

**Minutes of General Meeting held on Thursday 1<sup>st</sup> October 2020**

**Present: Cllrs**

Allan Morgans – Chair  
John Almond  
Ivy Watts  
Amanda Curtis  
Paul Sheldon  
Michael Cordiner  
Bob Barton  
Margaret Narburgh – Clerk

**Apologies: Cllr**

Jac Armstrong – Vice Chair  
Isla Watts

**Members of the Public:**

Mr Hugo Watts  
Mr A King  
Mrs G Dillon

**103. Meeting open to the Public**

Nothing raised

**104. Declarations of Interest**

Cllr Ivy Watts declared an interest in item 18 on the Agenda ref appointment of Contractor for Maes Ysgawen Improvement plan.

**Action: Clerk to send Cllr Ivy Watt declaration of interest form for completion**

**105. Approval of Minutes on 3<sup>rd</sup> September 2020**

Cllr Almond proposed they be accepted as an accurate record of the meeting, Cllr Morgans seconded and all Councillors present voted in favour except Cllr Barton who was having technical difficulties with the sound.

**106. Matters Arising from Meeting on 3<sup>rd</sup> September 2020 ref minute:**

- 89 completed 5.9.20
- 92 all completed 4.9.20
- 93 completed 9.9.20
- 94 completed 5.9.20
- 95 both completed 5.9.20
- 97 completed 9.9.20
- 98 still outstanding due to volume of work
- 99 completed 20.9.20
- 100 completed 5.9.20
- 102.1 C. Cllr Holland reported that there were many instances of developments without planning approval in the area and the matter of the Youth Hostel had been raised again with Denbighshire CC
- 102.2 C. Cllr Holland reported that there were issues with the bus timetables due to Covid-19 restrictions and they are under review by Denbighshire CC
- 102.3 Charlotte Riddick e-mailed the Council to confirm she regularly checks the defibrillator at the Village Hall but has not been confirming it is in working order to the emergency services. She will check with the relevant authorities what is required so no further action on the Council

**107. County Councillor Martin Hollands Monthly Report**

The Chair proposed bringing this item forward on the Agenda as Cllr Holland needed to leave the meeting early to attend to his sick mother. Seconded by Cllr Sheldon and all Councillors voted in favour except Cllr Barton who was having technical difficulties with the sound.

## Fly Tipping

There has been a case of Fly Tipping in Tafarn Y Gelyn but a local resident who had a skip has kindly removed it. I have thanked him for his Community Spirit.

## Planning Applications

There is an ongoing problem with developments in the ward that have not gone through the planning process. I have reported a number of such cases this month.

## Resurfacing

I have chased the County to revisit the resurfacing work by the Youth Hostel Maeshafn.

## Road Markings

I have asked for the road markings to be reinstated in Maeshafn village around the triangle and to reinstate the Slow warning on the road as you approach the Village from the Nercwys Road.

## Manhole Cover

Residents have complained about the manhole cover by the pond in Tafarn y Gelyn because it is loose and rattles every time someone drives over it. DCC have been out to inspect it with a view to replacing it.

## Moel Famau Access

DCC have received a grant from Welsh Government for £180k towards work to improve access to Moel Famau and Loggerheads. £100k will be spent on the access to Moel Famau which should help both visitors and residents.

## Road Closure

The road past the Youth Hostel will be closed from the 24/11/20 until the 3/12/20 to allow BT to undertake repair work in that area.

## Village Halls & Community Centres

I have recently updated all the Village Halls/Community Centres in our ward with the current Covid guidelines.

## Local Lockdown

As you are all aware Denbighshire has now joined a number of Counties across Wales in a local lock down. I have circulated all Community Councillors with the Welsh Government announcement which includes the key restrictions. The Do's and don'ts.

## Covid Restrictions

I continue to receive a large number of e-mails from residents and businesses about Covid restrictions. Sadly, there is a lot of confusion out there which is compounded by each of the devolved Governments doing their own thing.

### **108. Correspondence List**

The Clerk had circulated correspondence to Councillors as appropriate during the course of the month and an e-mail from Llanferres Church Warders was included on the Agenda for discussion during the meeting. Cllr Morgans and the Clerk attended the webinar on 1<sup>st</sup> October hosted by Denbighshire CC ref Management and Development of Playing Fields and obtained useful information in relation to funding available from various sources. This will be of help when drawing up the Development Plan for Maeshafn Playing field. Following agreement at the meeting on 3<sup>rd</sup> September the Clerk had transferred £5000 from the current account to the savings account using the new Internet Banking facility. On 1<sup>st</sup> October there is £10,632.27 in the savings account and £4965.46 in the current account. All invoices received during the month have been listed on the Schedule of Payments.

