



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

On Monday, 14th October, 2024, at 7.00pm.

1(A). 178/24

PRESENT

Councillor Andy Hughes(Chair of Council)
Councillor Anne R. Rogers (Vice Chair of Council)
Councillor John Glover
Councillor David G. Jones
Councillor Haydn Owen
Councillor Allan Pennington
Councillor Julie Peters
Councillor Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

1(B). 179/24

APOLOGIES

Councillor David Parry
Councillor Emyr Morris

1(C). 180/24

ABSENT

None

2(A). 181/24

**ATTENDANCE AT MEETING: MIKE KERMODE (SECRETARY TO RHUDDLAN
DEMENTIA GROUP)**

The Chair of Council Councillor Andy Hughes welcomed Mike Kermode (Secretary to Rhuddlan Dementia Group) to the meeting.

Mike provided the following details in relation to the Rhuddlan Dementia Group:

- The Group was set up in 2018
- Signpost residents to other voluntary and national groups
- Provide general assistance, including activities
- Explained the difference types of dementia
- Have recently received funding to deliver 2,700 dementia information leaflets to every household in the Rhuddlan area

Mike would be pleased to assist if either the Council or a local group / committee wished to establish a Dyserth Dementia Group.

Members agreed the following: Councillor Anne Rogers to ascertain if there is a room booking availability in the Dyserth Community Hall to hold a coffee morning, possibly during January 2025.

The Chair of Council Andy Hughes thanked Mike for attending the meeting and providing an interesting insight to the Rhuddlan Dementia Group.

2(B). 182/24

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

- (1) The Clerk advised Members that a request for information under the Freedom of Information Act had been received. The request related to the usage of the Council's land at the King George Recreational area, and in particular, the alleged banning of children from the area using their bicycles. There were a number of local Facebook comments that were misleading and did not reflect the correct position of the Community Council.

The Clerk further advised that Councillor David Parry had met with a resident at the recreational area to discuss, whereby it was emphasised, that this Council had not banned the youths from the area with their bicycles, but wished only to alleviate any injuries to both pedestrians and bike users. **(See also Minute number 7(B). 189/24 (c) on page 5 below).**

- (2) Further correspondence together with photographs (shown on screen to Members) in relation to a number of vehicles parking and or stopping on the yellow hatched area outside Ysgol Hiraddug in Thomas Avenue. The resident had provided the Police with copies of the photographs and sought that action be considered against the vehicle drivers

2(C). 183/24

Standing Orders were restored:

3. 184/24

DISCLOSURE OF INTEREST

There were no Declarations of Interest declared.

4. 185/24

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 9TH SEPTEMBER, 2024

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

5. 186/24

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

(1) **(A) Red Phone Box:** Confirmation received from Delyth Lloyd-Williams that a number of local businesses and residents were pleased to assist with both the locking up and closing of the red phone box, including the internal contents. Once the shelving and lock aspects have been completed, the volunteers will commence their allocated duties

(B) The Clerk advised that a quotation for the following had been received from David Owen-Booth Home Tech Wales (Property Services)

High Street Notice Board: To remove the sign from its footings, replace existing uprights and top with pressure treated softwood. Install shelf as directed and a keyed lock. To refurbish existing timber and apply a suitable finish and reinstate at £375
Cwm Road Phone Box: To fabricate and install shelving as directed using 18mm Plywood at £150
James Park Phone Box: To fabricate and install shelving as directed using 18mm Plywood, plus install a suitable lock at £200

Total cost £725.00.

The Clerk further advised that the quotation had been accepted by the Chair and Vice Chair of Council whereafter a Work Order had been issued to the above named Company.

Members agreed the following: Confirmed the acceptance of the above quotation.

(2) **Dyserth Kilns:** The Clerk advised that this matter was still pending.

(3) **Complaint to Denbighshire County Council:**

Members agreed the following: As the majority of the outstanding items, apart from a bent High Street sign, the complaint to be formally closed.

