



# **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, 10<sup>th</sup> July, 2023, at 7.00pm.**

**1(A). 149/23**

**PRESENT**

Councillor Allan Pennington (Vice Chair of Council)

Councillor John Glover

Councillor Andy Hughes

Councillor Delyth Lloyd-Williams

Councillor Haydn Owen

Councillor Julie Peters

Councillor Anne R. Rogers

Councillor Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

**1(B). 150/23**

**APOLOGIES**

Councillor David G. Jones

Councillor Emyr Morris

Councillor David Parry

**1(C). 151/23**

**ABSENT**

None

**2(A). 152/23**

**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

**Standing Orders were suspended:**

- (i) The Vice Chair of Council Councillor Allan Pennington welcomed Debbie Maxwell to the meeting.

Debbie provided details to Members in relation to a Party in the Park (Music Festival) in aid of two charities namely: Cancer Research and the British Heart Foundation. To enable the event to be organised the usage of the King George Play area field to hold the event was being requested to the Community Council, as owners of the land.

The event would consist of live music from 1.00pm to 11.00pm on Saturday 12<sup>th</sup> August. The facilities would consist of; stage facilities, sound system, security, first aid, portaloos, various stalls and food outlets. Donations and sponsorship have been pledged, including insurance cover. There would be a charge made to enter the event.

The Clerk advised that a music licence would be required for the event upon application to Denbighshire County Council. The Police should be advised. The play field area contains a public footpath whereby people are allowed access to walk through the area, however, upon application to the Rights of Way Officer, possibly a temporary closure order may be granted. Two members of the Dyserth Junior Football Club in attendance at the meeting confirmed, that the Club had no objection to the event being held and the usage of the football pitch area.

Councillors agreed: To allow the event to be held on Council land known as the King George play area, subject to the granting of a music licence, the Police being informed and for the area to be cleared of all litter and other items. The Councillors wished Debbie a successful event.

**Note: Councils above decision was formally recorded under Minute number: 7(E). 162/23 on page 6 below**

- (ii) The Vice Chair of Council Councillor Allan Pennington welcomed John-Paul Birch and Des Martin – two members of the Dyserth Junior Football Club Committee.

Both members advised Council in relation to an affordable compound with changing and catering facilities, including toilets which would sustain the future of the Club. The facilities would be contained within a 40ft steel container and include services connections. The Football Club would ensure sympathetic planting to obscure the container together with other work to make the site more pleasing.

The container would be placed to the right hand side of the current compound whereby the facility would be a hub for the youth teams, and also in the future allow the Club to develop female and male adult teams.

Councillors agreed: In-principle to the installation of the 40ft container facility. The Football Club Committee to provide to the Community Council, possibly by the September Council meeting, with the following:

- (1) Detail of local authority planning requirements, if any
- (2) Detail as to how the views of affected local residents will be captured and considered
- (3) Detail as to how water and sewage utilities to the container will be achieved
- (4) Detail as to how sympathetic planting will be achieved to obscure the container
- (5) Details as to how the container will be transported and positioned on site
- (6) To provide the Community Council with further details pertaining to the container plans within a comprehensive document, where possible with plans and illustrations
- (7) To keep the Community Council apprised of progress at regular intervals

**Note: Councils above decision was formally recorded under Minute number: 7(F). 162/23 on page 6 below**

The Vice Chair of Council Councillor Allan Pennington thanked John-Paul Birch and Des Martin for attending the meeting.

## **2(B). 153/23**

**Standing Orders were restored:**

## **3. 154/23**

### **DISCLOSURE OF INTEREST**

There were no Declarations of Interest declared.

## **4. 155/23**

### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 12<sup>TH</sup> JUNE, 2023**

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

## **5. 156/23**

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

The Clerk referred to the following matters from previous Minutes:

- (1) **Minute no: 4. 130/23 (2) (page 2)** – in relation to the Dyserth kilns project. The Clerk advised that the structural engineers report had still not been received.
- (2) **Minute no: 4. 130/23 (3) (page 3)** – in relation to a request to Denbighshire County Council for a site meeting to discuss an additional handrail on Dyserth High Street. The Clerk advised that the complaint was still showing on the weekly Customer Services list, but there had been no contact made by a County Officer.

