

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of a Community Council Meeting held at Neuadd Eleanor, Llanfair D C on Tuesday 2 May 2017 at 7.00 pm.

**PRESENT** - Councillors John Pugh [Chair], David Baker, Wini Davies, Jayne Mayers, Keith Mouldsdale and Steve Whipp, together with the Clerk, Eirwen Godden.

**IN ATTENDANCE** – Councillor Hugh H Evans, OBE, Leader, Denbighshire County Council, together with 12 members of the public.

### **PART 1**

**APOLOGIES** – Councillors Tim Faire and Medwen Roberts

**306 DECLARATIONS OF INTEREST** - Councillors John Pugh and Keith Mouldsdale with regard to matters in connection with the Neuadd Eleanor Management Committee. Both Councillors are trustees.

### **307 MINUTES**

Minutes of a Community Council Meeting held at Neuadd Eleanor, Llanfair DC on 1 March 2017.

**RESOLVED** – The minutes were approved and signed by the Chair.

### **308 MATTERS ARISING**

**308.1 Minute Reference 289.1 Planning Application 20/2016/1137 Proposed Development of 63 Houses at Llanfair D C** Reported - that a meeting had been held on 10 April 2017 between Community Council representatives and the developer. The Chair also met with the Planning Officer, Education and Property Division on 13 April when the Community Council's concerns over pedestrian access and the open amenity were discussed. The County Council is in agreement that the pedestrian access through the existing village will be via the existing space between the lowest bungalow and the house in the south of the site. It was also felt that the original open space allocation was not accessible to the whole of the village. An option would be to split the present open space to allow the water attenuation tanks to remain at the north of the site and to provide a further open space at the new pedestrian access. This would necessitate the repositioning of Block A to the north.

The Chairman presented a sketch plan at the Community Council meeting showing a new layout option. Some members of the public present commented that some residents living near the proposed footpath would be affected. All issues raised have been forwarded to the Planning Authority, officers are still having dialogue with regard to issues, but Pure has given the Authority a deadline and intends to go to appeal if it is not met. The Leader of DCC stated the Community Council will have to have a position on the application; DCC officers will be deciding how to advise the Planning Committee; if Pure go to appeal, the grounds against approving the application need to be very positive and strong. A balance and compromise is needed otherwise the community will lose out. He added that if the matter goes to appeal the developer has the right to compensation.

**RESOLVED** – That follow up action be taken to press the Planning Authority for the latest consultation details as soon as possible.

**308.2 Minute Reference 299.1 Llanfair D C Village Matters** - The Clerk had contacted the County Council with regard to additional general waste bins for Bron y Clwyd, the crossroads towards Pwllglas, Graigfechan village and Pentrecelyn. Waste bins are no longer provided free of charge but the County Council can purchase and install new bins at a cost of approximately £500 each but the cost will have to be borne by the Community Council. There is also a charge of £25 per month per bin for emptying. There is no provision in the Community Council's budget

for the financial year 2017/18. Should the Council decide to go ahead then provision would have to be included in the precept budget for 2018/19.

**RESOLVED** – The Clerk to contact the County Council again on the matter and to invite Simon Billington, Highway Operations & Streetscene Manager [South], DCC to a future meeting.

**308.3 Minute Reference 301.3 Cenotaph Llanfair D C** - Due to workload pressures a second stage application has not been completed for submission to the War Memorials Trust. It was proposed that a task and finish group be formed to undertake the work. Members will have to decide what is needed, such as railings or bollards and chains. Research is also needed before more names can be added to the cenotaph.

**308.4 Minute Reference 300.3 Planning Application 20/2016/1224 Change of Use of Agricultural Land to Form an Extension to the Residential Curtilage of Erw Fair, Llanfair D C** Reported - that the application had been turned down and that the County Council will serve an enforcement notice to remove the caravan in due course.

### **309 CORRESPONDENCE**

**309.1 Accessible Venue for Community Council Meetings** - Email dated 28 April 2017 from a member of the public about access. It was explained that, for the most part, the main hall at Neuadd Eleanor is booked most evenings from Monday to Thursday. There are plans for making improvements to the hall but these are subject to funding becoming available. Suggestions were put forward ranging from changing the time to say 5 pm, to conducting the first part in the main hall and then retiring to the room behind the stage for the second part. However, a meeting earlier than 7 pm could make it difficult for working people to attend.

**RESOLVED** – That in future Council meetings are held in other accessible venues across the community on a rotational basis [for example, Pentrecelyn, Llanfair, Genus Centre, Llysfasi]. The Clerk was asked to make enquiries locally starting with finding a suitable alternative venue in Llanfair for the forthcoming meeting to be held on 17 May.

**309.2 Denbighshire County Council** – details of the following documents had been sent to Members before the meeting:

[a] Consultation: Denbighshire's Learner Transport Policy [13 March to 30 April] – Relevant documents available on [www.denbighshire.gov.uk/consultations](http://www.denbighshire.gov.uk/consultations)

[b] Email from Amy Selby, Community Projects Officer Re Safer Pregnancy Wales – <http://bit.ly.bumpbabyandbeyond> <http://Bit.ly/SaferPregnancy#saferpregnancywales>

[c] Email from Tom Booty Re New Asset Management Strategy to replace the Corporate Management Strategy – <https://www.denbighshire.gov.uk/en/yourcouncil/strategies-plans-and-policies/asset-management/asset-management-strategy.aspx>

[d] Active Travel Act – Integrated Network Map [INM] – The County Council is consulting on future provision for walking and cycling routes in the County – responses are required by 28 May. <https://www.denbighshire.gov.uk/en/resident/parking-roads-and-travel/cycling-and-walking/active-travel/active-travel-act-integrated-network-map-inm.aspx>

**RESOLVED** – That the documents be received and Members of the Council as well as the community at large respond direct.

**309.3 Conwy & Denbighshire Public Services Board** – Invitation to a Series of Events 8, 13, 20 June – Optic Centre, St Asaph Business Park - Re Well-Being Themes –

Environment, Social, Economic & Culture and Community Resilience –

[www.eventbrite.co.uk/e/digwyddiadau-dewch-ach-syniad-bring-your-idea-events](http://www.eventbrite.co.uk/e/digwyddiadau-dewch-ach-syniad-bring-your-idea-events)

**RESOLVED** - As this is an important opportunity to feed into the process of integrating community plans with other plans put forward, coupled with the requirements of the Future Generations Act, approval was given for Mr Steve Whipp to attend on behalf of the Community Council.

### **310 PLANNING**

**310.1 Feedback from Pre-Application Community Consultation Event held on 28 March 2017 at Llandudno** - Councillor Keith Mouldsdales attended the event but felt that even though the new pre-application process is meant to speed up planning applications, it has not helped matters at Llanfair D C over the proposed development to build new houses. The process has been ongoing for twelve months but it was acknowledged that the developer had done more than was required during the consultation period. For future reference the whole community, not just a notice and notifying immediate neighbours, should be informed right from the beginning of any pre-application process.

**310.2 Planning Applications** - Details of the following applications had been sent to Councillors to enable agreed responses to be made by the required deadlines:

**Application 20/2016/1095 Bryn Rhedyn, Bryneglwys, Corwen** - The Council's response sent on 29 March 2017 raised questions about the validity of policies quoted and confusion over the contents of the design and access statement in the application. Members, however, supported the application to save an existing old building in the countryside, but the application had to be correct. Mr Paul Griffin, Planning Officer, wrote on 25 April 2017 to say that he had been advised that the building had been demolished prior to the application being determined, the applicant has not gained anything from the accidental demolition and that the County Council must consider whether the loss of the structure in this way represents an abandonment of the site or not. The applicant had purchased the dwelling on the understanding that there was a lawful residential use and planning permission to renovate. His intention was to live on site in a caravan while undertaking the work leading to an opinion that there was a lawful dwelling until its accidental demolition. In conclusion, it appears that the building that was demolished was not structurally sound and neither was it efficient in terms of energy and water.

**RESOLVED** – Members still supported the proposal for a replacement dwelling in principle subject to the application complying with current design and access requirements, the Chair speaking with Planners and production of the proposed dwelling.

**Application 20/2016/1242 Land adjacent to Paradwys, Graigfechan** - Members concluded that the Community Council's original comments still stood [minute reference 280.2] together with the following additional comments on the amended plans:

- adoption of comments raised by the AONB [new path, hedge reinforced with new planting not timber panels]
- confirmation that the end of the cul de sac is a ransom strip into the other piece of land and that the width is good enough for the final estate
- the plans are inadequate to assess the height of houses against the existing ground
- DCC's Housing Needs Assessment should be taken into consideration in relation to the types of housing proposed, that is, a mix of housing types and affordable housing which reflect the need in the area. Also, that the Planners should look at the whole site to assess the affordable housing process.

**RESOLVED** – The Clerk to contact the Planning Authority regarding outstanding queries raised in the Community Council's response.

**Application 20/2017/0234 Caravan Park, Llanbenwch, Llanfair D C** - Members welcomed the opportunity to visit the site on 9 February 2017 following which detailed comments were sent to the agent [minute reference 300.1]. A response on the full application was sent on 5 April 2017. Members noted that their suggestions/concerns had been addressed in the main with regard to access and site arrangements; dog walking area [but connection to existing footpaths should be considered]; and lighting details had been provided. Other considerations to be looked at include – a further survey to provide

optimum layout, hook ups for caravans are not shown for all pitches; ensuring that chemical toilet waste disposal arrangements are kept separate to the septic tank; no music unless through licensing; and maximum stay durations as well as stated times of the year when no touring vans will be present.

### **311 HIGHWAYS & ENVIRONMENT**

**311.1 Traffic on the A525 at Llanfair Village** - Reported - That traffic is a growing issue and reference was made to a copy of the traffic census for the area, that the site has been assessed by the Police for Go Safe purposes and the local speed watch group will organise a visit/checks. It was noted that Mr Mark Musgrave, Planning and Protection Services, DCC, had proposed white lines on the road from the Wrexham direction. A suggestion had been put forward to improve lighting and to move a bollard in the middle of the village to widen the pavement to make it safer for pedestrians – these measures have been actioned.

**RESOLVED** – The Clerk to write to DCC to enquire whether more detailed traffic census data was available.

**311.2 Obstruction on Public Footpath** - Councillor Wini Davies reported that she had been informed by a member of the public that an electric fence was obstructing a public footpath on land owned by Llysfasi College in the proximity of Pentrecelyn Hall.

**RESOLVED** – The Clerk to contact Llysfasi College to voice the Council's concerns.

**311.3 Eyarth Bridge** - A member of the public reported that Eyarth Bridge had been damaged, possibly by a heavy goods vehicle. Questions were raised about when the weight restriction will be applied.

**RESOLVED** – The Clerk to contact Denbighshire County Council to enquire about the weight restriction.

**311.4 Speed Restriction Signs** - Reported - That the 30 mph sign in Pentrecelyn is to be extended further down the road.

**312 COMMUNITY MATTERS** - All matters were dealt with under other headings.

## **PART 2 – Confidential Items - Exclusion of Press and Public**

### **313 FINANCIAL MATTERS**

**313.1 Review of Standing Orders** - Reported - That even though the Council should meet bimonthly, additional meetings had to be convened during the last twelve months [10 instead of the usual 6] to deal with an increasing number of items for consultation/decision. It was noted that this had had a knock on effect on both Councillors' and the Clerk's workload.

**RESOLVED** – [a] The general consensus was to change to meeting every month on the first Monday of the month at 7 pm and [b] the decision stands adjourned without discussion to the next meeting.

**313.2 Update on Internal and External Audit Process** - A copy of a letter dated 20 April 2017 from the Wales Audit Office was distributed at the meeting, the content of which was noted. The Auditor General for Wales has published an annual report setting out the overall findings from the audits of all town and community councils in Wales. These reports highlighted systemic weaknesses in community councils' financial management and governance arrangements.

<http://www.audit.wales/publication/financial-management-and-governance-community-councils-2015-16>

Following consultation and extensive publicity over the last three to four years, the Auditor General changed the audit approach for community councils for 2015-16 to assist in addressing weaknesses. This approach applies to all councils regardless of income and expenditure. Furthermore, the Auditor General's future governance themes for community councils will broadly follow a four year plan to include, inter alia, effectiveness of internal audit, use of reserves, compliance with standing orders, use of s137 LGA 1972 arrangements for making payments, employment of staff and well-being of future generations.

The Clerk reported that the 2016/17 accounts and other documents were taken to the internal auditor on 27 April and will be ready for picking up again on 11 May. As part of this process the Community Council is required to provide electors with the opportunity to inspect the accounts and other documents before the external audit and this must be advertised prior to the availability period. The notice must be displayed from 15 May to 28 May 2017. The accounts must then be made available for 20 working days from 30 May to 26 June. The annual return and supporting documentation approved by full Council must be submitted to the external auditor by 27 June.

### **313.3 Summary of Income & Expenditure for the period**

#### **[a] 1 April 2016 to 31 March 2017 [b] Summary of Accounts for the year**

The Clerk submitted a financial statement for the Community and Business Accounts covering this period. Members were advised that the balance in the Community Account as at 31 March 2017 was £620,96 and £1022.49 in the Business Account.

**RESOLVED** – That the 2016/2017 accounts be approved and a summary placed on the Community Council website along with the minutes for the meeting in due course.

### **313.4 Payment of Accounts/Invoices**

**RESOLVED** – That payment be made as follows:

Renewal of Data Protection Registration Fee - £35.00

**313.5 Requests for Financial Aid** - Ysgol Pentrecelyn – towards the cost of swimming, a defibrillator, and travelling to the National Urdd Eisteddfod in May to compete as a Dawnsio Gwerin group. It was reported that local schools are in the process of arranging a cluster meeting to discuss fundraising towards the cost of defibrillators.

**RESOLVED** – That a decision be deferred until after the Council elections and that money for defibrillators in schools be dealt with as a separate item to general funding requests.

## **314 ASSET REGISTER & RISK MANAGEMENT**

Copies of the Asset Register and Risk Management Report was distributed to Members for updating. Exact details with reference to the length of churchyard wall for which the Council is responsible for maintenance is to be added as follows: 'The length of wall from the public house to the bottom of the village hall; the wall from the public house, including the railings, to Church Mews; the wall adjacent to Church Mews towards the Bro Gynan Council Houses and a short section along the Council House gardens towards the village hall.' The Council is also responsible for the cost of grass cutting around the Church. It was agreed that the two speed guns purchased with grant funding during the year be donated to the Llanfair and Graigfechan Speedwatch Group [Messrs Steve Whipp and M Ingham].

**315 DATE OF NEXT MEETING – WEDNESDAY 17 MAY 2017 AT 7 PM**  
[Venue to be confirmed].

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of the Annual General Meeting and an Ordinary Meeting of the Council held at Ysgol Llanfair D C on Wednesday 17 May 2017 at 7.00 pm.

**PRESENT** - Councillors John Pugh [Chair], David Baker, Bob Barton, Wini Davies, Moira Edwards, Tim Faire, Jayne Mayers, Keith Mouldsdale and Medwen Roberts. Eirwen Godden, Clerk.

**IN ATTENDANCE** – County Councillor Hugh H Evans, OBE together with 12 members of the public.

### **PART 1**

**APOLOGIES** – None.

**INTRODUCTIONS** - All the Councillors and the Clerk introduced themselves.

### **316 DECLARATIONS OF ACCEPTANCE OF OFFICE**

It was confirmed that all Councillors had signed the Declaration of Acceptance of Office form. Members were congratulated on being elected/re-elected.

County Councillor Hugh Evans was also congratulated on being re-elected.

### **317 RETIRING CHAIRMAN'S REMARKS**

Councillor John Pugh welcomed all to the meeting. It had been a very busy year for the Community Council. The proposed development at Llanfair had generated a great deal of interest and brought people to Council meetings, their concerns had been forwarded to planners, their input had been valued and there would be other matters coming up for discussion requiring feedback from the general community. Remedial work is required on the War Memorial in Llanfair, prices have been sought but a grant application needs to be completed before putting to the Council for approval. The Llanfair and Graigfechan Speed Watch Group had also been busy, the volunteers are fully trained and the Community Council had recently decided to donate the two speed guns purchased to the group.

### **318 ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2017/18**

[a] Councillor John Pugh was proposed and seconded to be elected as Chairman. This was agreed.

[b] Councillor Jayne Mayers was proposed and seconded to be elected as Vice-Chairman. This was agreed.

Declaration of Acceptance of Office forms were signed.

### **319 DECLARATIONS OF INTEREST –**

[a] Councillors John Pugh and Keith Mouldsdale regarding matters connected with the Neuadd Eleanor Management Committee in their role as trustees.

[b] Councillor David Baker regarding the Ty Vestry proposal as he is a member of the Llanfair Church Council.

[c] Councillor Moira Edwards regarding the proposed housing development in Llanfair as she resides in a property adjacent to the application for planning permission made by Pure.

**320 CO-OPTION** There remains a vacancy on the Council following the recent uncontested election. The Clerk will advertise the vacancy in accordance with legal requirements.

### **321 MINUTES**

[a] Minutes of the AGM/Ordinary Meeting held on 6 July 2016 which were confirmed on 3 August 2016.

[b] Minutes of a Community Council Meeting held on 2 May 2017.

**RESOLVED** – The Minutes of the meeting held on 6 July 2016 were re-affirmed and the minutes of the meeting held on 2 May 2017 were approved and signed by the Chair.

### **322 MATTERS ARISING**

**311.1 Traffic on the A525 at Llanfair Village** – Councillor Moira Edwards commented on the ongoing issue of speeding and volume of traffic through the village and towards Bron y Clwyd, the entrance to Parc y Llan and down the hill towards Pwllglas. Residents Moira Edwards and Nick Webb, who live in Barnfold and Crossways [on the corner opposite the cenotaph] had a site visit with Highways recently regarding the traffic passing their properties. There are several “pinch points” through the village where it is difficult for vehicles to pass in different directions. This is a dangerous situation for pedestrians and motorists, particularly when they are speeding through. During the site visit, a resident was nearly hit by a car passing the gate to his house. A request for “slow” down notices on the corner, by the cenotaph, and up through the village towards Pwllglas was requested. Marc Musgrave, Planning & Public Protection Services, suggested that a painted white line coming round the cenotaph and up this road may help residents whose gates come straight out onto the road. He also suggested that painted “slow” signs on the road would be more advantageous/obvious than signs on posts. Highways is looking into the matter and will keep in touch.

Moira Edwards also requested data from the speed survey which is presently being monitored on the A525 [by the gates to the village hall] from Denbighshire County Council. The data given needs to be analysed further. The Community Council will follow this up. A suggestion was made that the Speed Watch/Go Safe volunteers have a presence through the village for a while to monitor speeding. Steve Whipp is going to look into this.

**311.3 Eyarth Bridge** – The Clerk reported that James [Jim] Hall, Senior Engineer, DCC had informed the Community Council that a legal order had been submitted on 10 May 2017 for an 18 tonne weight restriction. Additional capital expenditure has been approved to strengthen/refurbish up to 60 highway structures throughout the County over a ten year period, Pont Eyarth being one of the more critical and expensive schemes. It is expected that the Pont Eyarth project will commence this year, when a plan will be developed

followed by improvements to highway drainage around the bridge including work on the wing walls and lower parts of the arch next summer. Further improvements will depend on how quickly the bridge dries out and it could take up to 4 years. Once the bridge is dry there are proposals to rebuild at least one of the spandrel and parapet walls, re-point the entire bridge and carry out permanent stone repairs throughout. The intention on completion, if possible, is to remove the weight restriction following a structural assessment.

