

**CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**  
[www.llanfaircommunitycouncil.co.uk](http://www.llanfaircommunitycouncil.co.uk)

Minutes of an Ordinary Meeting of the Council held using a Zoom video/telephone conferencing platform on Monday 14 December 2020 at 7 pm.

**PRESENT** – Councillors Jayne Mayers [Chair], Keith Mouldsdale [Vice-Chair], David Baker, Wini Davies, Owen Evans, Tim Faire, Osian Owen, Ceri Ranson, Steve Whipp and Eirwen Godden, Clerk

**IN ATTENDANCE** 2 members of the public. The Chair reminded everyone that the session would be recorded and anyone wishing to receive more information on items discussed to email the Clerk.

**APOLOGIES** – None.

**There was A MINUTE's SILENCE** in memory of the late Councillor Bob Barton who passed away on 22 November 2020. He had been a Llanfair Community Councillor since May 2017, was an avid supporter of One Voice Wales being a member of the National Executive Committee and Conwy/Denbigh Area Committee. Bob was a larger-than-life character who cared for his Community and will be sadly missed by his family and friends.

**PART 1**

**725 DECLARATIONS OF INTEREST** Councillors Keith Mouldsdale as a trustee of Neuadd Eleanor's Management Committee, David Baker as a member of Llanfair Church Council and Owen Evans re his wife's planning application 20/2020/0767 – land adjoining Ty Famau, Llanfair DC. It was agreed that Councillor Evans could remain in attendance.

**726 MINUTES – RESOLVED**

The minutes of an Ordinary Meeting held on 9 November 2020 were approved and signed as a correct record.

**Minute Reference 721.1** Shrubs at Bron y Clwyd Llanfair – Councillor Tim Faire was thanked for his generous offer of replacing the hedging plants which had withered.

**727 COMMUNITY MATTERS Former School Site Llanfair DC**

**727.1** Reported - that the Clerk had written to DCC's Asset Manager with a request to take the application of the Community Council for the transfer to stage 2, expression of interest. The application was considered by DCC's Asset Management Group on 19/11/20. After a long discussion, the Committee agreed that it was a good idea and did not have any objections to it, but they wanted to wait until the community council had made a decision on the school building. The main reason for this is that DCC would like to see a 'whole site' solution for the site if possible.

Denbighshire Housing has, in the meantime, arranged an informal Microsoft teams meeting on 06/01/21 [9.30-11 am] to explore initial options for uses for the former school site in Llanfair DC. An invitation is being extended to representatives from the Community Council, Wales Housing Co-op, Grwp Cynefin, Denbighshire Housing Strategy and Community Development teams.

It was also reported that at a meeting held on 22/10/20 between the Chair, Vice-Chair of the Community Council, and officers from the Clwyd Alyn Housing Association [CAHA], Clwyd Alyn's officers had agreed to contact DCC's Housing Strategy Team and Rural Housing Enablers about carrying out a housing needs survey. As a result, Mari Tudur the Lead Officer for the Rural Housing Enabler Service has responded indicating that the cost of conducting a survey would be £2000 which would consist of

Liaising with the Community Council; contacting all residents living in the Community Council area via letter including a link to an online survey (postal costs will be charged separately (postal charge is based on 0.68p x number of letters sent out); promoting the online consultation by using the following methods - RHE Facebook Page, Tai Teg FB Page, Grwp Cynefin's Facebook Page, Local FB Pages and asking the Community Council to promote the consultation; analysis of online consultation statistics and providing a link to a summary; preparing a bilingual Housing Needs Report and sharing the Housing Needs Report. Mari and her team will also try to arrange an online consultation event via Zoom for the community to engage with as well.

Clwyd Alyn Housing Association has confirmed that it will pay the associated costs with the survey. A further meeting in early January has been suggested to discuss the process of the survey and timeframes as to when it can be conducted.

The Chair noted that Clwyd Alyn Housing Association had not been invited to the meeting organised by Denbighshire Housing for 06/01/21. It was agreed that the Clerk requests an invitation be issued to CAHA.

**727.2 Submitted Draft Terms of Reference for a Steering Group** [written by Councillor Steve Whipp]. Councillor Whipp expressed disappointment at DCC's Asset Management Group decision [727.1 above]. The steering group is planning to meet in the New Year. Councillor Whipp confirmed that the group could be looking at possible interest in the building including the possibility of a shop being established by a commercial enterprise. Economic stability was considered essential.

Members agreed with the draft terms of reference.

