



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

---

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

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

**On Monday, 9<sup>th</sup> October, 2023, at 7.00pm.**

**1(A). 200/23**

**PRESENT**

Councillor David Parry (Chair of Council)  
Councillor Allan Pennington (Vice Chair of Council)  
Councillor John Glover  
Councillor David G. Jones  
Councillor Delyth Lloyd-Williams  
Councillor Emyr Morris  
Councillor Haydn Owen  
Councillor Margaret G. Williams

Clerk & Financial Officer R. Phillip Parry

**1(B). 201/23**

**APOLOGIES**

Councillor Andy Hughes  
Councillor Julie Peters  
Councillor Anne R. Rogers

Councillor David G. Williams (Denbighshire County Council)

**1(C). 202/23**

**ABSENT**

**2(A). 203/23**

**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

No questions, comments or representations received prior to meeting.

**2(B). 204/23**

**ATTENDANCE BY REPRESENTATIVES FROM DYSERTH JUNIOR FOOTBALL CLUB: TO PROVIDE UPDATE**

The Clerk advised that the Dyserth Junior Football Club representatives had requested their attendance be postponed until the November Council meeting, as they wished to collate further information.

**Members agreed the following:** The Clerk to agenda the Dyserth Junior Football Club for the November Council meeting.

### **2(C). 205/23**

#### **INDEPENDENT MEMBER(S) DENBIGHSHIRE STANDARDS COMMITTEE**

The Chair of Council Councillor David Parry welcomed Mr. Peter Lamb, Independent Member of the Denbighshire Standards Committee.

Mr Lamb thanked the Council for the welcome and advised that he would be observing during the meeting.

### **3. 206/23**

#### **DISCLOSURE OF INTEREST**

The following Declaration of Interest was declared: Councillor Delyth Lloyd-Williams (**Minute number: 7(B). 213/23 (f) on page 6 below**)

### **4. 207/23**

#### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 11<sup>TH</sup> SEPTEMBER, 2023**

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

### **5(A). 208/23**

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

The Clerk referred to the following matters from previous Minutes:

- (1) Dyserth Kilns Structural Report:** The Clerk advised that the report still had not been received.

**Members agreed the following:** (1) Whilst it is appreciated that the inspection and report has been complied at no cost to this Council, the Members expressed their exasperation with the continual delay in receipt. This has impacted the completion of the work which should have been completed during the summer months (2) The Clerk to write further to the County seeking that another professional be appointed to complete a report.

- (2) Site meeting to discuss a handrail:** The Clerk recollects Members to the request for a handrail commencing from the junction with B5119 top of Waterfall Hill – traveling up the High Street. The Clerk provided the following:

- ❖ Formal complaint made to Denbighshire County Council. The Clerk advised that following the September meeting a letter had been sent to the Chief Executive of Denbighshire County Council seeking that he investigate the reason for the County not responding to this Council's complaint, which had been registered on two occasions. The Clerk advised that following the Chief Executive's involvement, the complaint had been upheld. The County apologise to the Council.

- ❖ The County Road Safety Officer had advised the Clerk that a handrail could not be installed in the area, due to both the pavement width and budget aspects.

**Members agreed the following:** The Clerk to seek a site meeting in Dyserth with the Road Safety Officer: Councillors' John Glover, Delyth Lloyd-Williams David Parry and Margaret Williams to attend, together with the Clerk.

(3)

- (a) **Children's play area – New equipment:** The Clerk recollected Members to the information received from Aura Leisure that had been forwarded to Members (a) Purchase and installation cost of two children's play items whereby one could be accommodated in the vacant area (b) Report from play equipment company in relation to an accessible item of play.

**Members agreed the following:** The Clerk to further contact Aura Leisure seeking further quotations of play items including accessible.

- (b) **Broken see saw:** Costs of parts to repair have been received. Awaiting cost to complete the repair.
- (c) **Makaton Board:** Councillor Delyth Lloyd-Williams advised that a board in a play area in Rhyl had been viewed. Other boards have been perused. A report will be provided at the November Council meeting.

- (4) **Wooden bench seat:** The Clerk recollected Members to the play area inspection report which advised that a wooden bench seat required maintenance. A quotation for the sum of £100.00 had been received to sand down, treat and re-stain the wooden bench seat adjacent to the multi use games area from Dave Owen Booth (Painter). Photographs of the bench seat were shown on screen. The Chair and a Councillor had accepted the quotation in-between meetings.