### **109. Financial Regulations**

The Clerk read out the proposed wording for item 6.4 on page 8 of the Financial Regulations to include reference to payments made via Internet Banking. Cllr Curtis proposed accepting the new wording and adopting the revised Financial Regulations. Cllr Almond seconded and all Councillors voted in favour except

Cllr Barton who was having technical difficulties with the sound.

**Action: Clerk to publish revised regulations**

**110. Financial Risk Assessment**

The rewording of the Financial Regulation impacts on the Financial Risk Assessment. The Clerk read out the proposed revised wording in the Administration section. Cllr Sheldon proposed accepting the new wording, Cllr Ivy Watts seconded and all Councillors voted in favour except Cllr Barton who was having technical difficulties with the sound.

**111. 2<sup>nd</sup> Quarter Review of Accounts**

Income for the 6 months from April to the end of September was £11962, Expenditure £10298 giving an underspend of £1664. The forecast for year end is Income of £17016, Expenditure of £16180 giving an underspend of £836.

The expected underspend is due to additional income from the VAT refund and Community grant totalling £1849, a saving of £700 on the precept for Mrs Dillon's retirement payment and offset against expenditure on the new website of £1653 which was not precepted for.

The bank balance at end of September is £15597 plus forecasted underspend of £836 = total reserves at year end of £16433. £6000 has been ringfenced (£2000 for elections and £4000 for Maeshafn play equipment) giving available reserves of £10433 equivalent to 69% of 2020-21 precept.

Cllr Almond proposed accepting the 2<sup>nd</sup> quarter review, Cllr Sheldon seconded and all Councillors voted in favour except Cllr Barton who was having technical issues with the sound.

**112. Assets Register 2020-21**

Cllrs Morgans and Almond had visually inspected all the Assets on 24<sup>th</sup> July 2020 and updated the register. This had been circulated to Councillors after the last meeting. Cllr Morgans proposed it be accepted, Cllr Curtis seconded and all Councillors voted in favour except Cllr Barton who was having technical difficulties with his sound. White Oak Properties were asked to undertake the routine maintenance work discussed in September and this is due for completion before 12<sup>th</sup> October.

**113. Electrical Certification for Maeshafn Telephone Kiosk and Christmas Tree Lights**

PAT testing is due and Cllr Morgans had obtained a quote of £45 from A J Electrical to do the work. Cllr Curtis proposed accepting the quote, Cllr Sheldon seconded, Cllrs Almond, Ivy Watts, Cordiner and Morgans voted in favour, Cllr Barton abstained.

**Action: Cllr Morgans to arrange for work to be done**

**114. Armistice Day**

Llanferres Church Wardens sent an e-mail on 17<sup>th</sup> September asking if the Council could contribute toward the purchase of 2 metal remembrance soldiers but wrote again on 1<sup>st</sup> October to say members of the community had agreed to pay the full amount and withdrew their request.

The Clerk reported that arrangements for the Church Service and laying of Wreaths at the memorial had not yet been finalised due to the ever changing Covid restrictions. Both services would go ahead and the Vicar will contact the Clerk with details when available.

**Action: Clerk to notify Councillors of the arrangements as soon as they are available**

Cllr Almond proposed Cllr Armstrong, David Parry or Gwyneth Dillon be asked to lay the Wreath. After due consideration it was agreed Mrs Dillon would be invited to lay the Wreath (which she accepted) and Cllr Armstrong would be asked if he would be prepared to do the reading.

**Action: Chair to contact Cllr Armstrong**

Cllr Morgans suggested replacing the existing bench at the memorial site which is in a very poor state of repair at a cost of £234 for the bench and an estimate £20 for fixings. Cllr Almond proposed this be done before the service if possible, Cllr Morgans seconded and all Councillors voted in favour except Cllr Barton who was having technical difficulties

**Action: Cllr Morgans to arrange replacement bench**

## 115. Planning Applications

21/2020/0643 St David's Cadole – erection of home office on existing concrete base originally used for a garage. Application considered and no objections raised

21/2020/0683 6 Bryn Eithin Llanferres – demolish existing conservatory and replace with dining area, utility and WC. Application considered and no objections raised Cllr Almond suggested considering comments made by AONB.