### **313.1 Review of Standing Orders – Dates & Times of Ordinary Meetings of the Council for the Ensuing Year**

**RESOLVED** – To change to meeting every month on the first available Monday of the month at 7 pm. [Seven votes for, Councillors Bob Barton and Tim Faire voted against the motion]. Amendments to Standing Orders will read as follows:

1.2 The Statutory Annual Meeting [a] in an election year shall be held on the fourth day after the date of the election or within fourteen days thereafter and [b] in a year, which is not an election year, shall be held on the first Monday in May.

1.3 A minimum of five additional meetings shall be held on the first available Monday of the month.

7.1.16 To suspend any Standing Order [See Standing Order 26.2 below].

23.2 Should the application be received between meetings, the Clerk shall refer every planning application to the Chair of the Council together with two other members for comments. In the absence of the Chair, the application to be referred to the Vice-Chair and two members. The decision of the three members to then be submitted to the next Council Meeting, for confirmation of the comments/actions taken by them and the Clerk.

## **323 CORRESPONDENCE**

**323.1 St Asaph City Council – Invitation to attend City Status 5<sup>th</sup> Anniversary Celebrations June 1<sup>st</sup> – 4<sup>th</sup> 2017** – Details to be circulated to Members for information.

**323.2 DCC Street Trading Policy** – Email dated 15 May 2017 stating that the Licensing Committee had given approval for a wider consultation to take place – details – <https://www.denbighshire.gov.uk/en/your-council/consultations/statement-of-street-trading-policy.aspx> Anyone wishing to make comments can send observations or suggestions direct to [licensing@denbighshire.gov.uk](mailto:licensing@denbighshire.gov.uk) by 30 June 2017.

**RESOLVED** – That the email be received and noted.

**323.3 North Wales' Marie Curie Fundraising Office** is asking the Council to promote the upcoming Blooming Great Tea Party season, between 23<sup>rd</sup> and 25<sup>th</sup> June, within the community. A free fundraising pack is available [bunting, invitations, posters, quiz questions and recipes] – [www.mariecurie.org.uk/teaparty](http://www.mariecurie.org.uk/teaparty)

**RESOLVED** - That the information be received and noted.

## **324 PLANNING**

**324.1 Planning Application 20/2016/1137 Proposed Development of 63 Houses at Llanfair D C** - Reported – that amended plans had been submitted showing that a pedestrian footpath is proposed between the new development and Bron y Clwyd, the open space has been split into two areas – one for water tanks and the other as a play area. Some of the Memorial trees are to be removed for access.

Residents present at the meeting expressed concerns about questions still unanswered, some aspects are totally unacceptable and they feel ignored. Members were informed that a meeting had been arranged between residents and planners at the village hall on Thursday evening 18 May 2017. Concern was expressed that not all residents were aware that a meeting had been arranged. Residents requested that Members did not vote on the amended plans until after the meeting. It was agreed that the Memorial trees should be moved to another place on the site. Reference was made to a study on the well-being and impact on the quality of life of older residents in the existing bungalows. The proposed footpath will be subject to a separate decision to be made by the County Council. It was suggested that that the new houses should not be occupied until the footpath issue has been determined. It was also pointed out that an amended design and access statement was also needed with regard to drainage, water tanks and highway matters to be in line with the latest amended plan.

**RESOLVED –** To request

[a] an extension to the deadline for responses as it was considered that a full response could not be formulated whilst a community re-consultation process was still ongoing

[b] a list of all questions or issues that residents consider need addressing following the meeting on Thursday 18 May.

**324.2 Planning Application 20/2017/0377 Proposed Works to One Yew Tree situated within the Conservation Area – Church of St Cynfarch & St Mary, Llanfair D C - RESOLVED** – that the application be supported.

**324.3 Proposal for a Tea Room in Vestry House, Llanfair D C** - Reported – that the Church Committee intends to submit a planning application for change of use and is seeking the comments of the Community Council before doing so. The proposal includes a tea room/flower shop to be managed by the public house landlord and parking at Neuadd Eleanor. Local residents have, however, voiced concerns about the availability of parking especially on busy occasions such as school times/when users are at the hall. It appears that access to the path onto Church grounds is blocked on occasions and that vehicles parking there indefinitely is becoming a problem.

**RESOLVED –** that the [a] proposal be supported in principle [b] Church Committee representatives be invited to attend a Community Council meeting to talk about the proposal.

## **325 HIGHWAYS & ENVIRONMENT**

**325.1 Trees at Maes Hyfryd, Graigfechan** – The Clerk reported that Heather Battison-Howard, DCC's Green Space Development Officer, had left a message to say that following a complaint from a member of the public remedial action would be taken to cut back overgrown trees near the bus shelter in Graigfechan.

**325.2 Traffic Calming Options – Graigfechan** - Reported – that posts for the advance 30 mph [Llanfair D C end of the village] and the posts for the Vehicle Activated Signs [VAS] will be installed during Tuesday/Wednesday week commencing 15 May. The signs will follow shortly after. A query was raised with regard to installation of additional VASs particularly on the approach to Graigfechan on the minor road off the A525 at the junction by the Old Smithy where the crossroad is prone to near misses.

**RESOLVED** – That the matter regarding additional VASs be raised with Marc Musgrave, Planning & Public Protection Services.

## **326 COMMUNITY MATTERS**

**RESOLVED** – Community Matters to be placed on the agenda at the beginning of each Council meeting in future.

**326.1 Clean Streets - RESOLVED** - The Clerk to contact Denbighshire County Council regarding the removal of litter and leaves in Llanfair village.

### **326.2 Speeding/Caravan Causing an Obstruction**

A Councillor has received complaints about speeding in the Parc y Llan area and a caravan parked on the roadside which is causing a visibility issue.

**RESOLVED** – That the local CPSO be informed.

**326.3 Elizabeth Owen Almshouses** - Reported – that there are elder trees by the side door of the vacant property at No 6 which appear to be dangerous.

**RESOLVED** - That Grwp Cynefin be informed.

**326.4 Defibrillators** - It was confirmed that Llanfair and Pentrecelyn schools are looking into the possibility of a grant for the supply of a defibrillator for each school. Local schools in the area are currently meeting to consider ways of fundraising collectively to meet costs. A discussion took place regarding the availability of defibrillators for the wider community as a whole. It was suggested that defibrillators be added to the community plan.

**326.5 War Memorial - RESOLVED** – That information about the location of a second war memorial plaque in Llanfair village and the Memorial trees be placed on the Council's website.

**326.6 Community Plan** - Reported - That Steve Whipp had produced a draft discussion paper [copy distributed at the meeting] to include the list of community projects discussed at a Council meeting held on 7 September 2016. He is attending a series of Conwy & Denbighshire Public Services Board events during June 2017. The document is still work in progress and is

not a definitive list of proposals as more input is needed from residents. Timelines and costs are also required in order to produce a five year strategic plan for the whole community area. It was suggested that a steering group made up of local residents, separate from the Community Council, should be established. All projects/schemes/proposals need to be identified and brought together and aligned using Neuadd Eleanor maybe as a hub, taking account of the Future Generations Act in a neighbourhood planning approach. Plans should also mirror the County Council's long term plans. There are grants available to facilitate this process from agencies such as Cadwyn. Members were reminded that wind farm monies [750k potentially] will be available in due course and some proposals listed may be eligible for this funding .

**RESOLVED** – That [a] Steve Whipp be thanked for his excellent work in developing the discussion paper and [b] the document title be changed from Local Development Plan to Local Community Plan to avoid confusion with the County Council's Planning Development Plans.

**PART 2 – RESOLVED – That the Press and Public be excluded from the meeting due to the confidential nature of the following items:**

### **327 FINANCIAL MATTERS**

**327.1 End of Year Audit – Approval of Accounting Statement 2016-17 & Annual Governance Statement** - Submitted – Statements for approval together with recommendations made by the internal auditor with reference to [1] revaluation of assets [2] the low amount of funds held in general reserve [3] absence of a VAT claim for 2014/15 and 2015/16 [4] staff costs figure [5] the need for letters of receipts for all large donations and [6] the need for mitigating action with regard to disaster recovery and business continuity. The Clerk added that an explanation of significant variances in the accounting statements for the periods ending 31 March 2016 and 31 March 2017 would also have to be sent to the external auditor.

**RESOLVED** – That [a] recommendations made by the internal auditor be noted and appropriate action taken to address the issues raised as follows:

[1] Clarification be obtained from the external auditor as to whether they agree with changing the valuation method from insurance proxy to purchase cost and whether they will require the previous year's fixed assets value restated.

[2] The amount of general reserve be risk assessed and approved by the Council and built into the precept calculation. The £1600 earmarked for election costs for 2017/18 to remain in reserves and £500 to be built into future annual precept calculations.

[3] The Clerk to contact HMRC about the possibility of claiming VAT for 2014/15 and 2015/16 in view of the limited amount of records available following the demise of the former Clerk.

[4] The annual return to be amended to show the following balances: Staff costs [salary plus home office allowance] = £3180 [not £3756] and the total of other payments = £6691.

[5] Letters of receipt be requested for all large donations. [The Clerk confirmed that a letter from Neuadd Eleanor was on file awaiting a set of annual accounts].

[6] Disaster recovery and business continuity risks and mitigating action such as regular offsite secure storage be considered during the annual review/risk assessment of financial controls and financial regulations.

[b] The Accounting Statement 2016-17 & Annual Governance Statement be approved as presented.

### **327.2 Payment of Accounts/Invoices**

**RESOLVED** - That payment be made as follows:

**J D H Business Services Ltd – Internal Audit - £142.80**

### **327.3 Plants for Cenotaph –**

**RESOLVED** - That a budget be set at £130 and a sum of £100 be vired from the Repairs & Maintenance cost heading to Community Services & Maintenance. This figure is to be used to meet the cost of a Christmas tree[s] and other expenses.

### **327.4 Requests for Financial Aid –**

**RESOLVED** - That decisions be deferred until the next meeting.

**327.5 Insurance** - Members scrutinised quotations received via Came & Company, Local Council Insurance Brokers, from three insurance companies – Inspire, Hiscox and Ecclesiastical. A fourth quotation had also been received from Zurich.

**RESOLVED** – That Zurich’s quotation be accepted in the sum of £423.85.

## **328 ARRANGEMENTS FOR ANNUAL REVIEW OF:**

### **328.1 Risk Assessment & Financial Controls, Standing Orders & Financial Regulations**

**RESOLVED** – That the annual reviews take place at a future meeting of the Council.

### **328.2 Pay & Conditions of Service of the Clerk**

**RESOLVED** – That an appraisal meeting be arranged between the Chair and Vice-Chair and the Clerk.

## **329 DATES OF FUTURE MEETINGS – MONDAYS AT 7 PM –**

5 June, 3 July, 4 September, 2 October, 6 November, 4 December 2017, 8 January, 5 February and 5 March 2018, venues to be confirmed.

There being no further business the Chairman declared the meeting closed at

9.45 pm.

John Pugh\_\_\_\_\_CHAIR

\_\_\_\_\_DATE

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at Ysgol Pentrecelyn on Monday 5 June 2017 at 7.00 pm.

**PRESENT** - Councillors John Pugh [Chair], David Baker, Moira Edwards, Tim Faire, Jayne Mayers, Keith Mouldsdales and Medwen Roberts. Eirwen Godden, Clerk.

**IN ATTENDANCE** – 8 members of the public.

### **PART 1**

**APOLOGIES** – Councillors Bob Barton and Wini Davies

### **330 DECLARATIONS OF INTEREST**

[a] Councillors John Pugh and Keith Mouldsdales regarding matters connected with the Neuadd Eleanor Management Committee in their role as trustees.

[b] Councillor David Baker regarding the Ty Vestry proposal as he is a member of the Llanfair Church Council.

[c] Councillor Moira Edwards regarding the proposed housing development in Llanfair as she resides in a property adjacent to the application for planning permission by Pure.

### **331 COMMUNITY MATTERS**

**331.1 Proposal for a Tea Room in Vestry House, Llanfair D C** – Keith Wilson, landlord of the White Horse public house gave an overview of the proposal to open a community tea room/small shop based on the Pwllglas and Sugar Plum [Rhewl] models following discussions with the Church Committee. No alcohol or fried food would be served, the tea room opening from 10 am until 5 pm, four days a week. Planning permission was being sought for change of use. The building is accessible, there is a toilet for the disabled, a lift to the first floor and 45-55 customers can be accommodated. The village hall management committee has no objection to the car park being used. The general consensus at the meeting was that the proposal be fully supported.

**331.2 New School Proposed for Llanfair D C** Reported – that an Education meeting had taken place about a new school for Llanfair. Plans will be on display at the village hall on 26 June from 3-7 pm. – the consultation period will begin on 14 June. The site earmarked is on Glebe land, a field opposite the Council Houses. There is provision for a bus pull in area, car park, a drop off point, football play area and a community room. The new school will cater for 126 pupils and 18 pre-school children.

**331.3 Feasibility Study** The village hall management committee has completed an application to Cadwyn to cover the cost of a feasibility study into developing the hall as a hub for the whole area incorporating the draft community plan being developed.

**331.4 Mains Gas** Reported – Gas quotation from Wales & West Utilities Ltd based on 222 properties [60% take up], the cost of the scheme would be £493,000, contribution per property approx £3,180. This is dependent on the scheme attracting enough interest within the community. There may be help, including loans, available to customers with the costs of a new gas supply and heating system. The Community Council is currently liaising with householders and housing providers in the area to gauge interest.

**331.5 Dog Fouling** continues to be a problem in the village at Llanfair.

### **332 MINUTES**

**RESOLVED** – The Minutes of the AGM/Ordinary meeting held on 17 May 2017 were approved and signed by the Chair.

### **333 MATTERS ARISING**

**311.1 Traffic on the A525 at Llanfair Village** Reported – that the road from the cenotaph towards Eyarth will be closed for maintenance/repairs/white line painting from 26 June 2017 until the end of the week. Concern was expressed that two bikers had been knocked off their vehicles at the weekend.

**320 Co-option** The Clerk reported that the vacancy had been advertised in accordance with legal requirements. If no request is made for a bye-election by 9 June 2017, the Community Council can then advertise the vacancy for co-option instead of election, in which case interested persons can write to the Clerk expressing an interest. Members will have to consider and vote on each application.

**325.2 Traffic Calming Options – Graigfechan** Reported – Mr Marc Musgrave, Planning & Public Protection Services, has confirmed additional Vehicle Activated Signs [VASs] will be installed as planned on the approaches to Graigfechan village.

**326.1 Clean Streets** The Clerk confirmed that the matter had been reported to the County Council and that a response was awaited.

**326.2 Speeding/Caravan Causing an Obstruction** The Clerk reported that the local CPSO had been informed and would be monitoring the situation. It appears, however, the caravan is not causing an obstruction. A Member expressed concern about the safety of children playing near the caravan.

**326.3 Elizabeth Owen Almshouses** - Grwp Cynefin has confirmed that the almshouses are in their ownership. There are a number of properties empty at the present time but there are plans to update and refurbish. Options are

being looked at but before proceeding with any improvements, listed building approval is needed. This could take six months. Regret has been expressed about the delay experienced by an applicant for a tenancy but he has, in the meantime, been offered temporary accommodation elsewhere. The situation regarding the elder trees will also be looked into by the housing association. Arrangements can be made for Members to visit the properties before they are re-let.

**326.4 Defibrillators** Reported – A couple of residents from Llanfair village have expressed a desire to fundraise towards the cost of supplying a defibrillator for the community. The need for co-ordinating activities was discussed and it was suggested that Julie Starling, Cardiac Nurse, be invited to attend a Community Council meeting to demonstrate/give a talk on the use of defibrillators.

**326.5 War Memorial** Mr Alan Edwards, a Llanfair resident, was thanked for forwarding the information on the Memorial Trees which will be posted on the Council's website in due course.

### **334 CORRESPONDENCE**

**334.1 Ruthin Hospital AGM at Awelon Ruthin on Friday 9 June at 7.30 pm.** Noted.

#### **334.2 DCC - Code of Conduct Training for Members and Clerks**

The Clerk to make arrangements as follows:

20 June at 6 pm County Hall, Ruthin – Event for Clerks – Eirwen Godden

11 July at 2 pm County Hall, Ruthin – Councillors J Pugh, Moira Edwards and Jayne Mayers

### **335 PLANNING**

**335.1 Planning Application 20/2016/1137 Proposed Development of 63 Houses at Llanfair D C** Reported – that DCC's Planning Committee would be meeting on 14 June 2017 to consider the application. Members of the public wishing to speak at the meeting could book three minutes by contacting Sarah Stubbs, Senior Planning Officer. It was noted that the Education plan does not include a pathway.

A further response had been sent by the Community Council on 19 May 2017 about its concerns and those raised by residents. Whilst the amended development drawing was more acceptable several matters required addressing before planning consent is given. These are in brief – a pathway to join onto the existing village; security of the public path and open space could be compromised by the high fence; houses on the north east could face towards the open space giving a much more pleasant outlook; the need for stonework facing to houses along the frontage to the A525; confirmation that the regulations concerning large gas storage tanks are met; transplanting memorial trees into new positions; the design and access statement amended accordingly, including a construction method statement; completion of the A525 frontage finished first and no dwelling is occupied until the entrance, walkway and open spaces have been fully completed.

## **336 HIGHWAYS & ENVIRONMENT**

**336.1 Maintenance of Grass Verges** The Clerk was asked to contact the County Council as verges on entrances in some areas are overgrown resulting in reduced visibility. Attention in particular was drawn to the hedge at Salem Chapel Llanfair D C.

**336.2 Stiles** The Clerk was asked to contact the Countryside Access Officer about missing or damaged stiles as follows: Glanrafon, Graigfechan 144 543; Glanrafon, Garthgynan 143 544; Graig Isa, Bryn Coch Road 146 536; Garreg Lwyd, Tyddyn Coch and by the Three Pigeons Inn camping field 46 544.

**PART 2 RESOLVED - That the Press and Public be excluded from the meeting due to the confidential nature of the following items:**

### **337 FINANCIAL MATTERS**

**337.1 Payment of Accounts/Invoices RESOLVED** – That payment be made as follows:

Refund to Councillor Keith Mouldsdales to cover the cost of attending a Pre-Application Community Consultation event on 28 March 2017 at Llandudno - £48.83 [Conference Fee £16.43 and Travelling Expenses £32.40].

**337.2 Finance & Accountability Event** Approval was given for the Clerk to attend a joint SLCC/One Voice Wales event on Finance and Accountability at Ewloe on 12 July 2017 at a cost of £69+VAT. A bursary is available upon application from the SLCC towards 50% of the cost.

**337.3 Requests for Financial Aid Submitted** – a schedule listing requests for financial aid from the Community Council. Members were reminded that the grants and donations budget for 2017-18 amounts to £1600.

**RESOLVED** – That grants be allocated as follows [£1350 in total]:

£150 Capel Ebenezer, Graigfechan [running costs]

£150 Capel Salem, Llanfair D C [running costs]

£150 Llanfair Church [grass cutting]

£100 Llanfair D C Sports Committee [equipment]

£100 Nightingale House Hospice [palliative care and support for families and carers]

£100 St Kentigern [hospice and palliative care centre services]

£200 Ysgol Llanfair [travelling costs]

£200 Ysgol Pentrecelyn [travelling costs]

£200 Royal British Legion [poppy appeal]

A decision with regard to funding for defibrillators at Ysgol Llanfair and Ysgol Pentrecelyn was deferred until later on in the year. It was decided that applications for grant aid from the following organisations be refused: British Red Cross, Denbighshire & Flintshire Agricultural Show Society, Llangollen International Musical Eisteddfod, Marie Curie, Neuadd Eleanor [cost of internet access],

**338 ANNUAL REVIEW OF FINANCIAL REGULATIONS, RISK ASSESSMENT & INTERNAL CONTROLS** Submitted – Copies of Financial Regulations, Risk Assessment and Internal Control documents. The Clerk presented an amended Risk Assessment for 2017-18 for discussion and approval taking into account the following service area items, risks and mitigating actions required – Assets Register – Property & Personnel, Accounts, Bank Reconciliations, Internal Controls, Precept, Contracts, Disaster Recovery, Lack of Agency Advice, Business Continuity and Insurance. Comments made by both the internal and external auditors had been taken into consideration.