(4) **Notice Board – adjacent to James Park:** The Clerk advised that Councillor David Parry on behalf of the Dyserth Environmental Group had advised, that more than one local resident had kindly agreed to assist with the repair of the notice board. However, there may be a cost for replacement wood and materials, which would be advised to this Council in due course.

(5) **Dyserth Flood Initiative Committee:** Councillor Andy Hughes advised that he had spoken with the Flood Committee whereby the position had been explained in relation to Council funding.

(6) **Dyserth Christmas Street lights:** The Clerk advised that whilst this Council had initially agreed for the lighting to be connected from a date in December, the Dyserth Business Group had requested the lights be switched on a day earlier to coincide with the carol service. This had been arranged with Denbighshire County Lighting whereby the lights would be switched on at 5.30pm on Tuesday 3rd December.

(7) **Painting of two Red Phone Boxes:** The Clerk recollects to Members the Work Order for the painting of the red phone boxes in James Park and Tre Castell. Whilst the Tre Castell box has been painted there has been a delay in the James Park box which would be completed by the end of October.

(8) **Dyserth Junior Football Club:** Members viewed on screen an e-mail received from John-Paul Birch, which advised of their resignation from the Dyserth Junior Football Club for

personal reasons. John-Paul advised that others will continue with the Football Club's project.

- (9) **Children's Play Area:** Members were shown on screen photographs of the recently completed work in the children's play area. Members were pleased with the completed work which has also been personally viewed

6. 187/24

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

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

- (1) Dyserth Flood Alleviation Scheme. Notification from Waterco that they are liaising with the Lower Dyserth Flood Coordinators in relation to holding an open public meeting
- (2) Concern with a campervan parking both during the day and overnight on yellow lines in the High Street. Councillor Williams has asked for Enforcement Officers to visit the area, as other vehicles also clearly park outside the legal waiting time
- (3) Dyserth High Street – phase two of the traffic alleviation scheme. County Highways are currently in discussion in relation to a proposed scheme

The following concerns were raised with Councillor Williams

- ❖ The keep clear white road marking in the area of Pen Dre Farm Cross Roads are faded and require re-painting
- ❖ Car continuously parking on the pavement by the far entrance from Byrn Y Felin to the High Street (Near traffic lights) which causes reduced visibility. Request for Enforcement Officers to attend
- ❖ Parking concerns outside Ysgol Hiraddug Primary School. Request for Enforcement Officers to attend

7(A). 188/24

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 Anti social behaviour / 1 x Other theft / 7 x Violence offences
- (2) Independent Remuneration Panel for Wales: Draft Annual Report 2025 – 2026. The Clerk recollected Members to Determination 7 – in relation to the mandatory payments to Town & Community Councillors.
- (3) Denbighshire County Council: Notification of mandatory Code of Conduct training for Councillors which will be held during late 2024 and during January to October in 2025. The Clerk will provide Members with both the 2024 and 2025 dates. The training will be held virtually.

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

- ❖ Natural Resources Wales: Further virtual consultation in relation to discuss a proposed new national park in Wales. Councillors to register their interest to attend personally
- ❖ One Voice Wales: Welsh Government inquiry into the role, governance and accountability of the Community and Town Council sector. Councillors to complete on a personal basis as a local Councillor
- ❖ North Wales Police: Notification to attend a Halloween event in Prestatyn
- ❖ Dyserth High Street Bus Shelter: Photographs of the painted autumn / winter theme

7(B). 189/24

CLERK'S REPORT

- (a) The Clerk recollected to Members that during September to October the Council land known as The Burial Field (Nature Reserve) received annual maintenance. A quotation had been received from Utility Contractors to excavate and to grade and turn the ground over, at a cost of £225.00. The quotation had been accepted by the Chair and Vice Chair, whereafter a Work Order had been issued.

Members agreed the following: Confirmed the acceptance of the above quotation.

- (b) Delivery of the winter / autumn plants to the outside garden area of Councillor John Glover. Councillors were asked to collect plants for their nominated planters.

Discussion in relation to the maintenance of a number of planters that were currently unallocated.

