



CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

On Monday, 12th January, 2026, at 7.00pm.

No Council meeting was held in December 2025

1(A). 01/26

PRESENT

Councillor Anne R. Rogers (Chair of Council)
Councillor John Glover (Vice Chair of Council)
Councillor Ian Clayton
Councillor Andy Hughes
Councillor David G. Jones
Councillor David Parry
Councillor Peter J. Robinson

Councillor David G. Williams (Denbighshire County Council)

Clerk & Financial Officer R. Phillip Parry

1(B). 02/26

APOLOGIES

Councillor Emyr Morris
Councillor Haydn Owen
Councillor Allan Pennington
Councillor Julie Peters

1(C). 03/26

ABSENT

None

2. 04/26

PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 05/26

DISCLOSURE OF INTEREST

There were no Declarations of Interest declared.

4. 06/26

TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 10TH NOVEMBER 2025

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

5. 07/26

PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

- (1) Dyserth Kilns:** The Clerk advised Members that a meeting was arranged on Tuesday 27th January in The Pavilion Building with Amanda Pearson and Lowri Goss to discuss Phase 2 of the Dyserth Kilns project. The meeting will include the Kilns Sub-committee of Councillors' John Glover, Andy Hughes, David Parry and Peter Robinson – together with the Clerk.
- (2) Dyserth Waterfall:** Councillor Andy Hughes provided an update to the legal process of registering the Waterfall Committee.
- (3) Street Lighting Electricity Supply:** The Clerk recollects Members to the monthly invoices being received from Scottish Power in relation to the continual usage of the street lighting supply every month for Christmas street lighting. The invoices state a monthly standing order charge, with one month's invoice included supply usage, whereby no supply had been used. Following a formal complaint to Scottish Power (SP) the matter was thought to be resolved with SP agreeing to refund the payments made by the Council – which have not been received to date. Whilst the matter was supposedly resolved the Council have received further invoices for payment. The Clerk is in further contact with Scottish Power.

6. 08/26

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

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

- ❖ Pot holes in area of Thomas Avenue, Dyserth. Reported to Street Scene
- ❖ Running water concerns in area of Cwm Road

7(A). 09/26

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 Other crime / 1 x Other theft / 1 x Public order / 4 x Violence and sexual offences

- (b) Welsh Government: Appropriate sum under Section 137 (4) (a) of the Local Government Act 1972 – Limit for 2026 – 2027 – will increase from £11.10 per elector to £11.60 per elector

7(B). 10/26

CLERK'S REPORT

- (a) Received from and deposited into the Council's bank account:
- Denbighshire County Council - £17,250.00: Third precept payment for financial year 2025 / 2026.
 - Denbighshire County Council - £2,474.43: Commuted Sums grant – Children's Play area repairs (wet pour)
- (b) The Clerk advised that the repaired Speed Indication Signage in the area of Tre Castell in Dyserth was back in situ
- (c) The Clerk advised that there had been a concern with the locking up and closing of the Red Telephone Box in Dyserth. Councillor Anne Rogers provided further information
- (d) The Clerk advised that following discussion with the Dyserth Bowling Club Committee, the awkward locking system for the Pavilion Building outside gate has been changed to alleviate the concern
- (e) The Clerk recollects to Members the Council's Bio-diversity end of year report that had recently been agreed and submitted to the Welsh Government – via One Voice Wales to upload to a dedicated web site for all Councils in Wales. A reply had been received from the One Voice Wales Biodiversity Officer which stated the following: 'A mighty impressive report – well done'
- (c) Concerns reported to Denbighshire County Council:
- (i) Overgrown privet hedge at lower end of Bron Deg & Cwm Road, Dyserth. Denbighshire County Council will write to the property owner
 - (ii) Damaged metal railings on A5151 Road at Waterfall Road junction (Near traffic lights). (Photograph supplied). No response from Denbighshire Street scene
- (d) North Wales Police: The Clerk advised that the allocated PCSO will attend the commencement of Council meeting subject to their rota
- (e) Councillor Ian Clayton will attend the following training courses facilitated by One Voice Wales:
- (i) New Councillor induction on 10th February
 - (ii) Code of Conduct on 18th February
- (f) **HM Land Registry**
- The Clerk advised that a Notice of an Application for Registration of a person in adverse possession – B149 had been received by this Council from the HM Land Registry

The applicant has instructed a legal firm to represent to acquire a title of land by adverse possession namely: Land at Ardwyn, High Street, Dyserth. Members were shown on screen the application and plan.