**RESOLVED** – That the amended Risk Assessment for 2017-18 be approved as presented.

**339 DATES OF FUTURE MEETINGS** 3 July – Genus Centre, Llanrhydd, Ruthin;  
4 September, 2 October, 6 November, 4 December 2017, 8 January, 5 February and 5 March 2018 – to commence at 7 pm [venues to be confirmed]

There being no further business the Chairman declared the meeting closed at 8.30 pm.

John Pugh \_\_\_\_\_CHAIR\_\_\_\_\_DATE

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at the Genus Centre, Llanrhydd on Monday 3 July 2017 at 7.00 pm.

**PRESENT** - Councillors John Pugh [Chair], David Baker, Wini Davies, Moira Edwards, Jayne Mayers [Vice-Chair], Keith Mouldsdales and Eirwen Godden, Clerk.

**IN ATTENDANCE** – 12 members of the public.

### **PART 1**

**APOLOGIES** – Councillors Bob Barton, Tim Faire and Medwen Roberts

### **340 DECLARATIONS OF INTEREST**

Councillor John Pugh regarding matters connected with Ysgol Llanfair in his role as a school governor.

### **341 COUNCIL VACANCY – CO-OPTION**

Reported that two expressions of interest had been received by the Clerk, namely Messrs Phil Webb and Paul Weston. Both applicants had been invited to meet Members to say why they would like to be a councillor and what they feel they can offer to the community. Members were asked to consider and vote for each applicant via a paper ballot. Mr Paul Weston was duly elected as the successful candidate and asked to sign the declaration of

acceptance form. He was presented with an induction pack which included The Good Councilor's Guide, Code of Conduct, Standing Orders, Financial Regulations and Register of Members' Interest Form. The Clerk reminded members that Denbighshire County Council's induction training events on the code of conduct for all Councillors are to be held on 5 July 2 pm at Hwb Denbigh and 11 July 2 pm and 6 pm at County Hall, Ruthin. It was agreed that the Clerk makes arrangements for Councillors Moira Edwards and Paul Weston to attend an induction course for new Councillors.

## **342 COMMUNITY MATTERS**

**342.1 Mains Gas** Reported that Wales and West Utilities had provided a breakdown of costings dependant on numbers taking part in the scheme as follows:

Option 1 – existing village only based on 111 out of 159 properties - £3,668 plus £1,200 service cost totalling £4,868 per property.

Option 2 – existing village and the 63 new properties based on 155 out of 222 properties - £3,182 plus £1,200 service cost totalling £4,382 per property. All figures exclude VAT. It was suggested that the property developer could be willing to install mains gas instead of the LPG tank as it would increase the value of the new properties to be sold.

**RESOLVED** that Councillor Moira Edwards takes the lead role to draft a survey letter seeking commitment in principle from the local community.

**342.2 Defibrillators – Speaker and Demonstration by Julie Starling, BHF Arrhythmia Advanced Clinical Nurse Specialist** Denbighshire County Council is actively encouraging schools within their area to have an AED as part of their first aid kit. Working together with SADS UK and Achub Calon y Dyffryn it is proposed to provide support for each school in a cluster to obtain an AED that will also support the community around it. Schools are encouraged to make their AED available to the community by putting it into a heated cabinet on the outside of the school building. By making it a public access AED it is hoped that the local community will also help fundraise for both the AED and cabinet. The cost of a Medina defibrillator is £515 excluding VAT but the cost of replacement batteries/pads would amount to £200 each time. The Zoll equipment costs £800 but there are no ongoing maintenance charges and is the one supported by the Welsh Ambulance Service [WAST] and can be purchased via Tomos Hughes from Achub Calon y Dyffryn. The cost of an external cabinet with alarm and heater is £335, an electrician £150-250 depending on the site and signs at £35 each plus VAT. Achub Calon y Dyffryn will also use anti theft and anti vandal technology 'smartwater' and register the devices with the Police.

There was consensus that Graigfechan, Pentrecelyn and Llanfair should each have a defibrillator. Councillor Jayne Mayers offered to speak to Llysfasi College to ascertain whether their defibrillator could be placed outside a building. Councillor Paul Weston reported that he had raised £800 which he intended to donate to Ysgol Llanfair. A local walking group has also raised £150. Setting up a just giving page would enable the community to donate and communicate with each other whilst raising funds.

**342.3 Community Plan – Submitted** Version 2 updated by Mr Steve Whipp who had attended a Public Services Board event in June. Many of the ideas put forward on the day were already in the Community Plan. It is hoped that the plan will form a central point for the community’s vision for the area. Mr Whipp would be happy to continue to input into the plan and sees it as a living document subject to revision from time to time.

**RESOLVED** that [a] Mr Whipp be congratulated on his excellent work and that a small sub group be formed to help shape the document. He may wish to contact Messrs Phil Webb, Phil Bennett Lloyd and Richard Cotter. [b] a copy be sent to Councillor Hugh Evans, Leader of Denbighshire County Council.

**342.4 Broadband Service** There are 2,400 properties in Denbighshire not able to access superfast broadband. The County Council is willing to co-ordinate meetings with the most affected communities who would be interested in working together to improve their broadband, but would need ‘local champions’ who would be willing and able to co-ordinate the work required to implement a community solution.

**RESOLVED** To nominate Councillor Bob Barton as the Community Council’s local champion.

**342.5 Speeding** The local speed watch group had been busy monitoring traffic in the village of Llanfair.

### **343 MINUTES**

**RESOLVED** the Minutes of the meeting held on 5 June 2017 were approved and signed by the Chair.

### **344 MATTERS ARISING**

#### **325.2 Traffic Calming Options – Graigfechan**

**RESOLVED** The Clerk to write to Mr Marc Musgrave for an update on the installation of the Vehicle Activated Signs and to ask whether the posts can be moved back from the Smithy further up the road towards Wrexham.

**326.3 Elizabeth Owen Almshouses** – Reported that the elder trees had been cut back.

### **345 CORRESPONDENCE**

#### **345.1 Denbighshire County Council**

[a] Bus Service Consultation 22/06/17 to 10/08/17. Views are invited on proposals [www.denbighshire.gov.uk/travel](http://www.denbighshire.gov.uk/travel) Drop in sessions as follows on 6 July at Denbigh Library 9.30 to 12.00, Ruthin County Hall 13.30 to 15.30 and 7 July at Corwen Library 9.30 to 12.00.

**RESOLVED** The Clerk to write to DCC to ask for services through Graigfechan village to be restored as people, for example, alighting from bus

stops along the A525 have to walk the rest of the way to Graigfechan along narrow lanes.

[b] Invitation to attend Chairman's Civic Service 24 September at St Thomas' Church, Rhyl at 11 am. Noted.

[c] Invitation for the Chair and Clerk to attend a Cluster Meeting with a view to sharing information and discussing issues with County Officers on Thursday 20 July at 6 pm at County Hall Ruthin. The Chair and Clerk confirmed their intention to attend.

### **346 PLANNING**

**346.1 Pre-Application – Proposed New Ysgol Llanfair D C** The County Council intends to apply for planning permission for the development of a new school building for 126 full-time pupils and 18 part-time pupils, in the village of Llanfair D C to replace the existing school building for Ysgol Llanfair. An event was held at Neuadd Eleanor on Monday 26 June 2017 when plans and Council representatives were available to answer questions. The closing date for responses is 16 July 2017. The following queries were raised – Why is the building one metre higher than the road? There is a need to get rid of the gas tanks. Aluminium cladding is not appropriate for the area. Why isn't there a slate roof? There could be noise from speed bumps. Is the capacity of the school adequate? Will there be a sprinkler system? Living wall to hide bins?

**RESOLVED** That the application be supported in general.

**346.2 Application 20/2016/1137 – Update – Development of 63 Houses at Llanfair D C** Planning permission has been granted subject to conditions, including addressing access issues.

**346.3 Application 20/2017/0527 – Tan y Graig, Pentrecelyn – Change of use of outward bound centre to form a dwelling, including erection of extensions and alterations, and erection of a detached garage/workshop building [amended scheme to that previously approved under application code no 20/2014/1210]**

**RESOLVED** That the application be supported.

**346.4 Application 20/2016/1224 Erw Fair Llanfair D C** Reported that even though the application had been turned down and the County Council would be serving an enforcement notice to remove the caravan, the caravan was still there. The Clerk is to ask for an update on the situation.

### **347 HIGHWAYS & ENVIRONMENT**

**347.1 Street Cleansing & Waste Management** – Mr Simon Billington will be attending the meeting on 4 September. Noted.

**347.2 General Matters RESOLVED** The Clerk to write to the County Council about the [a] need to clean the pavements and edges of the road from the cenotaph on the A525 towards Pwllglas following recent resurfacing work [b] contractors cutting hedges need to do so close up to each telegraph pole.

- [c] road from The Smithy, Llanbedr to Graigfechan has a poor surface, proving to be a health and safety issue for cyclists
- [d] date when the weight restriction will be applied to Eyarth bridge.

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

### **348 FINANCIAL MATTERS**

#### **348.1 Submitted - Summary of Income & Expenditure Statement for the period 1 April to 30 June 2017**

The Clerk advised that the balance in the bank as at 30 June 2017 was £4874.03 in the Community Account and £1022.58 in the Business Account. Taking into account un-presented cheques and payments to be made this left £3288.39 of available funds in the Community Account as at 3 July. The Clerk drew attention to increasing printing, postage and translation costs due to monthly instead of bimonthly meetings being held.

**RESOLVED** that the

- [a] financial statement be received
- [b] precept budget is carefully scrutinised during the coming months to avoid overspending
- [c] budget for 2018/19 includes an increase to cover said costs
- [d] bank mandate for existing accounts be updated and amended to include the following signatories, namely, Councillors David Baker, Jayne Mayers, Keith Mouldsdales, John Pugh, Medwen Roberts, together with the Clerk & RFO Eirwen Godden.

#### **348.2 Payment of Accounts/Invoices**

**RESOLVED** that payments be made as follows:

**348.2.1** £512.16 Sandra Williams Translation Service – minutes 01/03/17, 02/05/17 and 17/05/17

**348.2.2** £82.80 SLCC Joint Wales Conference Fee 12/07/17

**348.2.3** £340.65 Clerk's Expenses Claim 1 April – 30 June 2017

**348.2.4 RESOLVED** that Llandegla Community Council be informed that Llanfair had already decided to send a representative to the SLCC Joint Wales Conference on 12 July 2017 and would not, therefore, be sharing the cost of Councillor Bob Barton's attendance at this event with Llandegla, Llanbedr and Llanferres on this occasion.

**348.3 Requests for Financial Aid** None

#### **348.4 Amendment to Annual Return & Annual Review Outstanding Points**

It was confirmed that Members had been informed by the Clerk by email on 22 June 2017 that she had discovered a mistake in one of the figures in box 6 of the accounting statement. The internal auditor had put an incorrect figure in the internal audit report which had to be changed from £6691 to £6535 before all the annual return documents were posted by the 26 June deadline. A copy of the amended page was given to Members for their records.

The external auditor, BDO, had emailed on 30 June with regard to four outstanding points which required further explanation to complete the annual review. There were two queries about staff costs requiring a detailed breakdown, a request for a copy of the new fixed asset register and a reminder that it is a requirement that statement of accounts are available on a Council's website. The Clerk confirmed that a copy of the 2015/16 accounts had since been posted on the website and action would be taken to forward the remaining detailed information required to the external auditor by 7 July 2017.

**RESOLVED** Members approved the action taken by the Clerk.

### **349 DATES OF FUTURE MEETINGS**

**4 September [Genus Centre, Llanrhydd], 2 October, 6 November, 4 December 2017; 8 January, 5 February and 5 March 2018 – meetings to commence at 7 pm, venues to be confirmed.**

There being no further business the Chair declared the meeting closed at 9.30 pm

John Pugh \_\_\_\_\_ CHAIR \_\_\_\_\_ DATE

### **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of a Meeting of the Council held at the Genus Centre, Llanrhydd, Ruthin on Monday  
7 August 2017 at 7 pm.

**PRESENT** – Councillors David Baker, Bob Barton, Moira Edwards, Tim Faire, Medwen Roberts and Paul Weston, together with the Clerk, Eirwen Godden.

**APOLOGIES** Councillors Wini Davies, John Pugh [Chair], Jayne Mayers [Vice-Chair], and Keith Mouldsdale [all away on holiday].

### **350 APPOINTMENT OF CHAIR FOR THE MEETING**

Councillor Medwen Roberts was appointed Chair for the meeting due to the absence of Councillors John Pugh and Jayne Mayers.

### **351 AUDIT FOR THE YEAR ENDED 31 MARCH 2017**

**Submitted** Correspondence received from BDO dated 25 July 2017, the Chair's response dated 28 July 2017, together with a copy of the Community Council's 2016-17 asset register. During the audit BDO identified amendments that should be corrected, also stating that they intend to issue a qualified certificate as the Council's website does not comply with the requirements of the Local Government [Democracy] [Wales] Act 2013, section 55. This is because at the time of audit the website did not include any audited statement of accounts. The Clerk confirmed that remedial action was taken immediately upon receipt of their letter and that the audited accounts for 2014, 2015 and 2016 had since been posted on the website.

BDO had during the audit also identified that an estimated value for fixed assets was incorrect, that the annual return be amended, re-approved by the Council and returned by 15 August 2017 so that the annual return could be certified in order to finalise the audit.

**RESOLVED** that

- [a] box 12 [total fixed assets and long-term assets] in the accounting statement included in the annual return for 2016-17 be changed from £2,900 to £733 and the prior year's figure be changed from £62,334 to £421
- [b] the asset register be amended to show that the bus stops and notice boards have a nominal value of £1 each
- [c] the annual return be re-approved, re-certified and signed by the Clerk/RFO and the Chair of the Council as required.

**352 DATE OF NEXT MEETING**

**4 September [Genus Centre, Llanrhydd] at 7 pm**

The meeting was declared closed at 7.30 pm.

CLLR MEDWEN ROBERTS, CHAIR OF THE MEETING

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**CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

**2016-17 ASSET REGISTER**

| Description<br>Amount                         | Location                                      | Date<br>Acquired              | Purchase<br>Price                                   |
|---|---|-------------------------------|---|
| Insured<br>War Memorial<br>£47,744.08         | Llanfair D C<br>Village                       | Dedicated<br>November<br>1921 | Unknown<br>Best Estimate:<br>Public<br>Subscription |
| Street Furniture:<br>Bus Stop x 2<br>7,503.01 | Llanfair D C &<br>Graigfechan                 | Unknown                       | Unknown £<br>Best Estimate:<br>Bus Stop x 2 = £1*   |
| Noticeboards x 3                              | Llanfair D C,<br>Graigfechan &<br>Pentrecelyn |                               | Noticeboards x 3 = £1*                              |

|                            |                                  |         |         |   |
|----------------------------|----------------------------------|---------|---------|---|
| Gates & Fences<br>7,087.26 | Churchyard Wall,<br>Llanfair D C | Unknown | Unknown | £ |
|----------------------------|----------------------------------|---------|---------|---|

Note: Not owned by the Community Council, but Council is responsible for maintenance

|                  |               |          |         |
|------------------|---------------|----------|---------|
| Computer Printer | Home of Clerk | 10/09/10 | £419.20 |
| Printer          | Home of Clerk | 09/07/17 | £ 54.00 |

|                |                                 |          |         |
|----------------|---------------------------------|----------|---------|
| Metal Cupboard | Neuadd Eleanor,<br>Llanfair D C | 07/07/16 | £114.00 |
|----------------|---------------------------------|----------|---------|

|                |                             |          |          |
|----------------|-----------------------------|----------|----------|
| Speed Guns x 2 | Home of<br>Cllr Steve Whipp | 09/09/16 | £ 198.00 |
|----------------|-----------------------------|----------|----------|

#### Key

\* Estimated value amended as advised by the external auditor, BDO LLP and approved by the Community Council at a meeting held on 7 August 2017

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at the Genus Centre, Llanrhydd on Monday 4 September 2017 at 7.00 pm.

**PRESENT** - Councillors John Pugh [Chair], David Baker, Wini Davies, Jayne Mayers [Vice-Chair], Keith Mouldsdale, Paul Weston and Eirwen Godden, Clerk.

**IN ATTENDANCE** – Ten members of the public and Mr Simon Billington, Highway & Operations & Streetscene Manager [South] - DCC

### **PART 1**

**APOLOGIES** – Councillors Bob Barton, Moira Edwards [on holiday], Tim Faire and Medwen Roberts

### **350 DECLARATIONS OF INTEREST**

Councillors John Pugh and Keith Mouldsdale regarding matters connected with Neuadd Eleanor in their role as trustees and Councillor Paul Weston with regard to planning application 20/2017/0769 Cae Ffolt, Llanfair D C as the applicant is both a client and a friend.

### **351 COMMUNITY MATTERS**

**351.1 Mains Gas** Submitted – Update report prepared by Councillor Moira Edwards. A letter is being distributed, residents are being consulted individually, [door to door] on whether they are interested in a gas supply being installed into their homes. At this stage, it is to “show an interest in principle, without commitment”. The deadline for responses is 31 October 2017. Sixty-two expressions of interest are needed before starting the

process to obtain quotations from the utilities company. It was also reported that the Clerk has, in the meantime, written to the housing providers to ascertain whether they would be prepared to invest in the installation of mains gas into their properties. Responses are awaited.

**RESOLVED** that

[a] the letter being distributed to residents be posted on the Community Council website.

[b] Miri Meithrin [Llysfasi] Bryn Mair Farm, Eyarth Station Guesthouse and neighbouring farms be invited to join the campaign.

**351.2 Defibrillators** Councillor Jayne Mayers reported that Ysgol Llanfair had ordered a defibrillator. An approach has been made to Llysfasi College to relocate their defibrillator to a position outside so that it is accessible to the public. She expressed the need to work on ways to raise money [auction of promises, collection boxes, or local lottery] to purchase defibrillators for other areas within the community, Graigfechan and Pentrecelyn, in particular. Signage is also important so that people know where a defibrillator can be found. A query was raised as to whether there was a defibrillator installed at the Genus Centre.

**351.3 Community Plan** Mr Steve Whipp proposed that a Community Plan Sub-Committee be formed to develop the Community Plan tabled in draft form to the July 2017 Community Council meeting. This is a working group not a sub-committee led by Mr Steve Whipp who has been able to call on other members of the public to assist. Terms of reference have been drafted to develop the plan, promote the aspirations of all residents in the Community Council area, ensure effective liaison and endorsement by the Council and periodically publish the plan. Reference was made to Neuadd Eleanor Management Committee's recent successful application for grant aid from Cadwyn Clwyd to carry out a feasibility study. The aim is to find out what residents want for the village hall and the rest of the community. The Community Plan Group is meeting with Neuadd Eleanor Management Committee representatives on 13 September to discuss ways of working together on the study. The meeting is however open to all. It is hoped that as there will be an overlap the working group can feed findings to the Community Council which can then be fed to the professional team of the hall.

**351.4 Broadband Service** No report was received from Councillor Bob Barton in time for the meeting.

**351.5. Fundraising Opportunities - Permitted Lotteries [Gambling Act 2005]**

Reported that Local Councils may hold lotteries so long as they have a lottery operating licence issued by the Gambling Commission. The Commission must attach conditions to the licence [and may attach others] with regard to spending gross proceeds, division of prizes and expenses of the lottery, maximum amount of proceeds, prize limits and rollovers. One Voice Wales has suggested a need to proceed with caution as there is no case where this is known to have been done in Wales. The Clerk advised that if there are

examples in England comparisons should be made on a like for like basis in terms of population, geography and economy with that of Llanfair D C's Community Council area. Councillor Paul Weston will look further into the matter and investigate the Councils which have done this and feed back.

