

CYNGOR CYMUNED DYSERTH COMMUNITY COUNCIL

Minutes of the Meeting of Dyserth Community Council,

Held in The Sports Pavilion, Thomas Avenue, Dyserth,

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

1(A). 166/26
PRESENT

Councillor Peter J. Robinson (Vice Chair of Council)
Councillor Ian Clayton
Councillor Andy Hughes
Councillor Emyr Morris
Councillor Haydn Owen
Councillor Anne R. Rogers

Clerk & Financial Officer R. Phillip Parry

1(B). 167/26
APOLOGIES

Councillor David G. Jones
Councillor John Glover
Councillor David Parry
Councillor Allan Pennington

Councillor David G. Williams (Denbighshire County Council)

1(C). 168/26
ABSENT

Councillor Julie Peters

2. 169/26
PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

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

3. 170/26
DISCLOSURE OF INTEREST

There were no Declarations of Interest declared.

4. 171/26
TO APPROVE THE MINUTES OF THE MEETING HELD ON THE 14TH SEPTEMBER, 2026

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

5. 172/26
PROGRESS REPORT ON MATTERS RAISED AT PREVIOUS MEETINGS

The Clerk referred to the following matters from previous Minutes:

(1) Dyserth Kilns: The Clerk advised that Rob Chambers (Chambers Conservation) had provided his availably dates for a site meeting in late October and early November. The dates have been sent to the Kilns sub-committee (Councillors' Andy Hughes, David Parry, John Glover and Peter Robinson) seeking their availability.

(2) Dyserth Christmas Illuminations: The switch-on date has been arranged with Denbighshire Lighting for Monday 23rd November, with the switch-off date during week commencing 4th January 2027. Councillor Andy Hughes has arranged the purchase of Christmas trees together with an electrician to facilitate the connection. Councillor Anne Rogers advised the switch-on date for the lights at the Bodunig Inn.

(3) Pop Inn Bus Shelter: Council were advised that the shelter new roof had finally been erected.

(4) Adoption of a Council Planter: Councillor Emyr Morris recollected to Members that he was tasked to arrange with a local business (Mount View Cars) who had kindly offered to adopt a planter currently sited near the Church, - with a donation to the Council of £100.00. The Clerk confirmed, that the £100.00 had been paid into the Council's bank account. The above local business wishes to discuss the possibility in providing additional sponsorship of other planters. Councillor Emyr Morris to discuss and repot back to the Council.

Members agreed the following: (1) Confirmed their agreement to the above planter adoption with a donation to the Council of £100.00 each year **(2)** The Company to erect an advertising sign on the planter.

(5) Scottish Power Invoices: The Clerk advised that the non-receipt of invoices from Scottish Power had still not been resolved. The cancellation of the direct debit will hopefully expedite the matter.

6. 173/26
COUNTY COUNCILLOR'S REPORT (CLLR DAVID G. WILLIAMS)

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

(1) Reported a No Parking sign near the High Street entrance to recreational field. County Council have been asked to either repaint or install a new sign

(2) Further concerns with an empty property in Lower Dyserth

(3) Further contact with Denbighshire County Council in relation to the proposed closure of the Maes Esgob Community Room, and in particular, consultation with residents

(4) Condition of metal railing near entrance to Maes Esgob

(5) Overgrown trees in area of Glanffyddion

7(A). 174/26
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:

Dyserth: 2 x Anti social behaviour / 2 x Violence

Lower Dyserth: 3 x Anti social behaviour / 1 x Burglary / 4 x Violence

(b) Denbighshire County Council: Code of Conduct Training for Town & Community Councillors. The Clerk recollected to Councillors that the dates had been circulated and wished to receive preferred dates for their attendance

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

- Scottish Power: Notice of road closure in Glan Ffyddion between 10th October and 23rd October to facilitate electrical works by Network Plus on behalf of Scottish Power
- Wales Remuneration Panel: Draft annual report

7(B). 175/26
CLERK'S REPORT

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

- Dyserth Waterfall Committee - £3,000.00

(b) North Wales Police: The Clerk confirmed that a request had been made for two PCSO's to be available on Remembrance Sunday.

(c) Street lantern in area of Waterfall car park. Denbighshire street lighting asked to visit and repair. Access to the control box could not be gained due to the hedge / fence. The Waterfall Committee employed a local contractor to temporally create access. Presently it is not known if the lantern electricity supply is from the closed public conveniences. Denbighshire lighting will investigate further.

(d) Members were shown on screen photographs of the refurbished and painted wooden seat sited within the Memorial Garden

(e) Members were shown on screen photographs of filled planters and hedge cutting within the Memorial Garden

(f) The Clerk advised that Denbighshire County Council had agreed with this Council's bio-diversity Sub-committee to enter into a Landowner Agreement for the County to assist with raking, failing and removal of arisings together with rolling to improve the quality of the cut next year. There is no cost to this Council. The Sub-committee agreed for the Clerk to sign the agreement.