Members agreed the following: To consent to the registration of a person in adverse possession in relation to the property, at land known as Ardwyn, High Street, Dyserth. The Clerk to sign the consent document on behalf of the Community Council and return to the Land Registry.

(g) Wales Audit 2024 / 2025

- (a)** The Clerk advised that the Wales Audit return for year ended 31st March 2025 had been received. The Chair and Vice Chair had been sent a copy of the return following receipt in December 2025. Members perused a copy on screen.

Members noted the following Audit Opinion: ‘Unqualified - On the basis of my audit, in my opinion no matters have come to my attention to give cause for concern that, in any material respect, the information reported in this Annual Return’.

The Clerk further advised that the following Public Notice had been displayed on the Council’s web site and notice board: Notice Of Conclusion Of Audit And Right To Inspect The Annual Return For The Year Ended 31 March 2025. Public Audit (Wales) Act 2004 Section 29 Accounts and Audit (Wales) Regulations 2014.

Members agreed the following: Noted the Wales Audit qualification and thanked the Clerk for his financial duties.

7(C). 11/26

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

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

Members agreed the following: (1) Councillor David Jones appointed to verify, sign and date bank statements for the quarter: October, November and December, 2025 (2) Councillor Jones 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 31st December, 2025.

7(D). 12/26

TO RECEIVE AND APPROVE: QUARTERLY STATEMENT OF ACCOUNTS TO THE 31ST DECEMBER, 2025

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of December 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(E). 13/26

TO RECEIVE, CONSIDER AND APPROVE: BUDGET FOR THE FINANCIAL YEAR 2026 / 2027

Members agreed the following:

- (1) To increase the current precept for the forthcoming financial year from £51,750.00 to £70,000.00 – an increase of £18,250.00. The Clerk advised, that the Band D property charge would be £59.73, an increase of £15.98 a year (36.38% - £1.34p extra per month).

In reaching their decision to substantially increase the precept, the Council Members took into consideration the following: Over past years the Council have kept their precept increase under 3%. This has now reduced the level of funds in the general, ear-marked and emergency reserves budgets. To ensure that public conveniences are available in the area of lower Dyserth, the Council have agreed with the Waterfall Committee to fund portable conveniences in the car park adjacent to the Waterfall, at an approximate cost of £7,000.00 a year to this Council (£4,000 hire of portable toilets and £3,000 – towards ear-marked reserves for a future Community Asset Transfer of the current building). The Council wish to improve the play area, to continue with the current maintenance contracts, including property upkeep and various projects.

- (2) The ear-marked reserves budget was updated.
- (3) The Chair of Council Anne Rogers to sign the estimates for the end of the financial year 2025 / 2026, including the precept requirement for 2026 / 2027.
- (4) The Clerk to advise Denbighshire County Council, in respect of the Community Council's financial requirements (precept) for 2026 / 2027.
- (5) **Glascoed Timber Dog Bin Emptying Contract:** 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: The Council were unable to seek additional quotations for the dog bin emptying service, this is due to the limited availability for this type of service.

7(F). 14/26

TO CONSIDER: APPOINTMENT OF INTERNAL AUDITOR – END OF YEAR AUDIT 2025 / 2026

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 2025 / 2026 accounts

7(G). 15/26

TO CONSIDER: (DRAFT) COMMUNITY ENGAGEMENT POLICY

The Clerk recollects Members to a previous discussion in relation to a Community Engagement Policy. A draft policy was shown on screen that had been sent to all Councillors by e-mail prior to the meeting for perusal.

Members agreed the following: Confirmed the draft Community Engagement Policy. The Clerk to upload to the Council's web site.

7(H). 16/26

CLERK'S ANNUAL APPRAISAL – 2025

The Clerk advised, and the Chair of Council - Councillor Anne Rogers confirmed, that the Clerk's annual appraisal had been completed for year 2025.