**351.6 Noise Nuisance** A resident complained about loud music being heard on Sunday 27 August 2017 from 21.00 hours to 24.00 hours coming from the Three Pigeons Graigfechan. The noise increased over the three hour period and was clearly audible at least a mile away from the site. On Saturday 2 September 2017 the same occurred and again music was pounding into the night.

**RESOLVED** that the Clerk contacts the County Council to ask whether the events were licensed and whether a sound test could be carried out when future events take place.

### 352 MINUTES

**RESOLVED** The Minutes of meetings held on 3 July and 7 August 2017 were approved and signed by the Chair.

### 353 MATTERS ARISING/ACTION TAKEN

| Meeting Date/ Minute Ref | Action Taken  | By Whom                      | Status  |
|--------------------------|---|------------------------------|---|
| 17/05/17<br>311.3        | Eyarth Bridge. An 18 tonne weight restriction is being processed, tender to erect signs throughout the County to be issued soon. Tender documents for bridge work to be prepared over the winter months, work should start next summer. | Clerk                        | In Progress                                     |
| 03/07/17<br>342.1        | Mains Gas Survey – Letter drafted and translated for distribution   | Cllr Moira Edwards           | Closing date for responses<br>31/10/17          |
| 03/07/17<br>342.2        | Defibrillators – Llysfasi College contacted about placing equipment on outside of building  | Cllr Jayne Mayers            | In progress                                     |
| 03/07/17<br>342.3        | Community Plan - Steve Whipp has formed a working group – Phil Webb, Phil Benett Lloyd and Richard Cotter   | Clerk to contact Steve Whipp | Working group meeting arranged for 13 September |
| 03/07/17<br>325.2        | Traffic Calming Options Graigfechan – Update from Mark  | Clerk                        | Ongoing, recent traffic surveys                 |

|                   |   |       |   |
|-------------------|---|-------|---|
|                   | Musgrave  |       | show positive reduction, advance speed limit signs still awaiting Welsh Government approval |
| 03/07/17<br>346.1 | Proposed New Ysgol Llanfair D C - Council response sent to Planning Dept  | Clerk | Ongoing, full application awaited   |
| 03/07/17<br>347.2 | Contact DCC – Re Cleaning of pavements/edges following resurfacing work – cenotaph towards Pwllglas; the need for contractors to cut hedges close to telegraph poles; poor surface of road from Llanbedr to Graigfechan | Clerk | All matters referred to Highways  |
| 07/08/17<br>351   | Asset Register 2016/17 and Annual Return amended and sent to BDO, external auditors   | Clerk | Completed   |

### **354 CORRESPONDENCE**

**354.1 DCC – Email dated 23 August 2017 – N W Police/Police & Crime Commissioner – Your Community Your Choice Fund – closing date 30 September 2017**

**RESOLVED** that the Clerk obtains further details to be sent to Councillors.

**354.2 DCC – Email dated 23 August 2017 – What’s new about the People and Places grant programme?**

<https://bigblogwales.org.uk/2017/08/16/3881/>

Noted.

### **355 PLANNING**

**355.1 Application 20/2017/0613 – Erection of Extension to Dwelling at Drws y Nant, Pentrecelyn, Ruthin** Members confirmed that they fully support the application as it enhances the original dwelling and makes a good family home.

**355.2 Application 20/2017/0148 – Removal of residential caravan and development of land by the erection of one dwelling with detached garage [outline application] at The Caravan The Watermill, Pwllglas** Members confirmed that they fully support the application.

**355.3 Application 20/2017/0769 – Change of use of ancillary accommodation to holiday accommodation and erection of extension to rear at Cae Ffolt, Llanfair**

**D C** Members confirmed that they fully support the application.

**355.4 Application 20/2016/1137 – Housing Development at Llanfair D C –**

Reported that planning permission has not, in fact, been granted as yet as the legal agreement has not been signed and is being considered by the County Council's legal team. It was agreed at the Planning Committee in June that 'phasing' condition 3 would be reported back to the Committee and that Planning will consult locally.

**355.5 Consultation on Local Development Plan Review Report & Draft Delivery Agreement for the Replacement LDP 21 August – 20 October 2017 [copies can be accessed via the Denbighshire website or Denbighshire libraries and one-stop shops]**

The County Council is consulting on the Review Report which sets out how the current LDP [2006-2021] has performed and highlights any areas which indicate that a replacement LDP is required. The Review highlights the need for an LDP to be prepared for the period 2021 onwards. It was noted that information contained on the proposals listed for Llanfair is already out of date.

**356 HIGHWAYS & ENVIRONMENT**

**356.1 Guest Speaker – Mr Simon Billington, Highway & Operations & Streetscene Manager [South]**

Mr Billington gave an overview of the Highways and Environmental Services department, the present team having been established for four years with responsibility for highway maintenance, grounds/grass cutting and street cleansing. Gulley emptying, highway sweeping and rural verge cutting is mostly contracted out. Each of the six areas in Denbighshire has a co-ordinator – Mr Glyn Hughes is responsible for maintenance in the Ruthin area. Work and investigations are carried out according to a planned timetable. Mr Billington responded to questions such as frequency of street cleansing, hedge cutting and footpath maintenance. Concerns and complaints should be reported to the County Council's call centre as soon as possible, when a reference number will be given and callers will receive a response within ten working days. The County Council has no budget for new general waste bins but can service them free of charge. The Community Council would have to pay in the region of £250 per bin for additional waste bins. A request was made for a list of bins that are emptied in the Llanfair Community Council area. The Chair thanked Mr Billington for his informative talk.

**356.2 DCC Integrated Network Map Consultation**

<https://www.denbighshire.gov.uk/en/your-council/consultations/active-travel-integrated-network-maps.aspx>

Reported that Sustrans has indicated that there is not enough space to improve the footpath on the A525 and that the lack of footpaths from Pwllglas/Efenechtyd to Eyarth Bridge is not good.

**RESOLVED** that the Community Plan Group be asked to look at and comment on the consultation document.

### **356.3 War Memorial**

A report prepared by Mr Alan Edwards, Llanfair D C resident, had been forwarded to Councillors before the meeting. Mr Edwards has provided assistance to the Clerk in gathering historical/background information to complete a detailed grant application to Cadw. A number of complaints have, in the meantime, been received from residents about the present condition of the War Memorial asking that urgent repairs should be carried out before the Remembrance Service is held in November.

**RESOLVED** that

[a] the Chair and Vice-Chair be given authority to commission the services of a builder to carry out temporary repairs [costs in the region of £400, 3 quotes needed] to refix the coping stones before the Remembrance Service is held in November 2017

[b] a repair notice be placed on the monument

[c] to look into the possibility of adding a plaque to commemorate those who died in a plane crash during World War II

[d] the Community Council continues to seek grants towards the cost of final repairs to the monument.

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

### **357 FINANCIAL MATTERS**

#### **357.1 Payment of Accounts/Invoices**

**RESOLVED** that payments be made as follows:

[a] **£72.50** One Voice Wales – Membership Fee [50% reduction]

[b] **£20.00** One Voice Wales – New Councillor Induction Training [50% reduction due to bursary]

[c] **£169.61** Denbighshire County Council – Election Costs

#### **357.2 Fundraising**

**RESOLVED** that Councillors Jayne Mayers, Keith Mouldsdale and Paul Weston form a working group to look at fundraising opportunities.

#### **357.3 Request for Financial Aid**

**357.3.1 Neuadd Eleanor Management Committee** – The committee has received a grant from Cadwyn Clwyd to carry out a feasibility study but match funding is also required. Many of the objectives are identical to those of the Community Council and as the Community Plan Group will be looking at the same issues the intention is for all to work together for the same end. The aim is to seek residents' aspirations and wishes for the future in terms of facilities, services and employment opportunities.

**RESOLVED** that

- [a] An award of £1,000 be made to the Neaudd Eleanor Management Committee towards match funding for the feasibility study project.
- [b] A sum of £1,000 be vired from the War Memorial Repairs budget to the Grants and Donations budget

#### **357.4 Annual Return**

The Clerk reported that a letter dated 31 August 2017 had been received from BDO LLP confirming that the audit had been completed. There were no matters which came to their attention which required the issuing of a separate additional issues arising report. The information contained in the Annual Return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The annual return and notice of conclusion is to be displayed in a conspicuous place for 14 days as soon as reasonably possible and before the 30 September 2017.

**RESOLVED** – The Annual Return was approved and accepted by the Council as presented at the meeting held on 7 August 2017.

#### **358 Councillors' Email Addresses**

A discussion took place as to whether

- [a] Councillors need separate email addresses for Community Council business, for example, gmail accounts
- [b] denbighshire.gov.uk accounts could be obtained
- [c] Councillors can use the Welsh Government hwb platform.

**RESOLVED** that the Clerk makes enquiries.

#### **359 Clerk's Appraisal**

Reported that the Chair and Vice-Chair had met with the Clerk on 7 July 2017 to review progress during the year, the difficulties encountered and discussed ways how these could be overcome. Reference was made to the challenge of the Clerk's increasing workload now that the Council meets on a monthly basis. Establishing sub-committees would add to her workload. Furthermore, the Wales Audit Office requires greater accountability expecting all Councils, whether large or small, to raise standards and to provide detailed evidence to back this up.

**RESOLVED** that the Clerk's Salary Costs budget includes a contingency amount to cover payment for additional hours worked. This is to be discussed at the October meeting when the draft precept for 2018/19 is due to be considered.

#### **360 DATES OF FUTURE MEETINGS**

- 2 October [Ysgol Llanfair]**
- 6 November [Genus Centre, Llanrhydd]**
- 4 December [Ysgol Pentrecelyn]**
- 8 January [Genus Centre, Llanrhydd]**
- 5 February [Meeting Cancelled]**
- 5 March [Ysgol Llanfair].**

There being no further business the Chair declared the meeting closed at 9 pm.

John Pugh \_\_\_\_\_ CHAIR \_\_\_\_\_ DATE

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at Ysgol Llanfair on Monday 2 October 2017 at 7 pm.

**PRESENT** - Councillors David Baker, Bob Barton [present for Part 2 only], Moira Edwards, Jayne Mayers [Vice-Chair], Keith Mouldsdale and Eirwen Godden, Clerk.

**IN ATTENDANCE** - Nine members of the public.

**APOLOGIES** – Councillors Wini Davies, John Pugh [on holiday], Tim Faire [illness], Medwen Roberts [on holiday] and Paul Weston [illness]

### **360 APPOINTMENT OF CHAIR FOR THE MEETING**

Councillor Jayne Mayers [Vice-Chair] took the Chair for the meeting due to the absence of Councillor John Pugh.

### **361 DECLARATIONS OF INTEREST**

Councillor David Baker with regard to his involvement with the Church of St Cynfarch and St Mary, Llanfair D C and Councillor Keith Mouldsdale with regard to Neuadd Eleanor.

### **362 COMMUNITY MATTERS**

#### **362.1 Mains Gas**

Grwp Cynefin has confirmed that the housing association is supportive of the venture and is considering options for installing new central heating at Tai Elisabeth Owen properties.

Pure has also confirmed but has two concerns. Firstly, about the timing of the mains installation into the village. The developer expects to commence works on the site infrastructure in early spring 2018. Secondly, the costs of the mains gas installation and connection fees would have to be comparable with that of an LPG installation. No reply from Denbighshire County Council to date.

Councillor Moira Edwards reported that residents had been very responsive to the proposal/survey. Of the 141 houses to be contacted [within the map area of the proposed gas line], 99 homes have signed up so far. There are 69 other 'properties' which include the Church in Wales, the village hall, the White Horse public house and the new development of 63 houses. This is a total of 169. Parc y Llan is the last area to be completed. Wales and West Utilities is adamant about which properties can be covered using Option 2. Properties beyond the existing school on the A525 or beyond the bottom of

Bro Gynan will not be included. This route does not extend beyond the top of the village leading down to Eyarth crossroads either. Option 3 to bring gas up from Ruthin would have included some properties at the Eyarth side of the village but would add £300,000 to the Option 2 estimate of £500,000. A request was made for a map showing the two routes side by side. Expressions of interest numbers will be submitted to Wales and West Utilities at the end of October with a request to provide a further quote. Members expressed the hope that the costs may be reduced due to the higher numbers interested.

### **362.2 Defibrillators**

Councillor Jayne Mayers gave an overview of the present situation with regard to installation at different sites across the Community Council area. She emphasised the need for Coleg Cambria Llysfasi to move their equipment outside their building; there should be a defibrillator in the three main villages of Pentrecelyn, Graigfechan but the one in Llanfair is now in place. Councillor Paul Weston has obtained quotations for bilingual signs. A training event on cardiac services is planned for 18 November at the Three Pigeons Inn when people will be invited to make donations and to take part in a raffle to raise money. Consideration has, in the meantime, been given to different ways of raising funding to pay for equipment/facilities across the area – such as a small lottery or a ‘100’ club but arrangements for collecting monies, how the money would be distributed and spent need careful planning. The Community Council would also be required to register with the local authority. Councillor Mayers invited people’s views. It was suggested that the Council should have a five year plan to include provision for raising money through the precept process.

### **362.3 Community Plan**

Submitted – Notes of a meeting of the steering group [Steve Whipp, Richard Cotter, Phil Bennett Lloyd and Phil Webb] held on 13 September 2017.

Action points from the meeting were:

- [a] the group to develop a better demographic understanding of the population using available data from DCC, Government as well as websites
- [b] to develop by use of email between group members a series of questions to be included in the Neuadd Eleanor survey
- [c] to approach DCC to understand what plans may have been made for use of the current Llanfair D C school, once the new school has been built.

The group is considering the establishment of a hub to include the use of the village hall, the church, vestry house and the school building after relocation. The village hall management committee has obtained funding from Cadwyn Clwyd to carry out a feasibility study. It was noted that status of the group required clarification. It is not presently a sub-committee of the Community Council.

**RESOLVED** that Mr Steve Whipp and steering group members be thanked for the work undertaken to date.

### **362.4 Broadband**

Submitted – Email dated 11 September 2017 from Liz Grieve, Head of Customers, Communications & Marketing, DCC. The County Council has been working with BT with regard to their fibreoptic rollout and to establish exactly which areas will be covered by the end of this calendar year. This has proved difficult and contact has been made with the Minister at Welsh Government to this effect. The County Council is hesitant to push forward with local arrangements as it may be that some/many areas will, in fact, be covered without the need for special arrangements. Cadwyn Clwyd is, in the meantime, looking to develop some bespoke arrangements in a very small number of households and more details are expected in the autumn.

**RESOLVED** that the contents of the email be noted and that BT and Openreach are now two separate companies. It was also noted that Graigfechan and Pentrecelyn do have a superfast fibre service, but it could be some time before Llanfair area’s needs are addressed.

It was also **RESOLVED** that a letter be sent to the Leader of Denbighshire County Council about Councillor Bob Barton’s request for Llanfair residents to be invited to attend the meeting which County Councillor Martyn Holland is hoping to arrange with the Minister.

### **362.5 Youth Representatives**

**RESOLVED** that the Clerk writes to Ysgol Brynhyfryd, Ruthin School, Coleg Cambria Llysfasi and Clwyd YFC to extend an open invitation for young people to attend Community Council meetings being an opportunity to get involved in local community activities.

### **362.6 Plans for the Old School Building after the School is Relocated**

Submitted – Letter drafted by the community plan steering group for the Community Council to send to DCC to establish any plans that may already have been made.

**RESOLVED** that the Clerk writes to Denbighshire County Council and the Church in Wales on the matter.

### **363 MINUTES**

**RESOLVED** The Minutes of the meeting held on 4 September 2017 were approved and signed by the Vice-Chair, subject to adding ‘£250 per bin for additional waste bins’ under minute reference 356.1.

### **364 MATTERS ARISING/ACTION TAKEN**

| Date/Ref          | Action                              | By Whom      | Status   |
|-------------------|-------------------------------------|--------------|--|
| 17/05/17<br>311.3 | Eyarth Bridge                       | Clerk        | Weight restriction sign is in the wrong position, needs to be further away from the bridge for drivers to see in time. |
| 03/07/17<br>325.2 | Traffic Calming Options Graigfechan | Clerk & Marc | Advance speed limit signs still awaiting Welsh   |

|                   |  |                     |  |
|-------------------|--|---------------------|--|
|                   |  | Musgrave            | Government approval. Road markings in Graigfechan are poor and need to be made clearer.                |
| 03/07/17<br>346.1 | Proposed New Ysgol Llanfair D C  | Clerk               | Full application awaited   |
| 04/09/17<br>351.1 | Mains Gas  |                     |  |
|                   | Post letter to residents on website  | Clerk               | Completed  |
|                   | Invitation to Miri Meithrin, Eyarth Station guesthouse & neighbouring farms to join campaign | Cllr Moira Edwards  | In abeyance depending on gas route chosen  |
| 351.2             | Defibrillators   | Clerk               | No defibrillator available at the Genus Centre   |
| 351.5             | Fundraising – Permitted Lotteries  | Cllr Paul Weston    | To find out which Councils in England run small lotteries  |
| 351.6             | Noise Nuisance   | Clerk               | Reported to DCC, awaiting response. Another reminder to be sent  |
| 354.1             | Your Community Your Choice Fund  | Clerk               | Further details sent to Councillors  |
| 356.1             | Overview of Highways & Environmental Services  | Clerk               | A list of bins located in the Community Council area requested, awaiting response. Reminder to be sent |
| 356.2             | DCC Integrated Network Map Consultation  | Clerk               | Community Plan Group asked to look at and comment on the document                                      |
| 356.3             | War Memorial Emergency Repairs   | Chair/V Chair       | Authority given to commission services of a builder to refix coping stones                             |
|                   | Repair Notice  | Clerk               | Completed  |
|                   | Plaque to commemorate those who died in a plane crash  | Clerk               | To be addressed  |
|                   | Grant towards cost of final repairs  | Clerk               | Ongoing  |
| 357.2             | Fundraising  | Cllrs Jayne Mayers, | To form a group to look at fundraising opportunities   |

|     |   |                                |   |
|-----|---|--------------------------------|---|
|     |   | Keith Mouldsdale & Paul Weston |   |
| 358 | Councillors' Email Addresses and use of the Welsh Government hwb platform | Clerk                          | Amy Selby, DCC contacted re Denbighshire.gov.uk accounts, response awaited. Reminder to be sent |
| 359 | Clerk's Salary Costs  | Clerk                          | Contingency amount added to draft precept budget 2018/19 to cover additional hours              |

### 365 CORRESPONDENCE

**365.1 Local Democracy & Boundary Commission for Wales** – Letter dated 12 September 2017 – Invitation to attend a presentation on the Review of the Electoral Arrangements for the County of Denbighshire on 17 October at Ruthin.

**RESOLVED** that the Chair and Vice-Chair attend the meeting with the Commission on 17 October.

**365.2 One Voice Wales** – representation at Area Committee meetings. It was noted that Councillor Bob Barton already attends meetings in his capacity as an official of the Association.

### 365.3 DCC Standards Committee – Community/Town Council

**Representative.** Email dated 2 October 2017 asking whether any member wishes to apply. The closing date is Monday 6 September, interviews week on 15 November at the Hwb, Denbigh. The County Council is also looking for a member to sit on an interview panel and expressions of interest must be received by the third week in October.