**727.3 Submitted – an updated copy of the Neighbourhood Plan for discussion** [written by Councillor Steve Whipp].

**RESOLVED** that the update to achievements and vision be agreed to in principle subject to amending errors in the document. Councillor Steve Whipp was thanked for his efforts.

## **728 CORRESPONDENCE**

**728.1** Submitted – Email dated 30/11/20 from OVW announcing that Councillor Gordon Hughes from Corwen had been elected as the Town and Community Council representative for Denbighshire on the Conwy and Denbighshire Public Service Board. Noted.

**728.2** Submitted – Email dated 30/11/20 from DCC's Community Development Officer in response to the Community Council's comments on **The Charter between City, Town & Community Councils & DCC**. Noted – the comments were helpful.

## **729 Feedback/Report[s] on Conferences/Training/Meetings -**

**729.1 OVW Training RESOLVED** that the Clerk be given permission to attend a remote training session on Advanced Local Government Finance in December [£30].

## **730 PLANNING [www.denbighshire.gov.uk/planning](http://www.denbighshire.gov.uk/planning)**

**730.1 Submitted – draft response written by Councillor Steve Whipp to Welsh Government Consultation Document – The Town & Country Planning [Strategic Development Plan] [Wales] Regulations 2021 [Response required by 04/01/21] .** It was reported that a particularly useful video meeting had been held with DCC's Strategic Planning & Housing Manager [Angela Loftus] on 01/12/20 to discuss the consequences and/or impact of any proposals. Intermediate levels are being introduced – a new CJC to consider cross-boundary matters.

**RESOLVED** that the response be sent as written to Welsh Government. Councillor Steve Whipp was thanked for his work.

**730.2 Application 20/2020/0767** submitted by Mrs Rebecca Evans – variation of condition no 2 of planning permission code no 20/202018/0518 to allow amended plans and elevations for two units – land adjoining Ty Famau, Llanfair D C. A further amendment was submitted on 23/11/20. The action taken by the Chair, V Chair and Councillor Steve Whipp to support the application was confirmed. Councillors were made aware of concerns about the application by two neighbours, a site visit was carried out on 13/11/20 [report circulated to Councillors] and to recommend approval to change the detail of the planning consent from 4 domes to 2 domes and 2 A-frames.

**730.3 Application 20/2020/0887** submitted by Mr N I Evans on 18/11/220 – Erection of extension and alterations to dwelling – Fron Fawr, Graigfechan  
**RESOLVED** that the application be supported. It was noted that there was a great deal of useful detailed information included in the supporting documents.

**730.4 Application 20/2020/0568** submitted by Mrs Miranda Dechazal on 17/11/20 – Renovation of existing attached annexe serving main dwelling including the replacement of doors and windows, insertion of rooflights, formation of additional window openings, internal alterations, and associated works – Plasnewydd, Llanfair DC  
**RESOLVED** that the application be supported.

**730.5 Application 20/2020/0741** amended plans and/or additional information submitted by Mr & Mrs G Evans on 25/11/20 – Erection of a reception, shop, and café building, including the change of use of agricultural land to form car parking area and associated works – Caravan Park, Llanbenwch, Llanfair DC. As Planning could not agree to an extension to the deadline for responses, Members agreed to action taken by the Chair, Vice Chair, Councillors Steve Whipp and Osian Owen to support the application.

## 731 HIGHWAYS & ENVIRONMENT

### 731.1 Submitted – Email dated 07/12/20 from DCC’s Senior Engineer – Road Safety & Sustainable Transportation [Ben Wilcox- Jones] regarding speeding issues and the widening of the footpath between Llanfair DC and Ruthin [721.2].

The report was sent following a video meeting he had had with the Chair, Vice-Chair and Councillor Steve Whipp on 02/12/20.

DCC will erect a **Speed Indicator Device [SID] in Graigfechan** in December for a period of 8 weeks. The SID, which records vehicle speeds and volumes will flash ‘Araf/Slow’ when motorists pass through at speeds that meet the pre-set criteria. DCC will arrange for 2 additional speed surveys to be undertaken in Graigfechan in January [at alternative locations to the SID]. The surveys will provide data that can be compared to 2 x no speed surveys that were undertaken in the village in 2017. The data will then be used to determine if there is a speeding problem and what actions could be undertaken. The findings will be shared. The mobile speed indicating sign is to be erected on 15/12/20.

It was agreed to await the result of the survey above before requesting additional surveys. Councillors felt that more must be done to slow down traffic at both ends of the village.

