

LLANASA COMMUNITY COUNCIL

Minutes of the proceedings of the Annual General Meeting of the Llanasa Community Council held on Tuesday 21st June 2022, at Ysgol Bryn Garth, Penyffordd

PRESENT: Councillor Mrs E Harvey (Chairman)
Councillors: Mrs J Roberts
J Williams
G Banks
Mrs D Banks
Ms E Charlton-Fleming
D Brown
Mrs G Fisher
M Williams
Mrs J Hughes
J Larner
Ms S Braun
I Luke

Together with the Clerk and 3 members of the public.

PUBLIC PARTICIPATION

2 representatives of the Point of Ayr Federation of schools (Ysgol Trelogan and Ysgol Gronant) attended the meeting, and asked about the following;

The Multi Use Games Area (MUGA) based in Trelogan is causing some problems for the Headteacher of the school. The MUGA is situated behind the school and access can only be gained via the school premises. The gates to access the area are locked of an evening, and there have been some incidents of vandalism in the area and also in the school. The Headteacher asked who was responsible for the MUGA, as it would appear that Aura Leisure are contracted under a Service Level Agreement to carry out the maintenance of the area.

Councillor Luke asked what the Community Council could do to help.

The Headteacher would like to allow access for the community, but would initially like to know who is responsible for the area. In addition, who would be responsible for opening and closing the area once the school was closed. In addition, an agreement with the children covering what would be required was being considered.

Councillor M Williams asked whether a rota among the local parents would help with the opening and closing of the area. After discussion, it was agreed that a more formal operation would be required.

Councillor G Banks advised Members that the Point of Ayr Federation and the Community Council need to get together to get facilities from the county council.

Councillor Brown asked who provides the funding to cover the maintenance of the area, given that Aura Leisure were carrying out the monthly maintenance.

Councillors agreed that we would write to Aura Leisure to ascertain initially who was responsible for the area.

The Chairman thanked the members of the public for their attendance.

1.) **APOLOGIES FOR ABSENCE.** Apologies were received from Councillor Mrs G Maddison.

2.) **DECLARATIONS OF INTEREST.**

Councillor Brown declared an interest in the matter of a funding request for the Llanasa Jubilee Party.

3.) **TO CONFIRM THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON THE 17TH MAY 2022.**

Copies of the minutes of the Annual General Meeting held on the 17th May 2022 had been circulated with the meeting papers.

Councillor Brown proposed, seconded by Councillor Ms Charlton-Fleming, that the minutes were a correct record, and could be signed by the Chairman.

Councillor Luke asked whether an additional item could be added to future agendas. It was agreed unanimously that a 'Matters Arising' item should be added to future meeting agendas.

4.) **TO REVIEW THE FINDINGS OF THE INTERNAL AUDIT FOR THE YEAR ENDED 31ST MARCH 2022**

Copies of the Internal Audit for the year ended 31st March 2022 had been circulated with the meeting papers for Councillors to review. The following issues were discussed;

1. *The Council's general reserves as at 31st March 2022 of £90398 were in excess of 12 month's precept.* **Response:** the level of general reserves will be taken into account when determining future precept requirements. A schedule of Ear-marked Reserves was included with the audit papers detailing future expenditure amounting to £21300.
2. *The Council should adopt Financial Regulations.* **Response:** Model Financial Regulations will be circulated to Councillors for adoption. When these have been adopted, the level of contracts to be submitted to a formal tender process will be reviewed, and suggestions of an increase to £10000 were agreed.

3. *The minutes record the total amount of payments approval and a corresponding payments schedule is signed by members of the Finance & General Purposes Committee. 4 schedules did not agree to the total payments made. Response:* Additional invoices were received after the schedules were prepared, and an error in one payment was made, which was subsequently corrected. Amended schedules will be signed retrospectively.
4. *The asset register when totalled is £149425, the total on the Annual Return is £93870. Response:* The Annual Return has been amended accordingly and the Asset Register has been amended to include a total after each year.
5. *The bank reconciliation includes £550 of unpresented cheques that are over 12 months old, which should be written off. Response:* Councillors were advised of the payees of the cheques which were all in respect of donations. These would be written off as suggested.
6. *£2000 cash was withdrawn in April 2020 to be distributed to 3 volunteer groups, the Council must minute how much was paid to which voluntary group and ensure they obtain receipts for each donation. Response:* Councillors are aware of the amounts withdrawn which were used to assist families at the start of the Covid 19 pandemic. Council will record who was paid and what powers the payments were made under.
7. *The asset register when totalled is £81732, the amount on the annual return is £93870. The asset register should be up-dated for the upgrade of the street-lighting. Response:* The asset register has been amended accordingly.

Following the review of the audit report, Councillors discussed the general financial position of the Council. As previously suggested by Councillor Ms Braun, could we set aside some funds to be used for financial assistance requests during each year. In addition, Councillors asked whether it would be possible to use some of the general reserves to pay off all or part of the Salix Loan. Councillor G Banks advised Members that the loan was taken at a zero-interest rate. The Clerk advised Members that the loan repayments had been calculated to be covered by the savings made on the reduced energy costs. The increased energy costs since the start of this financial year had affected these savings, however the monthly charges were still lower than before the street-lighting upgrade had been carried out. The Clerk would write to the Auditor to ask about early settlement of the Salix Loan. Following the discussion, Councillors were asked to review the Annual Governance Statement for the external audit, and the Chairman signed the Council's approval.

