

BAGILLT COMMUNITY COUNCIL

Minutes of the proceedings of meeting the BAGILLT COMMUNITY COUNCIL held in BAGILLT COMMUNITY LIBRARY on Wednesday 10th July 2024.

PRESENT: Councillor S. Jones (Chairwoman)

COUNCILLORS: R. Davies, B. Gittins, A. Griffiths, J. Humphreys, A. Locker, C. P. Owens, W. Owens, K. Rush, Y. Rush, T. Strong, C. Williams and D. J. Williams.

IN ATTENDANCE: Mrs. L. Wood (Clerk) and Members of the Public.

APOLOGIES: Councillors B. T. Doleman.

42. PUBLIC ENQUIRY ITEM

A Member of the Public asked a question relating to agenda item 17a. Website & Emails and inquired whether the new website will cost the Council more than the current website and why the Council decided to make the change. The Clerk advised that there are cost implications and the Chairwoman added that the decision to change the website was based on a previous Council decision.

Councillor J. Humphreys also responded that while there will be setup costs, the ongoing annual costs are expected to be lower.

43. DECLARATION OF INTERESTS

Councillor R. Davies declared an interest on Minute Number 50 (Planning).

44. PLAYAREA MATCH FUNDING 2024/25

The Chairwoman advised Mr. R. Roberts, Aura Play Design Officer was unable to attend this evenings meeting, however he will endeavour to attend the September meeting.

45. POLICING MATTERS

Issues reported:

That the recent incident at Pen Y Glyn play area that Aura had reported regarding the human faeces found on the play equipment be reported to the PCSO.

RESOLVED: That the issue reported are passed onto the PCSO.

46. STREETSCENE MATTERS

The Clerk reported that the issues reported last month had been passed onto to FCC Streetscene and the Officer confirmed they had been added to the list for action.

RESOLVED: That the report is noted.

47. MINUTES

RESOLVED: That the minutes of the Ordinary meeting of the Council held 12th June 2024 be confirmed as a correct record and signed by the Chairwoman.

48. CHAIRWOMAN'S COMMUNICATIONS

The Chairwoman reported that she will be attending both Primary Schools to present the Community Shields Awards.

RESOLVED: That the report is noted.

49. REPORTS BY REPRESENTATIVES & COUNTY COUNCILLORS

Councillor R. Davies reported the issue regarding the vegetation around the Old Royal Oak Bus stop has been cleared. Additionally, the potholes in Sandy Lane and Gadlys Lane have been repaired.

RESOLVED: That the report is noted.

50. PLANNING APPLICATIONS

a. Applications for Consideration

| App No | Location | Detail |
|---------------|--|---|
| OUT/000028/24 | The Crest, Sandy Lane, Bagillt, Flint, CH6 6EY | Resubmission of OUT/000328/23. The proposals relate to the demolition of the existing dwelling and the construction of eight dwellings based upon 3 no. pairs of semis and 2 no. detached. Vehicular access to be upgraded. |

The Clerk informed Council that a further notification period has been opened as new or amended documents have been received and reminded Council, that in February 2024, the Council resolved that they will support if the previous objections relating to the badger set and subsidence have been considered.

Councillor R. Davies proposed the decision is left to the Flintshire Planning Department and this was seconded by Councillor A. Griffiths.

RESOLVED: That the Council decision to leave the decision to Flintshire Planning Officer be shared with the Flintshire Planning Department.

b. Application Decisions – for information only.

| App No | Location | Detail | Decision |
|--------|----------|--------|----------|
|--------|----------|--------|----------|

| | | | |
|---------------|--|---|---------|
| FUL/000257/24 | Havenstone, Manor Drive, Bagillt, Flint, CH6 5RT | Proposed attached garage with extended room over - removal of flat roof and installation of pitched roof over Kitchen | Support |
|---------------|--|---|---------|

RESOLVED: That the application decision was noted.

