



# **CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL**

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

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

**On Monday, 11<sup>th</sup> May, 2026, at 7.00pm.**

## **Annual Council Meeting**

The Retiring Chair of Council Anne Rogers reflected on her time as Chair over the past year and thanked the Councillors and Clerk for their support.

### **1(A). 78/26**

#### **APPOINTMENT OF CHAIRPERSON FOR THE PERIOD 2026 / 2027**

Councillor John Glover was proposed and seconded, as Chair of Council. There were no further nominations. Councillor Glover accepted the nomination.

**Members agreed the following:** Councillor John Gover be appointed as Chair of Council for the period 2026 / 2027.

### **1(B). 79/26**

#### **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor John Glover signed the Declaration of Acceptance of Office, which was duly witnessed by the Clerk.

The new Chair of Council Councillor John Glover thanked the Members for the appointment and expressed the thanks of the Council to Councillor Anne Rogers the retiring Chair for her term of office, together with the suburb and hardworking leadership during her year of office.

### **2(A). 80/26**

#### **PRESENT**

Councillor John Glover (Chair of Council)  
Councillor Peter J. Robinson (Vice Chair of Council)  
Councillor Andy Hughes  
Councillor David G. Jones  
Councillor Emyr Morris  
Councillor David Parry  
Councillor Allan Pennington  
Councillor Julie Peters

Councillor Anne R. Rogers

Clerk & Financial Officer R. Phillip Parry

**2(B). 81/26  
APOLOGIES**

Councillor Ian Clayton  
Councillor Haydn Owen

Councillor David G. Williams (Denbighshire County Council)

**2(C). 82/26  
ABSENT**

None

**3. 83/26  
APPOINTMENT OF VICE CHAIRPERSON FOR THE PERIOD 2026 / 2027**

Councillors' Peter Robinson and David Jones were both proposed and seconded. A ballot was held between Members. Councillor Peter Robinson received the majority of votes.

**Members agreed the following:** To appoint Councillor Peter Robinson as Vice Chair for the year 2026 / 2027

**4. 84/26  
MINUTES OF THE ANNUAL MEETING HELD ON THE 12<sup>TH</sup> MAY, 2025**

The Clerk advised Members, that the Minutes of the 2025 Annual Meeting were formally proposed, seconded and agreed at the 9<sup>th</sup> June, 2025 under Minute number: 4. 121/25.

**Members agreed the following:** Re-affirmed the above decision.

**5. 85/26  
NOMINATIONS TO SERVE ON LOCAL COMMITTEES AND OUTSIDE BODIES**

Members received prior to the meeting a copy of the current list of Liaison, Local Committees and Outside Bodies for year 2026 / 2027.

**Members agreed the following:**

- ❖ To delete the Dyserth Business Group
- ❖ The remaining list to continue for year 2026 / 2027

**General Council Meeting**

**6. 86/26  
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS**

**Standing Orders were suspended:**

The Chair of Council welcomed PCSO Alex Jones to the meeting.

PCSO Alex thanked the Council Members for the invitation to attend the Council meeting and reported, that between the 1<sup>st</sup> April this year to 11<sup>th</sup> April there had been 56 reports made to the Police for the Dyserth Community. Many of the reports related to the same alleged offence. PCSO further explained the breakdown of multiple related offences under a single overarching heading to maintain statistical consistency.

A number of additional concerns were discussed with PCSO Alex, as follows:

- ❖ Increasing number of offences recorded on the Police National Database for Dyserth, in particular, the violence and sexual offences
- ❖ The number of PCSO and Police Constables for Dyserth and the area
- ❖ Inconsiderate parking in the area of Ysgol Hiraddug, including on the yellow hatched lining

The Chair of Council John Glover thanked PCSO Alex Jones for her attendance.

**Standing Orders were restored:**

**7. 87/26**

**DISCLOSURE OF INTEREST**

There were no Declarations of Interest declared.

**8. 88/26**

**TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 13<sup>TH</sup> APRIL 2026**

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

**9. 89/26**

**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 virtual meeting had been held on the 4<sup>th</sup> May and attended by the Dyserth Kilns Sub-Committee, namely: Councillors' John Glover, Andy Hughes, David Parry and Peter Robinson, together with the Clerk. The meeting discussed the report that had been received from Lowri Goss and Amanda Pearson as to the next stages for the Dyserth Kilns project. The reports were named: Finalised Project Brief and Draft Phase 2 (Funders & Timeline & Action Plan). A copy of the documents had been sent to Members prior to the meeting. Members of the Dyserth Kilns sub-committee provided further information.

