

## HAWARDEN COMMUNITY COUNCIL

### HYBRID MEETING

08<sup>th</sup> July 2024

A G E N D A

**6.30 p.m.**

#### COUNCIL MEETING:

**1. APOLOGIES FOR ABSENCE:**

**2. DECLARATIONS OF INTEREST:**

To receive any declarations of interests from Members.

**3. MINUTES OF THE PREVIOUS MEETING:**

To receive and approve the minutes of the previous meeting of the council held on 10<sup>th</sup> June 2024, copy attached.

**4. MATTERS ARISING FROM THE MINUTES:**

**5. VACANCIES IN HAWARDEN – MANCOT WARD:**

To receive any nominations for co-option for the two vacancies.

**6. CHAIRMAN'S REMARKS:**

**STAFFING AND GENERAL PURPOSES COMMITTEE:**

**7. POLICE MATTERS:**

To consider any matters of concern.

**8. HIGHWAYS/STREETSCENE MATTERS:**

To consider any matters of concern for reporting to John Griffiths, Senior Highways Officer, Flintshire County Council.

**9. LIGHTING FAULTS:**

To raise any lighting issues.

**10. MEMBERS INFORMATION ITEMS:**

To consider any relevant information items from Members.

**PLANNING COMMITTEE:**

**11. PLANNING APPLICATIONS AND DECISIONS:**

*County Council Members:*

- (i) To formally note that the participation of those Councillors who are also members of the County Council, in both the debate and subsequent vote, is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Community Council.

The County Councillors reserve their final views on the application until they are in full possession of all relevant arguments for and against.

- (ii) To consider the planning applications received to date for the month of July.

Members are asked to view the applications on-line prior to the meeting via

<http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>

(iii) To note any planning appeals.

(iv) To note the attached planning decisions for July.

**COMMUNITY AND ENVIRONMENT COMMITTEE:**

**12. HYPNET UPDATE:**

To receive a verbal update from the Clerk and Financial Officer.

**13. NEW COMMUNITY CENTRE AT EWLOE:**

To receive a verbal update from the Delivery Team.

**FINANCE COMMITTEE:**

**14. ACCOUNTS FOR PAYMENT:**

To approve the attached list of payments for July 2024.

**15. BANK RECONCILIATION:**

To receive the bank reconciliation statement for the period ending 30<sup>th</sup> June, 2024, copy attached.

**16. CLERK AND FINANCIAL OFFICER'S REPORT:**

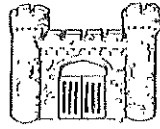
To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the months of May and June.

**17. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**

The press and public are excluded from the following item of business due to the commercial nature of the report.

## **18. BONNIES PIZZA POP UP VAN AGREEMENT -**

To review the attached service level agreement with Bonni's Pizza following the council's previous decisions and a recommendation from the Council's Internal Auditor (as reported at the previous meeting).



## **HAWARDEN COMMUNITY COUNCIL**

Minutes of the Hybrid Meeting

held on

**10<sup>th</sup> June 2024**

**PRESENT:** Chairman: Councillor Joyce Angell

**Councillors:** Janet Axworthy, Gillian Brockley, Sarah Hinks, Dave Mackie, Doreen Mackie, Emma Preece, Colin Randerson, Margaret Redfern, Ralph Small, Darren Sterry, Richard Taylor, Ant Turton and Amanda Wormall.

**Officers:** Mrs Sharron Jones, Clerk & Financial Officer

### **24/24 APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Helen Brown, Bill Cooper, Sam Swash and Linda Thomas.

### **25/24 DECLARATIONS OF INTEREST:**

There were none.

### **26/24 MINUTES OF THE PREVIOUS MEETING:**

**IT WAS RESOLVED:** that the minutes of the previous meeting of the Council held on 13<sup>th</sup> May 2024 be approved as a correct record, save and except that the minutes referred to King Charles III.

### **27/24 MATTERS ARISING FROM THE MINUTES:**

There were none.