**RESOLVED** that the Clerk re-circulates the email to Members asking for expressions of interest.

### 366 PLANNING

**366.1 Application 20/2017/0891 – Crown Reduction of 1 no yew tree in the Llanfair D C conservation area – Church of St Cynfarch and St Mary, Llanfair D C**

**RESOLVED** that the application be supported.

### 366.2 Denbighshire County Council - Call for Potential Gypsy & Traveller Sites

Submitted - Letter dated 8 September 2017 from Angela Loftus, Strategic Planning & Housing Manager

**RESOLVED** that the Clerk sends a reply to say that the Community Council has not been able to identify suitable land.

### **366.3 Update re Caravan at Erw Fair Llanfair D C**

Submitted - Email dated 22 September 2017 from Adam Turner, Planning and Compliance Officer, DCC, stating that the new siting of the caravan has resulted in reduced harm to the visual amenity. He is not of the view that the caravan's siting has any significantly harmful impact on the residential amenity of a neighbouring property. No further action will be taken in regard to the alleged breach.

The Clerk reported that a letter had been sent to Mr Paul Mead, Development Manager, to seek clarification on

[a] where the boundary is for the dwelling. If this caravan is outside the dwelling boundary then is it still contravening the planning law?

[b] present use. If as a local resident has stated the owner has a touring caravan on his dwelling then it cannot be said that the 'static' is being used for the enjoyment of the dwelling as it is being used as an extension to the dwelling. Likewise, Adam Turner suggests that this is because the caravan now has the appearance of a chattel which is functionally linked to the dwelling house. As such will it require planning consent?

[c] the 'nuisance' value to the community where the property is being used to store 'scrap', which old caravans can be classed, and is seen by the community as being a visual nuisance.

**RESOLVED** to await a response from Mr Paul Mead.

### **367 HIGHWAYS & ENVIRONMENT**

**367.1 War Memorial** – Update on emergency repairs. D P Williams, Building Services, carried out work to refix the existing copings onto the War Memorial on 2 October 2017. The cost will be £380.00 exc VAT.

**RESOLVED** [a] Members approved the action taken

[b] The Clerk was asked to contact [i] a stonemason in Ruthin about the cost of a plaque to commemorate those who had died in a local plane crash during the second World War [Mr John Harrop's request refers] [ii] a relative of Mr Fuller for further information so that his name can be added to the War Memorial.

**367.2 Highway Maintenance** – A resident complained about the general lack of maintenance and undergrowth on walkways despite attempts to draw the County Council's attention on the grounds of health and safety. The Clerk was asked to write to the County Council about the lack of response to residents' complaints.

**367.3 Dog Fouling** **RESOLVED** that the Clerk obtains signs for posting on lamp posts.

### **367.4 Traffic Calming Measures**

**RESOLVED** that the Clerk extends an invitation to Mr Ben Wilcox-Jones, Senior Engineer – Road Safety and Sustainable Transportation, to attend a future meeting of the Community Council as guest speaker..

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

### **368 FINANCIAL MATTERS**

**368.1 Financial Statement** Submitted - Summary of Financial Statement for the period 1 April to 30 September 2017. The Clerk advised that the balance in the bank as at 30 September 2017 was £7420.81 in the Community Account and £1022.67 in the Business Account. Taking into account payments to be made this left £6726.17 of available funds in the Community Account as at 2 October. The Clerk drew attention to adjustments that were needed, for example, to take account of finance earmarked for election costs in 2016/17 to be carried forward to 2017/18 - £1600.00.

**RESOLVED** that the financial statement be received and adjustments approved

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

**[a]** £130.14 Sandra Williams Translation Service – Mains Gas Letter and Minutes 05/06/17 [Councillor Bob Barton suggested that consideration be given to asking students to undertake translation work]

**[b]** £184.05 Wales Audit Office – Audit of Accounts Fee 2016/17

**[c]** £180.45 Clerk's Expenses Claim 1 July – 30 September 2017

The Clerk reported that she and Councillor Keith Mouldsdales had met with Mr Chris Birchall on 11 September 2017 to receive training on the use of and making changes to the Community Council website. Mr Birchall recommended that a new web host instead of UK2 be sought so that the domain name remains in one place. The cost of training and the new subscription is likely to be in the region of £170.00. Members gave the go ahead for action to be taken as necessary.

**368.3 Draft Precept for 2018/19** Submitted – Draft Precept for 2018/19.

**RESOLVED** that Councillors John Pugh, Jayne Mayers and Paul Weston meet with the Clerk to discuss the draft precept and to report back to the next meeting.

**368.4 Training** Members approved

**[a]** the Clerk's attendance on an OVW Finance Course on 26 September held at Coedpoeth and

**[b]** Councillor Bob Barton's attendance on the OVW Finance Course to be held on 7 November.

**369 DATES OF FUTURE MEETINGS** [All meetings to commence at 7 pm]  
6 November [Genus Centre, Llanrhydd], 4 December 2017 [Ysgol Pentrecelyn], 8 January [Genus Centre, Llanrhydd] and 5 March 2018 [Ysgol Llanfair]

There being no further business Councillor Jayne Mayers declared the meeting closed at 9.30 pm.

Jayne Mayers \_\_\_\_\_ CHAIR OF THE MEETING  
\_\_\_\_\_ DATE

John Pugh \_\_\_\_\_ COUNCIL CHAIR  
\_\_\_\_\_ DATE

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at the Genus Centre, Llanrhydd, Ruthin on Monday 6 November 2017 at 7 pm.

**PRESENT** - Councillors Bob Barton [part of the meeting], Wini Davies, Moira Edwards, Tim Faire, Jayne Mayers [Vice-Chair], John Pugh [Chair], Medwen Roberts, Paul Weston and Eirwen Godden, Clerk.

**IN ATTENDANCE** - Twelve members of the public, Councillor Hugh H Evans OBE, Leader of Denbighshire County Council and Mr Ben Wilcox-Jones, Senior Engineer – Road Safety & Sustainable Transportation, Denbighshire County Council [guest speaker].

**APOLOGIES** – Councillors David Baker and Keith Mouldsdale [illness]

### **PART 1**

#### **370 DECLARATIONS OF INTEREST**

Councillor John Pugh with regard to Neuadd Eleanor and as a Governor of Ysgol Llanfair.

#### **371 COMMUNITY MATTERS**

**371.1 Mains Gas** Reported that the deadline for the survey was 31 October 2017. The outcome is that 182 [including the 63 Pure properties] out of 212 properties are in the “expressions of support in principle category”. Thirty declined. A firm quotation will be provided by Wales & West Utilities should the acceptance level be achieved. A desk top survey to generate individual quotes for each property is planned. Once the acceptance rate has been reached it may take up to 27 weeks to complete the work. There are a number of grant schemes that offer funding towards home energy improvements. Councillor Moira Edwards was thanked for her hard work and contribution to the survey.

**371.2 Defibrillators** Reported that a CPR training session has been arranged for Saturday 18 November at The Three Pigeons Inn Graigfechan commencing at 1 pm. Various organisations in the community have pledged sums of money towards the fundraising effort to purchase equipment. A discussion took place on the best location in the middle of the village at Graigfechan.

**371.3 Community Plan** Reported that the Conwy and Denbighshire Public Services Board is asking for feedback on the latest draft local well-being plan

a copy of which has been circulated to Councillors and the Community Plan Group. The draft mirrors what has been produced at Llanfair to date but options such as a shop, other micro businesses, and existing venues need to be included in the plan. The group is producing a questionnaire in preparation for the Cadwyn funded survey. **RESOLVED** that [a] the documents be discussed at the Council meeting to be held on 4 December, [b] a copy of the Community Plan be forwarded to the County Council so that officers are aware of the options within the community which could align with DCC's Corporate Plan, and [c] arrangements be made for the Community Plan Group to meet with DCC officers.

**371.4 Broadband** Reported that County Councillor Martyn Holland has, with the assistance of Darren Millar AM, arranged a public meeting with the Minister to be held at Llanarmon yn Ial on 7 December 2017, venue and time to be confirmed. An invitation is being extended for two representatives from Llanfair D C Community Council to attend. **RESOLVED** that Councillors Bob Barton together with Jayne Mayers or Paul Weston attend the meeting on behalf of the Council on 7 December.

**371.5 Youth Representatives** Reported that the Clerk had written to Ysgol Brynhyfryd, Ruthin School, Llysfasi College and Clwyd YFC extending an open invitation for young people to attend Community Council meetings and to get involved in local community activities. **RESOLVED** that steps be taken to involve young people in the community planning process and the Cadwyn funded survey.

**371.6 Plans for the Old School Building after the School is Relocated** Reported that the Clerk had written to Denbighshire County Council and the Church in Wales. Confirmation has been received that the St Asaph Diocesan Board of Finance holds the school building in trust. Also letter received from Karen Evans, DCC Education, stating that the development of the Glebe land site as a school could release the current school site as a housing site helping to meet the demand for housing. Engagement with the community on possible options for the current site will be undertaken as outlined within the County Council's Asset Management Strategy.

### **372 MINUTES**

**RESOLVED** The minutes of the meeting held on 2 October 2017 were approved and signed as a correct record.

### **373 MATTERS ARISING/ACTION TAKEN**

| Date/Ref          | Action, By Whom and Status   |
|-------------------|--|
| 17/05/17<br>311.3 | <b>Eyarth Bridge</b><br>Clerk<br>Weight restriction sign is in the wrong position, needs to be further away from the bridge for drivers to see in time. Highways informed. Work commenced on pointing will continue next |
| 06/11/17          | summer. Improvements to highway drainage between the trunk road and bridge are ongoing but will require a weekend road   |

|                   |  |
|-------------------|--|
|                   | closure. Large vehicles are still travelling through the village.<br>Write again to DCC.   |
| 03/07/17<br>325.2 | <b>Traffic Calming Options Graigfechan</b><br>Clerk & Marc Musgrave<br>Advance speed limit signs still awaiting Welsh Government approval. Road markings in Graigfechan are poor and need to be made clearer. Reply awaited. There is an issue about a parked car opposite The Smithy, Police to be notified and a request made for a traffic monitoring early mornings before 9 am. |
| 03/07/17<br>346.1 | <b>Proposed New Ysgol Llanfair D C</b><br>Clerk<br>Full application to hand. Response to be sent by 08/11/17   |
| 04/09/17<br>351.1 | <b>Mains Gas</b><br>Invitation to Miri Meithrin, Eyarth Station guesthouse & neighbouring farms to join campaign<br>Cllr Moira Edwards<br>In abeyance depending on gas route chosen  |
| 351.5             | <b>Fundraising – Permitted Lotteries</b><br>Cllr Paul Weston<br>Difficult to find a good example. Consider registration with DCC   |
| 351.6             | <b>Noise Nuisance</b><br>Clerk<br>Reported to DCC. Monitoring taking place but no further incidents  |
| 356.1             | <b>Overview of Highways &amp; Environmental Services</b><br>Clerk<br>A list of bins located in the Community Council area requested, awaiting response. Two reminders sent, third to be sent   |
| 356.3 &<br>367.1  | <b>War Memorial</b><br>Chair/V Chair<br>Authority given to commission services of a builder to carry out emergency repairs to refix coping stones. Work completed.   |
| 02/10/17<br>367.1 | Plaque to commemorate those who died in a plane crash as requested by Mr John Harrop<br>Clerk<br>Quotations being sought including cleaning and repainting existing inscription on the War Memorial  |
|                   | Addition of Name to War Memorial<br>Clerk<br>Further information to be obtained from a relative  |
|                   | Grant towards cost of final repairs<br>Clerk   |

|                 |  |
|-----------------|--|
|                 | Ongoing  |
| 04/09/17<br>358 | <b>Councillors' Email Addresses and Use of the Welsh Government Hwb Platform</b><br>Clerk  |
| 06/11/17        | Reply received from Amy Selby, DCC re Denbighshire.gov.uk accounts. Option is probably unsuitable. Query to be referred to Liz Grieve at DCC |

### 374 CORRESPONDENCE

**374.1 Invitation to DCC Carol Service**, St Thomas Church Rhyl, Monday 4 December 2017 – Email dated 3 October 2017 from Sue License, DCC. Noted.

**374.2 Review of Community & Town Council Sector** – Email dated 3 October 2017 from Welsh Government Independent Review Panel [AdolygiadCTC.Review@gov.wales](mailto:AdolygiadCTC.Review@gov.wales)

The Panel wants to hear views on

What should Community and Town Councils be responsible for?

How should they operate?

What's standing in their way to deliver for the local community?

How do Councils ensure they best represent their local community?

The review is expected to take around a year.

One Voice Wales has organised a consultation event on Wednesday 29 November 2017 at Chirk Town Council from 2-4 pm.

**RESOLVED** that [a] the Clerk circulates an email to Councillors to ascertain who would like to attend and [b] discussion on the matter be deferred until the meeting on 4 December.

**374.3 2018 Review of Parliamentary Constituencies in Wales** – Revised Proposals – Letter dated 16 October 2017 [www.bcomm-wales.gov.uk](http://www.bcomm-wales.gov.uk)  
Closing date for comments – 11 December 2017

**RESOLVED** that discussion on the matter be deferred until the meeting on 4 December.

### 374.4 Review of the Electoral Arrangements for the County of Denbighshire

Two letters dated 25 October 2017 [www.ldbc.gov.wales](http://www.ldbc.gov.wales) Closing date for comments – 23 January 2018.

Councillor Moira Edwards attended a briefing meeting on 17 October. This Review, which is not about Parliamentary Constituencies, will commence in January 2018 and will end in Spring 2021. The Review will propose the pattern of electoral wards for the entire Council area and not just where there are levels of electoral inequality. Denbighshire is a Category 4 area. The Commission has determined that Category 4 Councils should have a councillor to population ratio of 1:2,000. Currently Denbighshire has 76,292 electors and a membership of 47, an average of 1 councillor to 1623 electors.

The Review will look at changes to Denbigh Upper/Henllan; Llanbedr DC/Llangynhafal and Llandrillo.

**RESOLVED** that further discussion on the matter be deferred until the meeting on 4 December.

**374.5 School Governor Vacancy – Ysgol Pentrecelyn** – Email dated 2 November 2017 from Sarah Wynne, Chair of Governors. **RESOLVED** that Councillor Medwen Roberts be put forward as the Community Council's nominee for consideration.

**375 PLANNING** – [www.denbighshire.gov.uk/planning](http://www.denbighshire.gov.uk/planning)

**375.1 Application 20/2017/0819 Development of 1.24 ha of land by the erection of a new primary school including external play areas, habitat area, formation of new vehicular access, car parking with drop off area, landscaping, bin store, LPG and sprinkler tanks – Glebe Land Opposite Bron y Clwyd, Llanfair DC**

Reported that the Chairman had asked the Leader, Councillor Hugh Evans, for a meeting with Education and Housing representatives to discuss the mains gas proposal, whether there will be a separate application for a footpath to link the proposed housing development with Bron y Clwyd, concerns about traffic calming measures in the village and whether they are adequate. The meeting took place on 19 October 2017, the Community Council being represented by Councillors John Pugh, Jayne Mayers, Keith Mouldsdale and Moira Edwards, together with the Clerk in attendance.

The Leader also expressed an interest at the Community Council meeting in finding out more about the use of Optimism Bias [part of HM Treasury's 'Green Book' rules for public procurement] that might be applied to projects such as the new school in assessing, for example, renewable energy solutions. It was also reported that solar panels will now be installed.

**RESOLVED** agreed that the application be supported in principle. Although there is reference to a footpath to link the proposed housing development through Bron y Clwyd to the new school it is not expressly shown within the documents presented. Assurances are also being sought about managing traffic, including calming measures, and whether they are adequate both through the village and to and from the new school. The development will have an impact on residents whether they live near the boundary of the new school or the footpath link and it is hoped that there will be further discussions with those affected in a positive and sensitive manner. Members expressed a preference for mains gas rather than LPG and asked to see any conditions attached.

**375.2 Application 20/2017/0771 Change of use of first floor store above existing garage to annex accommodation – The Barn, Pentre Coch, Ruthin** **RESOLVED** that the Council has no objection to the application and it is noted that there is no visual alteration.

**375.3 Application 20/2017/0955 Erection of replacement and new dormers to dwelling – Bryn Creigiog, Graigfechan, Ruthin** **RESOLVED**

that the Council fully supports the application, it is more a modern repair than an alteration.

**375.4 Application 20/2016/1137 Development of Land for Housing Llanfair D C** Reported that Planning is committed to undertaking a public consultation once the details showing phases for the development are submitted and will be reported to the Planning Committee. Since Section 106 documents have been signed, a response is awaited from the Planners.

**375.5 Update on Consultation on LDP Review Report & Draft Delivery Agreement for the Replacement LDP** – Closing date for comments – 20 October 2017. The document represents a broad brush approach with no fine detail. The Review concedes that the housing build target has not met the projected figures by a long way. Llanfair D C has three designated sites – [a] Vicarage field [now to be a school [b] Bryn Clwyd and [c] rear of crossroads at Bron y Clwyd [now joined up for proposed development for 63 houses]. Questions have been raised about the status of the existing school site in relation to the LDP. The LDP Review is in very initial stages and a review of existing land allocations has not yet taken place. There will be consultation on any proposed land allocations for the replacement plan in due course.

**375.6 Caravan at Erw Fair** Reported that DCC's Planning and Compliance Officer had written to the owner to reiterate the need to comply with the notice to remove the caravan from Erw Fair. Although the caravan was moved to a site closer to the dwelling house, it would appear that it is still on agricultural land. The owner has been given 21 calendar days [from 10 October 2017] to move the caravan to a site within the cartilage of the dwelling house. **RESOLVED** that the Compliance Officer be requested to keep the Community Council informed on developments.

### **376 HIGHWAYS & ENVIRONMENT**

**Guest Speaker – Mr Ben Wilcox-Jones, Senior Engineer – Road Safety & Sustainable Transportation, DCC** Mr Wilcox-Jones gave an overview of his responsibilities which was followed by a question and answer session. He explained that data for speed limits/traffic monitoring is collected in accordance with nationally recognised methods of recording. Records show reductions on high speeds in the area but he acknowledged that speeding still requires addressing. A copy was requested. There is no recorded accident injury or collision data available. Police approval is required for a compulsory 20 mph limit, a voluntary 20 mph limit is in place by Llanfair School.

Questions were also raised about fixed speed cameras, traffic lights, traffic calming measures at Graigfechan, priority signs, advance warning signs, speed boxes, parking outside and drop off points for the new school at Llanfair, lack of pedestrian facilities. External funding is required to implement some if not all measures. A suggestion was put forward for neighbouring Community Councils to look for joint funding from say, windfarm sources, for prioritised schemes in future.

Mr Wilcox-Jones stated that he would take comments made back to the County Council. The Chair thanked him for attending and for his contribution at the meeting.

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

**377 FINANCIAL MATTERS**

**377.1 Request for Financial Aid – Marie Curie Nurses**

**RESOLVED** that decision be deferred until the March meeting.

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

- [a] £40.00 One Voice Wales – Clerk’s Attendance on Finance Training 26/09/17
- [b] £155.70 – Sandra Williams Translation Service – Minutes 03/07/17 & 07/08/17
- [c] £380.00 – D P Williams, Building Services – Emergency Repairs to War Memorial

**377.3 Precept for 2018/19**

Submitted Draft 2 for consideration. It was recommended that the following cost headings be increased to meet increasing costs and new project demands on the budget – clerk’s salary, job adverts, repairs and maintenance, members’ training/conferences/travelling expenses, external audit fee, community plan activities, war memorial repairs, and street furniture [general waste bins and defibrillator costs].

**RESOLVED** that [a] Draft 2 be approved as submitted and that a precept budget of £25,403 is to be applied for and [b] the Clerk arranges for the Community Council to be registered for small lotteries activities with the County Council at a cost of £40.

**378 REMEMBRANCE DAY SUNDAY 12 NOVEMBER 2017**

Reported that the wreath had been delivered but no Police would be available due to other demands on the service on the day.

**379 DATES OF FUTURE MEETINGS** [All meetings to commence at 7 pm]

4 December 2017 [Ysgol Pentrecelyn]

8 January [Genus Centre, Llanrhydd LL15 2UP]

There being no further business the Chair declared the meeting closed at 9.40 pm.