**Members agreed the following:** (1) To continue with the project (2) The Clerk to make contact with Mr. Chris Evans (Denbighshire Conservation Officer) and to forward a copy of the plans, options / costs, including the structural report on kiln 4. To seek a joint meeting with Mr. Evans and the Dyserth Kilns Sub-Committee.

- (2) **Red K6 Telephone Box.** The Clerk advised that Councillor Ian Clayton had visited the phone box whereby the equipment is in situ and also in working order. Councillor Peter Robinson had kindly produced evidence that the phone box is listed. The Clerk further

advised that it is the policy of BT Payphones to not offer listed Red K6 phone boxes for adoption.

- (3) Scottish Power – Standing Charge:** The Clerk recollected Members that Scottish Power were now sending invoices for a monthly standing charge of £32.00 plus VAT £1.60 – total £33.60. Whilst the Clerk had endeavoured to persuade Scottish Power that that this Council's Christmas lighting decorations were connected to the Denbighshire street lighting columns, Scottish Power insist that are complying with the OFGEM new policy. The Clerk has written to OFGEM on two occasions with no reply received. A number of monthly invoices had been placed on payment hold.

The Clerk further advised that due to a number of reminders two Councillor bank signatories had agreed the payment of the outstanding invoices at a total of £165.98, together with the setting up of a direct debit to pay the monthly charges.

**Members agreed the following:** Confirmed the above payment and setting up of a direct debit.

- (4) Community Award:** The Clerk provided Members with the timeline for the 2026 Community Award. Advert to appear in the next edition of the Dyserth Times. Notice placed on the Councils notice board and web site. Closing date for receipt of nominations - 12 Noon on Friday 10<sup>th</sup> July. Council will consider nominations at their meeting to be held on Monday 14<sup>th</sup> September.

## 10. 90/26

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

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

- ❖ Written to Denbighshire County Council to express dismay in the non-reply despite a number of requests seeking ownership of a piece of land adjoining County property in the area of Maes Glas and the new Bodrhyddan Estate.

## 11(A). 91/26

### 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:

3 x All other crime / 2 x Anti-social behaviour / 2 x Public order / 9 x Violence and sexual offences

- (2)** One Voice Wales: The Clerk advised in relation to a Civility and Respect Pledge being launched by One Voice Wales who are seeking that all Town & Community Councils in Wales consider agreeing to sign the pledge. Members received a copy of the one page pledge prior to the meeting for perusal and was shown on screen at the meeting.

**Members agreed the following:** Adopted the Civility and Respect Pledge. The Clerk to sign and return to One Voice Wales.

## 11(B). 92/26

### 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 - £23,333.33 - First precept payment for financial year 2026 / 2027
- HM Revenue & Customs - £3,820.32: VAT Refund for financial year 2025 / 2026
- Dyserth Bowling Club: Annual building lease rent - £375.00

(b) Councillor John Glover completed his Chair of Council training facilitated by One Voce Wales.

(c) Welsh Government Wales Bio-diversity Plan for Town & Community Council's in Wales. The Clerk advised that One Voice Wales had produced a Wales-wide template together with examples to be used, including placing Council's local projects to maintain and increase bio-diversity. The information had been sent to the Bio-diversity Sub-committee: Councillors' David Parry, Peter Robinson and Anne Rogers.

Councillor David Parry advised that he had made contact with Denbighshire Country Services seeking their assistance in providing an area of approximately 100 x 50 metres for a butterfly paradise to be sited within this Council's land known as The Burial Field.

**Members agreed the following:** To place further on the July 2026 Council Agenda.

(d) The Clerk advised that the Service Level Agreement for the Dyserth Play Ranger weekly service had been received. There was no increase in the fee from the previous year at £5,142.54. It was agreed at the budget setting in January 2026 be included in this current year's budget. The Chair and Vice Chair had agreed that the Clerk sign the Service Level Agreement for April 2026 to March 2027. Members were shown on screen the Play Rangers report for 2025 / 2026.

