

## LLANASA COMMUNITY COUNCIL

Minutes of the proceedings of the meeting of the Llanasa Community Council held at the Community Centre, Pen-y-Ffordd, on Tuesday 21st June 2016.

**PRESENT:** Councillor D M Brown (Chairman)  
Councillors: F Gillmore  
I Luke  
Miss S Braun  
A Chilton  
Mrs E J Roberts  
J Larner  
J Williams  
J Thompson  
Mrs D S Banks  
Mrs J Redford  
J Lees  
J Owen

Together with the Clerk.

### **PRAYERS:**

Members joined the Chairman in saying the Lord's Prayer.

1. **APOLOGIES FOR ABSENCE** were received from Councillors Mrs G Fisher, G Banks and Councillor N Steele-Mortimer.

2. **MINUTES**

The Minutes of the previous Meeting of the Council held on the 17th May 2016, were approved as a correct record, and signed by the Chairman.

3. **NORTH WALES POLICE**

PCSOs Susan Page and Craig Williams attended the meeting and advised Members it had once again been a quiet month as far as Police matters were concerned, and invited Members to ask any questions.

Cllr Chilton once again raised the problems encountered on Llanasa Road in Gronant as a result of large vehicles parking across the speed calming measures. This was now causing a major problem as buses are struggling to get through the village, and is also causing problems for pedestrian access to the Institute. The police would look into this matter by visiting the area.

Cllr Mrs Redford expressed concerns about vehicles parking outside the primary school, and along the length of the main road through Trelogan village, where there are no pavements . The Head-teacher of the school has also expressed her concerns on this matter. The police responded that many schools in Flintshire had similar problems, where both parking and speeding were concerns. It was again advised that 20mph speeding signs are 'advisory' and not enforceable. Clarification would be sought on this matter. Cllr Gilmore advised that schools, including Trelogan, had received funding to create footpaths across from the school, but this had not been possible where Flintshire County Council do not own the land.

Cllr Thompson raised the issue of the ongoing parking situation in Talacre. There were recently 20 - 30 vehicles parked partly on the pavements, and police officers who were at the scene were taking no action. We were advised that unless there are double-yellow lines in place, no action can be taken. It is the responsibility of the Traffic Enforcement Officers, not the police.

Cllr Miss Braun advised there were a number of children in the Gronant area putting themselves in danger riding scooters along the middle of Llanasa Road. The police said they would advise the children accordingly if they were seen.

Cllr Owen reported there had been incidents of people on the roof of the Community Centre in Penyffordd.

PCSO Page advised the members there is to be an 'information sharing' event in the Community Centre, Talacre on the 22th August, between 9.30am to 11.30am, organised by the police. Other agencies including Neighbourhood Watch, Area Wardens, Trading Standards and Help the Aged were also being invited.

There being no further questions, PCSOs Page and Williams left, and were thanked for their attendance.

4. **CORRESPONDENCE:**

Email from Flintshire County Council advising the Welsh Assembly have proposed changes to the National Model Code of Conduct for Councillors. Details of the proposed changes were distributed to members, and after some discussion, it was proposed that we accept the changes forthwith.

**RESOLVED UNANIMOUSLY**

**The changes to the National Code of Conduct for Councillors are adopted.**

The Clerk would advise Flintshire County Council accordingly, who would place an advert in a local newspaper on behalf of the Council, and other Community / Town Councils.

Email from Mr Steve O Jones of Flintshire County Council, Street-scene department, asking whether Llanasa Community Council wishes to express an interest in Community Transport. After discussion, it was agreed that we would not wish at this time to express any interest.

The Clerk would advise Flintshire County Council accordingly.

Email from Flintshire County Council requesting details of payments made by Llanasa Community Council to County Council Members during the financial year 2015/16.

The Clerk advised no such payments had been made, and would report as such to the County Council.

Letter from Shelter Cymru offering a short presentation on the work carried out by the organisation, and how they make a difference to families and individuals across Wales.

**RESOLVED**

We should contact Shelter Cymru and invite them to our September meeting.

Letter from a Leonard Cheshire Volunteer Co-ordinator asking to attend a forthcoming meeting of the Council to give a talk about what the organisation does.

After discussion, members agreed that we would not proceed with an invite at this time.

The Clerk would notify Leonard Cheshire accordingly.

Invite from One Voice Wales to the Larger Councils Conference, to be held at the Royal Welsh Showground on the 6th July 2016.

5. **TO CONSIDER PLANNING APPLICATIONS SUBMITTED BY FLINTSHIRE COUNTY COUNCIL**

The following planning applications have been received:

055378 Erection of 1no dwelling at Holly Oak, Station Road, Talacre

055288 Demolition and new build replacement of existing dwelling at Cilfach, Walwen Lane, Axton

055398 Erection of 23 dwellings with adoptable highway access at land north of Coed Mor Rhwel Fawr Road, Penyffordd.

A declaration of interest form was received prior to the meeting from Mrs E J Roberts in connection with this planning application. When this item was raised, Mrs Roberts offered to leave the room in order that members could discuss the matter openly, but no objections were raised.