John Pugh \_\_\_\_\_ CHAIR \_\_\_\_\_ DATE

**ACRONYMS**

DCC – Denbighshire County Council

PSB – Public Service Board

## **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITYCOUNCIL**

Minutes of an Ordinary Meeting of the Council held at Ysgol Pentrecelyn on Monday 4 December 2017 at 7 pm.

**PRESENT** - Councillors David Baker, Wini Davies, Jayne Mayers [Vice-Chair], Keith Mouldsdale, John Pugh [Chair], Medwen Roberts and Eirwen Godden, Clerk.

**IN ATTENDANCE** - 4 members of the public and Mr Tomos Hughes, Achub Calon y Dyffryn.

**APOLOGIES** – Councillors Moira Edwards, Tim Faire [illness] and Paul Weston [no childcare available]

### **PART 1**

#### **380 DECLARATIONS OF INTEREST**

Councillor David Baker with regard to the Church; Councillor John Pugh in relation to Neuadd Eleanor [trustee] and Ysgol Llanfair D C [governor]; Councillor Keith Mouldsdale with regard to Neuadd Eleanor [trustee] and the Church

#### **381 COMMUNITY MATTERS**

**381.1 Mains Gas** - Details were sent to the Wales & West Utilities company following the deadline of 'expressions of interest in principle' to the proposal on 31 October 2017. The Clerk reported that the utilities company is still awaiting the results from a site visit as this information is required before proceeding with firm quotations. An assessment has to be carried out regarding a suitable location for a pressure reduction station. The company will keep the Community Council updated on progress.

#### **381.2 Defibrillators**

Mr Tomos Hughes, Achub Calon y Dyffryn, presented a Zoll Defibrillator and Box to the Community Council on behalf of Graig Aid. Graig Aid had made a very generous donation of £1,304.90 towards the cost of a defibrillator for Graigfechan. Mr Hughes explained that the defibrillator came with a five year warranty, the batteries required changing every three years, recommended that two or three volunteers check the equipment once a week, and stated that replacement parts and training are free of charge. Members accepted his offer to visit the village to carry out an assessment on the best site for the equipment. It was also reported that the response from Capel Ebenezer was positive and that there would be no objections to installing an appliance on the roadside wall of the chapel and to the Council making an application for planning permission to do so. Some points were, however, raised by the chapel - [a] the narrowness of the road at that particular location and the heavy traffic at times and [b] the building has Grade II listed status both inside and outside [for cables etc]. It was also reported that fundraising is well under way to purchasing a defibrillator for Ysgol Pentrecelyn.

**RESOLVED** that [a] the Clerk sends letters of thanks to Graig Aid and Capel Ebenezer  
[b] the Defibrillator purchased with a donation from Graig Aid be installed in the Three Pigeons Inn until a suitable permanent location can be found in the centre of the village  
[c] the final decision on location is dependent upon the advice received from Mr Tomos Hughes, Achub Calon y Dyffryn  
[d] the defibrillator be placed on the Council's Asset Register and the insurance company informed accordingly  
[e] signs be erected when permanent location has been determined  
[f] the Community Council makes a contribution towards the cost of electricity  
[g] a press release be issued and copies posted on the Community Council website and noticeboards  
[h] Councillors Jayne Mayers and Paul Weston be thanked for their efforts in securing defibrillators for different locations within the community.

### **381.3 Community Plan**

Discussion on the draft Community Plan and the Conwy and Denbighshire Public Services Board's draft Well Being Plan was deferred from the Council meeting held on 6 November 2017. Arrangements are being made for a meeting to be held sometime in the future with DCC officers to see how the Community Plan can be aligned with the DCC's Corporate Plan. It was noted that no Community Councillor is a member of the steering group.

**RESOLVED** that [a] Councillor Medwen Roberts joins the steering group  
[b] publication of a Community Newsletter be added to the Community Plan  
[c] the Community Plan be renamed Llanfair D C Community Council's Neighbourhood Plan.

### **381.4 Broadband**

Reported that a public meeting is to be held on 7 December 2018 at the Old Schoolroom, Llanarmon yn Ial commencing at 11.30 am when a Welsh Government Minister should be in attendance. There has, in the meantime, been some progress as fibre optics will be available at Llanfair D C.

### **381.5 Welcome Pack for Visitors to Llanfair D C**

Submitted - a request from the Church Council about the possibility of producing a welcome pack for visitors to Llanfair and forming a small working group

**RESOLVED** that the request for a welcome pack be supported in principle and added to the Neighbourhood Plan for further discussion.

### **382 MINUTES**

**RESOLVED** The minutes of the meeting held on 6 November 2017 were approved and signed as a correct record subject to amending typographical errors in Minute Refs 371.2 and 374.4.

### **383 MATTERS ARISING/ACTION TAKEN**

| Date/Ref                                      | Action, By Whom and Status   |
|---|--|
| 17/05/17<br>311.3<br><br>06/11/17<br>04/12/17 | <b>Eyarth Bridge</b><br>Clerk - Weight restriction sign is in the wrong position, needs to be further away from the bridge for drivers to see in time. Highways informed. Work commenced on pointing will continue next summer. Improvements to highway drainage between the trunk road and bridge are ongoing but will require a weekend road closure. Large vehicles are still travelling through the village. DCC Highways to be notified.. |
| 03/07/17<br>325.2<br><br>06/11/17<br>04/12/17 | <b>Traffic Calming Options Graigfechan</b><br>Clerk & Marc Musgrave - Advance speed limit signs still awaiting Welsh Government approval. Road markings in Graigfechan are poor and need to be made clearer. Reply awaited. There is an issue about a parked car opposite The Smithy, Police notified and a request made for traffic monitoring early mornings before 9 am. Outcome is that the car is not obstructing traffic.                |
| 03/07/17<br>346.1                             | <b>Proposed New Ysgol Llanfair D C</b><br>Clerk - Full application to hand. Response sent by 08/11/17  |
| 04/09/17<br>351.1                             | <b>Mains Gas</b><br>Invitation to Miri Meithrin, Eyarth Station guesthouse & neighbouring farms to join campaign<br>Cllr Moira Edwards advised this is in abeyance depending on gas route chosen   |
| 351.5<br><br>06/11/17<br>04/12/17             | <b>Fundraising – Permitted Lotteries</b><br>Cllr Paul Weston - Difficult to find a good example but consideration given to registration with DCC – included in draft precept budget 2018/19.<br>Members were reminded that any fundraising must be for specific projects and should tie in with the Neighbourhood Plan.  |
| 356.1<br><br>06/11/17                         | <b>Overview of Highways &amp; Environmental Services</b><br>Clerk - A list of bins located in the Community Council area requested, awaiting response. Two reminders sent, third to be sent  |
|   | <b>War Memorial</b> - Plaque to commemorate those who died in a plane crash as requested by Mr John Harrop<br>Clerk - Quotations sought including cleaning and repainting existing inscription on the War Memorial   |
|   | Addition of Name to War Memorial<br>Clerk - Further information to be obtained from a relative   |
|   | Grant towards cost of final repairs<br>Clerk - Ongoing   |
| 04/09/17                                      | <b>Councillors' Email Addresses and Use of the Welsh</b>   |

|          |  |
|----------|--|
| 358      | <b>Government Hwb Platform</b><br>Clerk - Reply received from Amy Selby, DCC re Denbighshire.gov.uk accounts. Option is probably unsuitable.   |
| 06/11/17 | Query to be referred to Liz Grieve at DCC. Advice received from One Voice Wales to the effect that in order to achieve .gov.uk email addresses the Council's website would need to have a new domain name. An item to be placed on the agenda for the January meeting. |
| 04/12/17 |  |
| 06/11/17 | <b>Caravan at Erw Fair</b><br>Clerk - Enforcement notice was served at the end of October. The Planning & Compliance Officer has not had an opportunity to visit the site but will be in touch again in due course.  |
| 375.6    |  |
| 04/12/17 |  |

### 384 CORRESPONDENCE

Discussion on the following consultation documents was deferred from the Council meeting held on 6 November 2017:6

#### 384.1 Welsh Government

[a] Review of Community & Town Council Sector – Email dated 3 October 2017 from Welsh Government Independent Review Panel

[AdolygiadCTC.Review@gov.wales](mailto:AdolygiadCTC.Review@gov.wales)

[b] The 2018 Review of Parliamentary Constituencies in Wales – [www.bcomm-wales.gov.uk](http://www.bcomm-wales.gov.uk) Closing date for comments – 11 December 2017

[c] Review of the Electoral Arrangements for the County of Denbighshire [www.ldbc.gov.wales](http://www.ldbc.gov.wales) Closing date for comments – 23 January 2018

**RESOLVED** that the content of consultation documents [a], [b] and [c] be noted and to await One Voice Wales' submission with interest before sending a response.

**384.2 Denbighshire Housing Newsletter** Issue One – Autumn 2017 [www.denbighshirehousing.co.uk](http://www.denbighshirehousing.co.uk) The Lead Officer for Community Housing is happy to attend a Community Council meeting. **RESOLVED** that [a] details be forwarded to Councillors and [b] Mr Geoff Davies, Lead Officer – Community Housing be invited to attend a future meeting of the Community Council.

**384.3 St Kentigern Hospice** Email dated 22 November 2017 from Peter Alexander, Community Fundraiser about local fundraising opportunities. **RESOLVED** that the Clerk contacts Mr Peter Alexander by phone to ascertain how the Council can assist..

### 385 PLANNING – [www.denbighshire.gov.uk/planning](http://www.denbighshire.gov.uk/planning)

**385.1 Application 20/2017/0819** New Primary School – Reconsultation and Revised Plans, New Pedestrian Link, Travel Plan, Archaeological Field Evaluation, Reptile Presence/Absence Surveys, Ecological Mitigation,

Compensation & Enhancement Method Statement. Response required by 11 December 2017. It was noted that the County Council had been in touch with the residents affected by the proposed footpath link. **RESOLVED** that the content of the documents be noted.

**385.2 Application 20/2017/1049** Installation of a 21m lattice mast supporting 3 no antenna and 2 no dishes, together with 2 no ground based equipment cabinets, 1 no meter cabinet and ancillary development including 1.10m timber post and rail fence – Land at Cefn Coch, Llanrhydd, Ruthin. **RESOLVED** that the Council has no objection and therefore supports the application.

**385.3 Application 20/2017/1037** Erection of Extension to Dwelling – Bacheirig, Llanfair D C. **RESOLVED** that the Council has no objection and therefore supports the application.

**385.4 Application 20/2017/1068** Details of Phasing Plan submitted in Accordance with Condition no 3 of Planning Permission Code No 20/2016/1137 – Land West of Wrexham Road, Llanfair D C **RESOLVED** that a response be sent expressing Members' concern that there was no timetable and firm date for commencement of work on the site, and whether work would be carried out over seven or five days in a week. Members are also seeking an assurance that the A525 highway will be kept clean during this period. Notification/confirmation about the timetable would be appreciated as soon as possible.

**385.5 Draft Supplementary Planning Guidance Note: Clwydian Range and Dee Valley Area of Outstanding Natural Beauty [AONB] Consultation Document**

[www.denbighshire.gov.uk](http://www.denbighshire.gov.uk) or [www.clwydianrangeanddeevalley.org.uk](http://www.clwydianrangeanddeevalley.org.uk)

Two drop in sessions arranged at Loggerheads Country Park CH7 5LH on Wednesday 06/12/17 [10am-2pm] and Thursday 18/01/18 [2-6pm].

Comments to [developmentplans@flintshire.gov.uk](mailto:developmentplans@flintshire.gov.uk) by 29 January 2018.

## **386 HIGHWAYS & ENVIRONMENT**

**386.1 Parking Problems within the Local Community** Reported that residents in the Bron y Clwyd area of Llanfair D C had expressed concern that they are unable to park outside their own homes on those occasions when there is a large gathering, that is, a wedding or funeral in the village. It was noted that residents pay a contribution towards grass cutting in their rents. **RESOLVED** that the Clerk contacts the County Council to seek clarification whether the car park area is public or private to residents in DCC housing provision. Should it be found that residents have the sole right to park outside their homes a request be made for clear signage to be erected.

## **PART 2**

**RESOLVED** that the Press and Public be excluded from the meeting due to the confidential nature of the following items:

## **387 FINANCIAL MATTERS**

**387.1 Request for Financial Aid** – Noah’s Ark Children’s Hospital Charity  
**RESOLVED** that the charity be informed that the Community Council’s policy is to support local organisations only.

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

- [a] £983.88 – Zoll – AED Plus Lay Responder
- [b] £402.00 – Pawle & Co Ltd – Non Locking Cabinet for Responder Equipment
- [c] £84.00 – SLCC Membership Subscription 2018

[d] £247.46 Christmas Tree Purchases made by Councillor Keith Mouldsdale:-  
[£199.99 – Lights4Fun - New Christmas Tree Lights  
£14.99 – Weatherproof Box for Outdoor Electrical Power Connections  
£22.48 – Flex and Adaptor – Screwfix  
£10.00 – contribution towards cost of electricity]

### **387.3 Quotations re the War Memorial**

**[a] Plaque** to commemorate those airmen who died when their aeroplane crashed in the vicinity of Llanfair. Reported that quotations had been sought for removal of the bottom block and engraving of 96 letters, together with the cost of cleaning the memorial and re-painting of all letters

Quotation 1 - Removal/engraving only - £620.00 [plus VAT] = £744.00

Quotation 2 – Removal/engraving - £816.00 [no VAT] & cleaning/repainting  
£520.00 [no VAT]

Quotation 3 - Cleaning/repainting only - £550.00 “Inscription to the crashed airmen on the Memorial is not a good one. A War Memorial is dedicated to local people who died in the two World Wars and after. Obviously the air crew were not local and they should be named – you would not get their names on the small bottom stone. The Council could consider a separate stone maybe Welsh slate to commemorate and name the air crew perhaps with an image of the plane they flew in. This stone could be placed near the Memorial”.

**RESOLVED** – that [a] having considered the recommendations made under Quotation 3 Members took the view that the commemoration for the airmen ought to be on a separate stone placed near the Memorial and [b] other quotations be sought to this effect when the names have been confirmed.

**[b] Addition of Name to War Memorial** – Members were reminded that the War Memorial Trust require information such as a military record, copies of formal documents [birth/marriage/death certificates], including confirmation that he/she is not recorded elsewhere locally. **RESOLVED** that the Community Council meets the cost of obtaining the requisite records.

**387.4 Neuadd Eleanor’s Application for DCC Commuted Sums** **RESOLVED** that a letter be sent to the County Council to confirm that the improvement work to the car park had been completed.

### **387.5 Precept for 2018/19**

Reported that the Welsh Government’s Independent Remuneration Panel for Wales [IRPW] is of the view that community/town councillors are not volunteers because further to the democratic process they have accepted formal

responsibilities and they all face some degree of liability, in respect of the Council function they are running. As a consequence the Panel is mandating payment of a contribution of £150 per member to costs and expenses and reimbursement of the costs of care as set out in Determinations 44, 50 and 51 of its Report.

Determination 51 authorises community/town councils to provide a civic lead payment to mayors/chairs up to £1,500 and deputy mayors/chairs an allowance up to a maximum of £500. These payments are in addition to the basic sum of £150. **RESOLVED** that a sum of £1,500 be included in the Community Council's precept budget for 2018/19 to cover mandatory allowances for Councillors. This would make a budget requirement of £26,903 in total.

**388 DATES OF FUTURE MEETINGS** [All meetings to commence at 7 pm]

Monday 8 January [Genus Centre, Llanrhydd LL15 2UP]

Thursday 1 February [Neuadd Eleanor, Llanfair D C – main hall]

Thursday 15 March [Neuadd Eleanor, Llanfair D C – main hall]

There being no further business the Chair declared the meeting closed at 8.45 pm

John Pugh \_\_\_\_\_ CHAIR \_\_\_\_\_ DATE

## CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL

Minutes of an Ordinary Meeting of the Council held at The Genus Centre, Llanrhydd LL15 2UP on Monday 8 January 2018 at 7 pm.

**PRESENT** – Councillors David Baker, Bob Barton [for part of the meeting], Wini Davies, Moira Edwards, Jayne Mayers [Vice-Chair], Keith Mouldsdale, John Pugh [Chair], Paul Weston and Eirwen Godden, Clerk.

**IN ATTENDANCE** Four members of the public

**APOLOGIES** Councillor Hugh H Evans OBE, Leader of Denbighshire County Council; Councillors Tim Faire [illness] and Medwen Roberts [illness].

### PART 1

**389 DECLARATIONS OF INTEREST** Councillor John Pugh with regard to Neuadd Eleanor as trustee and as a Governor of Ysgol Llanfair; Councillor Keith Mouldsdale as a trustee of Neuadd Eleanor.

### 390 COMMUNITY MATTERS

**390.1 Mains Gas** Wales & West Utilities has provided further quotations to include the existing village/new housing development/new school, which means that the overall cost of the scheme and mains contribution cost per property has reduced. This is based on – Scope = 222, Penetration = 155, and Acceptance Rate = 77. It was also reported that Wales & West Utilities' investment committee is due to meet in mid January.

DCC's Education Department has indicated that the County Council can only make a commitment to explore utilising mains gas if and when available.

Further clarification on timescales is required to identify if it fits in with the new school's construction programme.

No reply had been received from DCC Housing to date but Grwp Cynefin has confirmed its interest and intention to utilize the natural gas network when it arrives.

Pure has stressed the importance of obtaining the Wales & West timetable as it is critical for them. The Clerk confirmed that she was waiting for a response from Wales & West Utilities about their proposed timescale.

Members considered that the village hall needs to be added to the list of properties requiring mains gas and that the overall cost could be reduced by negotiating with suppliers. It was confirmed that a network of pipes would be laid up to properties through the village. It was suggested that Wales and West Utilities (or other supplier) be invited to attend a meeting at the village hall in due course.

**RESOLVED** that an action plan and timescales are needed, and an approach be made to at least three providers [such as British Gas, Scottish Power and others] as soon as possible.

**390.2 Defibrillators** Tomos Hughes from Achub Calon y Dyffryn has been requested to carry out an assessment to find the best location in Graigfechan for the defibrillator. Councillors John Pugh and Jayne Mayers also intend to carry out a site visit in the near future. A box has been obtained for a defibrillator to be located outside at Llysfasi College.

**390.3 Neighbourhood Plan** Reported – a meeting has been arranged for steering group members to meet with DCC officers and the Leader on Thursday 11 January 2018 to discuss how the Community Council Plan and the County Corporate Plan can be aligned. The plan is currently a discussion document. It was considered that Denbighshire County Council should be asked to adopt the plan and a web interface developed.

**390.4 Broadband** Improved broadband provision for Llanfair is on its way but will require monitoring as to effectiveness.

**391 MINUTES RESOLVED** that [a] the minutes of the meeting held on 4 December 2017 were approved and signed as a correct record [b] items concerning the fundraising group and engagement with young people remain on the matters arising/action taken section of the minutes and [c] it is the responsibility of all Councillors to encourage young people across the Community Council area to engage and become involved in Council activities.