## **28/24 VACANCIES IN HAWARDEN – MANCOT AND ASTON WARDS:**

The Chairman welcomed Mr Colin Randerson to the meeting who had expressed an interest in one of the casual vacancies in Mancot. Mr Randerson gave a brief summary of his background and his experience within the community.

Members voted in favour for Mr Colin Randerson to become a Community Council for the ward of Mancot and Councillor Randerson signed his Declaration of Acceptance of Office form.

**IT WAS RESOLVED:** that Councillor Colin Randerson be elected as a Community Councillor for the ward of Mancot.

## **29/24 INTERNAL AUDIT 2023-2024:**

The Clerk and Financial Officer reported that the Internal Auditor had completed the Annual Return with a small number of actions to be addressed. An action plan had been presented to members.

The Chairman of the Finance Committee said that he had reviewed the report and actions with the Clerk and Financial Officer and agreed with the recommended action plan.

**IT WAS RESOLVED:** that the Internal Auditor's 2023-24 report and action plan be approved.

## **30/24 ANNUAL RETURN 2023-2024**

The Chairman of Finance said that the balances brought forward had been similar to the previous year which had been a positive position to be in.

**IT WAS RESOLVED:** that the Annual Return 2023-24 including the governance statements be approved.

### **31/24 HYNET UPDATE:**

There had been no update to share and the Clerk and Financial Officer had been asked to write to Hynet to request an update and attendance at a future meeting of the council when appropriate.

**IT WAS RESOLVED:** that an email be sent to the Hynet Officials requesting whether any update is available and that an invitation be issued to attend a future meeting.

### **32/24 CHAIRMAN'S REMARKS:**

The Chairman referred to the D-Day Commemoration events that had taken place on the 6<sup>th</sup> June 2024 and commended the Clerk and Financial Officer for these well organised events. She also thanked the Royal British Legion for their attendance and had been pleased to report that a number of Councillors and members of the public had attended both events.

**IT WAS RESOLVED:** to note the information.

### **STAFFING AND GENERAL PURPOSES COMMITTEE:**

#### **33/24 POLICE MATTERS:**

A member asked whether there had been any update on the anti-social behaviour that had occurred around the St. David's housing estate. Another member reported some of the behaviour had not been due to local members of the community. It had been understood that some of the anti-social behaviour related to a visiting football team.

**IT WAS RESOLVED:** that any Police matters be reported to the Clerk and Financial Officer for onward submission to the Chief Constable / Duty Sargent or Police Community Safety Officer.

### **34/24 HIGHWAYS/STREETSCENE MATTERS:**

The Chairman asked that any matters be reported to the Clerk and Financial Officer for onward submission to the County Council's Senior Highways Officer, John Griffiths.

A member said that whilst the work on Wood Lane had been completed there were a number of pot holes that still required filling. It hadn't helped that the utilities company had to do work after the County Council and it was a shame that the County Council and Utility companies had not liaised.

Another member had had correspondence with a constituent about the same issue and the B5129 with "rips" in the tarmac. She advised that the fisher gap is getting worse and that the Senior Highways Officer needed to be reminded about this work.

Further issues included:

- Pot holes on Tinkersdale and Hawarden Way; a ticket had been raised by John Griffiths for this and Ash Lane.
- Hedge at Cottage Lane, Mancot, by the cutting up to the farm gate, access is restricted for prams and wheelchairs due to overgrown hedge.
- Fencing at Co-op near Hawarden; chain-link fencing is rusty, poles are broken and leaning; can this be removed? Fence serves its purpose in preventing cyclists but does need repair. There is also a telegraph pole at a 45-degree angle that requires repair.

**IT WAS RESOLVED:** that the above issues be reported to John Griffiths, Senior Streetscene Highways Officer.

### **35/24 LIGHTING FAULTS:**

There were none.



### **36/24 MEMBERS INFORMATION ITEMS:**

A member advised that a Facebook group had been established to obtain a map of the area so that the grids could be identified and cleared. A leaflet would be shared with members at the meeting in July.

