



# Gwernymynydd Community Council Cyngor Cymdeithasol Gwernymynydd

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*Clerk to the Council*  
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Minutes of the Meeting held on Thursday 22<sup>nd</sup> October 2020 at the Village Centre, Gwernymynydd.

**Chairman:** Carl Jackson.

The Chairman again welcomed the Members to the meeting following the Covid-19 lockdown imposed in late March. The Clerk informed the Members of the procedures that needed to be undertaken to comply with the Covid-19 rules and regulations and he also welcomed Councillors to the meeting.

## **Councillors Present**

Marjorie Thomson, Stephen Foley, John Homersley  
Julie Crabtree, Nancy Matthews, June Perrin and Michael Meadway.

The Clerk informed the Members that he had received correspondence from Councillor Louisa Citra stating that unfortunately due to work commitments she regrettably has to submit her resignation as Councillor for the Gwernymynydd Community Council.

The Members reluctantly accepted her decision but they wished to state their thanks to Councillor Citra for all the work she had undertaken during her term of office as a Councillor and for her total commitment to the community of Gwernymynydd.

The Clerk outlined to the Members the procedures that now need to be followed to fill the vacancy.

### **1. Apologies for Absence**

Councillor; Frances Rosedale

## **In Attendance**

Councillor Kevin Hughes and Mr. David Griffiths, the Council's Internal Auditor.

### **2. Members Code of Conduct, Declarations of Interest**

The Clerk outlined to the Members their responsibility to declare any such interests that they may have with regard to discussion items and any actions determined that may influence decisions taken on Agenda items.

**3. To Welcome to the Meeting Mr. David Griffiths the Council's Internal Auditor**

To discuss and determine the Council's Financial Risk Assessment 2020/21

The Chairman, Councillor Carl Jackson welcomed Mr. Griffiths to the Council meeting whereby introductions were made to all present. An explanation of why this assessment needed to be done was given by Mr. Griffiths who then referred Councillors to the previous year's Financial Risk Assessment check list. The Clerk had provided the Members copies of the said list and as such Mr. Griffiths proceeded to go through each item, the Risk, the Consequences and the Action.

Following discussions on each identified Risk, Consequences and Action and also drawing reference to the situation that had involved Dynfant Community Council in South Wales changes to the Council's Financial Risk Assessment were deemed to be necessary. The Members agreed to the following:-

1. The Council agreed to adopt the recommended terms of reference of the Internal Auditor and to undertake remedial action of any identified issues of concern.

2. With reference to the Council's business, reference to the present Covid-19 situation or a national health pandemic, this may be affected by restrictions imposed by National Government. The necessary action to be taken warranting urgent attention would be discussed by Councillors via e-mail or by telephone with all participants able to access other Councillors' views. The Clerk would deliver payment documentation to the cheque signatories whilst maintaining the required stipulated rule/regulations.

3. The newly installed Council's website needs to be updated regularly and shall include the comments of the External Auditor, BDO. Councillors agreed to monitor the website on a regular basis and to liaise with the Clerk on any outstanding issues.

The Members thanked Mr. Griffiths for his report and for his commitment to the community in outlining the Council's Financial Risk Assessment.

**4. To Approve the Minutes of the September Meeting**

The Minutes of the above had been distributed and were confirmed as a true record of the business transacted.

**5. Matters Arising from the Minutes**

The Members confirmed that there were no matters arising from the above Minutes.

**6. Vacancy for a Councillor on the Gwernymynydd Community Council and Co-Option for the Vacant Seat on the Community Council**

Following on from the legal process of advertising the vacancy throughout the community for the said vacant seat on the Council the Members agreed to co-opt nominee Victoria Norman who accepted the position of Councillor on the Gwernymynydd Community Council.

**Declaration of Acceptance of Office of Councillor**

Councillor Victoria Norman signed the Declaration of Acceptance of Office for Member of the Gwernymynydd Community Council and introductions and welcome were made by the Members to the new Councillor.

7. **Federated CP Schools (Gwernymynydd and Gwernaffield), Governors Report to the Council**

Councillor Kevin Hughes in his report to the Members stated that the children were now back at school and that the teachers and assistants were working well with the procedures that were now needed to be followed in compliance with the Covid-19 precautions. Councillor Hughes informed the Members that although the school had followed all the respective guidelines and rules unfortunately there had been a reported case of coronavirus, the family concerned had self isolated and there had been no further reports of infection.

Councillor Hughes informed the Members of the concerns expressed regarding the height of the perimeter fence adjoining Ger y Llan, the fence which needs attention is to be repaired as soon as possible.

Councillor Hughes again outlined his concerns to the Members about the lack of security cameras at the school. There had been some reported vandalism and also of unwanted incidents on the school premises which were of a serious concern to the Headteacher and her colleagues. Councillor Hughes provided the Members with the details of the financial implications and again asked would they consider granting funds towards the cost of installing CCTV at the school. Councillors discussed the proposal and agreed to donate £400 towards the installation costs of the proposed CCTV.