The order to reduce the **speed limit through the A525 Nant Y Garth Pass** from 60 to 40 mph will be published in February. It was explained that it would not be feasible to introduce a system of double white lines extending out of the Pass in a northerly direction past the accesses to the College. This is due to restrictions on the use of double white lines on straight sections of a carriageway. The existing centre line, extending out of the Pass in a northerly direction will be reviewed to ensure that it complies with regulations.

Issues had been raised about the lack of compliance by motorists following the extension of the 30mph limit on the A525 at the northern end of **Llanfair village**. In relation to Go Safe policy there is usually a wait of 12 months before undertaking any enforcement when a new limit has been introduced. DCC is to arrange for a speed survey to be undertaken in February/March 2021 which is approximately 6 months after the restriction has changed. For Pentrecelyn and the request to extend the 30 mph restriction it was noted that the existing terminal/gateway signs do not extend beyond the last street lighting column. Ben Wilcox-Jones will investigate.

A long discussion had taken place about the potential to introduce a **shared use active travel route between Ruthin and Llanfair DC/Wrexham** for walkers and cyclists. It was explained that there are challenges relating to grant funding – funding is more readily available for urban routes. Other challenges include the necessity for any scheme design to comply with WG Active Travel design Standards and significant sections of agricultural land would be required to construct a route. Ben suggested that

a proposal would work better as a 'community led' scheme which could be driven forward by a community-based working group with support/guidance from DCC.

It was agreed that steps be taken to identify the landowner[s], whether they would be willing to donate land, look at existing paths and involving the whole community as a project for the future. There is an opportunity for a group to be formed to undertake this as a project and to develop a scheme that would be 'on the shelf' ready should funding become available.

**731.2 Submitted – Email response dated 10/11/20 from DCC's Principal Engineer – Traffic Management regarding signage for Ysgol Pentrecelyn [709.3]** Direction signs are not intended to 'advertise' the presence of something. The school would have to seek agreement from the relevant landowner and there are local sign companies that would be able to provide a cost estimate for manufacturing and erecting a sign. Non-highway signs do require planning consent if they are above a certain size. Planning will be able to advise.

Councillor Osian Owen reported that a sign has been designed and commissioned by the school. It was suggested that Ysgol Pentrecelyn may wish to apply to the Community Council for a contribution towards the cost.

**731.3 Community Garden and Play Area at Graigfechan – Submitted – draft letter** written by Councillor Steve Whipp to be sent to DCC proposing a way forward following a site meeting held on 26/11/20 regarding the proposal for a community garden at Graigfechan. There are two options, namely, a section of garden at the top of the close – a simple wildflower area with seating would be a great amenity and secondly, an area at the entrance to the close which would be more open and where people could go to sit and meet. If this were enclosed it would also be suitable to exercise dogs – this is on the right-hand side, the same side as the bus shelter and an existing seat. A couple of new benches would be needed along with some fencing around the site. Councillor Whipp had received an assurance from several of the Llanfair Fyw group that they would help with maintenance if this solution were developed.

Councillor Wini Davies informed Members that the area to the right of the bus shelter was a play area for children [without any equipment] in years gone by. Another Member asked whether the Three Pigeons Inn would have a suitable area for a playground. Questions were raised about the cost of fencing, seating, play equipment, insurance, and maintenance. It was generally considered that having an enclosed area with seating and allowing dogs to exercise there was not appropriate.

Following a discussion, it was agreed that the letter be re-drafted to support a wildflower area with seating at the top of the cul de sac; a play area to the right of the bus shelter to include fencing and play equipment in due course. It was acknowledged that there was a need for the Community Council to ensure there was understanding of the basis

on which the amenities were to be provided. Councillor Whipp agreed to circulate an amended draft for comment before asking the Clerk to send to DCC.

**731.4 Flooding Matters – Submitted –** flooding report update prepared by Councillor Steve Whipp which includes notes of a meeting between DCC and Llanfair DC flooding representatives held virtually on 09/12/20. Wayne Hope, DCC's Flood Risk Manager, had reported that DCC had been successful in being awarded a £1m grant to undertake studies and initiatives in relation to natural flood management and the Clwyd catchment is one of the areas involved. Reference was made to a blockage caused by a tyre and wheel in a culvert above Graigfechan. If a screen were fitted residents would be asked to monitor and to report any build-up of debris to DCC. There was a need to ensure that trees and hedges immediately upstream of the culvert would need to be managed to prevent debris being created. The meeting also discussed issues at Eyarth where flooding had occurred due to run-off from fields which had inundated the road. Councillor Steve Whipp undertook to follow up with Eyarth residents to see whether any progress had been made with the landowner[s], particularly Llysfasi College to see what might be done to alleviate run-off from the fields by cultivating with-contour, rather than cross-contour. A new gulley may be required to draw the water away from Eyarth Station.

