whereby it was minuted in relation to the Independent Remuneration Panel for Wales Report for 2023, and in particular, to the payments to Members of Town & Community Council's in Wales. The report further stated that Councils should adopt a Councillor Remuneration Policy. The Clerk further recollected to Members a draft Policy that has been provided prior to the meeting.

Members agreed the following: (1) Agreed a Councillor Remuneration Policy (2) The Clerk to send to Members a form to provide their bank account details for payment of the allowances, or to sign an opt-out section contained in the form.

11(F). 115/23

PAYMENT TO MEMBERS: INDEPENDENT REMUNERATION PANEL FOR WALES RECOMMENDATION

The payments to Members for year 2023 / 2024 were discussed in the above Minute, whereby the allowance form for year 2023 / 2024 will be sent to Members.

11(G). 116/23

COMMUNITY AWARD (NOMINATIONS)

Pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the press and public be excluded from the meeting, for the following item of business:

The nominations for a Community Award was the only matter discussed during this closure of the meeting to the press and public.

Public Bodies (Admissions to Meetings) Act 1960, **RESOLVED** that the press and public be re-admitted to the meeting.

12. 117/23

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) Councillor Andy Hughes advised that the Community Hall would be holding a summer fete.
- (ii) Councillor Andy Hughes as this Council's representative on the Elizabeth Hughes Trust, advised Councillors of the Trusts aims and ambitions.
- (iii) Councillor Margaret Williams advised that the Waterfall Committee had placed safety mats near benches. Work was to commence to alleviate the water flow in certain areas.

13(A). 118/23

PLANNING

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

- Application number: 42/2023/0266 – for removal of existing conservatory and balcony to rear and erection of single-story flat roof extension with roof top balcony area above and associated works, at 18 Clwyd Avenue, Dyserth

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

13(B). 119/23

PLANNING DECISIONS

No planning decisions received from Denbighshire County Council

14. 120/23

TO DISCUSS: COMMUNITY ENGAGEMENT (CLLR DELYTH LLOYD-WILLIAMS)

Councillor Delyth Lloyd-Williams addressed Members in relation to Community Engagement, and in particular, ways to consult with the residents seeking their views for the future of the community.

Councillor identification was required. Members discussed various ways to consult with residents: Visiting all properties; coffee mornings; community event.

Members agreed the following: (1) In principle, agreed with a Community Engagement project (2) The Clerk to forward to Councillors a list of Powers available to the Council (3) The Clerk to place on the June agenda for further discussion.

15. 121/23

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for April) Payments dated 02/05/2023			
	Following payments authorised by two Councillor bank signatories			
	BACS: G J Landscapes (Labour costs for the installation of bollards at entrance to new Community Garden area) Payment dated: 06/04/2023	300.00		300.00
	BACS: G J Landscapes (Labour costs for securing wooden bench seating and picnic table in new Community Garden area) Payment dated 26/04/2023	150.00		150.00
	BACS: Katy Binchan (Bus shelter Coronation theme painting) Payment dated 02/05/2023	100.00		100.00
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	Thorncliffe Building Supplies (Secure fixing items for wooden bench seating and picnic table (includes addition items purchased to secure)	53.80	10.76	64.56
	Royal British Legion (Bodelwyddan Branch) Purchase of additional 30 lamppost poppies at £3.00 each	90.00		90.00
	BHIB Councils Insurance Company (Council's insurance policy renewal)	1,113.65		1,113.65
	Information Commissioner's Office (Registration renewal)	40.00		40.00
	Caerwys Town Council (Re-imburement of quarter share of Planning Aid Wales (Subscription for 20 on-line training licences at £150.00)	37.50		37.50
	Louise Walsh (Environmental Services & Inspections of Play Area for April)	40.00		40.00

	Trecastell Nurseries (Plans and compost for Council planters)	348.00		348.00
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16. 122/23

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<u>Authorised to be paid by BACS:</u>	
	Dyserth Junior Football Club (Application for funding to purchase end of season trophies) (Section 19 - 3 LGA (Miscellaneous Provisions) Act 1976)	£420.00
	Royal National Lifeboat Institution (Rhyl) (Application for funding towards prize monies for the Annual Duck Race to be held in Dyserth) (Section 137 LGA 1972)	£100.00
	NOTE: Councillor John Glover declared an Interest in the above application (Minute number 7. 103/22 on page 3 above)	

17. 123/23

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.....