Members agreed the following: Confirmed the signing of the Landowner Agreement by the Clerk on behalf of this Council

(g) The following concerns reported to Denbighshire County Council:

(i) Traffic lights fault at junction with Waterfall Road (red light faulty). Now repaired

(ii) Broken step at rear of Waterfall. Now repaired

(iii) Fly tipping (with photographs) in area if Carreg Heilin Lane

(iv) Broken step in area of Trecastell Farm on Newmarket Road. Now repaired

7(C). 176/26
TO APPOINT A COUNCILLOR TO VERIFY, SIGN AND DATE BANK STATEMENTS

Members agreed the following: (1) Councillor Andy Hughes appointed to verify, sign and date bank statements for the quarter: July, August and September, 2026 **(2)** Councillor Hughes 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(D). 177/26
TO RECEIVE AND APPROVE THE QUARTERLY STATEMENT OF ACCOUNTS TO THE 30TH SEPTEMBER 2026

The Clerk, as Financial Officer provided Members with a copy of the Quarterly Statement of Accounts, as at the end of September 2026. (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 Vice Chair of Council Councillor Peter Robinson.

7(E). 178/26
TO REVIEW: WATERING OF COUNCIL'S PLANTERS

Members agreed the following: To adjourn this item to the November Council meeting.

7(F). 179/26
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 – 2026 / 2027 **(g)** Retention Of Documents Etc., Schedule **(h)** Fixed Asset Register – 2026 / 2027 **(i)** Retention of Documents Policy Statement **(j)** Annual Investment Strategy – 2026 / 2027 **(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 – 2026 / 2028 **(p)** Welsh Language Policy (Bilingual) **(q)** Equal Opportunities Policy **(r)** Training Plan **(s)** Annual Review of Clerk's Contract of Employment **(t)** Community Engagement Policy

To Consider approving the following:

(i) New Biodiversity Action Plan 2026 - 2028

Members agreed the following: (1) Approved and updated the above policies, and to be further reviewed, if necessary, before the end of the financial year **(2)** Approved the Bio-diversity Plan

(2026 – 2028). Councillor Anne Rogers was thanked for her valuable assistance together with Councillors' David Parry and Peter Robinson (The three Councillors are Members of the Bio-diversity Sub-committee).

8. 180/26
REPRESENTATIVES REPORTS (COMMITTEES, LIAISON & MEETINGS ATTENDED)

Dyserth Community Hall: (1) Councillor Andy Hughes provided an update to the Hall usage **(2)** Councillor Hughes advised Members in relation to a number of repairs that were required at the Community Hall, including an estimated cost and seeked if the Council could assist financially.

Members agreed the following: The Community Hall to make a formal financial grant application to the Council for consideration at the November Council meeting.

Ysgol Hiraddug Primary School: Councillor Andy Hughes provided an update and also advised that a school Governor meeting would be held during this week.

Waterfall Committee: Councillor Andy Hughes advised that following the Annual General Meeting of the Tri Partite Committee, funds had been distributed, including to the Ysgol Hiraddug Primary School.

9(A). 181/26
PLANNING

No planning applications received from Denbighshire County Council

9(B). 182/26
PLANNING DECISIONS

No planning decisions received from Denbighshire County Council

10. 183/26
APPROVAL OF ACCOUNTS FOR PAYMENT

Payee **(Authorised to be paid by BACS)**	**Net** **£**	**Vat** **£**	**Total** **£**
<u>Payments made – to be confirmed:</u>			
BACS: Kevin Roberts (Painter) Refurbishment of wooden seat adjacent to Memorial Garden (Payment dated 27/09/2026 – authorised by two Councillor bank signatories)	70.00		70.00
Standing Order: R. P. Parry - Clerk to Council (Monthly salary & home working allowance for September) Payments dated 01/10/2026			
BACS: H. M. Revenue & Customs. Clerk's PAYE & Clerk & Council NI - July, August & September 2026 – payment dated 08/10/2026	1,289.91		1,289.91
<u>Payments for consideration at meeting to be paid by BACS:</u>			

Glascoed Timber (Dog bin emptying contract)	2,242.50	448.50	2,697.00
Waterloo Hire (Public Conveniences hire – 01/10/2026 to 31/12/2026	715.00	143.00	858.00
Cllr John Glover (Re-imbursement gift card to resident for planter watering) – as receipt	75.00		75.00
Cllr David Parry (Re-imbursement for new noticeboard padlock – as receipt)	8.00		8.00
Louise Walsh (Environmental Services & Inspections of Play Area for September)	40.00		40.00
(All invoices listed have been 'examined, verified and certified' by the Clerk)			

11. 184/26
APPLICATIONS FOR FINANCIAL SUPPORT

Name of organisation (Authorised to be paid by BACS)	**Amount granted £**
(1) Dyserth Village Tots (Application adjourned from September meeting for production of the following: **(i)** A copy of the last audited accounts **(ii)** A copy of the latest bank statement, which clearly shows the name on the account, sort and account numbers	Application dismissed due to non-receipt of documents as requested at (i) and (ii)
(2) Urdd Gobaith Cymru (Denbighshire) Application for annual donation) (Section 137 LGA 1972)	£150.00
(3) Wales Air Ambulance (Application for annual donation) (Section 137 LGA 1972)	£300.00

12. 185/26
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……..……..……..