



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

---

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

**Held Virtually by Video and Telephone Conference,**

**On Monday, 13<sup>th</sup> January, 2025, at 7.00pm.**

**1(A). 01/24**

**PRESENT**

Councillor Andy Hughes(Chair of Council)  
Councillor Anne R. Rogers (Vice Chair of Council)  
Councillor John Glover  
Councillor David G. Jones  
Councillor Emyr Morris  
Councillor David Parry

Clerk & Financial Officer R. Phillip Parry

**1(B). 02/24**

**APOLOGIES**

Councillor Haydn Owen  
Councillor Allan Pennington  
Councillor Julie Peters  
Councillor Margaret G. Williams

Councillor David G. Williams (Denbighshire County Council)

**1(C). 03/24**

**ABSENT**

None

**2. 04/24**

**PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

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

**3. 05/24**

**DISCLOSURE OF INTEREST**

There were no Declarations of Interest declared.

#### **4. 06/24**

### **TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 2<sup>ND</sup> DECEMBER, 2024**

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

#### **5. 07/24**

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

The Clerk referred to the following matters from previous Minutes:

- (1) **Dementia Event in Dyserth:** Councillor Anne Rogers confirmed that the event is being held in Paterson Hall on Sunday 2<sup>nd</sup> February at 2.00pm. Councillor Rogers provided further information and sought assistance on the day from Councillors.
- (2) **Red Phone in James Park:** The installation of the shelving units has been completed with items placed in the phone box for local residents.
- (3) **Bowling Club Lease:** The Clerk advised that the lease had been sent to the Bowling Club Committee to be signed by three Committee members called Trustees, namely: John Hughes-Jones (Chairman), Patrick Allen (Treasurer) and Julia Evans (Secretary). The Clerk had been advised that the lease has been signed and has been placed on a table in the Pavilion building. Following signature by the Chair and Vice Chair of Council of this Council together with the Clerk, the annual rent of £375.00 will become payable.
- (4) **Pop Inn Bus Shelter:** The Clerk advised that following the decision at the December 2024 Council meeting he had written to the County Council advising that the Community Council would consider an asset transfer of the bus shelter to this Council. The request had been acknowledged and advised that the Principle Evaluation and Estates Surveyor would be consulted, whereby this Council would be further contacted in due course.
- (5) **Speed Indicator Signage:** The Clerk advised that he had written to County Highways to enquire as to why the speed indicator sign had been removed in the Tre Castell area. The Technical Officer had replied to advise that the battery requires replacing, however, the signage would now be utilised in another site. The statistics from the sign will be analysed and advised to this Council in due course. The Officer will obtain a cost for the purchase and installation of a new sign – as previously agreed by this Council.
- (6) **Bench Seat above Waterfall:** The Clerk advised that he had written to the Land Agents representing the Bodrhyddan Estate named Carter Jonas of Shrewsbury, seeking the views of the Estate with the Community Council placing a bench seat on land near the top of the waterfall. The request had been acknowledged with no decision made to date.

#### **Pending Matter:**

**The Clerk advised, that the following matter remains in the pending file:**

- **Dyserth Lime Kilns:** No further update.

**Members agreed the following:** The Clerk to contact Chambers Conservation seeking their thoughts on the way forward with the Dyserth Kilns project for this new year.

**6. 08/24**

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

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

- Concerns with the installation of solar panels on the senior citizens estate in Maes Esgob. Residents are aggrieved that the panels are not reducing their electricity costs. It appears that the installation to the properties has not been registered.

**Concern raised by Member:**

- ❖ Councillor John Glover referred to blocked culvert(s) in area of B5119 Waterfall Road near junction with A547 – which caused flooding to a property named Penny Pot Cottage.

The Clerk advised that County Councillor Williams had provided the following additional report due to not being able to attend this evening's meeting:

- (1) Denbighshire have advised that there is no need for residents of Maes Esgob to register their new heating systems; and also advised that they will be unlikely to see financial benefit of the new systems until the warmer months.
- (2) No further contact received from Emlyn Jones regarding phase two of the High Street. I would suggest that Councillors need to agree on exactly what they wish to see altered before we press for a site meeting with Highways Officers to discuss ideas.
- (3) Flooding by Penisaf Crossroads; Mark Evans the Highways Engineer is well aware of the problem, but it is a very complex issue with no simple solution and any works to put in new pipes and drains etc will be a major project. He is however looking at all ways of reducing the flood risk.

**Members agreed the following:** In relation to (2) above: Dyserth High Street traffic alleviation phase 2 together with a further site meeting, the following observations were agreed:

- (1) The High Street junction with James Park and Bryn Y Felin requires a re-configuration.
- (2) The parking bays opposite the above junction have been in use for some time. The parking of vehicles in this area is a cause of concern, in particular, when exiting this junction.
- (3) A County Council Highway Officer previously stated, that the County were in the process of drawing plans for phase 2, but these had been delayed due to the implementation of the 20mph speed limit. The speed limit was introduced in September 2023; could a request for these plans to be made available to the Community Council.

