

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

Minutes of the Annual Meeting and an Ordinary Meeting of the Council held using a Zoom video/telephone conferencing platform on Monday 10 May 2021 at 7 pm.

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

**IN ATTENDANCE** 2 members of the public together with County Councillor Hugh Evans. The Chair reminded everyone that the session would be recorded [destroyed when minutes are approved] and anyone wishing to receive more information on items discussed to email the Clerk.

**APOLOGIES** – Councillor Wini Davies [unable to join remotely by telephone due to technical difficulties] Condolences were expressed on her brother's recent passing.

**PART 1**

**775 ELECTION OF CHAIR AND VICE-CHAIR FOR 2020/21**

[a] Councillor Jayne Mayers was proposed and seconded to be re-elected as Chair. This was agreed.

[b] Councillor Keith Mouldsdale was proposed and seconded to be re-elected as Vice-Chair. This was agreed.

Declaration of Acceptance of Office forms to be emailed for signature and returned to the Clerk.

**776 DECLARATIONS OF INTEREST** Councillors Keith Mouldsdale as a trustee of Neuadd Eleanor's Management Committee, David Baker as a member of Llanfair Church Council.

**777 MINUTES – RESOLVED**

**777.1** The minutes of the Annual/Ordinary Meeting held on 15 June 2020 were re-affirmed.

**777.2** The minutes of the Ordinary Meeting held on 12 April were approved.

**778 COUNCIL'S ANNUAL REPORT FOR THE YEAR 2020/2021**

Submitted – a copy of the Council's Annual Report on Priorities, Activities & Achievements for the year 2020/2021. The Chair's remarks and appreciation of everyone's contribution to the work of the Council are to be added to the document. It was noted that from April 2022 Community and Town Councils will have a duty to prepare and publish an annual report each year.

**RESOLVED** that the report be approved and posted on the Council website and published in the Dyffryn Clwyd Chronicle.

**779 COMMUNITY MATTERS**

**779.1 Former School Site and Playing Field Llanfair DC** DCC's Asset Management Group [AMG] met on 05/05/2. A report was presented seeking approval for DCC to allow the Community Council to occupy the old school building on a short-term agreement until a business case is received for a Community Asset Transfer [CAT]. The AMG approved the recommendation and agreed to transfer the playing field. Mr

Robin Evans will be in touch to discuss the transfer and agree details of a license. DCC will, however, only consider transferring one of its assets to an established group or organisation. Llanfair Community Council and the Wales Wildlife Trust would be acceptable. Proposing to set up a new body, group or charity might be an issue. DCC needs to be assured that any transferred asset is going to be safe and looked after properly in the future. There is no intention to carry out any maintenance work on the building, as with all vacant buildings if they are watertight DCC just keeps them safe and secure. The equipment that is in the kitchen now will remain there, would be available for use, but the safety and statutory testing of them would be the licensee's responsibility.

DCC is currently dealing with a proposed CAT of the old school at Llandrillo to the Community Council. It has been suggested that Llanfair Council may wish to contact Llandrillo for advice on the process. OVW is planning to deliver training for councillors on community asset transfers soon. The Chair expressed the hope that all councillors would take part.

Councillor Steve Whipp reported that the Llanfair steering group met for the third time remotely on 06/05/21 to share feedback on developing ideas, looking at issues and options whilst ensuring that there is no competition or replication of amenities by other groups and/or services in the area. He thanked Councillor Hugh Evans for the behind the scenes assistance he had given which cumulated in a positive response from DCC's Asset Management Group. Options being considered for the building include a commercial shop stocking local food and essential goods rather than luxury; a café providing meals for the elderly and children outside school time; tourist accommodation – bunk house style as in Llandegla or walkers; repairs/recycling activities including training in the skills needed. Councillor Whipp requested that steering group members be included on the delegate list for the OVW CAT training. Discussions are ongoing with planning and highways around listed building status and other constraints. The aim is to produce a sustainable plan which is of maximum benefit for the community. Community consultation such as planning for real exercises is regarded as key in gathering evidence for funding applications. It was **agreed** that the Community Council would pay for two pop-up boards to take around the community to enable people to see the vision. People need to be realistic about constraints and come forward with clear ideas before applying for funding. A sum of £100 was agreed – the group to put together a brief for what was required to enable the Clerk to obtain quotations. No insurance is in place for either the playing field or the building – details are awaited from Mr Robin Evans, DCC.

