



SGJ/H.04.09.2025

04<sup>th</sup> September 2025

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor,

**YOU ARE HEREBY SUMMONED** to attend the **HYBRID MEETING** of the **HAWARDEN COMMUNITY COUNCIL** to be held on **MONDAY 8<sup>th</sup> SEPTEMBER 2025** at **6.00 P.M AT THE SCOUT H.Q., GLADSTONE PLAYING FIELDS, THE HIGHWAY, HAWARDEN, CH5 3DN.** The remote access meeting link will be sent out on Monday afternoon on request.

The agenda and papers are attached.

Members of the public are welcome to attend and observe the meeting. Please contact the Clerk and Financial Officer on **07931 231770** direct if you require log-in details for the meeting, or if you have any problems logging in.

Yours sincerely

Mrs Sharron G Jones  
Clerk & Financial Officer

*Gyda Chyfarchion With Compliments*

**MRS SHARRON G JONES**  
*Clerc a Swydddog Cyllidol Clerk & Financial Officer*

• • •

**SWYDDFEYDD Y CYNGOR**

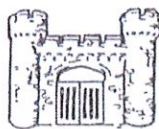
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

**COUNCIL OFFICES**

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## **HAWARDEN COMMUNITY COUNCIL**

### **HYBRID MEETING**

**8<sup>TH</sup> SEPTEMBER 2025**

### **A G E N D A**

**6.00 p.m.**

#### **COUNCIL MEETING:**

**1. PRESENTATION:**

To receive a presentation from Shareen Devine from *Volunteering Matters* as agreed at the June council meeting.

**2. APOLOGIES FOR ABSENCE:**

**3. DECLARATIONS OF INTEREST:**

To receive any declarations of interests from Members.

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

To receive and approve the minutes of the previous meeting of the council held on 14<sup>th</sup> July 2025, copy attached.

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

**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 with John Griffiths, Senior Highways Officer, who may be in attendance.

### **9. LIGHTING FAULTS:**

### **10. MEMBERS INFORMATION ITEMS:**

To consider any relevant information items from Members.

## **PLANNING COMMITTEE:**

### **11. FLINTSHIRE LOCAL DEVELOPMENT PLAN: CONSULTATION:**

#### **Draft Interim Planning Guidance Note- Houses in Multiple Occupation (HMO)**

Following the adoption of the Local Development Plan (LDP), Flintshire County Council have produced a draft interim planning guidance note relating to Houses in Multiple Occupation (HMO) development.

The guidance note explains the approach the Council will take when dealing with HMO development proposals. The interim planning guidance note does not introduce new policy but does seek to provide further explanation and guidance as to how the relevant policies should be interpreted and applied. When adopted, the interim planning guidance note will be a material planning consideration in determining planning applications and appeals. The interim planning guidance note can therefore be used from the earliest stages of designing new HMO development.



The draft interim planning guidance note will be made available for consultation commencing on **Friday 29/08/2025** and ending on Friday **10/10/2025**. The document can be viewed on the Flintshire County Council website via the link below and copies are also available at Connects offices and Ty Dewi Sant, Ewloe.

- <https://www.flintshire.gov.uk/en/Resident/Planning/Review-of-Supplementary-Planning-Guidance.aspx>

The Local Planning Authority would like to hear from a wide range of statutory and non-statutory organisations, town and community councils, voluntary groups, and the public as well as local planning consultants and agents. This feedback will be carefully considered and will help to enable the final interim planning guidance note to be approved and published by the Council. Responses and any necessary changes to the interim planning guidance note will firstly be considered and endorsed by the Planning Strategy Group before final adoption of the interim planning guidance note by the Cabinet.

Comments should be forwarded to Flintshire County Council by 5.00pm on Friday 10<sup>th</sup> October 2025 using one of the following methods:

- a) By filling in the online survey on the Flintshire County Council website, link
- b) here [www.flintshire.gov.uk/LDP-HIMO](http://www.flintshire.gov.uk/LDP-HIMO)
- c) by e-mail to [developmentplans@flintshire.gov.uk](mailto:developmentplans@flintshire.gov.uk)
- d) in writing to Andrew Farrow, Chief Officer (Planning, Environment and
- e) Economy), Flintshire County Council, County Hall, Mold, Flintshire, CH7 6NF

Any queries relating to the draft interim planning guidance note or the consultation can be directed to the following:

[developmentplans@flintshire.gov.uk](mailto:developmentplans@flintshire.gov.uk) or by telephone 01352 703213

Members are asked to consider this information and its response on the draft guidance note to Flintshire County Council.



## **12. 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 note the planning applications considered during the Recess meeting for **August** and to consider the planning applications received to date for the month of **September**.

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 any planning appeals.

- (iv) To note the attached planning decisions for the August recess committee and September.

## **COMMUNITY AND ENVIRONMENT COMMITTEE:**

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

To receive a verbal update.

### **14. AMENDMENT REQUEST FOR THE ALLOTMENT TENANCY AGREEMENT:**

The Hawarden Jubilee Allotment Society, on behalf of Plot Holders, have recently requested whether the terms and conditions could be changed to either (i) consider the siting of glass greenhouses on individual plots (ii) consider a communal greenhouse or (iii) consider the installation of an agricultural style tunnel that could be added on site.

The current conditions do not allow this and a copy is available for members.