Members agreed the following: (1) Various Councillors were allocated additional planters (2) The Clerk to place on the April 2025 agenda the following: Watering of Council Planters for Summer Months

- (c) The following had been reported to Denbighshire County Council: Overgrown hedge which impacted pedestrian safety in the area of the traffic lights junction with the B5119 and A547 at Lower Dyserth.
- (d) The Clerk provided Members with details contained in a personal letter that had been sent by a local resident to Councillor David Parry. The resident was concerned with the riding of bicycles in the recreational area, whereby instances were detailed.

Members agreed the following: Were also concerned with the contents of the personal letter.

- (e) The Clerk advised to a request received from the Dyserth Business Group if the Council could kindly support the Christmas lights switch with a donation to purchase approximately 125 selection boxes to be given out by Father Christmas at the event this year to the children of the village.

Members agreed the following: Council would be pleased to fund the purchase of approximately 125 selection boxes for children to be distributed at the Christmas event in early December.

- (f) The Clerk advised that the Dyserth Environmental Group's application on behalf of this Council for 420 large wildlife saplings had been granted by the Woodland Trust. These will be delivered in early November.

- (g) The Clerk advised in relation to a request by the Dyserth Environmental Group for the Council to purchase 920 Spiral Tree Guards 2ft (60cm) at a cost of £392.00 plus VAT £78.40 – total £470.40. The Clerk further advised that the tree guards were for the above referred to 420 saplings and to replace a number of tree guards on existing small trees.

Members agreed the following: To purchase the tree guards as referred to above. The Clerk to arrange an invoice from the company named GGJ Mathias & Son (Nurseries) (To be paid upon receipt of invoice)

- (h) The Clerk advised that both the Welsh Dragon and UK National flags required replacing in the Dyserth Memorial Garden. The cost of new flags from a reputable company (Flagmakers of Chesterfield) who supply large organisations - at £242.38 plus VAT £48.48 – total £290.86.

Members agreed the following: To purchase the flags as referred to above from Flagmakers SCS Ltd. (To be paid upon receipt of invoice)

7(C). 190/24

TO CONSIDER: RENEWAL OF PAVILION BUILDING LEASE WITH DYSERTH BOWLING CLUB

The Clerk recollected the visit by a Committee Member of the Dyserth Bowling Club at the September meeting, including the decision made by Council in relation to the annual rent. Members were shown on screen correspondence from the Bowling Club who agreed to the rent increase, but wished the Council to consider a fifteen year lease. This would assist the Club in applying for funding to sustain the club's future.

Members agreed the following: (1) In principle, agreed a fifteen year lease and to include the following two additional clauses: (i) Lease break clause at the first and second five years (ii) Rent clause at the first and second five years (2) The Clerk to formally write to the Bowling Club and to seek their agreement, or other.

7(D). 191/24

COMMUNITY COUNCILLOR VACANCY (FOLLOWING RESIGNATION OF DELYTH LLOYD-WILLIAMS)

The Clerk advised to the resignation of Councillor Delyth Lloyd-Willias that had been received by the Chair and Vice Chair of Council and himself. The Clerk read out to Members the contents of the resignation letter.

The Clerk confirmed, that the first required Public Notice under the Local Government Act, 1972 (Section 87(2)) had been sent to the Denbighshire County Returning Officer, with copies displayed on the Council's main notice board and web site.

The County Returning Officer had advised the Council, that there had been no call for an election, whereby the Community Council could now issue further Public Notice to advertise a Councillor Vacancy by Co-option.

The Clerk discussed with Members the advertising of the vacancy, and in particular, there was not enough time to place an acceptable timescale closing date prior to the November Council meeting – and with no meeting held in December, the Expression of Interest in the position closing date would be one week prior to the January 2025 Council meeting.

Members agreed the following: (1) The Clerk to write to Delyth Lloyd-Williams and to express the Council's gratitude for both her service, commitment and time to the Council (2) The Clerk to

advertise the vacancy from early November with a closing date one week prior to the January 2025 Council meeting. Should there be more than one Expression of Interest received, the Clerk to prepare ballot papers.

7(E). 192/24

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2024

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 Andy Hughes.