**779.2 Housing Needs Survey** Submitted – a draft report prepared by the Rural Housing Enabler Service. A summary analysis is as follows - 533 letters sent out, 40 responses. The area has a total of 31 social housing properties, not including the almshouses. Only 3 social rented properties became empty over the past year. There are 5 three-bed rent-to-own properties, but all are occupied. The findings show that the current housing is not sufficient to meet demand, according to both social housing

registers. There is a need for one and three-bed properties to rent at social levels and 3-beds to buy at an affordable price. Three respondents want a 2-bed bungalow - they are not on either register. Only one respondent has an income greater than £50,000. Using the formula 3.5 x salary, they would not be able to afford the only 2 bed bungalow for sale, which is priced at £215,000. The results do not, however, say whether this respondent has savings for a deposit.

A CACI paycheck search shows that average income is over £28,000, though this may not be reflective of those looking for properties. ONS data shows a mean average equivalised disposable income of £28,300 for the MSOA including Llanfair Community Council area. 5 respondents looking to move have a combined income less than £25,000. The average price in Llanfair DC over past 12 months is £149,500, average value is £171,000, according to Zoopla. These figures are far higher in the other villages. This means all families on the median income or below are priced out of the market.

Data from housing registers - 54 on SARTH (Single Access Route To Housing) who have asked for Llanfair DC area. 41 on TaiTeg register who have asked for this area. These are high numbers compared to demand for other, larger villages. There is high demand for 3 beds to rent and to buy. From the survey, 6 want to move, but only 1 in the next year. 2 said their current property is too big. 4 of these respondents had a combined income less than £25,000. None of these are registered with SARTH or TaiTeg.

50% (19/40) of residents do not support any more development. The main reason for this is capacity and recent developments. A final copy of the survey will be available in due course. Corrections and additions are expected including a response on queries which may change some of the data.

A response is awaited from Grwp Cynefin regarding discussions with the Charity Commission about the future of the almshouses in Llanfair.

## **780 CORRESPONDENCE**

### **780.1 Overview of the Conwy & Denbighshire Public Services Board**

Submitted – email dated 17/04/21 from OVW. Noted.

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

**781.1** The Clerk reported that she attended the **OVW Conwy and Denbighshire Area Committee** meeting on 28/04/21 when Gwenith Price spoke about the Welsh Language Commissioner's duties. There was now more focus on complying with the Welsh Language Standards than producing a Welsh Language policy. She stressed that public bodies must not treat the Welsh language no less favourably than the English language in relation to services offered.

**781.2 Councillor Training** - arrangements had been made for Councillor Eilir Jones to attend the following remote training sessions on  
12/05/2021 Wednesday Code of Conduct Module 9 - 2.00-3.30pm

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

**782.1 Pre-application Consultation** Submitted – notice dated 15/04/21 submitted by Roberts Homes Limited regarding the proposed development of land adjacent to Paradwys, Graigfechan. The Council had received several comments and correspondence about the proposal which had been collated and sent to members prior to the meeting. County Councillor Hugh Evans suggested that discussions take place with a planning officer about the proposal before submitting a response - in relation to the LDP, other policies, what is reasonable, whether the proposed configuration can be reconsidered, a mix of housing maybe, a play area - to ensure that the proposed development is in keeping with the area of Graigfechan to meet the needs of local people. Councillor Owen Evans stressed the need for the developer to communicate very clearly with residents about a works timetable, road closures and so on.

**RESOLVED** that [a] contact be made with the agent to extend the 14/05/21 deadline for responses [b] contact be made with the Planning office before submitting a response to the agent [c] a response to the agent is prepared on the following lines -

Llanfair D C Community Council would request that the applicant

[1] demonstrates that it has considered the local housing needs in the context of the DCC LDP. Otherwise, the applicant should reconsider the planned proposal to ensure that it meets housing needs.

[2] engages with Denbighshire County Council [DCC] to consider the design of the proposed development in the light of National, County and Local policies and strategies in determining whether the proposal is considered appropriate. DCC should be able to advise on appropriate design guidance, yardstick, to ensure that any proposed development is in keeping with the area and accords with policies. The applicant should ensure that it has the view of the AONB as part of the pre-consultation.