A member for Mancot asked if the Summer Playscheme dates had been made available. He suggested that it be moved to the primary school rather than the playing field, due to the problem with dogs and dog mess. He suggested that the School be approached about this.

**IT WAS RESOLVED:** to note the updates and actions required.

### **PLANNING COMMITTEE:**

#### **37/24 PLANNING APPLICATIONS AND DECISIONS:**

#### **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 had been 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) That the planning decisions be noted.
- (d) There were no planning appeals.

## **COMMUNITY AND ENVIRONMENT COMMITTEE:**

### **38/24 NEW COMMUNITY CENTRE AT EWLOE:**

The Delivery Team met on a monthly basis and plans had been progressing with initial drawings being presented. The Delivery Team had considered changes to the drawings and was hopeful that the plans could be shared with members very soon, prior to a public consultation.

The next meeting would take place on Wednesday 19<sup>th</sup> June, 2024.

**IT WAS RESOLVED:** to note the update.

### **39/24 REQUEST FOR ACCESS ONTO GLADSTONE PLAYING FIELDS:**

A request had been received to install a gated pedestrian access onto the Gladstone Playing fields by the driveway to the Depot. After consideration, and following advice received from the Rights of Way Officer at Flintshire County Council, members declined this request due to health and safety issues. Vehicles frequented this driveway to access and egress the depot at various times throughout the working day and it was considered too much of a risk to allow this request. This could also set a precedent for other play areas and open spaces which the council were not minded to do.

**IT WAS RESOLVED:** that this request be not acceded to.

Councillor Janet Axworthy requested that her name be recorded as having reservations about this decision.

### **40/24 AURA LEISURE AND LIBRARIES PLAY GRANTS:**

The annual request for match funding for play area improvements had been received from the County Council. Following an earlier decision by the Community Council to ensure each play area had an inclusive piece of play equipment it was suggested that the Gladstone Play Area be considered for matched funding towards an inclusive roundabout.

**IT WAS RESOLVED:** that an inclusive roundabout, safety surfacing and access be considered for match funding at the Gladstone play area.

**FINANCE COMMITTEE:**

**41/24 ACCOUNTS FOR PAYMENT:**

**IT WAS RESOLVED:** that the list of payments in the sum of £32,214.34 for June, be approved.

**42/24 BANK RECONCILIATION:**

**IT WAS RESOLVED:** that the bank reconciliations for the periods ended 30<sup>th</sup> April and 31<sup>st</sup> May be received and approved.

**43/24 CLERK AND FINANCIAL OFFICER'S REPORT:**

The Clerk and Financial Officer reported that the cost to the council for the Service Level Agreement in May and June was £12,398 and £15,019 respectively.

A certificate of participation had been received for the council's contribution to the events held for the for D-Day commemoration on 6<sup>th</sup> June 2024.

Betsi Cadwalladr Health Board, Play Park Communication Boards Project had offered the Community Council one free language board to be sited at a children's play area within the community. It was agreed that this be placed at the Gladstone playing area and that the Council's Maintenance Team would install it.

The Clerk and Financial Officer had previously circulated information from Ken Skates, AM about a public consultation on the controversial 20 mph schemes; members were asked to complete the survey direct.

**IT WAS RESOLVED:** to note the above information and actions required.

**44/24 FINANCIAL POLICIES:**

**IT WAS RESOLVED:** that the following policies be approved and adopted:

- i) Policy on income
- ii) Annual Investment Strategy
- iii) Financial Risk Assessment
- iv) Internal Financial Controls
- v) Reserves Policy (New policy)