8. 17/26

REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

- (4) **Dyserth Community Hall:** Councillor Andy Hughes provided an update to the Hall usage which included 29 different bookings each week. The Christmas event was successful.
- (5) **Christmas Lights – Switch-on Event:** Councillor Anne Rogers provided a report on the successful event, including thanks to a number of local businesses and Councillors who had assisted.

9(A). 18/26

PLANNING

The following planning applications had been received:

- (a) Application number: 42/2025/0518/PF – for the erection of 1 no. detached dwelling and associated works, at Land adjoining, Bryn Afallon 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.

- (b) Application number: 42/2025/0558/PS – for Section 73 (Removal or Variation of Condition) for the variation of condition no. 2 of planning permission code no. 42/2018/0603 to amend the proposed conservatory design, at Morwylfa, 85 Lower Foel 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 two applications were sent to Members for consultation in-between meetings, due to statutory time limits for observations from County Planning).

9(B). 19/26

Members formally confirmed the above decisions.

9(C). 20/26

PLANNING DECISIONS

The following planning decision has been determined by Denbighshire County Council:

- Application number: 42/2024/1407/PS – for Section 73 (Removal or Variation of Condition), at Seaview Garage Meliden Road, Dyserth. Approved.

10. 21/26

APPROVAL OF ACCOUNTS FOR PAYMENT

| Cheque Number | Payee | Net £ | Vat £ | Total £ |
|--|-------|-------|-------|---------|
| <u>December Payments</u> | | | | |
| <u>Payments made – to be confirmed:</u> | | | | |

| | | | |
|---|----------|--------|----------|
| Lite (Christmas decorations) New street lanterns (Payment dated: 18/11/2025) | 2,640.00 | 528.00 | 3,168.00 |
| Katy Bincham (Bus Shelter theme painting) (Payment dated: 19/11/2025) | 100.00 | | 100.00 |
| (Above two payments authorised by two Councillor Bank signatories) | | | |
| Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for November) Payments dated: 01/12/2025 | | | |
| Royal British Legion (Bodelwyddan Branch): Poppy wreaths & wooden crosses for Remembrance Sunday | 106.00 | | 106.00 |
| Reg Davies & Son: Following invoices | | | |
| (1) Cutting & Strimming of King George Field (Main entrance) – 2025 | 320.00 | | 320.00 |
| (2) Cutting & Strimming at Community Centre – 2025 | 650.00 | | 650.00 |
| (3) Cutting & Strimming of King George Field (Playfield area) – 2025 | 1,950.00 | | 1,950.00 |
| Louise Walsh (Environmental Services & Inspections of Play Area for November) | 40.00 | | 40.00 |
| Firemaster (Old Colwyn): Repairs to fire alarm system at The Pavilion building (Bowling Club) | 516.89 | 103.38 | 620.27 |
| Caerwys Computer Clinic: Council’s web site hosting and domain name - 2025 | 250.00 | | 250.00 |
| (Above payments made on 23/12/2025) | | | |
| (Above payments authorised by two Councillor Bank signatories) | | | |
| <u>January Payments</u> | | | |
| <u>Payments made – to be confirmed:</u> | | | |
| Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for December) Payments dated 02/01/2026 | | | |
| BACS: H. M. Revenue & Customs. Clerk’s PAYE & Clerk & Council NI - October, November & December, 2025 (Payment dated 04/01/2026) | 1,289.91 | | 1,289.91 |
| <u>Payments for consideration at meeting to be paid by BACS:</u> | | | |

| | | | | |
|--|---|--------|-------|--------|
| | Society of Local Council Clerks (Clerk's annual subscription renewal) | 126.25 | | 126.25 |
| | Louise Walsh (Environmental Services & Inspections of Play Area for December) | 50.00 | | 50.00 |
| | R. P. Parry (Clerk) Re-imburement of share of annual bulk purchase of stationery with other Councils (As per Viking Stationery receipt) | 122.68 | 24.54 | 147.22 |
| | Cllr Ian Clayton (Councillor Allowance – November 2025 to March 2026) | 86.70 | | 86.70 |
| | (All invoices listed have been 'examined, verified and certified' by the Clerk) | | | |

11. 22/26

APPLICATIONS FOR FINANCIAL SUPPORT

| Cheque Number | Name of organisation | Amount granted £ |
|----------------------|-----------------------------|-----------------------------|
| | No applications received | |

12. 23/26

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.....