7(F). 193/24

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 – 2024 / 2025 (g) Retention Of Documents Etc., Schedule (h) Fixed Asset Register – 2024 / 2025 (i) Retention of Documents Policy Statement (j) Annual Investment Strategy – 2024 / 2025 (k) Model Local Resolution Protocol (l) Social Media (m) Model Publication Scheme / General Data Protection Regulation (Notice & Consent) (GDPR) (n) Managing Customer Behaviour (o) Biodiversity Duty Plan (p) Welsh Language Policy (Bilingual) (q) Equal Opportunities Policy (r) Training Plan

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

(Councillors were able to peruse the above policies prior to the meeting 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. 194/24

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) **Dyserth Community Hall:** Councillor Andy Hughes provided an update to the Hall usage which included, the annual Christmas event to be held on the 17th December. The event will be at no cost to residents
- (ii) **Dyserth Waterfall:** Councillor Margaret Williams advised that the Committee had been advised by Denbighshire County Council that no decision had been made, to date, in relation to the closure of the adjoining public conveniences
- (iii) **Proposed new National Park in Wales:** Councillor Anne Rogers reported the following: The draft map does not include the Dyserth kilns / Quarry areas. The consultation will complete in 2026

9(A). 195/24 PLANNING

No planning applications received from Denbighshire County Council

**9(B). 196/24
PLANNING DECISIONS**

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

- Application number: 42/2024/1161/HH – for the erection of single storey rear extension to dwelling, extension to existing outbuilding and associated works, at 1 Maes Hiraddug, Dyserth. Withdrawn.

**10. 197/24
TO DISCUSS: ARMED FORCES DURING TIMES OF CONFLICT INFORMATION
BOARDS IN DYSERTH MEMORIAL GARDEN (CLLR DAVID PARRY)**

Members agreed the following: Due to the apology received from Councillor David Parry together with the remaining meeting time aspect, this matter will be adjourned to the next Council meeting.

**11. 198/24
APPROVAL OF ACCOUNTS FOR PAYMENT**

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	BACS: Councillor Julie Peters (Councillor Allowance) Payment dated: 17/09/2024	208.00		208.00
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September) Payments dated 01/10/2024			
	BACS: H. M. Revenue & Customs. Clerk’s PAYE & Council NI - July, August & September: Payment dated 07/10/2024	1,035.00		1,035.00
	<u>Payments for and consideration at meeting to be paid by BACS:</u>			
	One Voice Wales (Bio-diversity Part 2 course fee for Cllr David Parry)	31.50		31.50
	Trecastell Nurseries (Winter / autumn plants)	250.00		250.00
	Dyserth Bowling Club (Reimbursement of 50% cost of central heating oil for Pavilion building)	150.28		150.28
	Katy Bingham (Bus shelter theme painting – as previously agreed)	100.00		100.00
	Louise Walsh (Environmental Services & Inspections of Play Area for September)	50.00		50.00
	R P Parry (Clerk) Reimbursement of postal stamps – as per receipt	32.40		32.40

	MJW Welding (Fencing in recreational ground area – as work order)	483.34	96.66	580.00
	GGJ Mathias & Son (Nurseries) Purchase of tree guards for Council's nature reserve (To be paid upon receipt of invoice)	392.00	78.40	470.40
	Flagmakers SCS Ltd. Purchase of Welsh and UK National flags (To be paid upon receipt of invoice)	242.38	48.48	290.86

12. 199/24

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	<p><u>Authorised to be paid by BACS:</u></p> <p>Urdd Gobaith Cymru (Denbighshire) (Section 145 LGA 1972)</p> <p>Horeb United Reformed Church, Dyserth (Application for funding towards new central heating boiler)</p> <p>Whilst the Community Council would wish to provide financial assistance towards the purchase of a new central heating boiler, the Council were unable to grant the request, due to the following reason:</p> <p>An Act of Parliament in 1894 prohibits councils' involvement in property relating to the affairs of the church e.g. the maintenance or improvement of buildings or land or contributing to the costs.</p>	£100.00

13. 200/24

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.....