8. **Gwernymynydd Community Council's Website**

The Clerk again informed the Members that following on from the past problems experienced with the Council's website local resident Mr. John Seddon had come forward to take over responsibility for the website and as a result of his intervention the website had been brought up to date to satisfy Wales Audit and the corresponding Welsh Government Regulations. The Clerk also informed the Members that Mr. Seddon would be undertaking further work on the website in order to bring it up to a satisfactory standard to serve the community.

9 **Police Matters and Member Reports**

The Clerk informed the Members that he had received an apology for absence from PCSO Emma Owen stating unfortunately she would not be able to attend the meeting, however, PCSO Owen did state that she would provide the Clerk with a Police Report, this would be forwarded on to the Members as soon as possible.

**Glyndwr Road; Blaen Wern; Minffordd Fields; Ruthin Road; Swan Lane; Tros y Wern and Llys Enfys** in these areas there were no items for discussion.

**Cadole**, Councillor Michael Meadway reported to the Members the continuing problem of nuisance caused by vehicles being parked obstructively in the village and along the A494, Councillor Kevin Hughes informed the Members that a meeting with Councillor Martyn Holland (Llanferres) and Denbighshire County Council would be arranged to seek an amicable solution to the problems being experienced now and possibly in the future as winter approaches.

**Member Area Reports.**

**Tros y Wern; Llys Enfys; and Ruthin Road** in these areas there were no items for discussion.

**Cadole**; Councillor Michael Meadway informed the Members that he had been in discussion with a local resident regarding obtaining and locating a defibrillator unit within Cadole Village; **Swan Lane**, Councillors Marjorie Thomson and John Homersley again stated that overhanging trees and bushes were still causing a nuisance and interference, some areas had previously been trimmed back but not enough, it was noted by the Members that Councillor Kevin Hughes and Mr. Andrew Lightfoot of Streetscene were still pursuing this matter with Scottish Power, B.T and Mr. John Edgar; **Blaen Wern**, Councillor Carl Jackson related to the Members the issues of a neighbourly dispute in the street and also the attempted filling in of potholes; **Glyndwr Road**; Councillor Nancy Matthews informed the Members that the filling in of potholes along the road was still continuing; **Minffordd Fields**, Councillor Kevin Hughes, as stated in previous minutes related to the Members that he was working closely with Flintshire County Council's Legal Department in order to resolve the concerns of residents in relation to streetlight maintenance, surface water run-off, the steep steps leading onto Swan Lane and road repairs on the estate. Councillor Hughes informed the Members that the issue at the present time was still being pursued. Councillor Hughes again related to the Members that he will continue to provide updates of information to all residents in Minffordd Fields and that hopefully he would be able to call more public meetings if the Covid-19 situation eases, these again would be held in the Village Centre.

The stated concerns of the Members would be taken forward to Flintshire County Council.

**10. Remembrance Sunday, 8<sup>th</sup> November 2020**

Members to discuss the arrangements for the Remembrance Service at Gwernymynydd in light of the Covid-19 situation.

With regard to the Remembrance Sunday Service, the 8<sup>th</sup> November 2020, the Members discussed the formalities and agreed on what would be needed for the Service taking into account the restrictions placed upon the Service by the Covid-19 Rules and Regulations. The detailed order of Service was determined by the Members and it was agreed that the Service would be a low key affair but with requests placed on the community to honour the fallen soldiers by standing outside their houses and respecting the 2 minute silence, residents would be permitted to come to the Memorial during the week to honour the fallen but not on Remembrance Sunday. As in previous years Mr. Stuart Perrin would play the 'last post' and Mr. Stevenson would ring the former school bell at the appropriate time.

**11. Planning Matters**

The Clerk reported to the Members that to date there has been no submitted planning applications for the Members to consider.

Councillor Kevin Hughes provided for the Members an update of the planning application submission for the Plas Aney proposed development in the Mold South Ward. Councillor Hughes explained that the proposal was to be heard in the Planning and Development Committee, Flintshire County Council this coming Wednesday with the Officers concerned recommending refusal of the application. Councillor Marjorie Thomson informed the Members that she had represented the Council with regard to the proposed development by sending in a letter of objection citing all the points of concern that were discussed at the Council meeting.

Councillor Hughes provided information to the Members about the continued development at the Rainbow site and of his discussions with the developer concerned. Councillor Hughes also outlined to the Members the proposals being considered at the former Haulage Yard and he provided an update regarding the proposed development at Siglen Uchaf.

## **12. Finance**

To receive invoices for payment to order payment and to sign cheques, the Clerk informed the Members of the expenditure for September the details of which can be found on page 2020; 45.

The Clerk provided information to the Members on the National Pay Award Agreement for full and part-time Council Clerks, the Clerk requested the Members to consider the points raised in the National Pay Award. The Members discussed the information provided in depth and agreed to grant the Clerk a pay rise in salary in accordance with the National Pay Award.