### **392 MATTERS ARISING/ACTION TAKEN**

| Date/Ref          | Action, By Whom and Status  |
|-------------------|---|
| 17/05/17<br>311.3 | <b>Eyarth Bridge</b> Weight restriction sign is in the wrong position, needs to be further away from the bridge for drivers to see in time. |

|   |   |
|---|---|
| 06/11/17<br>04/12/17<br>08/01/18                | Highways informed. Work commenced on pointing will continue next summer. Improvements to highway drainage between the trunk road and bridge are ongoing but will require a weekend road closure. Large vehicles are still travelling through the village. DCC's Senior Engineer has stated that legal orders are imminent and colleagues in Traffic will review the signage in the not too distant future. Members pointed out that signage is present but not apparent and that the other on the Pwllglas side is obstructive. |
| 351.5<br>08/01/18                               | <b>Fundraising Group</b> [Councillors Jayne Mayers, Keith Mouldsdales and Paul Weston] Councillor Bob Barton stated that he would be happy to assist with fundraising.  |
| 362.5<br>08/01/18                               | <b>Engaging with Young People</b> The Clerk reported that letters were sent on 12/10/17 to Clwyd YFC, Llysfasi, Ysgol Brynhyfryd, and Ruthin School. No response received.  |
| 356.1<br>06/11/17<br>08/01/18                   | <b>Overview of Highways &amp; Environmental Services</b><br>Clerk - A list of bins located in the Community Council area requested, awaiting response. Three reminders sent. Clerk to take follow up action as necessary.   |
| 356.3<br>367.1<br>387.3<br>04/12/17<br>08/01/18 | <b>War Memorial</b> - Plaque to commemorate those who died in a plane crash as requested by Mr John Harrop. Quotations sought including cleaning and repainting existing inscription on the War Memorial. Members have taken the view that names are to be included.<br>The Clerk has researched the names of airmen to be placed on a separate stone placed near the War Memorial but they require verification by RAF Military Records before permissions and new quotations are sought.                                      |
|   | Addition of Name to War Memorial<br>Clerk - Further information to be obtained from a relative  |
|   | Grant towards cost of final repairs<br>Clerk - Ongoing  |
| 06/11/17<br>375.6<br>04/12/17                   | <b>Caravan at Erw Fair</b><br>Clerk - Enforcement notice was served at the end of October. The Planning & Compliance Officer has not had an opportunity to visit the site but will be in touch again in due course.   |
| 384.2<br>04/12/17<br>08/01/18                   | <b>Denbighshire Housing</b><br>The Clerk has invited Mr Geoff Davies, Lead Officer to a future meeting. No response to date. Reminder to be sent.   |
| 386.1<br>04/12/17<br>08/01/18                   | <b>Parking Problems within the Local Community</b><br>The Clerk has contacted the County Council to seek clarification whether the car park area is public or private to residents in DCC housing provision at Bron y Clwyd. No response to date. The   |

|                   |  |
|-------------------|--|
|                   | Clerk to send another letter with a copy to the Leader.  |
| 325.2<br>08/01/18 | <b>Traffic Calming Measures at Graigfechan</b><br>The Clerk to enquire whether Welsh Government has approved the advance speed limit notification signs. |

### 393 CORRESPONDENCE

**393.1** Email dated 13 December 2017 from One Voice Wales Re Buckingham Palace Garden Parties **RESOLVED** that Councillor John Pugh's name be put forward to be included in the One Voice Wales draw.

**393.2** Email dated 15 December 2017 from DCC's Monitoring Officer Re City, Town & Community Council Representative Vacancy on the Standards Committee [Closing date 10/01/18] **RESOLVED** that Councillor Bob Barton's name be put forward for consideration.

**393.3** Email dated 18 December 2017 from Flintshire & Wrexham Online Watch Link Assoc Re Request from a resident for 'No Cold Calling Stickers'. **RESOLVED** that the resident be referred to Councillor Moira Edwards who is interested in setting up a Neighbourhood Watch Group in the Llanfair area.

**393.4** Letter dated 2 January 2018 from One Voice Wales – Next Meeting of Area Committee on 24 January 2018 at the Bro Aled Education Centre, Llansannan – Noted that Councillor Bob Barton usually attends Area Meetings.

### 394 PLANNING

**394.1 Pre-application Consultation Documents** Erection of a New Calf Rearing Unit comprising two Rearing Sheds, Offices, Storage Building and Midden Facility and associated works at Genus Green Park, Llanrhydd, Ruthin [Plans available to view at Ruthin Library from 02-30/01/18].

**RESOLVED** that members be asked to consider whether they wish to add further comments made at the meeting. Although members support the application in principle it is suggested that rather than building a normal standard looking agricultural building, Genus plc should be encouraged to erect a building to a higher standard, more visually pleasing and in keeping with AONB principles. Members would also be seeking an assurance that environmental standards are being met.

**394.2 Planning Application 20/2017/0819 New School Llanfair D C** – Reported that plans have been approved and that the new school will be built on land opposite Bron y Clwyd, Llanfair using funding from the Welsh Government's 21<sup>st</sup> Century Schools and Education programme, as well as investment from Denbighshire County Council. It was confirmed that the pedestrian footpath had been included.

**394.3 Consultation Paper on Planning Law in Wales** [30/11/17-01/03/18] <https://lawcom.gov.uk/project/planning-law-in-wales/> **RESOLVED** that [a] a

response is made as follows – The evidence in England [[https://www.ourneighbourhoodplanning.org.uk/about/npa\\_area\\_list](https://www.ourneighbourhoodplanning.org.uk/about/npa_area_list) ) would strongly suggest that a Neighbourhood Planning process, leading to Neighbourhood Development Orders has achieved a substantial uptake and offers an effective approach to promote sensitive, locally-driven forward planning mechanisms for development and community enhancement. There is no argument presented in the consultation paper to suggest why it is inappropriate for Wales to implement these provisions from the Localism Act 2011 to enable communities to benefit from a more grass roots approach to development that can support a better informed and more effective Local Planning process, drawing on well researched strategic and local evidence. [b] the Community Council seeks support from One Voice Wales/Unllais Cymru and the Welsh Local Government Association to support the inclusion of provisions for Neighbourhood Development Orders into a Planning [Wales] Bill.

Councillor Bob Barton expressed a desire to draw together planning experts within various local community councils to put together proposals to be considered by the Community Council.

### **395 HIGHWAYS & ENVIRONMENT**

**395.1 Drainage/flooding problems** at the T Junction to Llanfair DC/Llanbedr DC/Pentre Coch. Following a complaint received by a resident it was **RESOLVED** that a site visit be arranged between Highways, the Leader and Councillor John Pugh.

**395.2 Bollards** A member enquired whether residents are allowed to place white bollards outside their properties. **RESOLVED** that the Clerk makes enquiries with DCC's Highways Department.

### **PART 2**

**396 RESOLVED that the Press and Public be excluded from the meeting due to the confidential nature of the following items:**

### **397 FINANCIAL MATTERS**

**397.1 Submitted - Summary of Income & Expenditure for the period 1 April to 31 December 2017** The Clerk advised that the balance in the bank as at 31 December 2017 was £12,623.41 in the Community Account and £1,022.79 in the Business Account. Taking into account un-presented cheques and payments to be made this left £10,295.14 of available funds in the Community Account as at 8 January. **RESOLVED** that the financial statement be received and adjustments approved.

### **397.2 Request for Financial Aid –**

**RESOLVED** that the [a] Ambulance Services Union application be turned down

[b] Urdd Gobaith Cymru application [Re Eisteddfod in Denbighshire 2020] be deferred until April 2018.

### **397.3 of Accounts/Invoices**

**RESOLVED** that payments be made as follows:

£480.30 – Sandra Williams – Translation Service

£378.09 – Clerk’s Expenses

£56.00 – Christmas Tree Purchase made by Councillor Keith Mouldsdale

£100.00 – Genus Centre – donation in lieu of use of committee room

### **397.4 Appointment of Internal Auditor**

**RESOLVED** that JDH Business Services Ltd be reappointed as the Community Council’s Internal Auditor for 2017/18.

### **397.5 Precept Budget 2018-19 [closing date for submission 15/01/18]**

**RESOLVED** that the [a] following amendments be approved –

Member Allowances to be increased from £1500 to £3500 [these allowances are not being claimed by present Councillors but it is mandatory to include by Welsh Government]

SLCC Subscription to be increased from £80 to £100

Community Plan Activities to be increased from £1077 to £1087

[b] Clerk be authorised to submit a precept application to DCC in the sum of £29,010

**398 TRAINING** – Submitted - One Voice Wales’ Training Programme February – July 2018. Members were advised that there is no provision in the budget until April 2018.

**399 RISK ASSESSMENT – RESOLVED** that Councillors John Pugh and Keith Mouldsdale make arrangements for carrying out the annual risk assessment .

**400 EMAIL ADDRESSES** – Reported that obtaining a gov.uk email address would entail changing the Community Council’s domain name. The Clerk had sought advice on the matter from Mr Chris Birchall who considers that the cost of doing so outweighs the benefits. A member wants to know how many visits are made to the Council website. **RESOLVED** that Councillors Keith Mouldsdale and Paul Weston look into finding out how to access the number of visits to the website and the possibility of adding a councillor’s name to the current domain name to create an unique councillor email address, for example, cllrkeithmouldsdale@llanfaircommunitycouncil.co.uk

### **401 DATES OF FUTURE MEETINGS**

Thursday 1 February [Neuadd Eleanor, Llanfair D C – main hall]

Thursday 15 March [Neuadd Eleanor, Llanfair D C – main hall]

There being no further business the Chair declared the meeting closed at 9.30 pm

John Pugh

\_\_\_\_\_CHAIR\_\_\_\_\_DATE

CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY  
COUNCIL

Minutes of an Ordinary Meeting of the Council held at The Genus Centre,  
Llanrhydd LL15 2UP on Wednesday 31 January 2018 at 7 pm.

**PRESENT** – Councillors David Baker, Bob Barton, Wini Davies, Tim Faire,  
Keith Mouldsdales, John Pugh [Chair], Medwen Roberts, and Eirwen Godden,  
Clerk.

**IN ATTENDANCE** - Three members of the public

**APOLOGIES** Councillor Hugh Evans OBE, Leader of Denbighshire County  
Council; Councillors Moira Edwards [prior commitment], Jayne Mayers [Vice-  
Chair] [childcare] and Paul Weston [prior commitment]

**PART 1**

**402 DECLARATIONS OF INTEREST**

Councillor John Pugh with regard to Neuadd Eleanor as trustee and as a  
Governor of Ysgol Llanfair; Councillor Keith Mouldsdales as a trustee of Neuadd  
Eleanor and Councillor Medwen Roberts as a Governor of Ysgol Pentrecelyn

**403 COMMUNITY MATTERS**

**403.1 Mains Gas** Wales & West Utilities' investment committee met in the  
middle of January and is happy to proceed with the scheme. There is,  
however, a mismatch in different parties' timescales. WWU require a 28%  
acceptance rate which can take from 3 weeks or 3 months. The highways  
authority will require a 3 month notice before work can commence, installation  
of a reduction station and 2913 mtrs of mains pipework, may take up to  
approx 29 weeks and towards the end of the year for the work to start. Whilst  
the new housing developer is very interested in connecting the site to the  
mains gas infrastructure there are two main concerns. The first is timing as  
site infrastructure work is planned to start in May 2018 and expects the first  
properties to be sold and occupied by the end of December 2018. The  
second concern relates to the costs involved. The proposed LPG scheme is  
much cheaper whilst gas connection costs are substantially higher at more  
than six times per plot.

In an endeavour, in the meantime, to bringing a reasonably priced gas main to  
Llanfair the Community Council has contacted several other suppliers since  
the last Council meeting held on 8 January. A local resident who used to  
work in the industry had provided a list for Community Council use. Two  
companies have expressed an interest in providing a quotation. They have  
been made aware of the urgency, timescale and other complexities involved.  
One quotation has been returned but the indicative costs are high. Meanwhile  
the County Council has applied for warm homes funding – can Llanfair benefit  
as it has a fuel poverty designation? It was reported that Llandegla has mains  
gas provision the cost of which was met with some grant aid. It was also  
suggested that contact be made with British Gas as soon as possible. It was  
confirmed that urgent enquiries are ongoing.

**403.2 Defibrillators** Reported that [a] Tomos Hughes from Calon y Dyffryn has visited Graigfechan and favours a site on the outside of the Council bungalow at 5 Maes Hyfryd. DCC will take care of electrics and fixing the box on the wall of this property [b] Llysfasi’s defibrillator is now installed in a locked heated box on the outside of the building to the left of the reception area [c] Genus plc intend to fit a defibrillator on all sites including Pentre Coch as soon as possible [the equipment will be housed in a heated box outside and will be accessible 24/7] [d] A press release was also issued and included in the Denbighshire Free Press in December and January’s edition of Y Bedol [e] dates for further training have yet to be confirmed.

**RESOLVED** that consideration be given to making a goodwill payment of £30 per annum to the resident at 5 Maes Hyfryd, Graigfechan towards the cost of electricity.

**404.3 Neighbourhood Plan** Submitted – notes of a meeting held on 11 January between steering group members, DCC officers and the Leader. The purpose of the meeting was to discuss how the Llanfair Plan and the County Corporate Plan can be aligned. The plan is currently a discussion document. The meeting was positive and Llanfair was complimented on its plan, County Council representatives stating that they would like to show the plan as an example to others. DCC can provide practical help tying in with Cadwyn Clwyd, the Llanfair survey and wind farm criteria for drawing down funds. The AONB could also be involved in delivering some items shown in the Llanfair Plan.

The steering group met on Monday 29 January to discuss feedback from the DCC meeting, consider actions arising, timescale for the Cadwyn Clwyd survey and develop a timeline for the Plan [tabled at the Community Council meeting] over the next six to twelve months. It was also felt that there should be investment in developing a web link/interface with the Community Council and the Village Hall which people can access easily to obtain data/information and how to get involved in the Llanfair survey. Finally, it was considered that aligning the Plan with DCC’s strategic direction was essential in maximising potential funding for community schemes locally. The cost of developing a web link/interface is being explored and will be put before a future meeting of the Community Council for consideration.

**403.4 Broadband** Councillor Bob Barton reported that he had attended the public meeting held at Llanarmon yn Ial on 7 December 2017. There is now a programme for ‘not spots’ and a map of exchanges is being sought from BT.

**404 MINUTES RESOLVED** that the minutes of the meeting held on 8 January 2018 were approved and signed as a correct record subject to deleting the heading “394.4 Denbighshire Local Development Plan 2006-2021” on page 5.

**405 MATTERS ARISING/ACTION TAKEN**

| Date/Ref          | Action, By Whom and Status  |
|-------------------|---|
| 17/05/17<br>311.3 | <b>Eyarth Bridge</b> Weight restriction sign is in the wrong position, needs to be further away from the bridge for drivers to see in time. |

|   |  |
|---|--|
| 06/11/17<br>04/12/17<br><br>08/01/18                                | Highways informed. Work commenced on pointing will continue next summer. Improvements to highway drainage between the trunk road and bridge are ongoing but will require a weekend road closure. Large vehicles are still travelling through the village. DCC's Senior Engineer has stated that legal orders are imminent and colleagues in Traffic will review the signage in the not too distant future. Members pointed out that signage is present but not apparent and that the other on the Pwllglas side is obstructive. Reported - Highways have been informed.  |
| 351.5<br>08/01/18<br><br>31/01/18                                   | <b>Fundraising Group</b> [Councillors Jayne Mayers, Keith Mouldsdale and Paul Weston] Councillor Bob Barton stated that he would be happy to assist with fundraising. Group meetings will be arranged when projects are identified.  |
| 362.5<br><br>08/01/18   | <b>Engaging with Young People</b> The Clerk reported that letters were sent on 12/10/17 to Clwyd YFC, Llysfasi, Ysgol Brynhyfryd, and Ruthin School. No response received. Councillors are responsible for engaging with young people in the area.   |
| 356.1<br>06/11/17<br>08/01/18<br>31/01/18                           | <b>Overview of Highways &amp; Environmental Services</b><br>Clerk - A list of bins located in the Community Council area requested.<br><br>There are two double waste bins in the area – outside the church in Llanfair and near Llysfasi College. DCC can supply Single Bins £250 each plus £50 installation, Double Bins £375 each plus £50 installation. Discussion/decision deferred until April 2018  |
| 356.3<br>367.1<br>387.3<br>04/12/17<br><br>08/01/18<br><br>31/01/18 | <b>War Memorial -</b> Plaque to commemorate those who died in a plane crash as requested by Mr John Harrop. Quotations sought including cleaning and repainting existing inscription on the War Memorial. Members have taken the view that names are to be included.<br>The Clerk has researched the names of airmen to be placed on a separate stone placed near the War Memorial but they require verification by RAF Military Records before permissions and new quotations are sought.<br>Members may wish to consider placing a memorial in the church grounds as an option. The Clerk to make enquiries with the church authorities. |
|   | Addition of Name to War Memorial<br>Clerk - Further information to be obtained from a relative   |
|   | Grant towards cost of final repairs<br>Clerk – Ongoing as time permits   |
| 06/11/17<br>375.6   | <b>Caravan at Erw Fair</b><br>Clerk - Enforcement notice was served at the end of October.   |

|   |  |
|---|--|
| 04/12/17<br>31/01/18                      | The Planning & Compliance Officer has not had an opportunity to visit the site but will be in touch again in due course.<br>Reported that site visits in the Llanfair area were due to take place on Tuesday 6 February 2018. It appears that the caravan is still located to the rear of the dwelling [on agricultural land] but the Officer will write to confirm. |
| 384.2<br>04/12/17<br>08/01/18<br>31/01/18 | <b>Denbighshire Housing</b><br>The Clerk has invited Mr Geoff Davies, Lead Officer to a future meeting. No response to date. Reminder to be sent.<br>Acknowledgement received, attendance to be confirmed  |
| 386.1<br>04/12/17<br>08/01/18<br>31/01/18 | <b>Parking Problems within the Local Community</b><br>The Clerk has contacted the County Council to seek clarification whether the car park area is public or private to residents in DCC housing provision at Bron y Clwyd. No response to date. The Clerk to send another letter with a copy to the Leader.<br>Acknowledgement received, response awaited.         |
| 325.2<br>08/01/18<br>31/01/18             | <b>Traffic Calming Measures at Graigfechan</b><br>The Clerk to enquire whether Welsh Government has approved the advance speed limit notification signs.<br>No response to date  |
| 393.2<br>08/01/18                         | <b>Vacancy on DCC Standards Committee</b><br>Councillor Bob Barton's name was put forward for consideration but was not successful on this occasion  |
| 394.3<br>31/01/18                         | <b>Consultation Paper on Planning Law in Wales</b> [30/11/17-01/03/18] Councillor Bob Barton had prepared a report for Colwyn Bay Town Council highlighting 4 key areas in the consultation document. It was agreed that copies of the report be circulated to Llanfair Councillors for comment  |
| 395.1<br>08/01/18                         | <b>Drainage/Flooding Problems at Pentre Coch</b><br>Site visit to be arranged between Highways, the Leader and Councillor John Pugh. Email sent to the Leader  |
| 395.2<br>08/01/18<br>31.01/18             | <b>White Bollards at Graigfechan</b><br>Clerk to enquire whether this is permissible<br>No response to date. The Clerk to send a reminder.   |
| 399<br>08/01/18                           | <b>Risk Assessment</b><br>Councillors John Pugh and Keith Mouldsdale to arrange in due course  |

## 406 CORRESPONDENCE

**406.1** Email dated 16/01/18 from One Voice Wales Re Review of the Local Council Sector with a request to respond to four questions posed by the Panel established to undertake a root and branch review of the sector –

<https://www.surveymonkey.co.uk/r/GCP5RZC>

What should community and town councils be responsible for?

How should they operate?  
What's standing in their way to deliver for the local community?  
How do councils ensure they best represent their local community?

Councillor Bob Barton reported that following a One Voice Meeting recently, responses are being collated and will be circulated to Community and Town Councils in due course.