**Members agreed the following:** Confirmed the above referred to quotation.

- (5) **Hedgehog Information Lecture:** Members were shown on screen a poster advertising the lecture to be held on Sunday October 22<sup>nd</sup> in Patterson Hall. Councillor Delyth Lloyd-Williams provided further information including details of a hedgehog colouring competition.
- (6) **Speed Indicator Signage:** The Clerk recollected Members to a thread of e-mails in relation to the siting of a mobile speed indicator unit. The County had stated that it was now not practical to position the mobile item of equipment on Ffordd Ffrainc due to the close proximity of the traffic lights. The Clerk further suggested that the area to site the equipment could be discussed during the meeting in Dyserth with the County Road Safety Officer.

**Members agreed the following:** The Clerk to arrange to discuss the area to site the speed indicator unit with the County Road Safety Officer during another meeting in Dyserth.

**5(B). 209/23**

**TO FURTHER REVIEW: BUS SERVICES IN DYSERTH HIGH STREET (ADJ FROM APRIL MEETING)**

The Clerk recollected Members to the previous discussions in relation to the ceasing of Arriva Buses traveling though Dyserth High Street. Following the virtual attendance of representatives from Arriva at the April 2023 Council meeting, the Council had requested the matter to be placed on this evenings meeting agenda for review.

Councillor David Jones referred to the conditions stated by Arriva during an exhibition held in Patterson Hall whereby the Company stated that the buses would resume travelling through the High Street once the County Council had completed highway improvements. The first stage of the improvements have been completed last year with a further scheme to commence during this current financial year. Councillor Jones advised Members that Dr. James Davies Member of Parliament would be pleased to assist.

Councillor Delyth Lloyd-Williams provided information in relation to the collection of signatures which sought Arriva to re-instate the High Street bus services.

**Members agreed the following:** The Clerk to write to Dr. James Davies MP seeking his assistance and offering to arrange or attend a meeting either in Dyserth or the MP's office. The following Councillors were agreed to attend a meeting: John Glover, David Jones and David Parry, together with the Clerk to the Council.

#### **5(C). 210/23**

#### **TO FURTHER DISCUSS: COMMUNITY DEFIBRILLATORS / FIRST AID TRAINING**

Councillor Emyr Morris advised Members that the two Council defibrillators sited on the Pharmacy building in High Street and the former Red Lion Pub on Waterfall Hill have been registered on The Circuit (British Heart Foundation) National Register. The First Aid training will be arranged by qualified First Aiders / First Responders in the future.

#### **6. 211/23**

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

The Clerk on behalf of Councillor David Williams advised the following:

- Reported the Dyserth name sign which had been damaged on the A5151 road – travelling from Trelawnyd in the Trecastell area
- Meeting to be held between Councillor Williams and a County Officer to view overgrown hedges in the area, including an outstanding concern on the B5119 Waterfall Hill as approaching the traffic lights. Councillor Allan Penington stated, that this concern has been awaiting action from the County for many months. Councillor David Jones recollected the offer by the landowner to provide land free of charge to the County to alleviate the concern, which the County did not take up.

#### **7(A). 212/23**

#### **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 / 2 x Drug offences / 1 x Other crime / 1 x Theft / 4 x Violence

- (b) The Clerk advised that instances of alleged drug taking had been reported to the Police following concerns raised by a resident. (The area was advised to Councillors)

- (c) Welsh Blood Service: Request to publicise blood donation sessions in the area. Forwarded to Chair of Council Councillor David Parry to upload to local Facebook pages

- (d) Rhuddlan Town Council: Invitation to attend an informal meeting to discuss identifying land for an additional cemetery in the area. The Clerk advised that Councillor David Parry had agreed to attend the meeting which will be held on Thursday 26<sup>th</sup> October, in Rhuddlan.
- (e) Denbighshire County Council: Community Development Team updating database in relation to the hire of community premises in Denbighshire. The Clerk provided information and contact details for the Dyserth Community Hall and Patterson Hall.

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

- ❖ Clwydian Range & Dee Valley AONB Officer and Ranger Services Manager: Press release in relation to a proposed fourth National Park in Wales
- ❖ Denbighshire County Council: Stakeholder survey
- ❖ Denbighshire County Council: Implementation of the default speed limit of 20mph access Wales
- ❖ Denbighshire County Council: News release in relation to a consultation process to reduce the County library service opening hours by 50%
- ❖ Denbighshire County Council: News release in relation to serious budget challenges.
- ❖ Independent Remuneration Panel for Wales (Draft Annual Report) – February 2024
- ❖ Denbighshire County Council: North Wales Economic Partnership Scrutiny Committee and Ambition North Wales. Councillor Delyth Lloyd-Williams put forward to Members that the new Dyserth Business Community may be interested in joining this partnership to represent Dyserth.

