

Minutes of the Annual General Meeting of
HAWARDEN COMMUNITY COUNCIL
held on
13 MAY 2019

PRESENT: Chair: Councillor George Hardcastle

Councillors: Joyce Angell, Janet Axworthy, Helen Brown, Cheryl Carver, Clive Carver, Bob Connah, Lowri Earith, Dave Mackie, Dan Preece, Emma Preece, Ralph Small, Darren Sterry and Ant Turton

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

01/19 APPOINTMENT OF CHAIR 2019/20:

The previous past Chair invited nominations for the position of Chair for the Municipal Year 2019/2020. It was noted that in accordance with the Council's adopted policy of seniority Councillor George Hardcastle, the current Vice Chair, was the agreed nominee.

On being put to a vote, Councillor George Hardcastle, was duly elected Chair of Hawarden Community Council for the Municipal Year 2019/2020.

Councillor George Hardcastle duly completed his Declaration of Acceptance of Office form and thanked Members for supporting his nomination.

He thanked Councillor Dave Mackie for his dedication during the past year and said that it would be an honour to serve as Chair of the Community Council.

02/19 APPOINTMENT OF VICE-CHAIR 2019-2020:

It was proposed that in accordance with the Council's adopted policy of seniority Councillor Helen Brown be the agreed nominee.

On being put to a vote, Councillor Helen Brown, was duly elected Vice Chair of Hawarden Community Council for the Municipal Year 2019/2020.

Councillor Helen Brown duly completed her Declaration of Acceptance Office form and thanked Members for supporting her nomination. She thanked the retiring Chair for his hard work and hoped that the next twelve months would continue to be successful for the Community Council.

03/19 APOLOGIES FOR ABSENCE:

Apologies for absence were received from Councillors Ve Amos, Gillian Brockley and Ryan O’Gorman.

04/19 DECLARATIONS OF INTEREST:

There were no Declarations of Interest.

05/19 RETIRING CHAIR’S REMARKS:

The Chair extended his thanks to Members for their help and support during his year and said that they had worked well together and that he had enjoyed his time in office. He stated that Hawarden is the largest Community Council in Flintshire, but still retained that “village” environment and Members should be proud of the good work that they do for the community.

He also wished to thank Sharron and the staff of Hawarden Community Council for all their assistance and hard work and continued to congratulate Sharron on the excellent Annual Report that she had prepared. There had been a lot of changes and good things had happened during the year.

Councillor George Hardcastle echoed the retiring Chair’s comments.

06/19 MINUTES OF THE PREVIOUS MEETINGS:

IT WAS RESOLVED: that the minutes of the previous meeting of the Council held on 8th April 2019 be approved as a correct record and signed by the chair, save and accept that in relation to minute number 435/18, Councillor Carver requested that the following amendment be made ‘Councillor Clive Carver asked how long it would take for the legal advice to be sought, to which the Clerk and Financial responded, a couple of months’.

07/19 MATTERS ARISING FROM THE MINUTES:

There were no matters arising.

08/19 CASUAL VACANCIES:

The Clerk and Financial Officer confirmed that there had been three casual vacancies, two in Ewloe and one in Mancot. A bi-election had been called for one vacancy in Ewloe and one in Mancot. The Notice of Election period for the second Ewloe vacancy closed on 20th May and the Returning Officer had awaited the result of this Notice period prior to arranging the by-elections.

IT WAS RESOLVED: to note the update.

09/19 MEMBERS CODE OF CONDUCT:

IT WAS RESOLVED: to approve the national Code of Conduct and confirm adherence to it.

10/19 STANDING ORDERS:

IT WAS RESOLVED: (i) to approve the Council's Standing Orders as currently written and confirm adherence to; and (ii) to establish a Working Group to review the Standing Orders to reflect the national model and the implications of the General Data Protection Regulation.

11/19 FINANCIAL REGULATIONS and EXPENDITURE POLICY:

IT WAS RESOLVED: to approve the Council's Financial Regulations and Expenditure Policy with an increase to Financial Regulation No 8 to a limit of £5,000 from £500.

12/19 ESTABLISHMENT OF A PERSONNEL SUB-COMMITTEE:

The Clerk and Financial Officer sought approval to establish a Personnel Committee to discuss detailed staffing matters which would then be reported to the Council or Staffing and General Purposes Committee for recommendation and/or endorsement.

IT WAS RESOLVED: to establish a Personnel Committee and agree the Terms of Reference at the next meeting. The Membership to comprise Councillors Joyce Angell, Janet Axworthy, Helen Brown, Lowri Earith, Dave Mackie and Ralph Small.

13/19 ADOPTION OF ANNUAL REPORT:

The Clerk and Financial Officer requested Members to review the content and provide her with additional items for inclusion.

IT WAS RESOLVED TO: approve and adopt the Council's Annual Report for 2018.

14/19 REPRESENTATION ON OUTSIDE BODIES:

IT WAS RESOLVED: to agree the Council's representation on outside bodies as per the current list.

15/19 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 submitted letters to the Clerk and Financial Officer to not accept their mandatory payment of £150 and requested that it be transferred to the Hawarden High School Bursary Awards or another community project.

Following discussion, IT WAS RESOLVED:

- (I) Determination numbers 40, 46 and 49 are mandatory.
- (II) To accept Determination numbers 43, 44 and 45.
- (III) Determination numbers 42, are not applicable
- (IV) Determination number 41, 47 and 48 was not accepted.

16/19 DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2018/2019

IT WAS RESOLVED: to approve the dates and times of meetings for the Municipal Year 2019/2020 as listed on the agenda.

17/19 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer advised Members to note or approve the following:

- i. To note the Council's contribution to the Joint Maintenance Agreement for the month of May of at £10,812;
- ii. To defer the bank reconciliation for approval to the next meeting following the completion of the year-end accounts;
- iii. The council's insurance had been due for renewal and three quotes had been received prior to the start of the meeting; it was agreed that the Chair, Vice Chair and Chair of Finance review the quotes and authorise the Clerk and Financial Officer to take out the necessary insurance policy;
- iv. A request from a member of public had been received to ask the Community Council to purchase the former BT Telephone Kiosk in the village to run a volunteer community library. Members endorsed this idea and requested the Clerk and Financial Officer to look into the feasibility of this noting that the Kiosk had been a grade 2 listing building and had been located within a conservation area;

4 Chair's signature: _____

- v. The Public Consultation for the proposal by Hawarden Rangers to widen the football pitch would take place week commencing Monday 3rd June to Thursday 6th June at approximately 10.00am to 2.00pm with an additional session on Monday evening at 5.00pm to 7.00pm. A member of Hawarden Rangers and members of Hawarden Community Council would be in attendance;
- vi. With regret, she advised that the swings at the Gary Speed play area had been vandalised with the chains cut with a grind saw. CCTV at the Aston shops would be reviewed for evidence;
- vii. The report outlining key dates for the annual audit had been circulated for members' information;
- viii. A thank you letter had been received from Hawarden Scouts following receipt of their grant of £350 awarded by the Community Council; and
- ix. Compliments had been received from members of the public for the excellent work carried out by the Council's Litter Collector, Carl Wright which had been relayed to Carl and Members endorsed this.

18/19 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the updated list of payments in the sum of £23,805.22 for May be approved.

19/19 PLANNING APPLICATIONS:

IT WAS RESOLVED:

(a) County Council Members:

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 appeals.

(d) That the decisions taken by the County Planning Authority be noted.