



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

On Monday, 13th October, 2025, at 7.00pm.

1(A). 181/25

PRESENT

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

Clerk & Financial Officer R. Phillip Parry

1(B). 182/25

APOLOGIES

Councillor Emyr Morris
Councillor David G. Williams (Denbighshire County Council)

1(C). 183/25

ABSENT

None

2. 184/25

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 185/25

DISCLOSURE OF INTEREST

There were no Declarations of Interest declared.

4. 186/25

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 8TH SEPTEMBER, 2025

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

5(A). 187/25

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) **Bus Shelter (Pop Inn):** The Clerk recollected to Members the contents of an e-mail received from a Legal Officer at Denbighshire County Council that had been forwarded to all Council Members prior to the meeting and was also shown on screen. The e-mail outlined a number of financial costs to progress a lease for the Community Council to sign for the Pop Inn, including advice that the Community Council were required to appoint their own solicitor.

Members agreed the following: (1) Unanimously agreed that they could not continue with the lease legal process (2) In reaching their decision the Members took into consideration the following:

This Community Council were initially advised in an e-mail dated 26 March 2025 16:36, that the only cost would be the legal fees of £750.00. The County now advise that the costs will be approximately £1,250.00. The Community Council were also concerned that they had to seek a Solicitor - which would most probably increase the above costs substantially. Whilst the Community Council appreciate the wooden bus shelter does not currently have a roof and were quite prepared to provide a new one. However, taking the total County legal costs, the Community Council's business legal fees and ultimately, the new roof cost into consideration, the Members agreed, it would be cost prohibitive for the Community Council to continue.

- (2) **Dyserth Kilns:** Members had received prior to the meeting the statistics received from the company who had completed the public consultation. Members were pleased with the information and residents comments contained in the reports.

Members agreed the following: To continue with phase 2 of the project. The Clerk to make contact with Amanda Pearson and Lowri Goss and to arrange a meeting to discuss the way forward.

- (3) **New Christmas Street Lighting:** The Clerk recollected Members to the order agreed at last month's Council meeting for the purchase of six new Christmas street lighting displays. The Clerk advised that unfortunately the displays were too heavy for the existing street lighting poles. A brochure was pursued on screen. The Clerk further advised that the supplier had confirmed the placed order can be cancelled.

Members agreed the following: The Chair and Vice Chair to further peruse the brochure and choose the lighting displays within the weight limit.

- (4) **Children's Play Area:** The Clerk recollected to Members their agreement to source quotations for repairs that were identified in a previous play area inspection report, as follows: Repairs to a stone pathway link from the Muga area to the edge of the car park – to address the desire line of eroded ground which has become more noticeable in the last year. Replacement floor panel on the toddlers Multi-play (photo attached showing the wear on the edge ,exposing a steel under frame). The quotations had been sourced from Gwella Leisure through their procurement process. Members viewed the quotations on screen.

Councillor Julie Peters left the meeting

Members agreed the following: Accepted the following quotations: **(1)** Brian Davies: Footpath re-surface at £1,250.00 plus VAT and **(2)** Sutcliffe Play: Replacement floor panel etc., at £412.75 includes VAT

- (5) New Signpost:** Councillor Anne Rogers further discussed with Members the suggested new signposts pointing towards the High Street businesses – photographs of the area shown on screen. Councillor David Parry offered to make contact with Denbighshire Countryside Services to ascertain if the new signage could be incorporated into the current signage that is awaiting re-positioning.

Members agreed the following: Thanked Councillor David Parry for offering to make contact with Denbighshire Countryside Services

- (6) Broken Wooden Steps above the Waterfall:** The Clerk read out a number of exchanges of e-mails between a County Footpath Officer and Denbighshire Countryside Services. Councillor David Parry provided further information, in particular, to the suggested way forward that the Dyserth Tri Partite Committee, the Community Council and Denbighshire County Council reach an amicable agreement to jointly fund the repair or replacement.

Dyserth Councillors were of the opinion that as they were not the owners of the land where the steps are position and also had not provided funding towards the original installation, this Council should not provide funds towards either the repair or replacement. Councillor David Parry offered to make contact with Denbighshire Countryside Services.

Members agreed the following: Thanked Councillor David Parry for offering to make contact with Denbighshire Countryside Services

- (7) British Red Cross Training:** The Clerk advised that following further social media advertising in the Dyserth Times the First Aid and Defibrillator course to be held on Tuesday 28th October at 7.00pm in The Pavilion Building, was fully booked.