[3] reconsiders the proposed site layout to remove overlooking issues to adjacent properties and within the site.

[4] considers the parking provision of the proposed development and reconsider the design to ensure that adequate provision is made. The applicant should also consider the impact of the proposed development in terms of the impact on transport in the area as well as the impact on air quality.

[5] is advised that the receiving water from the site is sensitive in terms of flooding and the proposal for SuD provision should be reviewed by the applicant in this context.

[6] is recommended to refer to the Llanfair Fyw group [affiliated to the North Wales Wildlife Trust] as a stakeholder consultee for development which would be able to provide local detailed knowledge. The Community Council's website also has a biodiversity action plan which the applicant should refer to.

[7] considers a proposal to make use of part of a Community Infrastructure Levy to ensure provision of recreational amenity within the village.

[8] ensures the proposed design demonstrates that account has been taken of current infrastructure and natural features.

[9] is recommended to refer to the Community Council's website which has useful references that would inform planning development.

[10] makes arrangements for a site meeting with representatives from the community council as soon as possible to discuss the proposal.

**782.2 Application 20/2021/0268** submitted by Mr Huw Jones, Pentre Farm, Pentre Celyn on 05/05/21 for the erection of extension to existing agricultural building to provide roof over yard – Nant yr Hendre, B5429 Graigfechan to Llysfasi Crossroads. **RESOLVED** that the application be supported.

**782.3 Planning Briefing [774.2]** The Clerk reported that she had contacted Sarah Stubbs, DCC Principal Planning Officer, about the possibility of an officer joining a Community Council meeting to brief/bring members up to date with dealing and responding to planning applications. A response is awaited from the department's Development Manager.

**782.4 Clover Bank, Llanfair D C [770.4] Applications 20/2018/0448, 20/21019/0190, 20/2019/0794** It was reported at the Council meeting on 12/04/21 that the original planning application had been approved but it appears that no further consultation took place with anyone about reverting to the original version. Residents had expressed concerns about the mess on the site and whether the landowner could be required to keep the area tidy. The Clerk had contacted Planning for clarification on the issues raised. It was resolved to grant the original application for one dwelling in June 2018, subject to a legal agreement being entered into to secure an open space contribution. However, this took far longer than usual owing to the applicants attempting two other applications [both of which were refused]. At that point, the applicants settled for the original scheme and signed the legal agreement which allowed the Authority to issue the decision. This was made in accordance with their scheme of delegation. Regarding the tidiness/condition/deterioration of the site, residents are asked to fill in a complaints form as required by their Enforcement Charter. A copy of the email from Planning to be forwarded to all Councillors.

## **783 HIGHWAYS & ENVIRONMENT - General Update on Ongoing Highway and Other Matters –**

**783.1 Request for a Road Safety Mirror near Eyarth Bridge [771.2]** The request had been referred to DCC, but the Clerk was informed that this was a Trunk Road Agency matter. In this instance the enquiry is considered as being operational in nature requiring a detailed response and has therefore been forwarded to a Trunk Road Agent who will respond to the Community Council directly in due course.

**783.2 Blocked Bridleways and Footpaths [771.4]** The Clerk wrote to DCC following the Council meeting on 12/04/21 when it was suggested that it was time the Community

Council looked at all the footpaths/bridleways in the parish and to come up with a plan to make them more practical and sympathetic to users and owners. A detailed response was received from Adrian Walls, DCC's Highways Information Officer. Any wider refresh of the network is not a process covered by a single legal process and the costs for the processes/orders needed would be significant. There is little merit in considering a network rationalisation. Welsh Government which is presently reviewing access law may introduce measures that reduce the present administrative burden of such orders in future. He is, however, happy to assist the Community Council if there is a suitable project that exists to bid for funding to enhance access.

The Chair, in the meantime, accompanied by Councillors Owen Evans and Osian Owen, held a site meeting with the Llanbenwch landowner on 19/04/21 to consider ways of making it safer for pedestrians to cross the A525 at that point. The Chair's report and plan was forwarded to Adrian Walls. His response was as follows: He could not justify making an order made, and paid for by DCC, to make changes to the path network at present. Any proposal to alter this would possibly neither meet the required tests for order confirmation of the new route being as short or commodious as the existing route and an objection could be made by statutory consultees such as the Ramblers and Open Spaces Society which would force the matter into a public inquiry. He does not advise anyone else thinking of funding such an order to move all or any part of the path, as the money would likely be lost.