Councillor Osian Owen also expressed the need for gullies in the field adjacent to the Ysgol Pentrecelyn layby which keeps flooding. Councillor Keith Mouldsdale added that some of the bungalows in Llanfair are subject to damp conditions – the land is very wet in that vicinity. It was suggested that these matters be brought to the attention of Alex Bebbington, DCC's Flood Risk Officer.

**731.5 Impact of Heavy Machinery on Narrow Rural Roads** At the last meeting County Councillor Hugh Evans agreed to meet with a Highways Engineer to conduct a site survey of affected areas and it was agreed that councillors input problems they were aware of to the Clerk to co-ordinate and develop a list of sites for him to visit. The matter is ongoing. Councillor Osian Owen confirmed that there are sections of minor roads that require resurfacing urgently.

## **732 FINANCIAL MATTERS**

**732.1 Submitted – Draft precept budget for 2021/22 [deadline 15/01/21]** The Clerk explained that keeping the precept request below £30,000 should mean that the council tax [based on the average property band D] could remain below the 2020/21 figure of £1,728.90. As there are several projects/proposals in the Neighbourhood Plan requiring some support funding it was suggested that the Community Activities budget be increased from £2000 to £5000 and that the insurance figure be increased from £500 to £1000. Councillor Whipp stressed the importance of using the resources of the Council to make a difference to the local community in comparison with meeting overhead costs.

**RESOLVED** that the matter be deferred for decision at the next Council meeting on 11/01/21.

**732.2 Payment of Accounts/Invoices RESOLVED** that payments be made as follows:

£12,540.00 R W Masonry Ltd [second payment for renovation work carried out to the War Memorial Llanfair DC]

£112.00 SLCC 2021 Membership Subscription

£60.00 Councillor K Mouldsdales [Christmas tree refund]

**732.3 Requests for Financial Aid RESOLVED** that a grant be awarded as follows:

£250.00 Ruthin Rotary Club [towards local projects]

**732.4 Section 137 Expenditure – Submitted – Letter dated 26/11/20 from Welsh Government** informing Councils that the maximum sum for 2021-22 increases from £8.32 to £8.41 per elector. Section 137 of the 1972 Act permits each Community or Town Council to spend on activities for which it has no other specific powers if the Council considers that the expenditure is in the interests of, and will bring direct benefit to, the area or any part of it, or all or some of its inhabitants. The Community Council is required to keep a record of such payments. Noted.

**732.5 Council Noticeboards** The Clerk reported that a response was still awaited from Highways about relocating a noticeboard next to the bus stop at Bron y Clwyd Llanfair DC – the matter was deferred until after the New Year.

**732.6 Policy Documents** The Clerk reported that the Community Council currently has 14 policy documents/statements in place and are subject to periodic review, namely, Accessibility Statement, Asset Register, Code of Conduct, Document Retention & Disposal, Financial Regulations, Financial Risk Assessment, Information & Data Protection, GDPR Audit, Privacy Notice [& Email], Reserves Policy, Risk Assessment [Assets], Standing Orders, Welsh Government Good Councillors Guide, Biodiversity & Resilience [Duty under section 6[7] of the Environment [Wales] Act 2016. They are an important part of good governance and accountability. **RESOLVED** that an updated copy of the Asset Register and a draft Concerns and Complaints Policy be put to the next Council meeting for approval.

**PART 2 733 RESOLVED** that the Press and Public be excluded from the meeting due to the confidential nature of the following item:

**733.1 REPAIRS AND RENOVATIONS TO THE WAR MEMORIAL LLANFAIR DC**

Reported that work on renovating the War Memorial was nearly complete apart from the chain links and coping stones on the back wall behind the memorial.

**734 DATES OF FUTURE MEETINGS** 11/01/21 [video meeting], 08/02/21 [Ysgol Llanfair TBC], 08/03/21 [Ysgol Pentrecelyn TBC] It was noted that video meetings were likely to continue until April 2021.

The meeting ended at 8.30 pm \_\_\_\_\_ CHAIR \_\_\_\_\_ DATE \_\_\_\_\_