5.) **TO CONSIDER REQUESTS FOR FINANCIAL ASSISTANCE FOR 2022/23.**

Copies of the schedule of donations made during 2021/22 were circulated with the meeting papers for Councillors to consider. Following discussions, it was agreed unanimously that each recipient would get an increase in the level of assistance provided last year. In addition, requests had been received from the following organisations – Holywell Leisure Centre, Trelogan Playgroup and Llanasa Village Hall. Councillors agreed unanimously to provide funding of £100, £100 and £200 respectively to each. In addition, although no request had been received, Councillors agreed to provide funding of £100 to Dangerpoint. At this point, Councillor Mrs Harvey made a Declaration of Interest as she works for this organisation. Councillor Mrs Roberts asked if we could include the Walk & Talk group from Ffynnongroyw when considering assistance next year.

As some of the cheques sent last year had not been presented to banks for payment, Councillors asked if we could contact each of the afterschool groups and make donations, on the condition that the groups were separate entities from the school. The Clerk would contact each group.

6.) **TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS SUBMITTED BY FLINTSHIRE CC.**

000018 Demolition of dwelling and erection of replacement dwelling and associated works at Arden Grove, Tyn y Morfa, Gwespyr

No Objections

000019 Proposed alterations and extensions at 1 Kirby View, Garth Lane, Ffynnongroyw

No Objections

000061 To carry out various tree works within a Conservation Area at Henblas, Village Road, Llanasa

No Objections

000077 Erection of 21 dwellings with adoptable highway access (re-submission of application 055398 previously approved) at Rhwel Fawr Road, Penyffordd

This application was discussed and there would appear to be some confusion on the original application at the same site (053603) which had proposed a residential development to provide 8 houses and 1 special needs bungalow with associated highway and parking facilities. The latest application (000077) proposed 21 dwellings with adoptable highway access. The Clerk would ask for further clarification from the Planning Department.

000096 Proposal for two separate 5x3m buildings located beside the pool building. One building will be used for the storage of chemicals and the other containing CHP plant equipment at Presthaven Sands Club Building, Prestatyn.

No Objections.

000106 The demolition of existing garages and building of new garage / workshop at 2 Garreg Cottage, Gelli Road, Trelogan

Councillors had been unable to locate this property. The Clerk would contact the Planning Department for clarification.

000108 Proposed single storey flat roofed extension at rear of dwelling at 2 Francis Row, Main Road, Ffynnongroyw

No Objections

7.) **ACCOUNTS**

RESOLVED

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

8.) **CHEQUES FOR PAYMENT**

As per finance list - £5265.98.

The Clerk advised Members that following his email to Scottish Power for a review of the energy charges, a reply had been received indicating that individual reviews would not be carried out. In addition, Scottish Power was withdrawing from commercial supplies and we should look for an alternative supplier. The Clerk would make enquiries for other suppliers.

9.) **PETTY CASH**

As per Cash-book - £1.53 (Not being used at this time.)

10.) **TO CONSIDER THE RECOMMENDATIONS OF AURA LEISURE IN RESPECT OF THE MATCH FUNDING SCHEME FOR IMPROVEMENTS TO CHILDREN'S PLAY AREAS 2022/23**

Aura Leisure had written to the Council asking for our assistance with the Match Funding Scheme for Improvements to Children's Play Areas for 2022/23. A copy of their letter had been circulated with the meeting papers. The suggestion of Aura Leisure was that the Gwespyr Play Area was most in need of improvement this year.

Councillors agreed to our expression of interest, the Clerk would advise Aura Leisure accordingly. Councillors asked if we could see the suggestions of the improvements suggested prior to commencement of the works.

11.) **ANY OTHER BUSINESS**

Councillor Mrs Roberts asked why a meeting had taken place without the knowledge of the full Council. Councillor Brown advised Members that a meeting had been scheduled and attended by himself as the outgoing Chairman, the Clerk, Councillor Mrs Harvey as the new Chairman and Councillor G Banks as the County Councillor. The purpose of the meeting had been a performance review of the Clerk following issues raised throughout the year, including the problems experienced at Picton Cemetery. In addition, no review had taken place since the Clerk had been employed by the Community Council.

Councillor Ms Braun stated that all Councillors should have been made aware that the meeting was to take place prior to it being scheduled.

Councillor Brown agreed that all Councillors should have been made aware that the review was to take place, and confirmed that future reviews should be scheduled on an annual basis. Both Councillor Brown and Councillor G Banks apologised to Members for the way this matter had been handled, and accepted that all Councillors should have been involved in the process. It was pointed out that the meeting had been completed in an amicable manner, and the targets agreed by all those present. Councillor Mrs Roberts stated that she was not unhappy with the meeting being called, but that all Members should have been made aware.

Councillor J Williams asked whether there had been any progress on the request for identification discs to be attached to street-lights. The Clerk had obtained sample plastic cards however Councillors agreed that the samples were too small, as they would need to accommodate the identification number, together with a telephone number to call if there was a fault. The Clerk would obtain further larger samples for consideration.

Councillor Ms Charlton-Fleming advised the lid on the dog-poo bin at the top of Gwynfa, Penyffordd was broken and required replacing. The Clerk would advise Street-scene accordingly.

Councillor Mrs Harvey requested we should contact the North Wales Police with an invitation to all meetings in 2022, providing all dates. The Clerk would send the invitation.

There being no further business, the Chairman closed the meeting.

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Chairman