**Members agreed the following:** The Clerk to follow up with Customer Services.

- (3) **Minute no: 4. 130/23 (4) (page 3)** – in relation to a site meeting with a representative from Aura Leisure to discuss improvements / new equipment to the play area. The Clerk recollected Members that Richard Roberts had stated during the site meeting it would take time to collate quotations from a number of sources.
- (4) **Minute no: 4. 130/23 (5) (page 3)** – in relation to the official opening of the Community Garden. The Clerk recollected Members to a quotation received for a larger sized slate plaque at a cost of £210.00 for supply of the slate and engraving, that was agreed by e-mail in-between meetings. The Clerk thanked Councillor Haydn Owen for the list of Ice Cream suppliers.

**Members agreed the following:** (1) Confirmed the quotation for £210.00 – from Gary J. Eccleston (Welsh Slate Signs) (2) The official opening date to be agreed following delivery of the slate plaque – in mid August.

- (5) **Minute no: 5(C). 133/23 (page 3 & 4)** – in relation to the accepted quotation for a new fence at the entrance to the Pavilion Building. The Clerk advised that the contractor is unable at this time to provide a commencement date for the work.

## **6. 157/23**

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

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

- (i) Denbighshire County Council are currently reviewing the Maes Esgob Community Centre in Dyserth, and in particular, the extent of its current usage. An open day will be held in the centre on 26<sup>th</sup> August, which will include Age Connects and Citizens Advice.
- (ii) Water rising from highway in middle of Foel Road and in Lower Foel Road water entering a garden and garage of two properties. Following inspection no Welsh Water pipes in the area whereby Denbighshire are further investigating.

#### **7(A). 158/23**

#### **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:  
  
2 x Anti Social behaviour / 1 x Bicycle theft / 2 x Other Crimes / 5 x Violence
- (b) Denbighshire County Council: The Dyserth ‘Let’s Play Out Scheme’ will be featured in a Play Wales film named: Playful Childhood Campaign
- (c) Community Windfarm Grants; Information forwarded to Dyserth Community Hall Management Committee

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

- ❖ Denbighshire County Council: County Climate and Ecological Change Strategy 2021/22 – 2029/30)
- ❖ Mona Offshore Wind Project: Consultation details
- ❖ Clwydian Range & Dee Valley Area of Outstanding Natural Beauty: request to complete a survey
- ❖ Llais Cymru: Survey in relation to Planning, Delivery – Social Care Services

#### **7(B). 159/23**

#### **CLERK’S REPORT**

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

- (a) The Clerk recollected Members to the report by Councillor Margaret Williams in the June Council meeting that the overhead barrier to the Waterfall car park had been damaged. As the repair work was urgent the Clerk had authorised the work at a cost of £96.00 (£80.00 plus VAT £16.00). The invoice was included on this evening’s list of payments.
- (b) Councillor David Parry has written to the Denbighshire Countryside Rangers seeking a site meeting with members of the Community Council and Dyserth Environmental Group, to discuss on site the creation of a wildflower area on Council land known as The Burial Field.

- (c) Councillor David Parry reported to Denbighshire County Council a damaged wooden step on a public footpath above the Waterfall. The County have replied to advised that whilst the step will be repaired, there is a concern with mountain bikes using this particular footpath, which may be causing the damage.
- (d) The Clerk reported the following concerns that have been advised to Denbighshire County Council:
  - (i) Roadside safety barriers damaged: A5151 Road – Dyserth High Street with Junction at B5119 Waterfall Road (photographs provided)
  - (ii) Road sign sited on Dyserth High Street – opposite Dyserth Pharmacy has been damaged and is bent (photograph provided)

(e) **WALES AUDIT: Annual Return Year Ended 31<sup>st</sup> March 2022**

The Clerk advised that the Community and Town Councils in Wales Annual Return for Year Ended 21<sup>st</sup> March 2022 had been received from Wales Audit. The Chair and Vice Chair had been sent a copy.

Members were shown a copy on screen whereby it was noted the Auditor General’s Report – Audit Opinion – Unqualified and stated the following: On the basis of my review, in my opinion no matters have come to my attention giving cause for concern that in any material respect the information reported in this Annual Return. The Clerk discussed the other matters arising and recommendations.