51. ACCOUNTS FOR PAYMENT

| Voucher No | Name | Details | £ |
|------------|------------------------------|---|-----------|
| 35 | Gwyn the Shoe – Mr G. Morris | Repair to Stag Notice Board | 26.00 |
| 36 | Mrs. L. Wood, Clerk | Clerks Salary & Expenses (<i>this includes reimbursement of £148.32 for Office 365</i>) | £1,079.49 |
| 37 | HM Revenues & Customs | Tax & NI | 283.81 |
| 38 | Clwyd Pension Fund | Pension Contributions | 307.20 |
| 39 | Valda Energy | Community Library Electricity ** Paid via Direct Debit | 62.51 |
| 40 | Bagillt Web Design | Upload files | 70.00 |
| 41 | Scott's Jewellers | Community Shield Engraving | 33.60 |
| 42 | Viking | Office Supplies | 27.53 |
| 43 | Viking | Office Supplies | 23.93 |
| 44 | Bagillt Web Design | Upload Agenda | 70.00 |
| 45 | Flint Town Council | Photocopying Charges | 14.40 |
| | HSBC | Bank Chagres | 5.00 |

Councillor C. Williams proposed the accounts were paid and it was seconded by Councillor R. Davies.

RESOLVED: That the above mentioned accounts be paid.

52. BAGILLT COMMUNITY LIBRARY

Councillor R. Davies requested an update on the community asset transfer. Councillor C. Williams stated that the committee still has concerns regarding the community asset transfer conditions and, therefore, cannot currently pursue this matter. They are awaiting a response from the Flintshire County Council Legal Department.

Councillor B. Gittins said that a resident had reviewed the Library accounts, which are on public display, and queried why the Council are paying the electricity bills when the Library has a balance of £7,500 in its bank account. Councillor C. Williams explained that the £7,000 grant awarded for the extension constitutes this balance and that the funds can only be used for the extension; any unused money will be returned to the grant organisation.

Councillor B. Gittins asked if the extension could proceed despite the community asset transfer not being agreed upon. Councillor C. Williams reported that advice from the Flintshire Local Voluntary Council indicates that it can.

Councillor T. Strong questioned why this matter is taking so long, noting that paperwork had previously been signed and detailed in the Council minutes. Councillor K. Rush clarified that the previous paperwork related to a lease, whereas the Library is now pursuing a community asset transfer. Councillor C. Owens added that there are also changes in the conditions.

RESOLVED: That the reports be noted.

53. FINANCIAL INFORMATION

The meeting considered the Budget Monitoring report and Bank reconciliation statement for the fourth quarter to 30th June 2024. See Appendix A.

Councillor R. Davies proposed that the report be approved, however the section of the report relating to reserved contingency balances be amended to exclude the Community Library once the community asset transfer is completed. He explained that, should the Friends of Bagillt Library disband, ownership of the Library would return to Flintshire County Council and not the Community Council. The proposal was seconded by Councillor J. Humphreys.

Following a vote, the majority objected to the proposal of the amendment, and it was not carried, however, the report was approved as originally presented..

RESOLVED: That the financial information be noted and approved.

b. Checks of Supplier Data

In order to meet the requirements of the financial regulations and internet banking, it is necessary for a programme of regular checks of standing data with suppliers to be followed. This required a Councillor to look through the accounts and certify a number of invoices and payment receipts.

RESOLVED: Councillor J. Humphreys reviewed a selection of invoices and payment receipts which were certified as correct.

54. ANNUAL REPORT 2023/24

The Council considered the Annual Report for 2023/24.

Councillor B. Gittins proposed the report is approved and adopted and it was seconded by Councillor C. Owens.

RESOLVED: That the Annual Report for 2023/24 was approved and adopted.

55. COMMUNITY SHIELD

The Clerk, after consultation with the Chairwoman, advised the Council that the names of the children receiving awards later in the month will not be announced beforehand to avoid spoiling the surprise for their family members.

RESOLVED: That the report was noted.

56. CHRISTMAS TREE AT THE CHURCH

Councillors considered an email from Reverend K. Evans regarding the Christmas Tree at St. Mary and St. Peter's Church. The Church Committee had unanimously decided not to have a Christmas Tree at the Church, as they feel it cannot be seen or appreciated. The Committee also requested that the electrical box be removed from the side of the Church.

Councillor R. Davies proposed we respect the wishes of the Church Committee and that the electrical box be removed and that the tree also be removed from the Christmas scheme. The proposal was seconded by Councillor T. Strong.

RESOLVED: That the Clerk will arrange for the removal of the electrical box from the Church and the tree will be removed from the Christmas scheme.