**7(A). 09/24**

**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:

1 x Anti social behaviour / 3 x Criminal damage / 5 x Violence

- (2) Dyserth Play Area: The Clerk advised that Aura Leisure (Wales) had reverted back to Flintshire County Council with a new name of Gwella. A new Service Level Agreement (SLA) has been received for consideration in relation to the play area quarterly and annual inspections, including general repairs and legal guidance. The Clerk further advised that the contents of the new SLA are similar to the previous document except the hourly charge had increased from £60.00 per hour to £63.00 per hour.

**Members agreed the following:** The Clerk to sign the Service Level Agreement for 2025.

- (a) Denbighshire County Council: Reminder in relation to Code of Conduct training for Town & Community Councillors in Denbighshire. The Clerk advised that he would forward the training dates and requested to be advised of individual Councillors' chosen training date.

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

- ❖ Welsh Government: Review of Senedd Constituencies
- ❖ Dyserth Community Council meeting dates for 2025
- ❖ Denbighshire County Council: Notice of emergency road closure at Ffordd Ffynnon, Dyserth
- ❖ Denbighshire County Council: Notice of emergency road closure at Hiraddug Road, Dyserth.

**7(B). 10/24**

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

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

- Denbighshire County Council - £16,834.00: Third precept payment for financial year 2024 / 2025.
- Cheque received from 'The Trebor Evans Dyserth Lottery' - £239.40: With a request from two winners that the funds be utilised towards the costs for the children's play area.

**Members agreed the following:** Thanked Mr. Trebor Evans including the donator for the £239.40 – which would be ring-fenced for the children's play area.

- (b) The Clerk advised that a number of street lantern Christmas lighting units had become faulty, whereby some had been repaired but two were now defunct. The Clerk recollects Members that the purchase of additional Christmas lights are to be discussed at a meeting in the future.
- (c) The Clerk advised that he had completed a Digital Health questionnaire which had been commissioned by the Welsh Government and carried out by One Voice Wales for Town & Community Councils in Wales. The Clerk advised that a Digital Health Check report had been received with the Clerk providing details.

**Members agreed the following:** Noted the recommendations contained in the report.

- (d) Concern reported that the dog bins had not been emptied. The delay had been the seasonal holiday period.

- (e) The Clerk recollected Members that it was usual for the Council to provide a donation towards the electricity supply for the Council's main Christmas tree lights in Dyserth High Street. The supply this year was kindly provided by the proprietor of Y Bodunig Inn. Councillor John Glover advised that the proprietor had indicated he did not wish reimbursement for the electricity cost.

**Members agreed the following:** The Clerk to write a letter to Mr. Peter Winney proprietor of Y Bodunig in Dyserth, to thank him and express this Council's gratitude for the free electricity usage to illuminate the Council's Christmas tree adjacent to the High Street.

- (f) The Clerk recollected Members to the December 2024 minutes whereby the national increase in Clerk's salary was advised and back dated from the 1<sup>st</sup> April, 2024. The back pay less HMRC is included within the list of payments for this evening's meeting. The Clerk wished Council to authorise the salary standing order to be amended to reflect the monthly pay increase from February and payable from the 1<sup>st</sup> March, 2025.

**Members agreed the following:** Authorised the amendment to the Clerk's salary standing order, as above.

- (g) The following concerns were reported to Denbighshire County Council. *Update in italics:*

- ❖ Potholes in James Park. *Repaired the same day.*
- ❖ Safety hand rail on footpath number 33 - from area of Bryn Y Felin to Waterfall. A member of the public had gathered the damaged rails for safe keeping. *Public Footpaths advised they would arrange the repair.*
- ❖ Culvert blocked in area of B5119 Waterfall Road near junction with A547 – which caused flooding to a property named Penny Pot Cottage.

- (h) Members discussed the February Council meeting.

**Members agreed the following:** The February 2025 Council meeting to be held virtually.

#### **7(C). 11/24**

#### **TO RECEIVE AND APPROVE: QUARTERLY STATEMENT OF ACCOUNTS TO THE 31<sup>ST</sup> DECEMBER, 2024**

The Clerk, as Financial Officer, provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 2024, together with copies of the Council Bank account statements. 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 of Council – Councillor Andy Hughes.

#### **7(D). 12/24**

#### **TO RECEIVE, CONSIDER AND APPROVE: BUDGET FOR THE FINANCIAL YEAR 2025 / 2026**

**Members agreed the following:**

- (1) To increase the current precept for the forthcoming financial year from £50,500.00 to £51,750.00 – an increase of £1,250.00. The Clerk advised, that the Band D property charge would be £43.93, an increase of £1.28p a year (3.01% - 11p extra per month).
- (2) The Chair of Council Andy Hughes to sign the estimates for the end of the financial year 2024 / 2025, including the precept requirement for 2025 / 2026.
- (3) The Clerk to advise Denbighshire County Council, in respect of the Community Council's financial requirements (precept) for 2025 / 2026.
- (4) **Glascoed Timber Dog Bin emptying contract:** The current cost this financial year for the service is £4,505.00 plus VAT £901.00 – total £5,406.00. This Company have advised that their charges will increase by 10% from April 2025. This is due to the increase onward disposal, now costing £185 per tonne, including the increase of weight disposed in the bins. The Company have stood three increases since the last increase to this Council.