**Members agreed the following:** Confirmed their agreement.

(e) Cold Callers: Concerns expressed by a number of Council Members with advice sought from the local PCSO. Councillor Peter Robinson uploaded the Police guidance to the local Facebook page.

(f) City, Town & Community Council's meeting with Denbighshire County Council's new Chief Executive. Councillor Anne Rogers and the Clerk to the Council attended virtually,

Councillor Anne Rogers provided further information, which included, the closure of the Dyserth Public Conveniences and The Pop Inn bus shelter.

(g) The Clerk advised that the end of Year accounts to December 2025 had been received from the Waterfall Committee.

(h) Concerns reported to Denbighshire County Council by Councillor David Parry:

- ❖ Damage to a fence known as The Old Tip. A large den has also been erected with a number of new trees had been chopped down to build the den (photographs provided). Denbighshire Countryside Services advised that they would inspect and discuss making the area inaccessible.

❖ Condition of the highway in area of Hiraddug Road and border with the Cwm Community Council (Map supplied). County Councillor David Williams has taken this forward with County Highways.

- (i) The Clerk recollects to Members the previous agreement to purchase compost and summer plants from Tre Castell Nurseries for the Council's planters.

Members discussed considering a Planter Maintenance Contract for the care and seasonal replanting of the planters and possibly the watering. Councillors' John Glover and David Parry provided further information. A quotation received from Roger Burke (Garden Maintenance) to complete work on wooden flower planter near to the Parish Church of St Bridget and St Cwyfan, Waterfall Road, Dyserth at a cost of £186.50. Members further discussed a contract for the upkeep of all the Council's planters, including the summer watering.

**Members agreed the following:** (1) Accepted the quotation of £186.50 from Roger Burke (Garden Maintenance) (2) To seek a further quotation from Mr. Roger Burke for the upkeep and watering of all the Council planters.

- (j) The Clerk advised to a request from Councillor Ian Clayton for Council's consideration to personally refurbish a wooden seat sited within the King George Recreational area, together with a memorial plaque in memory of his mother. A photograph of the dilapidated seat was shown on screen.

**Members agreed the following:** Approved the request.

#### **11(C). 93/26**

#### **TO RECEIVE: INTERNAL AUDIT REPORT – YEAR ENDED 31<sup>ST</sup> MARCH 2026**

The Clerk recollects Members to a copy of the recently received Internal Audit report for year ending March 2026 - that had been sent to the Chair and Vice Chair of Council prior to the meeting and shown on screen during the meeting to Members.

The Council noted the following comments in the report: 'On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the Council's system of internal controls is in place, adequate for the purpose intended and effective. No internal control issues identified. The council has maintained a robust set of books and records for the financial year'. The recommendation was noted and has been placed on this meeting's agenda (Minute number: 11(F). 86/26 on page 7 below).

**Members agreed the following:** Accepted the Internal Audit report and thanked the Clerk for the financial aspect of his duties over the past year.

#### **11(D). 94/26**

#### **COMMUNITY AND TOWN COUNCILS IN WALES: ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2026**

The Clerk advised Members that Sections in the above document named: Accounting Statements for 2025-26, Annual Governance Statement and Additional disclosure notes had been completed by the Clerk prior to the return being presented to the Internal Auditor. The Council Approval and Certification Section was now required to be formally approved by Council and thereafter for signature by both the Chair and Clerk. Members perused the document on-screen.

**Members confirmed the following:** The Council Approval and Certification Section of the Annual Return, to be signed by both the Chair and Clerk.

### **11(E). 95/26**

#### **TO CONSIDER: ANNUAL REPORT – YEAR ENDING 2025 / 2026**

The Clerk recollected Members to the draft Annual Report for the year ending March 2026, that had been forwarded prior to the meeting for perusal. The Clerk advised that the report had followed the guidance issued by the Welsh Government in relation to the contents.

**Members agreed the following:** Confirmed the Annual Report for the year ending March 2026. There were no amendments. The Clerk advised that the report would be made available on the Council's web site. The Clerk was thanked for completing the substantial report.

### **11(F). 96/26**

#### **TO CONSIDER: AMENDING COUNCIL'S FINANCIAL REGULATIONS**

The Clerk recollected Members to the recommendation from the Internal Auditor (Minute number 11(C). 93/26 on page 6 above) in relation to choosing an option from Paragraph 9.4 of the Council's Financial Regulations. The regulation was shown on screen.