57. PUBLIC ENQUIRY ITEM

Councillor J. Humphreys suggested that the Council considers holding public question time by starting the meeting 30 minutes earlier and holding this public session a few times a year. This would allow the public to ask questions on any matters, not just agenda items, however the Council could request that the public writes in and submits their questions to the Clerk 7 days prior to the meeting, in order to allow time for Councillors to consider a response.

Councillor W. Owens stated that this matter needs thorough consideration and a procedure would need to be prepared. Therefore, to allow sufficient time for discussion, she proposed that the Council holds an extraordinary meeting for this item. The proposal was seconded by Councillor J. Humphreys.

RESOLVED: That the Council will schedule an extraordinary meeting to discuss the proposal for public question time and to develop the necessary procedures.

58. COUNCILS WEBSITE & EMAILS

The Clerk reported that she had attended website training and confirmed that the new website is on target to be up and running by 31st July.

In relation to the Council's email, it was discovered that the email system also needed to be changed. Due to the tight timescales, the Clerk, in consultation with the Chairwoman and Vice-Chairman, initiated the process of moving emails. The cost of this along with a quotation for additional recommended IT works, was shared with the Council.

Councillor C. Owens raised some questions about the email changeover. The Clerk advised that she could share these questions with the IT company responsible for the changeover and report back.

Councillor R. Davies proposed the quotation is accepted and that the Clerk forwards the questions on to the IT company and reports back to Council. This proposal was seconded by Councillor J. Humphreys.

RESOLVED: That the Clerk proceeds with the email changeover process and the recommended works and reports back at the next meeting a response addressing the questions raised by Councillor C. Owens.

59. HANGING BASKETS

Councillor T. Strong queried why the hanging baskets that the Council had agreed to purchase have not yet been put up in the village.

Councillor K. Rush responded that he is aware the baskets were delivered to the Community Garden for storage. He proposed to arrange for the collection and erection of the baskets in the village.

The Clerk suggested that the Council's public liability insurance should be checked to ensure coverage in case a basket falls and causes damage to a person or property.

Chairwoman Councillor S. Jones proposed that the Clerk investigate the insurance implications and if Councillor K. Rush is able to erect the baskets without insurance issues, he proceeds, however, if there are insurance-related rules prevent this, the Clerk will discuss with the Chairwoman and Vice-Chair to determine the next steps, which could be to pay for the services of a suitable business. This proposal was seconded by Councillor A. Griffiths.

RESOLVED: That the Clerk investigate the insurance coverage regarding the hanging baskets, and provided there are no insurance issues, Councillor K. Rush can proceed with erecting them. If there are concerns, the Clerk will discuss with the Chairwoman and Vice-Chair to determine the appropriate course of action.

60. COUNCIL POLICES

The Council considered the following policy for approval and adoption:

- Information & Data Protection Policy
- Freedom of Information Publication Scheme
- Complaints Procedure
- Local Resolution Procedure
- Grievance Policy

Councillor C. Williams proposed that all the above policies are approved and adopted and it was seconded by Councillor K. Rush.

RESOLVED: That the Information & Data Protection Policy, Freedom of Information, Publication Scheme, Complaints Procedure, Local Resolution Procedure and Grievance Policy were approved and adopted.

61. AUTHORITY FOR ACTION DURING THE RECESS PERIOD

Councillor C. Owens proposed the authority for action during the recess period is agreed and it was seconded by Councillor K. Rush.

RESOLVED:

1. That in accordance with the provisions of Section 101 of the Local Government Act 1972, the Chairwoman and Vice-Chairman, acting as a Sub-Committee, be given power to act on matters of an urgent nature during the recess period.

2. That in accordance with the provisions of Section 101 of the Local Government Act 1972, the Chairwoman and Vice-Chairman, together with a local Member(s) (excluding planning applications), acting as a Sub-Committee, be given power to act on matters where local Member involvement would be helpful during the recess period.

62. CORRESPONDENCE & CLERKS REPORT

There were no correspondence or Clerks report.

63. FUTURE AGENDA ITEMS

Councillor T. Strong requested Hanging Baskets is included on the next agenda.

RESOLVED: That the Clerk will include this item on the next agenda.

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| Date of Council Meeting | Wednesday 10th July, 2024 |
| Chairwoman | |