5(B). 188/25

TO FURTHER DISCUSS: DYSERTH PUBLIC CONVENIENCES

The Clerk recollected to Councillors a copy of two e-mails that had been forwarded to all Members prior to the meeting that had been received from Denbighshire County Council and was also shown on screen. The contents of the e-mails contained the following information that was to be included in a report that would be presented at Communities Scrutiny on 16th October 2025 – and included the following:

- ❖ CAT is complex and will take time, especially as a query about ownership of the land has been raised by the Tri-Partite Committee
- ❖ DCC has therefore requested a commitment from DyCC to fund the annual budget gap for 2 years whilst the CAT is explored and completed.
- ❖ PC to remain in DCC ownership and to remain open whilst CAT is progressed, subject to DyCC confirming revenue funding of £13,338 per annum for 2 years

CAT (Community Asset Transfer)

DCC (Denbighshire County Council)

DyCC (Dyserth Community Council)

Members agreed the following: **(1)** Were disappointed with the contents of the report to be presented to Communities Scrutiny on 16th October

(2) The Council Members unanimously agreed that they did not have sufficient funds for a two year lease at a cost of £13,338.00 per year which would increase with the electricity and associated costs by an additional £3,000.00 (C) In reaching their decision the Council took into consideration that they would have to increase their Band D precept by approximately 35% to 40% - plus an additional percentage to cover the Council's general business running costs, projects and repairs. Whilst the Members appreciate that the Community Asset Transfer will take some time due to the ownership aspect of both the land and building, the Councillors had hoped to increase the precept over a three year period; this cannot now be achieved with the request for the full running costs for the next two years which would commence in April, 2026.

(3) The Clerk to make contact with the Dyserth Waterfall Committee to advise of the present situation, and to suggest, that updated hire costs for the portable public conveniences are obtained.

6. 189/25

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

The Clerk on behalf of County Councillor David Williams advised Members in relation to the following:

- Damaged footway in area of Gwelfor Parc, Dyserth: Following a site meeting with Openreach and Denbighshire County Council, Openreach have agreed to repair the damaged surface
- ❖ Councillor Andy Hughes advised that there are numerous gullies blocked in various roads – and will report these direct to County Highways.

7(A). 190/25

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 Burglary / 2 x Other crime / 9 x Violence and sexual offences
- (b) The Chair of Council Councillor Anne Rogers together with the Clerk attended a virtual meeting for Town & Community Councils in Denbighshire, which was facilitated by the County. Topics included, Community Resilience, budget, Chief Executive & Leader of the Council

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

- ❖ Denbighshire County Council: Further consultation in relation to a proposed new National Park in Wales
- ❖ One Voice Wales: Written statement from the Cabinet Secretary for Housing and Local Government
- ❖ Dyserth High Street bus shelter: Halloween photographs

7(B). 191/25

CLERK'S REPORT

- (a) Received from and deposited into the Council's bank account:
 - £3,000.00 – Dyserth Tri Partite Waterfall Committee.
- (b) The Clerk advised that during the repair to the children's play area an additional five bags of wet pour were required which totalled £120.00. This will be in addition to the previously agreed repair cost.
- (c) Gwella Leisure: The Clerk advised that the 2025 / 2026 Service Level Agreement for the children's play area and multi games area had been received for consideration by Council. The draft agreement included an increased hourly inspection cost from £63.00 to £65.50.

Members agreed the following: Confirmed the renewal of the Service Level Agreement with Gwella Leisure. The Clerk to sign on behalf of the Community Council.

- (d) The Clerk advised that the Chair of the Dyserth Bowling Club had written to enquire if the Community Council would have any objection to a watering system (collection tank) being installed in the grounds of the Bowling Club – in the area between the primary school and the side of the Pavilion building

Members agreed the following: No objection to the proposal by the Dyserth Bowling Club.

- (e) The following Councillors have completed their Code of Conduct training: Emyr Morris; and Haydn Owen
- (f) The Clerk advised that he had attended a virtual meeting of the Denbighshire Standards Committee for Town & Community Clerk's, including the main meeting of the Council
- (g) The Clerk advised that he had attended a virtual training bio diversity session facilitated by One Voice Wales
- (h) Request from a contractor completing gardening work in the new seating area in between the Pavilion building and children's play area to remove a metal fence and other item. Councillor David Parry is kindly endeavouring to find a local person to remove.
- (i) The Clerk advised that Scottish Power had written to advise that the daily standing charge during the period of the Councils Christmas lighting display will increase from 12p per day to £32.00 a month. The Clerk advised he will enquire with Denbighshire Street Lighting if this Council could be entered into their street lighting supply contract
- (j) Denbighshire County Council: The following concerns have been reported:
 - (1) Overgrown public footpath between the gate at the top of Foel woods and the stile at Pentre Hill
 - (2) Way marker / sign pointing to Gibbs / Foel woods has been knocked down by a vehicle
 - (3) Overgrown footpath number 2 in area of Dyserth Cwm border
 - (4) Fly tipping in area of High Street and junction with Janes Park. A wooden table top had been deposited on the pavement

7(C). 192/25

TO CONSIDER: EXPRESSIONS OF INTEREST (COUNCILLOR VACANCY)

The Clerk recollected Members to a Public Notice advertising the Councillor vacancy which had been displayed on the Council's web site, notice board including the latest edition of the Dyserth Times.

The Clerk further advised, that following the closing date of 12 Noon on Friday 10th October, 2025 one Expression of Interest had been received, this was read out in full to the Members and shown on screen.