Members were shown on screen a copy of Minutes dated 14<sup>th</sup> October, 2013, whereby the Contract of Employment for the Clerk was agreed, together with a copy of the actual contract which covers the Clerk’s allowance.

The Clerk provided Council with a signed opt-out letter agreement under the UK Working Time Regulations dated the 10<sup>th</sup> July 2023.

**Members agreed the following:** Accepted the Wales Audit report for Year Ending 31<sup>st</sup> March 2022.

**7(C). 160/23**

**TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30<sup>TH</sup> JUNE 2023**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of June 2023, together with copies of the Council Bank account statements (electronic copies sent prior to the meeting). 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 Vice Chair, Councillor Allan Pennington.

**7(D). 161/23**

**TO RE-APPROVE: COMMUNITY AND TOWN COUNCILS IN WALES ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2023**

The Clerk recollected Members to the May Council meeting whereby the Community and Town Councils in Wales Annual Return for the Year Ended 31<sup>st</sup> March, 2023 had been formally signed by the Clerk and Chair of Council, under minute number: 11(C). 112/23 on the 9<sup>th</sup> May, 2023.

The Annual Return had been signed prior to the receipt of the Internal Audit which was received and placed before the Council in the June 2023 meeting. The Clerk advised that the regulations state that the Internal Audit report has to be received and accepted by the Community Council prior to the Wales Annual Return approval. The Clerk further advised that in his 16 years as a Council Clerk this was the first occasion that the Internal Audit was received later than usual. The Clerk further advised that to accommodate the signing of the Wales Annual Return after the 30<sup>th</sup> June a Public Notice under Regulation 15(2) of the Accounts and Audit (Wales) Regulations 2014 (as amended), had been displayed on the Councils notice board and web site dated the 18<sup>th</sup> June, 2023. Whilst the Clerk had resigned the document, the Clerk requested the Councils further Approval and Certification of the Annual return and to be signed by the Chair of Council.

**Members agreed the following:** Re-approved the Wales Annual Return for Year Ended 31<sup>st</sup> March 2023.

**7(E). 162/23**

**TO CONSIDER: APPLICATION BY MEMBER OF THE PUBLIC; TO HOLD A PARTY IN THE PARK (MUSIC FESTIVAL) ON COUNCIL LAND KNOWN AS THE SPORTS GROUND**

This application was discussed under Minute number: 2(A). 152/23 (i) on pages 1 & 2 above.

**Members agreed the following:** To allow the event to be held on Council land known as the King George play area, subject to the granting of a music licence, the Police being informed and for the area to be cleared of all litter and other items. The Councillors wished Debbie a successful event.

**7(F). 163/23**

**TO CONSIDER: APPLICATION BY DYSERTH JUNIOR FOOTBALL CLUB; TO INSTALL A STEEL CONTAINER ON COUNCIL LAND KNOWN AS THE SPORTS GROUND**

This application was discussed under Minute number : 2(A). 152/23 (ii) on page 2 above

**Members agreed the following:** In-principle to the installation of the 40ft container facility. The Football Club Committee to provide to the Community Council, possibly by the September Council meeting, with the following:

- (1) Detail of local authority planning requirements, if any
- (2) Detail as to how the views of affected local residents will be captured and considered
- (3) Detail as to how water and sewage utilities to the container will be achieved
- (4) Detail as to how sympathetic planting will be achieved to obscure the container
- (5) Details as to how the container will be transported and positioned on site
- (6) To provide the Community Council with further details pertaining to the container plans within a comprehensive document, where possible with plans and illustrations
- (7) To keep the Community Council appraised of progress at regular intervals

**7(G). 164/23**

**TO CONFIRM: APPOINTMENT OF VICE CHAIR OF COUNCIL FOR THE PERIOD 2023 / 2024 (ADJ FROM MAY & JUNE MEETINGS)**

**Members agreed the following:** Confirmed the appointment of Councillor Allan Pennington, as Vice Chair of Dyserth Community Council for the period 2023 / 2024.

**7(H). 165/23**

**ARRANGEMENTS FOR REMEMBRANCE SUNDAY**

The Clerk advised that this was a standard agenda item for July.

**Members agreed the following:** Similar format as the 2022 Service. The Clerk to liaise with the North Wales Police nearer the event. Councillor Julie Peters confirmed, the provision of a public address system.