**Action: Clerk to respond to Planning on both applications**

## 116. Website Update

The website was successfully launched on 5<sup>th</sup> September and a feature promoting it appeared in the September/October issue of News and Views. There was a slight technical hitch when the old webpage was switched off but this has been resolved and all is working as it should.

**Action: Clerk to send e-mail to Councillors enabling them to create their own password to access the Private Area of the site. Cllrs to consider what information they would like in this area and notify the Clerk.**

## 117. Projects Update - Maeshafn

Nothing has arrived yet from Keep Wales Tidy for the creation of the butterfly garden.

Cllr Morgans has prepared the ground under the tree ready for planting 1000 English bluebells.

**Action: Cllr Morgans to notify local residents and invite volunteers to help with the planting.**

Blue smoke is coming from the engine of the ride on mower and needs repairing.

**Action: Cllr Morgans to ask an engineer friend to take a look to see if it is worth repairing given it is now 15 years old**

## 118. Maintenance in the Community

Maeshafn Orchard – **Action: Cllr Morgans to tidy up around trees in orchard and clear debris**

Maes Ysgawen Park – the 3 quotes have arrived to undertake Phase 1 of the Improvement Plan. Cllr Morgans proposed appointing White Oak Property to start the work on 12<sup>th</sup> October at a cost of £990. Cllr Curtis seconded and all Councillor voted in favour except Cllr Barton who left the meeting at this point.

Denbighshire CC Biodiversity Officer has offered to supply 300 wildflower plugs free of charge and Cllr Morgans proposed buying 300 wild daffodils at cost of £100 to be planted alongside these and the 1000 bluebells purchased.

**Action: Cllr Almond to confirm the name of the wild daffodils to be used**

## 119. Policy Documents

It was agreed that a Habitual or Vexatious Complaints Policy should be adopted by the Council. A copy of the template issued by One Voice Wales was agreed in principle and would be formally considered at the next meeting after Cllrs Cordiner and Armstrong had reviewed its content.

Cllr Morgans proposed the Health & Safety Policy document be accepted, Cllr Cordiner seconded and all Councillors present voted in favour.

**Action: Clerk to include 2 of the remaining documents on Agenda for November meeting along with the Habitual or Vexatious Complaints.**

## 120. Schedule of Bills for Payment

The following bills had been received during the month and presented for authorisation to pay

1. AVOW - payment of Clerk salary, backpay and admin fee for October	£693.30
2. Allan Morgans – ink cartridges	£37.50
3. Lawn Order - late summer treatment	£35.00
4. Allan Morgans – bluebell bulbs	£243.95
5. Allan Morgans – wildflower seeds	£45.76
6. GoTo meeting fee September	£13.20
7. M Narburgh – Clerks expenses August & September	£22.11
8. British Legion – poppy wreaths	£60.00
<b>Total</b>	<b>£1150.82</b>

Cllr Almond proposed all bills be paid, Cllr Morgans seconded and all Councillors voted in favour.

## 121. Other Matters Brought to the Councils Attention

1. Cllr Cordiner reported that the noise from the 2 loose manhole covers were driving the resident's crazy at Tafarn y Gelyn

**Action: Cllr Morgans to speak to C. Cllr Holland to ensure both are repaired**

2. Cllr Almond reported residents had complained about the potholes in Rectory Lane and believe Denbighshire CC were responsible for the repairs as they had done them in the past. C. Cllr Holland had already indicated that Denbighshire are saying it is an unadopted road and not their responsibility.

**Action: Clerk to check minutes from late 1980's to early 1990's to confirm what had happened historically**

3. Residents in Maeshafn have asked if the overhanging shrubs and trees along the S Bend can be cut back to widen the road available for passing vehicles. Cllr Morgans has already spoken to Cllr Holland.

4. Parents of young children in Maeshafn have asked for speed restrictions in the village. Cllr Morgans has already spoken to Cllr Holland about what can be done

The Chair thanks everyone for attending and closed the meeting at 8.27 p.m.

**The next General Meeting of the Council will be held on Thursday 12th November 2020**

**starting at 7.30 pm by Video Conference**