**406.2** One Voice Wales Email dated 17/01/18 re Briefing from NALC on the new **General Data Protection Regulation [GDPR]**. The GDPR will come into force in May 2018 but it is not known how much the Bill will be amended during its progress through Parliament. Every Council holding personal data must appoint a Data Protection Officer [DPO] who has expert knowledge of data protection law. NALC's view is that most Clerks and RFOs cannot be designated as a DPO. This is because they will not be able to meet all the requirements such as an absence of conflicts of interests between the two roles and may not have the expertise. Community Councils are data controllers because they collect and use personal data and includes, for example, information about current and former staff, local residents, suppliers and service providers, enquirers, complainants, councillors. Information has to be kept and processed in a certain way with a comprehensive privacy notice in place [this could be displayed on the Council website, for example]. This a complex matter and small Councils, in particular, will need guidance. An update is expected once the picture is clearer.

**RESOLVED** that the Clerk writes to One Voice Wales and the SLCC with a request that they work together to develop a clear step by step guide/template for use by smaller Councils.

**406.3** Email dated 18/01/18 from DCC – **Chairman's Charity Dinner** on 1 March 2018. Noted.

**406.4** Email dated 25/01/18 from Councillor Moira Edwards which was read out at the meeting expressing concern at changing the dates/days of meetings, requesting that agenda item Dates of Future Meetings/Review of Standing Orders be deferred to a meeting in March. It was reported that Councillors Moira Edwards and Paul Weston had since indicated that they would both be happy with meetings being held on a second Monday in a month. **RESOLVED** that the matter be dealt with later under Part 2 of the meeting as scheduled.

**406.5** Letter dated 25/01/18 from Menter Iaith Conwy regarding **Hiraethog Development Strategy Meetings** at Llangernyw on 13/02/18 and Clawddnewydd on 20/02/18 both at 6 pm to discuss opportunities in realizing projects that will benefit the area and its people. The current emphasis is on improving broadband in the Hiraethog area which includes the Llanfair D C ward area. The strategy and implementation plan also includes 15 long term actions over 20 years. Councillor Bob Barton expressed a wish to attend one of the meetings.

**406.6** One Voice Wales Email dated 31/01/18 re Auditor General for Wales' consultation on **Code of Audit Practice** – open until 26/03/18. Full details and how to respond on [www.audit.wales](http://www.audit.wales) **RESOLVED** that the information be circulated to all Councillors as the review could be of some benefit to small Councils.

## **407 PLANNING**

**407.1 Application 20/2017/1219** Demolition of Existing Building and Erection of a Two-Storey Laboratory Building – Genus Breeding Ltd, Llanrhydd, Ruthin. Details had been forwarded to Members and it was **RESOLVED** that although the application is supported in principle it is suggested that rather than building a normal standard looking agricultural building, Genus plc should be encouraged to erect a building to a higher standard, more visually pleasing and in keeping with AONB principles. Members would also be seeking an assurance that environmental standards are being met.

**407.2 Appeal made to The Planning Inspectorate [Welsh Office Ref R6830/A/3192325]** <http://acp.planninginspectorate.gov.uk/> - against the refusal of the Local Authority to grant planning permission for the Removal of Residential Caravan and Development of Land by the Erection of One Dwelling with Detached Garage at The Watermill, Pwllglas, Ruthin. Councillor Bob Barton expressed an interest in attending a hearing should one be arranged. **RESOLVED** that the Clerk writes to the Inspector accordingly.

**407.3 Planning Aid Wales – Free Planning Training [Two Free Places for each Council]** The workshop to be held on Thursday 22 February 2018 230-5.45 pm at The Grand Salon, Ruthin Castle Hotel & Spa will focus on planning applications. Planning Officers from the Local Planning Authority will be attending to answer questions. Attending the workshop will help Councils to better understand how planning applications are dealt with and how decisions can be influenced. **RESOLVED** that details be circulated to absent Councillors and two places booked one of which is to be taken up by Councillor Bob Barton.

## **408 HIGHWAYS & ENVIRONMENT**

**408.1** The Chair reported that the toll road has been resurfaced.

## **PART 2**

**409 RESOLVED** that the Press and Public be excluded from the meeting due to the confidential nature of the following items:

## **410 FINANCIAL MATTERS**

**410.1 Request for Financial Aid – Ysgol Pentrecelyn**  
**RESOLVED** that decision be deferred to the March meeting.

## **410.2 Payment of Accounts/Invoices**

None were submitted

**410.3 Update on Internal Audit Requirements** Submitted – Two documents from JDH Business Services Ltd regarding annual review of the effectiveness of internal audit and internal audit plan for 2017/18. The documents highlight the importance of what the Community Council must do to meet the required standards together with the relevant evidence as indicated on the checklist of information and records that are needed in order to complete the audit. **RESOLVED** that the documents be received and importance of the content noted.

**411 EMAIL ADDRESSES** – Reported that UK2 [web host] has confirmed that since the Community Council has unlimited emails, Councillors’ names can be added to the current domain name to create a unique Councillor email address, for example, cllrkeithmouldsdale@llanfaircommunitycouncil.co.uk and then forwarded to their own addresses. This is possible at no extra cost. Some Members queried whether this measure was really necessary. **RESOLVED** that the Clerk makes enquiries to find out whether it is mandatory for Councillors’ email addresses to be published on the website in addition to their names, addresses and telephone numbers..

#### **411 DATES OF FUTURE MEETINGS**

##### **411.1 Review of Standing Orders**

**RESOLVED** that [a] amendments be made as follows:

para 1.1 to read “in suitable, accessible venues within the community council area”

para 1.2 to read “second Monday”

para 1.3 to read “the second available Monday”

Members to note that para 26.2 states that a resolution permanently to add, vary or revoke a Standing Order shall when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council.

[b] the next Community Council meeting is to be held on Monday 19 March, venue to be confirmed.

There being no further business the Chair declared the meeting closed at 8.45 pm

John Pugh

\_\_\_\_\_ CHAIR \_\_\_\_\_ DATE

#### **CYNGOR CYMUNED LLANFAIR DYFFRYN CLWYD COMMUNITY COUNCIL**

Minutes of an Ordinary Meeting of the Council held at Ysgol Pentrecelyn on Monday 19 March 2018 at 7 pm.

**PRESENT** – Councillors, Bob Barton, Wini Davies, Moira Edwards, Jayne Mayers [Vice-Chair] [for part of the meeting]. Keith Mouldsdale, John Pugh [Chair], Medwen Roberts, Paul Weston and Eirwen Godden, Clerk.

**IN ATTENDANCE** - 3 members of the public together with guest speaker, Mr Geoff Davies, Lead Officer – Community Housing Facilities, Assets & Housing, Denbighshire County Council

**APOLOGIES** Councillor Hugh Evans OBE, Leader of Denbighshire County Council; Councillors David Baker and Tim Faire [work commitments]

## **PART 1**

### **412 DECLARATIONS OF INTEREST**

Councillor John Pugh with regard to Neuadd Eleanor as trustee and as a Governor of Ysgol Llanfair; Councillor Keith Mouldsdale as a trustee of Neuadd Eleanor and Councillor Medwen Roberts as a Governor of Ysgol Pentrecelyn

### **413 COMMUNITY MATTERS**

**413.1 Mains Gas** The Chair reported that Wales & West Utilities had written on 12 March 2018 with a firm quotation for the provision of a gas supply based upon the information provided. The quotation for £3,182 plus VAT for the mains contribution is valid for 90 days and dependent upon receiving quotation acceptances within the validity period. The costs have gone up since the original estimate and the numbers are different. To this mains contribution WWU will add the cost of the individual service feeding the property which means that people will receive varying quotations. There is, however, some grant funding available via WWU to eligible homes. Concern was expressed that not all villagers had received a quotation letter. The Chair confirmed that other utility providers had been approached for a quotation to provide a gas supply but no firm figures have been forthcoming. Reaching the required number of acceptances for the scheme to progress is a huge challenge as is liaising and reaching agreement with all interested parties – the County Council [new school and existing social housing – approximately 25 properties], Grwp Cynefin [8 social properties], and Pure [new housing development of 63 homes]. If there is a genuine desire to make the scheme happen, WWU is happy to support and publicise a community event. WWU has in the past involved local MPs and AMs, the local authority, housing associations, councillors and citizens. **RESOLVED** that Mr Darren Millar AM be made aware of the proposal and asked whether he would be prepared to lend his support to move matters forward.

**413.2 Defibrillators** Councillor Jayne Mayers reported that the training cancelled due to the recent inclement weather has been re-scheduled for 27 April at Ysgol Pentrecelyn. Genus will install its own equipment.

**414.3 Neighbourhood Plan** Submitted – Report prepared by Mr Steve Whipp together with a quotation from Mr T Bennett-Lloyd for developing a web link/interface with the Community Council and the Village Hall. It was noted that the Community Council already has a named category for the plan on its website. Mr Phil Webb gave an update on progress regarding the community survey funded by Cadwyn Clwyd – bilingual survey forms are being distributed across the Community Council area, an open day is planned at the village hall from 1-6 pm on Thursday 19 April and Saturday 10-12 noon on 21 April to see results and have an open discussion. The final report is

expected six weeks later. He appealed for volunteers to distribute the survey forms. **RESOLVED** that decision on the quotation to develop a web link/interface be deferred but that, in the meantime, a request be made for the plan to be posted on the village hall website.

**413.4 Broadband Update** – Letter dated 19 February 2018 from Mr Darren Millar AM expressing concern that Openreach has not been able to complete the brief to deliver fibre broadband services across Wales by 31 December 2017. Openreach has however been granted a two month extension to enable a further 2,500 premises to be connected. Welsh Government has started a procurement process worth £80m to enable a further 88,000 to receive improved services with a caveat about “unforeseen engineering and technical challenges” which could make it impossible to provide connection to some properties.

**RESOLVED** the Clerk to contact Cadwyn Clwyd for an update on their broadband project and to inform them that Cllr Bob Barton is the Community Council’s Broadband Champion.

**414 MINUTES RESOLVED** that the minutes of the meeting held on 31 January 2018 were approved and signed as a correct record.

**415 MATTERS ARISING/ACTION TAKEN**

| Ref/Date  | Action, By Whom and Status  |
|---|---|
| 311.3<br>17/05/17<br>06/11/17<br>04/12/17<br>08/01/18 | <b>Eyarth Bridge</b> Weight restriction sign is in the wrong position. Traffic section requested to review – although signage is present it is not apparent and that the other on the Pwllglas side is obstructive.<br>Highways informed about signage concerns.  |
| 351.5<br>08/01/18<br>31/01/18                         | <b>Fundraising Group</b> [Councillors Jayne Mayers, Keith Mouldsdale and Paul Weston] Councillor Bob Barton stated that he would be happy to assist with fundraising. Group meetings to be arranged when projects are identified.   |
| 362.5<br>08/01/18                                     | <b>Engaging with Young People</b> The Clerk reported that letters were sent on 12/10/17 to Clwyd YFC, Llysfasi, Ysgol Brynhyfryd, and Ruthin School. No response received. It has been determined that Councillors are responsible for engaging with young people.  |
| 356.1<br>06/11/17<br>08/01/18<br>31/01/18             | <b>Overview of Highways &amp; Environmental Services – Waste Bins</b><br>There are two double waste bins in the area – outside the church in Llanfair and near Llysfasi College. DCC can supply Single Bins £250 each plus £50 installation, Double Bins £375 each plus £50 installation. Discussion/decision deferred until April 2018 |
| 356.3<br>367.1<br>387.3                               | <b>War Memorial</b> - Plaque to commemorate those who died in a plane crash as requested by Mr John Harrop. Quotations sought   |

|   |   |
|---|---|
| 04/12/17<br>08/01/18<br>31/01/18          | including cleaning and repainting existing inscription on the War Memorial. The Clerk has researched the names of airmen to be placed on a separate stone placed near the War Memorial but they require verification by RAF Military Records before permissions and new quotations are sought. Consideration being given to placing a memorial in the church grounds as an option. The Clerk to make enquiries with the church authorities. |
|   | Addition of Name to War Memorial<br>Clerk - Further information to be obtained from a relative  |
|   | Grant towards cost of final repairs<br>Clerk – Ongoing as time permits  |
| 375.6<br>06/11/17<br>04/12/17<br>31/01/18 | <b>Caravan at Erw Fair</b> Planning & Enforcement Officer visited the property on 07/02/18 and observed the caravan is still in situ outside of the residential cartilage. Request to have the caravan moved reiterated to within the cartilage. He received an assurance that the necessary action would be carried out within 6 weeks. Monitoring is to continue.   |
| 386.1<br>04/12/17<br>08/01/18<br>31/01/18 | <b>Parking Problems within the Local Community</b> Contact has been made with the County Council to seek clarification whether the car park area is public or private to residents in DCC housing provision at Bron y Clwyd. Response awaited.  |
| 325.2<br>08/01/18<br>31/01/18             | <b>Traffic Calming Measures at Graigfechan</b><br>The Clerk to enquire whether Welsh Government has approved the advance speed limit notification signs. Approval expected sometime in 2018-19 financial year.  |
| 394.3<br>31/01/18                         | <b>Consultation Paper on Planning Law in Wales</b> [30/11/17-01/03/18] Councillor Bob Barton had prepared a report for Colwyn Bay Town Council highlighting 4 key areas in the consultation document. It was agreed that copies of the report be circulated to Llanfair Councillors for comment   |
| 395.1<br>08/01/18<br>19/03/18             | <b>Drainage/Flooding Problems at Pentre Coch</b><br>Site visit to be arranged between Highways, the Leader and Councillor John Pugh. Flooding issue has not been addressed. The Clerk to send a reminder to the Leader.   |
| 395.2<br>08/01/18<br>31.01/18             | <b>White Bollards at Graigfechan</b><br>Clerk to enquire whether this is permissible<br>No response to date. The Clerk to send a reminder.  |
| 399<br>08/01/18<br>19/03/18               | <b>Risk Assessment</b><br>Councillors John Pugh and Keith Mouldsdale to arrange in due course.<br>Clerk to make enquiries about ownership of the wall at Bro Gynan at the back of the church  |

## **416 CORRESPONDENCE**

**416.1 Welsh Government Letter dated 01/03/18 Re 2018 Funding to Support the initial Setting Up of Joint Arrangements** [Core themes – community engagement, increasing citizen participation and engagement in local democracy, as well as support for clustering]. Closing date for applications – 20/04/18. The scheme provides an opportunity to encourage those Councils who have an interest in these areas but previously faced barriers in developing their ideas further. Noted.

**416.2 General Data Protection Regulation [GDPR].** Submitted – Copy of NALC's Toolkit for use by Community and Town Councils, which contains an action plan checklist, data audit questionnaire and a template for privacy notices and consent forms. Councils will need to appoint a Data Protection Officer. The GDPR is due to come into force in May 2018. This a complex matter and it is considered that small Councils, in particular, will need further guidance and training. One Voice Wales is in the process of including GDPR in one of its training sessions, the details of which will be sent to Councils as soon as a programme is ready. **RESOLVED** The Clerk to contact the County Council to find out what has been put in place to ensure their compliance, what assistance the local authority can provide, and to request that GDPR is placed as an agenda item for the next cluster meeting for Clerks and Chairs of Community/Town Councils.

**416.3 Wales Audit Office – Email dated 08/03/18 Re Survey** – to gauge the Community Council's relations and dealings with the local authority; services or amenities delivered by the Community Council; and any assets that have been transferred from the local authority to the Community Council. Survey closes 08/04/18. **RESOLVED** the Clerk was given authority to complete the survey on behalf of the Community Council.

## **417 PLANNING**

**417.1 Application 20/2017/1219** Demolition of Existing Building and Erection of a Two-Storey Laboratory Building – Genus Breeding Ltd, Llanrhydd, Ruthin – Reconsultation on amended plans and/or additional information. **RESOLVED** Members supported the amendments and were delighted to learn that the plans had been upgraded.

**417.2 Application 19/2018/0618** Alterations and Extension to Dwelling, and Erection of Replacement Detached Garage/Workshop Building – Ty Canol, Ty Terfyn Road, Llanfair D C [comments required by 26/03/18]. **RESOLVED** Members raised no objections and wished to support the application.

**417.3 Update on Appeal to The Planning Inspectorate [Welsh Office Ref R6830/A/3192325]** <http://acp.planninginspectorate.gov.uk/> - against the refusal of the Local Authority to grant planning permission for the Removal of Residential Caravan and Development of Land by the Erection of One Dwelling with Detached Garage at The Watermill, Pwllglas, Ruthin. The Planning Inspectorate has determined that a hearing is not being arranged. Noted.

## **418 HOUSING**

### **Guest Speaker Mr Geoff Davies, Lead Officer – Community Housing Facilities, Assets & Housing, Denbighshire County Council**

Denbighshire County Council established a separate organisation two years ago to look after its 3,500 housing stock which does not receive any Council Tax money, relying on rental income only. This money is invested back into housing including new builds in Rhyl, Prestatyn and Denbigh. Denbighshire Housing works closely with other registered social landlords, there is one waiting list across the different areas of operation. Questions were asked about Denbighshire's plans in relation to the proposed mains gas provision for Llanfair D C and what is being done about empty properties. There are currently 700 empty properties across Denbighshire. Mr Davies stated that he would contact Grwp Cynefin regarding their plans for the empty almshouses at Tai Elizabeth Owen. The Chair thanked Mr Davies for attending the meeting and addressing questions put to him.

## **419 HIGHWAYS & ENVIRONMENT**

### **419.1 Pentrecelyn - DCC Notice of Permanent 30 mph Speed**

**Restriction B5429** from a point 300 metres northeast of its junction with the A525 for a distance of 440 metres in a north easterly direction. Closing date for responses 20 April 2018. **RESOLVED** [a] Members welcome and support the proposal to impose a 30 mph speed limit between Llysfasi College and Pentrecelyn [b] that the County Council be requested to consider a 30 mph speed limit along the lane from the A525 past Bryn Coch Farm and other properties to Pentrecelyn.

### **419.2 Pavement near the Village Hall**

**RESOLVED** that the County Council be requested to take remedial action to clean/tidy the pavement as pedestrians have to step onto the highway to avoid mud/debris.

## **PART 2**

**420 RESOLVED** that the Press and Public be excluded from the meeting due to the confidential nature of the following items:

### **421 FINANCIAL MATTERS**

**421.1** The Clerk reported that HSBC is proposing to transfer accounts, products and services to a new part of the bank, HSBC UK [HSBC UK Bank plc. HSBC will be attending a hearing at the High Court on 21/22May 2018 to gain approval and if the transfer is approved, the scheduled transfer date is expected to be 1 July 2018. Noted.

**421.2 Request for Financial Aid RESOLVED** that grants be allocated as follows:

£50 Ysgol Llanfair

£50 Ysgol Pentrecelyn

£50 Children's Wales Air Ambulance Appeal

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

£125.88 - Sandra Williams – Translation Service

£112.00 - Clerk's Expenses

**421.4 Update on Audit** A date for the 2017/18 internal audit is awaited from JDH Business Services Ltd.

**422 EMAIL ADDRESSES** – Reported that the Clerk had written to One Voice Wales to seek clarification. The Community Council already meets the statutory requirement by publishing names, addresses and telephone numbers. The regulations do not state that an email address must be included regardless. Noted.

#### **423 TRAINING/CONFERENCES**

**RESOLVED** Approval was given [a] for the Clerk and Councillor Bob Barton to attend the SLCC/OVW Conference at Llandrindod Wells on 16 May 2018 and [b] Clerk to attend the SLCC Regional Training Seminar at Llandudno on 5 September 2018.

#### **424 DATES OF FUTURE MEETINGS**

##### **424.1 Review of Standing Orders**

**RESOLVED** that in accordance with the amendments made to the Standing Orders the following meeting schedule be approved [venues to be confirmed]:

2018 - 16 April, 21 May, 11 June, 9 July, 10 Sept, 8 Oct, 12 Nov, 10 Dec

2019 - 14 January, 11 February, 11 March

There being no further business the Chair declared the meeting closed at 9 pm

John Pugh

\_\_\_\_\_ CHAIR \_\_\_\_\_

\_\_\_\_\_ DATE \_\_\_\_\_