Hawarden Community Council  
 Planning Committee  
 10<sup>th</sup> June 2024

**Planning Applications for consideration:**

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000393/24 Flintshire Ward Ewloe	Erection of new garage & workshop to replace the existing	THE VINTAGE TECHNOLOGY CENTRE, The Highway, Hawarden, Deeside, CH5 3DN	Steff Connah 22.05.2024  <b>Objected</b> Not appropriate as the design & layout does not fit in with the residential area and it will tower over the bungalows.
2.	ADV/000386/24 Flintshire Ward Ewloe	Application for consent to display an Advertisement	Roundabout 17, St David's Park, Ewloe, Flintshire, CH5 3YB	Barbara Kinnear 14.05.2024  <b>Objected</b>  On a dangerous junction with no crossings
3.	FUL/000371/24 Flintshire Ward Aston	Single-storey pitched roof extensions at front and side of property	7, Yowley Road, Ewloe, CH5 3AS	Barbara Kinnear 10.05.2024  <b>No objections</b>
4.	FUL/000378/24 Flintshire Ward Mancot	Single storey side and two storey rear extension and reconfiguration of existing dwelling.	30, High Park, Hawarden, Deeside, CH5 3EF	Stef Connah 13.05.2024  <b>No objections</b>
5.	COU/000366/24 Flintshire Ward Aston	Change of Use of land for stationing of caravans for residential purposes, together with the formation of hardstanding and ancillary utility/day room	Land at Gladstone Way, Hawarden, Flintshire, CH5 3HU	James Beattie 07.05.2024  <b>Objected</b>  On a green wedge and noise issue.

## Accounts for Payment

Jun-24

Ref:	Method	Item	Cost
H/24/01	BACS	One Voice Wales - Training for Cllr Cooper	£63.00
H/24/02	BACS	Sutcliffe Play - Playground part - King George (Shotton)	£45.23
H/24/03	BACS	Award Ceremony	£187.50
H/24/04	SJ 0734	Asda - Annual Meeting	£67.45
H/24/05	SJ 0734	Asda - Stationery	£4.00
H/24/06	DD	Welsh Water - Water Bill June 2024	£17.14
H/24/07	BACS	Signet / Gatemaster - Mostor Assembly for gate	£215.33
H/24/08	GG1030	V&M Tyres - 4 x Tyres - CU16 LGX	£600.00
H/24/09	GG1030	Dobshill Service Station - Fuel for mowers	£27.00
H/24/10	DD	Flotek - Mobile Phone Contracts	£32.44
H/24/11	BACS	HW Oultram & Co - Van Fuel - CU16 LGX - April	£212.09
H/24/12	BACS	HW Oultram & Co - Van / Tractor Fuel - April	£404.92
H/24/13	DD	BES Utilities - Electric Bill 13th April-13th May	£84.94
H/24/14	DD	One com - Broadband / Phone - Office	£137.33
H/24/15	BACS	Rialtas - year end accounts	£1,041.60
H/24/16	BACS	William Hall & Co - Rent - Playing Field - Vickers Close	£25.00
H/24/17	BACS	Clear Councils - Council Insurance	£3,603.77
H/24/18	CARD - CW	V&M Tyres -2 x Wheel Balance	£15.00
H/24/19	BACS	One Voice Wales - Training for Cllr Cooper - Module 10	£63.00
H/24/20	BACS	Done N Dusted - May Office Clean	£35.00
H/24/21	BACS	Lloyd's Bank - June Salaries	£14,665.41
H/24/22	BACS	Clwyd Pension Fund - May Salaries	£1,360.83
H/24/23	BACS	HMRC - June Salaries	£5,451.83
H/24/24	DD	Idata - IT Support	£49.85
H/24/25	BACS	Canda Copying - Printer Rental	£163.06
H/24/26	BACS	Canda Copying - Printer Rental - Meter Reading	£129.80
H/24/27	DD	EE - Mobile Phone Contracts	£28.13
H/24/28	BACS	HW Oultram & Co - Van Fuel / KKL / KXD - May 2024	£591.35
H/24/29	BACS	HW Oultram & Co Van Fuel - LGX - May 2024	£211.51
H/24/30	DD	Air Liquide - Cylinder Rental	£18.66
H/24/31	DD	SSE Energy - Street Lighting - April	£2,662.17
		TOTAL	

Chair of Finance:

Chair of Council:

The image shows two handwritten signatures in black ink. The first signature is for the Chair of Finance, and the second is for the Chair of Council. The signatures are written over the text labels for the respective positions.