Members agreed the following: To co-opt Ian Clayton a resident of Dyserth, as a Dyserth Community Councillor.

7(D). 193/25

TO APPOINT A COUNCILLOR TO VERIFY, SIGN AND DATE BANK STATEMENTS

The Clerk recollected to Members that this process is required under the Council's Financial Regulations.

Members agreed the following: (1) Councillor Haydn Owen appointed to verify, sign and date bank statements for the quarter: July, August and September, 2025 (2) Councillor Owen confirmed to Members, that the bank statement reconciliations agreed with the end of quarter - as per below Minute - to receive and approve the quarterly statement of accounts to the 30th September, 2026.

7(E). 194/25

TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2025

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September 2025. (Electronic copies sent prior to the meeting to Councillors). The Clerk further provided Members with a breakdown in relation to the budget headings, which included income and expenditure to date. The financial documents were shown on screen together with bank statements.

Members agreed the following: Approved the Statement of Accounts, whereby the document was agreed to be signed by the Chair of Council Councillor Anne Rogers.

7(F). 195/25

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 – 2025 / 2026 (g) Retention Of Documents Etc., Schedule (h) Fixed Asset Register – 2025 / 2026 (i) Retention of Documents Policy Statement (j) Annual Investment Strategy – 2025 / 2026 (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 (s) Annual Review of Clerk's Contract of Employment

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 prior to the meeting, following receipt of an e-mailed link provided by the Clerk to the Council 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.

7(G). 196/25

2025 REVIEW: ENVIRONMENT (WALES) ACT 2016 PART 1 – SECTION 6 THE BIODIVERSITY AND RESILIENCE OF ECOSYSTEMS DUTY

The Clerk advised Members that under the above-named Wales Act the Council were required to further review their biodiversity policy before the end of 2025. The Clerk further advised that the policy had been updated each year since the last review in 2022 and had been included in the annual review of policies in October each year. Members had received a copy by e-mail of the updated policy for perusal prior to the meeting.

Members agreed the following: (1) Confirmed the Council's updated biodiversity policy for year 2025 (2) The Clerk was thanked for his work completing the bio diversity report, together with Councillor David Parry and the assistance from the Dyserth Environmental Group and volunteers.

8. 197/25

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (i) **Dyserth Community Hall:** Councillor Andy Hughes provided an update to the Hall usage. The Christmas Fayre will be held on 7th December
- (ii) **Dyserth Flood Risk Management Committee:** Councillor Andy Hughes referred to a meeting of the Dyserth Flood Risk Management Committee, who have produced a draft alleviation scheme report
- (iii) **Dyserth Waterfall Committee:** The Committee have provided a donation to Ysgol Hiraddug of £3,000.00.

9. 198/25

TO DISCUSS: CHRISTMAS LIGHTING SWITCH-ON EVENT (CLLR ANNE ROGERS)

Councillor Anne Rogers advised that a member of the Dyserth Business Group has sought that the High Street Christmas lights are switched on the 24th November at 5.30pm for an event to be held in the Bodunig Inn. The Clerk has arranged this. Councillor Rogers advised further as to the arrangements for the evening, including a request that a PCSO is in attendance. Councillor Andy Hughes advised that he has arranged the Christmas tree purchase and installations near the Bodunig and the Waterfall.

10(A). 199/25

PLANNING

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

No planning applications received from Denbighshire County Planning

10(B). 200/25

PLANNING DECISIONS

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

- Application number: 42/2025/0356/HH – for the erection of a single storey ancillary annexe building and associated works, at Mynydd A Mor, 80 Cwm Road, Dyserth. Granted.

11. 201/25

APPROVAL OF ACCOUNTS FOR PAYMENT

Cheque Number	Payee	Net £	Vat £	Total £
	<u>Payments made – to be confirmed:</u>			
	BACS: Lennis Jones (Dyserth) Bio diversity cutting on Council land	100.00		100.00
	BACS: R Alexander (Tre Castell Nurseries) Autumn plants and compost for Council planters	250.00		250.00
	BACS: Katy Bincham (Bus shelter theme painting)	100.00		100.00
	BACS: Thorncliffe Ltd (Items for bench seat refurbishment)	9.49	1.90	11.39
	(Above four payments authorised by two Councillor bank signatories)			
	Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September) Payments dated 01/10/2025			
	<u>Payments for consideration at meeting to be paid by BACS:</u>			
	Gwella (Leisure) Quarterly inspection reports, weed removal and temporary wet pour repair – Play area & MUGA	616.65	123.33	739.98
	H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2025	1,329.82		1,329.82
	Scottish Power (Electricity supply for Council's Christmas lights – January 2022 to January 2025)	258.25	12.91	271.16
	Louise Walsh (Environmental Services & Inspections of Play Area for September)	50.00		50.00
	(All invoices listed have been 'examined, verified and certified' by the Clerk)			

12. 202/25

APPLICATIONS FOR FINANCIAL SUPPORT

Cheque Number	Name of organisation	Amount granted £
	No applications received	

13. 203/25

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