055434 Improvements and extension to Farm Track (partly retrospective) at Ynys Hir Farm, Picton Road, Picton.

There has been considerable public objection to this planning application and emails have been received outlining several complaints. After discussion, it was agreed that we should submit an objection to the application on behalf of local residents.

The Clerk had been advised that the Planning Officer and Enforcement Officer had agreed to a site visit to review the application.

Notifications of the following Planning Application decisions were received:

055207 erection of a single-storey extension at Crows Nest, Gwespyr Approved

054477 change of use of land to 42 unit lodge holiday lodge park Approved after legal

054941 two-storey extension to rear of Heulwen, Fairfield Ave, Ffynnongroyw Approved

054124 conservation area consent to demolish existing chapel at Ty Siloah Refused

055175 outline application for a replacement dwelling at Ardene, Station Road, Talacre Approved

055203	single storey extension to front and rear of 6 Coed Mor, Penyffordd	Approved
055116	display of new signage at the Bells of St Marys, Mostyn Road, Gronant	Approved
054788	display of new signage at the Red Lion Inn, Llanasa	Approved

6) **ACCOUNTS**

**RESOLVED**

That the accounts, as submitted, be approved for payment.

7) **CHEQUES FOR PAYMENT**

As per finance list - £9995.32

8) **PETTY CASH**

As per Cash-book - £301.21

9) **INTERNAL AUDIT 2015/16.**

The Clerk reported on the findings from the Internal Audit Report for 2015/16. The Auditors had highlighted several recommendations as follows;

- 'an exercise should be undertaken to reconcile all burial register entries in 2015/16 to the cash-book to ensure all income has been received. The Council should issue receipts for burial income, and the receipt reference be entered in the cash-book'.  
The Clerk confirmed the reconciliation had been completed, and receipts were being issued.
- 'please ensure issues and recommendations are reported to Council as stated in the internal audit report'.
- 'the Council should review their Standing Orders and consider whether the £2500 level for tenders is appropriate. They should adopt financial regulations that state different procedures (such as obtaining quotations) where the contract has an estimated value of less than the formal tender level'.  
After discussion amongst members, it was unanimously agreed that the level for tenders should be increased to £5000. The Clerk would amend the Standing Orders accordingly.
- 'the risk assessment should be carried out annually and this should be recorded within the council minutes'.  
The risk assessment was carried out in April 2016, however would be completed in the March of each year in future.

- 'the Clerk should obtain confirmation from HMRC that office and travel allowances can be paid free of tax or the council may face future tax liabilities'.  
The Clerk would proceed to obtain this information from HMRC.
- 'the Practitioners' Guide recommends that fixed assets should be valued at purchase cost or an insurance proxy (that doesn't change over time) therefore the only movement in fixed assets each year should be for additions or disposals'.  
The annual return form would be amended accordingly.
- 'the Council must ensure that all employees have a contract of employment'.  
The Clerk's contract of employment was in the process of being prepared.
- 'loose-leaf minutes should be initialled on each page. The supporting finance schedule should also be signed by the Chair'.  
The minutes and finance schedule would be initialled and signed accordingly.

The following item was reported as a follow up of the recommendations from the 2014/15 internal audit;

- 'monitoring of income and expenditure against the budget should be recorded within the Council minutes'.  
Monitoring exercises would be carried out throughout the year and recorded in the minutes accordingly.

The conclusion from the Internal Audit report for 2015/16 was as follows:

'On the basis of the internal audit work carried out, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the issues reported in the action plan'.

Members agreed that following this report, the Annual Return for 2015/16 could now be sent to the external Auditors.

9. **COMMUNITY GOVERNOR FOR YSGOL BRYN GARTH**

The Clerk had been advised by Cllr G Banks that Mr Harrison was happy to continue in his position as Community Governor to Ysgol Bryn Garth.

The Clerk would advise the school accordingly.

10. **AOB:**

Mr D Harrison of Trelogan had contacted the Clerk in connection with traffic problems being encountered outside his property, where vehicles were driving across the verge causing damage to the grass area.

The Clerk had contacted Street-scene, and repairs were being carried out to the grass area, and posts installed to prevent vehicles leaving the road.

Cllr Luke reported on the condition of Well Lane in Ffynnongroyw. The drainage ditches now needed urgent attention.

The Clerk would report this problem to Street-scene.

Cllr Williams reported that there was litter all over the playing field in Gronant, and asked whether a bin could be provided in this area.

The Clerk would contact Street-scene.

Cllr Chilton asked whether the Council could provide sponsorship for a seat / bench at Gronant sea-front.

This would be raised with Flintshire County Council via Cllr G Banks.

11. **DECLARATIONS OF INTEREST BY MEMBERS IN ACCORDANCE WITH THE COUNCILS CODE OF CONDUCT:**

Declaration of interest form received from Cllr Mrs E J Roberts in connection with Planning Application number 055398.

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Chairman