There is no reason that the owners of the fields over which the route passes can offer to make the path one the public use by permission and for which its route can be altered, or use stopped if needed without seeking a legal order. All the suggested works such as the fenced edge to the path would need to be funded by somebody and in doing so would need to be aware that if fenced in so stock is unable to graze the path is likely to need vegetation to be cut a couple of times a year or it would become impassable due to choking by weeds.

Under the Highways Act 1980 s50 the Community Council, having identified a need for such a path as a local resource, with the landowner's agreement could raise its own funds to do this work to create and maintain the way for the public to use, even without the path becoming a permanent public right of way on that land.

The Chair and Councillors Owen Evans and Osian Owen had also requested a site meeting with Llysfasi's Farm Manager to talk about footpaths over college land and ways of making them more accessible and of benefit for both users and landowner. A date has yet to be agreed.

**783.3 Other General Highway Matters** Councillor Tim Faire drew attention to [a] the danger and difficulties associated with a narrow lane such as the one leading to his property near Llysfasi, [b] the potential of improving the footpath between Ruthin and Llanfair, [c] Councillor Steve Whipp stated the he would follow up action for Alex Bebbington to develop a flooding plan, [d] there are constant complaints about the condition of roads and potholes, speeding on the Nant y Garth Pass, no joined up

network to reduce speeding and when will the 40 mph speed restriction be implemented and so on.

**RESOLVED** that Tim Towers be invited to join a Council meeting to provide an update on highway matters and contact be made with Ben Wilcox-Jones about an update on the 40 mph limit on the Nant y Garth Pass.

## **784 FINANCIAL MATTERS**

**784.1 Payment of Accounts/Invoices Agreed** as follows:

£54.00 SLCC [Clerk's attendance at SLCC/OVW Conf 13/05/21] Invoice BK202043

£368.94 AVOW [Clerk's May salary inc payroll fee] Invoice 14055 SO payment

£186.48 JDH Business Services Ltd [2020/21 internal audit fee] Invoice 3963

**784.2 Requests for Financial Aid RESOLVED** that a donation be made as follows:

£150 Ty Gobaith/Hope House

**784.3 Review of the Council's Financial Regulations** – no changes suggested

**784.4 Review of the Council's Financial risk Assessment** [new sections on Community Asset Transfer, Supplier [Procurement] Fraud and replace any reference to GDPR with Data Protection Act 2018]. Members were informed that the internal auditor had drawn attention for the need to include supplier [procurement] fraud including the adequacy of supplier onboarding controls.

**784.5 Review of the Council's Standing Orders** [recommended that para 6.5.3 be deleted/revoked] Members noted that a resolution to revoke a Standing Order shall when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council.

**RESOLVED** that the recommendations following the reviews be approved and Standing Orders placed on the agenda for the next meeting..

**785 DATES OF FUTURE MEETINGS** [Venues TBC, Councils have the option of holding remote meetings beyond May 2021 - LG & Elections (Wales) Act 2021] 14/06/21, 12/07/21, 13/09/21, 11/10/21, 08/11/21, 13/12/21, 10/01/22, 14/02/22, 14/03/22

**PART 2 786 RESOLVED that the Press and Public be excluded from the meeting due to the confidential nature of the following items:**

**786.1 Update on the War Memorial Repair Work** Mr John Pugh had emailed the Clerk to say the contractor hoped to complete the works on the War Memorial week beginning 10/05/21 subject to weather conditions.

**786.2 Succession Plan** Councillor Steve Whipp expressed the need for the Council to have a succession plan in place in case the Clerk leaves her post without being able to give notice. He felt that the Council needed to be clear what mitigating action could be taken following the sudden loss of services of an employee. The Chairman is already provided with an essential information pack to include job pack, passwords, contact details and a month-by-month calendar list of duties. Assistance could be sought from

the SLCC, OVW and other Clerks who are prepared to provide a temporary Clerk service.

**786.3 Council Notice boards** Obtaining quotations for replacing Council notice boards was still on the Clerk's to do list.

The meeting ended at 8.40 pm    CHAIR

DATE