



HAWARDEN COMMUNITY COUNCIL

Minutes of the Virtual Meeting

held on

8 JUNE 2020

PRESENT: Chair: Councillor George Hardcastle

Councillors: Ve Amos, Joyce Angell, Janet Axworthy, Helen Brown, Bob Connah, Cheryl Carver, Clive Carver, Lowri Earith, Sarah Hinks, Dave Mackie, Dan Preece, Emma Preece, Ralph Small, Darren Sterry, Sam Swash, Richard Taylor and Ant Turton

Officers: Mrs S G Jones, Clerk & Financial Officer
Fran Griffiths, Admin Assistant

425/19 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Gillian Brockley and Ryan O’Gorman

426/19 DECLARATIONS OF INTEREST:

No declarations of interest were made by Members.

427/19 REMOTE MEETING GUIDANCE:

A copy of the meeting guidance for virtual meetings produced by ‘One Voice Wales’, as a guide for Councillors and Clerks, had been circulated with the agenda for the meeting for consideration and approval.

IT WAS RESOLVED: to approve and adopt the remote meeting guidance.

428/19 COVID.19 PANDEMIC:

The Clerk and Financial Officer provided an update on the Council’s response to the pandemic including the Scheme of Delegation, Highly Infectious Disease Policy and a Risk Assessment. *The Local Authorities (Coronavirus)(Wales) Regulation 2020* introduced on 21st April had enabled virtual meetings to take place.

IT WAS RESOLVED: to approve the Council’s Scheme of Delegation and Highly Infectious Disease Policy and note the information contained within the Risk Assessment.

110 Chair’s signature _____

429/19 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the Minutes of the previous meeting of the Council held on 9 March 2020 be approved as a correct record and signed by the Chairman.

430/19 MATTERS ARISING FROM THE MINUTES:

There were no matters arising.

431/19 MINUTES OF COMMITTEES:

IT WAS RESOLVED: that the Minutes of the Meetings of the following Committees held on 9th March 2020 be received:

Staff & General Purposes Committee
Community and Amenities
Planning Committee
Finance Committee

432/19 MATTERS ARISING FROM COMMITTEES:

The Clerk and Financial Officer had circulated a table that showed updates and progress on actions following the meetings held in March, for Members' information.

IT WAS RESOLVED: to accept the actions and updates from March meeting.

433/19 INTERNAL AUDIT:

A copy of the internal audit report for the year ending 31st March 2020 had been circulated to Members prior to the meeting.

The Clerk and Financial Officer had produced an Action Plan for Members approval in relation to the how each of the recommendations would be addressed.

IT WAS RESOLVED: to receive the 2019/20 Internal Audit report and note the follow up actions.

434/19 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2020:

The Annual Return had been circulated to Members prior to the meeting.

The Clerk and Financial Officer sought Members' approval of the Annual Return together with approval and support of the Annual Governance statement, prior to submission to the External Auditor.

IT WAS RESOLVED: to approve the Annual Return and Governance Statement for submission to the External Auditor.

435/19 APPOINTMENT OF INTERNAL AUDITOR:

IT WAS RESOLVED: to approve the continuation of the appointment of JDH Business Services Limited for the financial year 2020/21.

436/19 INDEPENDENT REMUNERATION PANEL FOR WALES (IRPW) ANNUAL REPORT– FEBRUARY 2020 – PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:

The Clerk and Financial Officer referred Members to the final report of the Independent Remuneration Panel for Wales. Where not mandated, each determination required a formal decision by Council on an annual basis. A Council can adopt any or all of the non-mandated determinations but if it does make such a decision, it must apply to all members.

A number of Councillors had indicated to the Clerk and Financial Officer that they wished to forego their mandatory payment of £150. Some members had requested that their mandatory allowance be vired to top up the Hawarden High School Bursary Awards and/or other community groups as part of the Community Grant Funding.

Any payments would be processed following the Council's annual meeting and details of payments would be submitted on the Council's website and to the Remuneration Panel as required.

Following discussion, IT WAS RESOLVED THAT:

- i. Determination numbers 42, 48 and 51 be accepted as mandatory, noting that some members had elected to forego this entitlement.
- ii. To accept Determination numbers 45, 46 and 47.
- iii. Determination number 44 is not applicable; and
- iv. Determination numbers 43, 49 and 50 be not approved.

437/19 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £25,629.08 for April and £23,590.99 for May be noted and retrospectively approved and the list of payments for June in the sum of £22,425.55 be approved.

112 Chair's signature _____

438/19 BANK RECONCILIATIONS:

IT WAS RESOLVED: that the bank reconciliations for the periods ending 31st March and 30th April 2020 be noted.

439/19 PLANNING APPLICATIONS AND DECISIONS:

Councillor Clive Carver confirmed that a third planning application had recently been submitted and refused for the conversion of a property in Castle Rise, Hawarden to be converted to an HMO.

Councillor Helen Brown referred to planning application 061368, land at Church Lane, Aston Hill, for the siting of two caravans and associated works., however the application had not been available to comment on at the present time.

Councillor Helen Brown also advised that contractors had recently been instructed to clear land off Aston Hill near to Vickers Close with a rumour that two areas of land had been recently been purchased with the intent to site six caravans on. Investigations had taken place with the relevant authorities and had been ongoing.

IT WAS RESOLVED:

(a) County Council Members:

It was noted that the participation of those Councillors who were also Members of the County Council, in both the debate and subsequent vote, was on the basis that the views expressed were preliminary views taking account of the information made available to the Community Council. The County Councillors reserved their final views on the applications until they were in full possession of all relevant arguments for and against.

- (b) That the County Planning Authority be advised of this Council's observations on the applications submitted to it for consideration, as per the attached schedule.
- (c) There were no planning appeals.
- (d) That the planning decisions be noted.
- (e) That the information about additional applications be noted.

113 Chair's signature _____

440/19 CLERK AND FINANCIAL OFFICER'S REPORT:

Central Administration and Direct Maintenance:

The Clerk advised that the Council's contribution to the Joint Maintenance Agreement for the months of April, May and June were as follows: April £11,041.67; May £10,748.74 and June £11,075.39.

Community Council Insurance:

The Clerk and Financial Officer advised that the Council's insurance had been due for renewal on 1st June. The Council had entered into a three year deal last year and sought endorsement of this renewal for payment.

Hawarden High School Bursary Awards:

Council had been requested to consider a virement of £160 to the Hawarden High School Bursary Awards for the current year students.

IT WAS RESOLVED TO:

- Approve and note the costs of the Joint Agreement for April, May and June;
- Endorse the 3-year deal entered into with Came and Company local council insurance;
- Approve the virement of £150 from mandatory member allowances following Councillor Janet Axworthy's request to donate her allowance to the Bursary awards; the remaining £10 balance to be met from underspends in the current budget, for example, the Chairman's fund.

441/19 DATE AND TIMES OF FUTURE MEETINGS FOR THE MUNICIPAL YEAR 2020/2021:

The Clerk and Financial Officer advised that a further virtual meeting would be held in July with a condensed council agenda for urgent business. The annual meeting would be deferred until the Autumn pending any new developments with the Covid.19 pandemic.

IT WAS RESOLVED: to note the dates and times of future meetings as set out in the agenda and published on the Council's website.

NOTE: *Councillor George Hardcastle thanked Members for their contributions to the Council's first successful virtual meeting. Members collectively agreed it had been a success and had been content with the way the meeting had been conducted. Members commended the Chair and the Clerk and Financial Officer for their efforts in enabling virtual meetings to take place following the introduction of new legislation.*

114 Chair's signature: _____