**Members agreed the following:** Paragraph 9.4 to be amended, as follows: Personal credit or debit cards of members or staff shall not be used except for expenses and or Council purchases and will also be restricted to a single transaction maximum value of £500 incurred in accordance with council policy.

### **11(G). 97/26**

#### **TO CONSIDER: QUOTATION FOR DOG BIN EMPTYING CONTRACT – 2026 / 2027**

The Clerk recollected Members to previous correspondence from Glascoed Timber which advised in relation to an increase of costs for the service, whereafter, Council agreed to remove two dog bins that were in close proximity to each other which would reduce the cost. The Clerk further advised, 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. A quotation received from Glascoed Timber for the emptying of 15 dog-waste bins at a total of £4,485.00 plus VAT a year. The current cost is £4,641.00 plus VAT for 17 dog-waste bins.

**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 – and accepted the above referred to quotation for £4,485.00 plus VAT from 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2027. The Council noted, the quotation acceptance was within the one quotation requirement under the Council's Financial Regulations at 5.8.

### **11(H). 98/26**

#### **PAYMENT TO MEMBERS: INDEPENDENT REMUNERATION PANEL FOR WALES RECOMMENDATION**

The Clerk recollected Members to a previous communication received from the Independent Remuneration Panel for Wales, and in particular, the Mandatory Payments: Determination 6/2026: Costs and Expenses (2026 / 2027) for Town & Community Councillors.

The Clerk provided Members with a claim form.

### **12. 99/26**

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

- (i) **Dyserth Community Hall:** Councillor Andy Hughes provided an update to the Hall usage which included, the hire fee to be increased, a number of jobs required to be completed outside, including new fencing to be erected
- (ii) **Ysgol Hiraddug:** Councillor Andy Hughes provided an update which included the appointment of a new teacher assistant
- (iii) **Waterfall Committee:** Councillor Andy Hughes provided an update which included an extra temporary public convenience unit for the summer period. This is additional to the two portable conveniences contracted by the Community Council.

**13(A). 100/26  
PLANNING**

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

- ❖ Application number: 42/2026/0206/HH at 77, St Asaph Road, Dyserth for proposed erection of a single storey extension and alterations to dwelling.

**Comment by Council:** Providing that the application is subject to compliance with relevant policies and planning guidance notes, then no objections raised.

**13(B). 101/26  
PLANNING DECISIONS**

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

- Application number: 42/2025/0518/PF for full planning application, at Land Adjoining, Bryn Fallon, Hiraddug Road, Dyserth, for the erection of 1 no. detached dwelling and associated works. Granted.

**14. 102/26  
APPROVAL OF ACCOUNTS FOR PAYMENT**

<b>Payee (Authorised to be paid by BACS)</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 April) Payments dated 01/05/2026			
<b>BACS:</b> Scottish Power (Monthly standing Charge) Christmas lighting street connection. Payment dated: 27/04/2026 (Authorised by two Councillor bank signatories) Includes outstanding monthly standing charges that were initially disputed.	138.32	27.66	165.98
<b><u>Payments for consideration at meeting to be paid by BACS:</u></b>			
Denbighshire County Council: Play Ranger Service for	5,142.54		5,142.54

2026 / 2027 (As Service Level Agreement)			
Clear Council's Insurance (Community Council's Insurance policy renewal)	1,523.31		1,523.31
JDH Business Service Ltd (Internal Audit 2025 – 2026)	305.00	61.00	366.00
Tre Castell Nurseries (Summer plants and compost for Council planters)	350.00		350.00
Louise Walsh (Environmental Services & Inspections of Play Area for April)	40.00		40.00
Nine Councillor allowances to Members (As per Independent Remuneration Panel for Wales)	1,872.00		1,872.00
<b>(All invoices listed have been 'examined, verified and certified' by the Clerk)</b>			

**15. 103/26**

**APPLICATIONS FOR FINANCIAL SUPPORT**

<b>Name of organisation (Authorised to be paid by BACS)</b>	<b>Amount granted £</b>
Dyserth Bowling Club (Application for annual grant) (Section 19 - 3 LGA (Miscellaneous Provisions) Act 1976)	£250.00

**16. 104/26**

**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.....**