**Members agreed the following:** Councillor Delyth Lloyd-Williams to discuss at the next meeting of the Dyserth Business Community.

**7(B). 213/23**

**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 - £3,240.00: Part payment of Commuted Sums monies towards the MUGA repairs – as previously reported to Council
  - Dyserth Waterfall Tri Partite Committee - £3,000.00. Annual donation from the Committee. (See Minute number: 8. 218/23 (ii) on page 7 below)

**Members agreed the following:** Ring-fenced the £3,000.00 towards projects and other assistance at the Waterfall.

- (b) The Clerk advised that the local face painter had created an autumn theme on the High Street bus shelter at a cost of £100.00; this had been agreed by the Chair and Vice Chair of Council. Photographs were shown on screen. The Clerk enquired if the Council wished a Christmas theme to be painted.

**Members agreed the following:** (1) Confirmed the payment (2) Confirmed the Christmas theme at a cost of £100.00

- (c) The Clerk advised that an invoice listed in this evening's payments from Denbighshire County Council for £4,566.90 – related to the Let's Play Out Scheme for the period April 2023 to March 2024. The County were requesting an upfront payment.
- (d) Audit Wales: The Clerk advised that the Community and Town Councils in Wales Annual Return for the Year Ended 31<sup>st</sup> March 2022, had been further returned from Audit Wales - with an amended recommendation. The Auditor General's opinion was unaltered. The report had been uploaded to the Council's web site.
- (e) Dyserth Business Community: Copy of article for publication in the next edition of the Dyserth Times.
- (f) Dyserth Welsh Group: The Clerk advised that Councillor Delyth Lloyd-Williams has arranged in Patterson Hall a monthly Welsh Meeting Group with the first being held in November. Councillor Lloyd-Williams sought the views to the Community Council funding the Patterson Hall hire costs until the Group are established at a cost of £21.00 each month. Councillor Lloyd-Williams provided further information in relation to the Group. Members were shown a copy of the poster advertising the monthly meetings.

Councillor Lloyd-Williams declared a personal interest and did not vote. (**Minute number 3. 206/23 on page 2 above**)

**Members agreed the following:** To pay the Patterson Hall room hire fee for a period to cover six monthly meetings at a cost of £21.00 each month – total £252.00. Patterson Hall to invoice this Council directly.

#### **7(C). 214/23**

#### **TO DISCUSS: CLERK'S CONTRACT OF EMPLOYMENT**

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 Clerk's Contract of Employment 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.

#### **7(D). 215/23**

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

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September, 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 Chair, Councillor David Parry.

## **7(E). 216/23**

**TO REVIEW (AMEND / UPDATE) AND APPROVE, THE FOLLOWING POLICIES:**

**(A) CODE OF CONDUCT (B) NATIONAL STANDING ORDERS (C) LOCAL STANDING ORDERS (D) FINANCIAL REGULATIONS (E) INTERNAL FINANCIAL CONTROLS (F) ANNUAL RISK ASSESSMENT – 2023 / 2024 (G) RETENTION OF DOCUMENTS ETC., SCHEDULE (H) FIXED ASSET REGISTER – 2023 / 2024 (I) RETENTION OF DOCUMENTS POLICY STATEMENT (J) ANNUAL INVESTMENT STRATEGY – 2023 / 2024 (K) MODEL LOCAL RESOLUTION PROTOCOL (L) COMMUNICATION AND ENGAGEMENT STRATEGY POLICY (SOCIAL MEDIA – A GUIDE FOR COUNCILLORS (WELSH ASSEMBLY GOVERNMENT) (M) MODEL PUBLICATION SCHEME / GENERAL DATA PROTECTION REGULATION (GDPR) (N) MANAGING CUSTOMER BEHAVIOUR) (O) BIODIVERSITY DUTY PLAN (P) ACCESSIBILITY STATEMENT (THE PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) ACCESSIBILITY REGULATIONS 2018) (Q) WELSH LANGUAGE POLICY (R) EQUAL OPPORTUNITIES POLICY (S) TRAINING PLAN**

The Clerk recollected Members to the above policies, and in particular, the policies that required reviewing each year.

(Councillors were able to peruse the above policies from a link provided by the Clerk to the Council's Microsoft cloud folder).