Hawarden Community Council  
Planning Committee  
8<sup>th</sup> July 2024

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**Planning Applications for consideration:**

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000469/24 Flintshire Ward Ewloe	Proposed demolition of existing outbuildings including stables and storage buildings and construction of new replacement stables and storage / garage	Lansdowne, Mold Road, Ewloe Green, Deeside, CH5 3GU	Barbara Kinnear 17.06.2024
2.	FUL/000429/24 Flintshire Ward Ewloe	Construction of 315 dwellings (including 126 affordable homes), new vehicular and pedestrian accesses off Holywell Road and Green Lane, public open space, landscaping, offsite-highways works, foul and surface water drainage infrastructure and associated ancillary works.	Land at Holywell Road & Green Lane, Ewloe	James Beattie 04.06.2024
3.				
4.				
5.				
6.				

ITEM 11  
 (11)

**PLANNING DECISIONS MADE BY FCC FOR NOTING BY HAWARDEN  
 COMMUNITY COUNCIL**

	<b>Planning Application Number</b>	<b>Proposal</b>	<b>Address</b>	<b>Decision</b>
1.	COU/000366/24  Flintshire Ward Aston	Change of Use of land for stationing of caravans for residential purposes, together with the formation of hardstanding and ancillary utility/day room	Land at Gladstone Way, Hawarden, Flintshire, CH5 3HU	<b>Refused</b> James Beattie 12.06.2024
2.	FUL/000371/24  Flintshire Ward Aston	Single-storey pitched roof extensions at front and side of property	7 , Yowley Road, Ewloe, CH5 3AS	<b>Approved</b> 25.06.2024 Barbara Kinnear
3.	FUL/000378/24  Flintshire Ward Mancot	Single storey side and two storey rear extension and reconfiguration of existing dwelling.	30, High Park, Hawarden, Deeside, CH5 3EF	<b>Approved</b> 12.06.2024 Steph Connah
4.	ADV/000386/24  Flintshire Ward Ewloe	Application for consent to display an Advertisement	Roundabout 17, St David's Park, Ewloe, Flintshire, CH5 3YB	<b>Approved</b> 24.06.2024 Barbara Kinnear
5.	FUL/000322/24  Flintshire Ward Ewloe	single storey rear extension	1, Dylan Close, Ewloe, Deeside, CH5 3TT	<b>Approved</b> 05.06.2024 Steph Connah
6.	LDP/000271/24  Flintshire Ward Aston	Replacement single storey side - max roof height 3m & Proposed Porch. - max roof height 3m	5, Ash View, Aston, Deeside, CH5 1BL	<b>Approved</b> 06.06.2024 Tim Hibbert
7.				
8.				