The Clerk provided for the Members an update of the present Financial situation as given in the HSBC Bank Statements provided by the Council's bankers.

Please note that because the Clwyd Pension Department at County Hall has all its staff working from home the Council's cheque to the Pension Fund for the Clerk, the Employer's Contribution, will be paid directly to the Clerk for submission by BACS to the pension fund.

## **13. Gwernymynydd Community Council's Action Plan, 2018/19/20**

Members had been previously reminded that to progress the Development/Action Plan and its review a Sub-Committee would be established, that consultation with the community should again take place and that the Council should commence this initiative as soon as possible in 2020. The Members of that Sub-Committee again outlined the main topics of the discussion held at the last meeting and confirmed the progress that had been made.

The Members outlined what had been achieved and drew reference to the 'dog walking area' the wildflower meadow, the orchard, the beehives and bees project. Members also stated the improvements made to the Village Newsletter which on a regular basis contains much village news and events planned in the community.

Councillors again emphasised that the Council's Action Plan was important, it needed to be taken forward and have consultation with the community and Councillors all agreed to continue to pursue the Plan in 2021 with such projects in mind accordingly.

## **14. Events Taking Place Within Gwernymynydd**

Previously Councillor Kevin Hughes had related to the Members that the Council needed to set a date for the village litter pick. Members had discussed the proposal and had resolved to aim for the school half term week date of Saturday the 24<sup>th</sup> October at 10.00 am, unfortunately the litter pick initiative being dependant upon the Covid-19 situation and Rules and Regulations applied by the Welsh Government now meant that the litter pick would have to be postponed. Members agreed that a new date would be selected once the Covid-19 Rules and regulations and lockdown were eased. Councillor Marjorie Thomson reminded Members that a comprehensive Risk Assessment for the litter pick would be required and that it would need to include precautions to be taken with respect to Covid-19.

Again, with respect to the equipment to be used for the litter pick Members again agreed to request of Mold Town Council a loan of the necessary tools for the selected day.

Councillor Michael Meadway informed the Members of the intended meadow grass cutting initiative using scythes with appropriate training being given to volunteers and social distancing taking place, reference to Coronavirus, however, the project was unable to take place and mowing of the meadow was undertaken.

Councillor Meadway informed the Members that re-seeding of the meadow would take place next year and that Councillor Louisa Citra was pursuing funding for the much-needed seeds.

## **15. Reports**

### **Outside Bodies**

With reference to the Village Centre Management Committee, an update of usage and information concerning the Village Centre was provided for the Members by Councillor Nancy Matthews. Councillor Matthews related that the Vegetable Cooperative was proceeding as normal but unfortunately limited with the number of customers taking part. Pilates had been a success but unfortunately it had now stopped for 2 weeks, it is hoped that the sessions would re-start as soon as possible. Councillor Matthews also informed the Members that the potholes in the car park were due to be filled in and that the poor outside lighting would be investigated with the view to improvement.

Councillor Marjorie Thomson informed the Members of the salient points of the recently held One Voice Wales Area meeting which she had attended via remote access. Councillor Thomson stated that the representatives at the meeting were informed that Town and Community Councils should hold their respective AGM meetings on or before December 2020. With reference to this statement the Members resolved to hold the Gwernymynydd Community Council AGM at its next meeting in November 2020.

The Chairman and Members thanked Councillor Marjorie Thomson for the especially useful information provided to them.

Councillor Kevin Hughes informed the Members of the discussions he had held with neighbouring Councils concerning a joint Village Newsletter. The proposals put forward in the discussions suggested news being published which would involve all the Council areas plus more available advertising slots in the newsletter in order to reduce printing costs, Councillor Hughes stated that further discussions would be taking place.

With reference to correspondence received from Flintshire County Council and Preparations for the Coming Winter, Councillor Michael Meadway volunteered to be the Council contact with Streetscene, Flintshire County Council, and to receive the Community Involvement Kit for Cadole.

### **Sub-Committees**

There were no additional items for discussion.

**16. Correspondence**

Items 1 and 2 were received by the Council.

**17. Late Correspondence**

The Clerk reported to the Members on the following received items:-

By e-mail; WLGA, Covid-19 Guidance regarding Multi Use Community Centres, Welsh Government, an update concerning Covid-19.

**Chairman.....**

Payments authorised at the meeting held on the 22<sup>nd</sup> October 2020

T M Richardson	Clerk's Salary,	488.60
	Postage	3.04
		<b>491.64</b>
Hicks Accountancy	Council's PAYE Services	280.00
Clwyd Pension Fund, via T.M Richardson	Employer's contribution, October	140.72
Gwernymynydd CP School	Support grant towards CCTV installation	400.00
Double Click Printing	Council's printing	11.52
Deeco Lighting	Streetlight maintenance	289.25
Scottish Power	Streetlight energy charge	190.01
Flintshire County Council	Summer Playscheme	871.64
		<b><u>2,674.78</u></b>