

Minutes of the Meeting of  
**HAWARDEN COMMUNITY COUNCIL**  
held on  
**12<sup>th</sup> JUNE 2017**

- PRESENT:** Chair: Councillor Dave Mackie
- Councillors: Ve Amos, Joyce Angell, Janet Axworthy, Gillian Brockley, Helen Brown, Cheryl Carver, Clive Carver, Lowri Earith, Judith Hough, Kevin Jones, Wendy Mallin, Helen Meredith, Emma Preece, Dan Preece and Ralph Small
- Officers: Mrs S G Jones, Clerk & Financial Officer  
Fran Griffiths, Administrator
- Also: PCSO Steph Jones, North Wales Police  
John Griffiths, Flintshire County Council  
Sam Bidwell, Youth Representative

**18/017 PRESENTATION**

Reverend Brian Harvey had not been able to attend the meeting and would be invited to attend a future meeting.

**19/017 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Alan Diskin, Glenys Diskin and George Hardcastle.

Councillor Dave Mackie welcomed newly elected Members, PCSO Steph Jones, North Wales Police and Sam Bidwell the recently appointed Youth Representative on the Council.

Councillor Helen Brown said that Councillor Hardcastle was recovering well following his recent operation.

**20/017 DECLARATIONS OF INTEREST**

There were none.

**21/017 MINUTES OF THE PREVIOUS MEETING**

In relation to Minute No 17/020 Councillor Judith Hough clarified that Mr Peris Jones had made the decision to position the pollution monitoring equipment on Southbank as he had felt that it had been the most appropriate location.

IT WAS RESOLVED: that the minutes of the previous meeting of the Council held on 15<sup>th</sup> May 2017 be approved as a correct record.

## **22/017 MATTERS ARISING FROM THE MINUTES**

In relation to minute number 17/017 the Clerk asked members to confirm whether or not they wished to receive electronic agendas in the future. Councillors Kevin Jones and Dave Mackie requested electronic copies.

## **23/017 MINUTES OF COMMITTEES**

IT WAS RESOLVED: that the minutes of the meetings of the following Committees held on 3<sup>rd</sup> April 2017 be received:

Staff & General Purposes Committee  
Lighting Committee  
Playing Fields Committee  
Planning Committee  
Community & Environment Committee  
Finance Committee

## **24/017 VACANCY IN EWLOE WARD**

The Clerk advised that she had received one valid application for the one vacancy in Ewloe. The applicant satisfied all the eligibility criteria and had been a member of the Community Council previously and had actually been a previous Chair of the Council. The Clerk distributed a copy of the application and suggested Members take a few minutes to read it through.

Councillor Clive Carver asked that a Notice of Motion be tabled. He stated that a second application had been received, from a previous Community Councillor, but rejected by the Clerk as it had been received after the deadline of 4pm, i.e. close of business on Friday 2<sup>nd</sup> June 2017. Councillor Carver confirmed he had sought advice from Gareth Owens, Monitoring Officer at Flintshire County Council and continued to read from the email he had received. He advised Members that the Monitoring Officer had outlined two options as follows:

- i) as there was no clarification of the closing time on the advert, give the benefit of doubt to the late applicant; and
- ii) rule that the application was late but accept it as the applicant had been unaware of the deadline.

Of the two options, Councillor Carver said that the Monitoring Officer had said that option 1 had been the stronger. Councillor Lowri Earith asked Cllr Carver to repeat the options to which he did.

Councillor Judith Hough confirmed to Members that the application had been posted through the letter box at the Council Office at 4.30 p.m. on Friday 2<sup>nd</sup> June 2017.

A lengthy discussion took place regarding deadlines to which the Clerk highlighted that the Elections Office at County Hall imposed deadlines for elections and nomination periods etc. and that late nominations would not be accepted.

Councillor Janet Axworthy proposed that as no time had been included on the Notice and the letter had been received by 4.30pm on Friday 2<sup>nd</sup> June that the second application should be accepted.

Councillor Lowri Earith said that new Members of the Community Council had no knowledge or information about the second applicant and therefore had been unable to make an informed decision.

The Chair requested a show of hands on the Notice of Motion that had been proposed by Councillor Clive Carver and seconded by Councillor Helen Brown, to accept the late application which was carried.

The Clerk went on to outline that the second application did not comply with the Council's own decision as recorded in the minutes of the previous meeting, that had been agreed earlier, and that the two applications had not been comparable.

Councillor Joyce Angell commented that the second applicant had been a Community Councillor for nine years, he had worked hard for the community and it would be an insult to expect him to write a letter advising why he wanted to be a Community Councillor and that he lived in Hawarden and not Connah's Quay.

Following enquiries from some of the new Councillors the Clerk named the two applicants as David Hough and Ryan O'Gorman.

The Chair requested a show of hands on the proposal to accept David Hough as the co-opted Member, the result of which was carried. At this point Councillors Earith and Mallin said that they had no information on which to base their decision as they had only received one letter.

IT WAS RESOLVED:

- i) To accept the late application; and
- ii) To elect David Hough as the co-opted Member for the vacancy in Ewloe.

## **25/017 INTERNAL AUDIT**

A copy of the internal audit report for the year ending 31<sup>st</sup> March 2017 had been circulated with the agenda for the meeting.

The Chair expressed his congratulations to the Clerk on producing her first successful audit and commended her. Members unanimously expressed their congratulations to the Clerk and Councillor Joyce Angell recorded a vote of thanks.

The Clerk went on to outline the four recommendations and the follow up actions that would be required.

IT WAS RESOLVED:

- (i) to receive the 2016/17 Internal Audit report and note the follow up actions; and
- (ii) to appoint JDH Business Services to conduct the Internal Audit for 2017/18.

## **26/017 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH**

The Annual Return had been circulated with the agenda for the meeting for approval.

IT WAS RESOLVED: to approve the Annual Return for submission to the External Auditor following which the Chair duly signed the Return.

## **27/017 REPRESENTATION ON OUTSIDE BODIES**

A copy of the schedule of representatives on Outside Bodies had been circulated with the agenda for the meeting. Councillor David Mackie asked to be taken off the Bursary Scheme and RYLA appointments, as vice-chair, due to his role as Governor at the High School.

Councillors were nominated to represent the various bodies and the list was updated accordingly.

IT WAS RESOLVED THAT:

- i) The schedule be updated as discussed; and
- ii) The Hawarden Carnival Committee be deleted from the list as this was a separate Carnival Committee

## **28/107 CHAIR'S REMARKS**

There were none.