Accounts for Payment			
Jul-24			
Ref:	Method	Item	Cost
H/24/32	BACS	Viking - Office Stationery	£113.64
H/24/33	DD	Welsh Water - June	£17.14
H/24/34	BACS	Clwyd Welding Services - Propane Cylinder / WD40 Spray	£34.06
H/24/35	SJ 0734	Dobshill Service Station - Fuel for mowers	£25.19
H/24/36	SJ 0735	Tool Station - Depot Supplies	£30.46
H/24/37	DD	Onecom - Broadband / Voice - May	£137.33
H/24/38	BACS	JDH Business Services Ltd - Internal Audit	£429.00
H/24/39	DD	Flotek - Mobile Phone Contracts - June	£34.44
H/24/40	BACS	Clwyd Welding - Depot Supplies	£133.99
H/24/41	BACS	Clwyd Welding - Depot Supplies - grind stone / gas torch	£80.28
H/24/42	BACS	Thornccliffe - Depot Supplies - Tile Rite Corner Guard	£16.15
H/24/43	BACS	Thornccliffe - Depot Supplies - MDF Board	£12.97
H/24/44	DD	BES Utilities - Electric Bill - 13th May - 13th June	£84.78
H/24/45	DD	BES Utilities - Gas Bill - 1st May - 1st June	£68.00
H/24/46	BACS	Vision ICT - Logo Redraw & supply	£135.00
H/24/47	BACS	MR Products - HCC Logo Notebooks&pen / set up / carriage	£891.60
H/24/48	BACS	MR Products - HCC Logo Umbrellas / set up / carriage	£390.90
H/24/49	BACS	MR Products - HCC Logo Pencils / set up / carriage	£520.80
H/24/50	BACS	One Voice Wales - Induction Training Cllr Wormall	£63.00
H/24/51	BACS	Mona Tractors Co Ltd - Tank Housing	£56.50
H/24/52	SJ 0734	Vehicle Tax - CU16 LGX	£335.00
H/24/53	BACS	Microshade - Computer System	£115.10
H/24/54	BACS	Litter Collector - fuel for curtesy car whilst FCC vehicle being fixed	£10.00
H/24/55	SJ 0734	Hot Wires - Vehicle Repair - CU16 LGX	£420.00
H/24/56	SJ 0734	Bradon Hire Station - Carnival Toilets (covered by grant money)	£630.00
H/24/57	BACS	Blachere - replacement Christmas Lights	£1,678.88
H/24/58	BACS	LITE - replacement Christmas Lights	£2,790.00
H/24/59	SJ 0734	Charlies - Depot Supplies	£73.25
H/24/60	SJ 0734	eBay - Fan Blower Housing for leafblower	£29.99
H/24/61	DD	SSE Street Lighting - May	£2,750.93
H/24/62	BACS	Done N Dusted - Office Clean - June	£35.00
H/24/63	DD	Idata - Business IT Support - June	£49.85
H/24/64	BACS	Farol - Motor Parts	£48.38
H/24/65	BACS	TSJ Services Ltd - MOT CU16 LGX	£45.00
H/24/66	SJ 0734	Jim Barrow Chester - Vehicle Parts	£217.20
H/24/67	BACS	Clwyd Welding Services - Depot Supplies	£170.67
H/24/68	DD	EE Phone Contracts - 23rd June - 22nd July	£28.13

H/24/69	BACS	Lloyd's Bank - July Salaries	£14,665.22
H/24/70	BACS	HMRC - July Salaries	£5,452.02
H/24/71	BACS	Clwyd Pension Fund - July Salaries	£1,360.83
H/24/72	DD	Air Liquide - Cylinder Rental	£18.66
H/24/73	SJ 0734	Charlies - Hi-Viz Jacket	£4.49
H/24/74	DD	Scottish Power - Electric Bill - Pavillion	£210.46
H/24/75	SJ 0734	Jim Barrow Chester - Leaf Spring	£25.31
H/24/76	SJ 0735	Tool Stations - LED Lights for Depot	£13.47
		TOTAL	£34,453.07

Chair of Finance:

Chair of Council:

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HAWARDEN COMMUNITY COUNCIL

ITEM 15

Bank - Cash and Investment Reconciliation as at 30 June 2024

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Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2024	Lloyds Current Account	39,109.23	
30/06/2024	Lloyds Instant Access	180,817.77	
30/06/2024	Lloyds Bank	194,887.39	
31/03/2024	Petty Cash	22.56	
			<b>414,836.95</b>

Unpresented Payments

518.77

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**414,318.18**

Receipts not on Bank Statement

0.00

**Closing Balance**

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**414,318.18**

All Cash & Bank Accounts

1	Lloyds Current A/c	38,590.46
2	Lloyds Business Instant Access	180,817.77
3	Lloyds Business 30 Day A/c	194,887.39
7	Petty Cash Cbk	22.56
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<hr/> <b>414,318.18</b> <hr/>