#### **7(I). 166/23**

#### **CLERK'S CONTRACT OF EMPLOYMENT (MEETING CLOSED TO PRESS & PUBLIC)**

This matter was dealt with under Minute number 7(B). 159/23 (e) on page 5 above. (The meeting was not closed to press and public)

#### **8. 167/23**

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

- (i) Councillor Andy Hughes: No concerns with the Community Hall
- (ii) Councillor Andy Hughes: Ysgol Hiraddug Governors meeting to be held next week and will provide a report in the September Council meeting
- (iii) Councillor Margaret Williams: The Waterfall Committee are perusing the installation of a card payment method to gain entry to the Waterfall area
- (iv) Councillor Delyth Lloyd-Williams: Attended an on-line One Voice Wales Community Engagement training event. (Community Engagement to be further discussed at the September Council Meeting)
- (v) Councillors' David Parry and Anne Rogers attended a Denbighshire County Planning Drop-in Community event for Town & Community Councillors. Councillor Rogers provided details of the Dyserth areas included in the new Local Development plan for the County

#### **9(A). 168/23**

#### **PLANNING**

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

- ❖ Application number: 42/2023/0429 – for details of the appearance, landscaping, scale, layout and access of 2 no. dwellings submitted in accordance with condition no. 1 of outline planning permission 42/2020/0903 (reserved matters application), at Land Adjacent to Cartrefle Ffordd Ffynnon, Dyserth.

**Comment by Council:** No objection.

#### **9(B). 169/23**

#### **PLANNING DECISIONS**

**The following planning decision had been received from Denbighshire County Council:**

- Application number: 42/2023/0266 – for removal of existing conservatory and balcony to rear and erection of single storey flat roof extension with roof top balcony area above and

#### **10. 170/23**

#### **TO CONSIDER: SEEKING QUOTATIONS FOR PERMANENT SAFETY FENCING – AREA OF KILN 4 (CLLR DAVID PARRY)**

In the absence of Councillor David Parry the Clerk read out the following contained in an e-mail received from Councillor Parry:

‘I raise the concern with Kiln 4 from a safety point of view until such time as when the results of the survey are received, whereby and thereafter it could be a costly exercise for the Council which would possibly involve grant applications. I am seeking that the Council consider the erection of a more permanent fence of the V mesh type, which would allow the majority of the area to be landscaped as the Council had planned. The Denbighshire Countryside Services having promised to lay wildflower turf at the site and the Justice payback people keeping on top of the general maintenance at kilns 2 and 4 could commence’.

‘Could Councillors kindly consider seeking quotations for fencing to the front and top of the Kiln. The area could then be safe for the foreseeable / unforeseeable future, whereafter the Sculptures could be placed away from the Kilns, including the interpretation board. The current temporary heras fencing that has kindly been lent to the Council free of charge could be returned’.

**Members agreed the following:** To source quotations for the installation of a permanent safety fencing as requested by Councillor David Parry.

### 11. 171/23

#### APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<b><u>Payments made – to be confirmed:</u></b>			
	<b>BACS:</b> Kevin Roberts (Painter) Staining Council planters as accepted quotation. Payment dated: 22/06/23 (Authorised by two Councillor Bank Signatories)	270.00		270.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for June) Payments dated 03/06/2023			
	<b><u>Payment for consideration at meeting to be paid by BACS:</u></b>			
	<b>Standing Order BACS:</b> H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - April, May & June	687.03		687.03
	MJW Welding (Dyserth) Repairs to Waterfall car park barrier	80.00	16.00	96.00
	Louise Walsh (Environmental Services & Inspections of Play Area for June	40.00		40.00

### 12. 172/23

#### APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £



	<p>Rhuddlan Golf Club (Annual Charity Day – Fundraising for St. Kentigern Hospice, St Asaph)</p> <p>The Clerk advised that the required end of year accounts and copy of a bank statement had not been received.</p> <p><b>Members agreed the following:</b> As this Council provide a generous donation of £1,000.00 to St Kentigern Hospice each year, the Clerk to write to the Rhuddlan Golf Club to advise, that this Council will not consider other applications for funding for the same Hospice.</p>	
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**13. 173/23**

**Members agreed the payments of the above accounts 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.....**