The Clerk advised that there is no other company in North Wales that advertises a service to empty dog bins. Denbighshire County Council empty their own bins but do not allow contracts with Town & Community Councils.

**Members agreed the following:** (1) To suspend the financial standing orders in relation to seeking three quotations for the dog bin emptying service, this is due to the limited availability for this type of service (2) The increase to the cost of the service at 10% is noted.

#### **7(E). 13/24**

##### **CO-OPTION OF COMMUNITY COUNCILLOR**

The Clerk advised that prior to the closing date of 12 Noon on Monday 6<sup>th</sup> January, 2025 - five Expressions of Interest had been received. As this Council meeting was being held by video it was not practicable for a ballot to be held. The Chair and Vice Chair had agreed to adjourn the co-option process to the February 10<sup>th</sup> Council meeting. All applicants have been informed by the Clerk together with the adjournment reason provided.

**Members agreed the following:** Confirmed the adjournment of the appointment of a Co-opted Community Councillor to the February 10<sup>th</sup> Council meeting.

#### **7(F). 14/24**

##### **TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2024 / 2025**

The Clerk advised that this is an annual agenda item in January of each year. The Clerk further advised, in relation to the appointment process for the Council's Internal Auditor.

**Members agreed the following:** To re-appoint JDH Business Services Ltd., as the Council's Internal Auditor for the end of year 2024 / 2025 accounts

#### **7(G). 15/24**

##### **TO CONFIRM RENEWAL: BANK STANDING ORDERS / BACS PAYMENTS**

The Clerk advised Members, that under the Financial Regulations, the payments made by Bank Standing Order and fixed monthly payments by BACS, were required to be re-confirmed every two years. Presently, the following payments are made, as follows: BACS payments: Quarterly payments to HMRC in either December or January, March, July & October / Fixed monthly payments - Clerk's Salary and allowance.

**Members agreed the following:** Confirmed, the above payments.

**7(H). 16/24**

**CLERK'S ANNUAL APPRAISAL – 2024**

The Clerk advised, and the Chair of Council - Councillor Andy Hughes confirmed, that the Clerk's annual appraisal had been completed for year 2024.

**8. 17/24**

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

- (i) **Dyserth Community Hall:** Councillor Andy Hughes provided an update to the Hall usage which included the successful annual Christmas event
- (ii) **Dyserth Tuesday Morning Group:** The Clerk advised that Councillor Haydn Owen had attended the Group's 50<sup>th</sup> anniversary meeting which was held in Paterson Hall. The Chair of the Group had written to the Council thanking Councillor Owen for his attendance.

**9(A). 18/24**

**PLANNING**

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

- ❖ Application number: 42/2024/1553/PO – for the development of 0.07 ha of land by the erection of 1 no. dwelling (outline application - all matters reserved), at Bod Erw, Hiraddug 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). 19/24**

**Members formally confirmed the above decision.**

**9(C). 20/24**

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

- ❖ **Application number:** 42/2024/1517/PO – for development of 0.15ha of land by the erection of 9 no. affordable dwellings, construction of a new vehicular access and associated works (outline application including access), at Land Between, Llys Gadlas and Bronberllan Ucha, Hiraddug Road, Dyserth.

**Comment by Council:** Concerns are raised in relation to the following:

- (1) Is the area of land within the local development plan
- (2) Hiraddug Road has a history of severe flooding
- (3) Increase in traffic on the narrow access road to area of application

**9(D). 21/24**

**PLANNING DECISIONS**

**The following planning decisions have been received from Denbighshire County Council:**

- (1) Application number: 42/2024/1511/HH – for the erection of a single storey extension to rear of dwelling and associated works, at Tyn Y Pistyll Carreg Heilin Lane, Dyserth. Granted
- (2) Application number: 42/2024/1463/LP – for Certificate of Lawfulness for a proposed use - Lawful Development Certificate for a proposed single storey side extension, ay Closefield, Ffordd Ffynnon, Dyserth. Certify.

**10. 22/24**

**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>BACS:</b> H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - October, November & December: Payment dated 30/12/2024	1,035.00		1,035.00
	<b>Standing Order:</b> R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December) Payments dated 02/12/2025			
	<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
	Home Tech Wales (David Owen-Booth) – work in relation to Cwm Road and James Park Re telephone boxes and High Street notice board	805.00		805.00
	Audit Wales (External Audit – 2023 / 2024)	200.00		200.00
	Mick Dodd (Electrical) Annual Christmas tree lights	700.00	140.00	840.00
	Louise Walsh (Environmental Services & Inspections of Play Area for December	50.00		50.00
	R P Parry Clerk (National back pay from April, 2024 to January 2025 – following deduction of HMRC)			
	<b>(All invoices listed have been ‘examined, verified and certified’ by the Clerk)</b>			

**11. 23/24**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Cheque Number</b>	<b>Name of organisation</b>	<b>Amount granted £</b>
	No applications received	



12. 24/24

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.....

DRAFT