**Members agreed the following:** Approved and updated the above policies, and to be further reviewed, if necessary, before the end of the financial year.

## **8. 217/23**

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

- (i) Councillor Delyth Lloyd-Williams reported on a meeting held by the Dyserth Business Community. The Community were pleased that the Council had appointed a representative. The Community Group will meet monthly. Councillor Lloyd Williams referred to the Council's Christmas lights switch-on. The Clerk advised that the dates had been provided to the Denbighshire Street lighting but could be changed should the Business Community wish to hold an event. The Clerk further advised the Council held in their ear-marked reserves funds for new Christmas Street lighting.

**Members agreed the following:** Councillor Lloyd-Williams to discuss with the Business Community the provision of additional street Christmas lighting.

- (ii) Councillor Margaret Williams provided a report following a meeting of the Waterfall Tri-Partite Committee. A cheque for £3,000.00 was handed to the Clerk to the Council from the Waterfall Committee, being the Council's share of the allocated funding for 2022 / 2023. **(See Minute number: 7(B). 213/23 (a) on page 5 above)**

## **9(A). 218/23**

**PLANNING**

- (a) Application number: 42/2023/0617 – for the erection of a single storey extension to side of dwelling to form a studio, at The Mill House 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.

**(The above application was sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).**

**9(B). 219/23**

**Members formally confirmed the above decision.**

**9(C). 220/23**

**The following planning application(s) were considered by Members at the meeting:**

- No applications received from Denbighshire County Planning for consideration at meeting.

**9(D). 221/23**

**PLANNING DECISIONS**

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

- 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. Granted.

**10. 222/23**

**TO DISCUSS: PAVILION BUILDING (CLLR JULIE PETERS) (ADJ FROM SEPTEMBER)**

As Councillor Julie Peters was not present in the meeting this matter was further adjourned to the November 2023 Council meeting.

**11. 223/23**

**TO DISCUSS: CONCERN WITH HANDRAIL ABOVE THE FFYDDION NEAR WATERFALL (CLLR DELYTH LLOYD-WILLIAMS)**

Councillor Delyth Lloyd-Williams advised Members of her concern with a handrail near a bench seat in the area above the Ffyddion (Waterfall). The Clerk further reported a number of correspondence exchanges between Denbighshire Public Rights of Way and Countryside Services seeking to establish which department is responsible for the fence.

Councillors' David Jones and Margaret Williams advised, that the handrails were erected by this Community Council many years ago – possibly 15.

**Members agreed the following:** (1) A site meeting to be held with a local contractor who has installed handrails previously in the area. Councillors' Delyth Lloyd-Williams, David Parry and Margaret Williams to meet with the contractor on site. Should work be identified a quotation to be sent to the Clerk for discussion by the Council at the November Council meeting (2) The Clerk to advise both Denbighshire Public Rights of Way and Countryside Services, that this Council erected the handrail and will contact them further following the site meeting should any recommendations be made and to seek their observation.

**12. 224/23**

**APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Cheque Number</b>	<b>Payee</b>	<b>Net £</b>	<b>Vat £</b>	<b>Total £</b>
----------------------	--------------	------------------	------------------	--------------------



	<b><u>Payments made to be confirmed:</u></b>			
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September) Payments dated 01/10/2023			
	<b>BACS:</b> Lennis Jones (Dyserth) Grass clearance on Council land known as The Burial Field (as agreed quotation)	100.00		100.00
	<b><u>Payments for confirmation and consideration at meeting to be paid by BACS:</u></b>			
	<b>BACS:</b> H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2023 – payment dated 06/10/2023	687.03		687.03
	Denbighshire County Council (Let's play out sessions: April 2023 to March 2024 (The Clerk advised that the payment was upfront)	4,566.90		4,566.90
	Katy Bingham (Autumn theme painting on High Street Bus Shelter)	100.00		100.00
	Trecastell Nurseries (Winter plants – as previously agreed)	247.50		247.50
	Glascoed Timber (Weekly dog bin servicing – April to September 2023)	2,210.00	442.00	2,652.00
	Louise Walsh (Environmental Services & Inspections of Play Area for September)	40.00		40.00
	R P Parry (Clerk) Reimbursement of additional 3mtr HDMI cable – as per receipt	6.66	1.33	7.99

### 13. 225/23

#### APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<b><u>Authorised to be paid by BACS:</u></b>	
	Wales Air Ambulance (Application for annual grant) (Section 137 LGA 1972)	£500.00

### 14. 226/23

**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.....**