**FINANCE COMMITTEE:**

**15. ACCOUNTS FOR PAYMENT:**

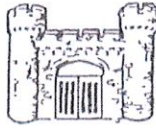
To note the attached list of payments for the **August** recess meeting and approve the List of Payments for **September** 2024, copies attached.

**16. BANK RECONCILIATIONS:**

To receive the bank reconciliation statements for the periods ending 31<sup>st</sup> July, *copy attached*, and 30<sup>th</sup> August 2025, *copy to follow*.

**17. 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 July, August and September as follows:



## **HAWARDEN COMMUNITY COUNCIL**

Minutes of the Hybrid Meeting

held on

**14<sup>th</sup> July 2025**

**PRESENT:** Chairman: Councillor Darren Sterry

**Councillors:** Joyce Angell, Janet Axworthy, Gillian Brockley, Bill Cooper, Michael Crockford, Elizabeth Kennedy, Stephen Lancashire, Dave Mackie, Doreen Mackie, Emma Preece, Colin Randerson, Margaret Redfern, Sam Swash, Ant Turton and Connor Wynne.

**Officers:** Sharron Jones, Clerk & Financial Officer  
Georgey Griffiths, Assistant Clerk

### **Youth Representatives:**

Joshua Stott and Callum Hodgson  
Hawarden High School

**Hynet:** Rob McKenzie, Cerys Percival, Hynet  
Mike Cobble, Matt Payne, United Living

### **44/25 HYNET PRESENTATION:**

Representatives from Hynet and United Living had attended the meeting to provide an update on the pipeline project and share a presentation with members. A map that showed the route pipeline between the Mold and Buckley area had been shared.

The Hynet Hub had been being repurposed to act as a central point of contact for members and members of the community. An email address with links to the hub and a contact form had been provided.



There would be drop in sessions for landowners so that they could speak to the Project Team and discuss the plans related to their land. Any land effected by the pipeline would be returned to its original condition and site visits would be scheduled to resolve any issues.

A workforce of around three hundred would be employed with approximately one hundred appointed for United Living; the remainder would be recruited as per relevant professions. The workforce would be located within the community.

Members might have noted that signage had been erected along the vicinity of the route; this had been for the survey teams in order to note where the road crossing would be together with a unique reference point that had been displayed. There would be no deviation from the proposed route as this would not be permitted. The red line boundary would be as per the Development Control Order (DCO).

Members raised a number of questions to which the representatives duly responded, including a reference to 'trial pits' to test the soil in relation to potential archaeology impacts.

The Chairman thanked the representatives for attending the meeting and for providing a comprehensive update.

**IT WAS RESOLVED:** to note the informative presentation.

**45/25 APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Helen Brown, Sarah Hinks, Ralph Small and Linda Thomas.

**46/25 DECLARATIONS OF INTEREST:**

There were none.

**47/25 MINUTES OF THE PREVIOUS MEETING:**

**IT WAS RESOLVED:** that the minutes of the previous meeting of the Council held on 09<sup>th</sup> June 2025 be approved as a correct record.

#### **48/25 MATTERS ARISING FROM THE MINUTES:**

There were none.

#### **49/25 VACANCIES IN HAWARDEN – MANCOT WARD:**

Stephen Lancashire had expressed an interest in the vacancy in the Hawarden – Mancot ward. The Chairman welcomed Stephen to the meeting and invited him to introduce himself. Stephen outlined his family background and his work experience including twenty four years in the military and subsequently the Police. He had retired in 2016 to spend more time with his grandchildren and wished to give something back to the community.

A member asked Stephen if he had been a member of a particular political party to which he replied that he had stood as an independent member.

**IT WAS RESOLVED:** that Councillor Stephen Lancashire be co-opted as a Community Councillor for the Hawarden – Mancot ward. Councillor Lancashire to be invited to the council offices for an Induction and completion of the necessary paperwork.

#### **50/25 CHAIRMAN'S REMARKS:**

The Chairman had attended several events including a "Founder's Day" at the Gladstone Library which had been thoroughly enjoyable and interesting. On Friday evening he and the Clerk and Financial Officer had attended Hawarden High School for the Governors Presentation Awards Evening; he had been overwhelmed at the level of talent displayed during the evening.

Together with other members and volunteers, he had attended the Hawarden Carnival on the previous Saturday which had been a great success. He wished to thank all members, volunteers and Maintenance staff for their efforts as the event had been an incredible success.

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

### **51/25 POLICE MATTERS:**

Members discussed the recent crime incidents that had taken place in the area which included car theft, a member of the public being burgled and a hit and run incident. People had been arrested and it had been believed that the crimes had been linked.

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

### **52/25 HIGHWAYS/STREETSCENE MATTERS:**

Members reported the following issues to be forwarded to the County Council's Senior Highways Officer, John Griffiths:

- The hedge on Old Aston Hill had been trimmed up to shoulder height which had left an overhang that residents had to avoid; (reported the previous month)
- The white line road markings along the B5125, around the roundabout at St. David's Park and the fly over had all disappeared and required renewal.
- The split in the road on the St. David's roundabout continued to increase in size causing a major gap in the road.

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

### **53/25 LIGHTING FAULTS:**

There were none.

### **54/25 MEMBERS INFORMATION ITEMS:**

Nothing to report.



## **PLANNING COMMITTEE:**

### **55/25 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:**

### **56/25 NEW COMMUNITY CENTRE AT EWLOE:**

The Chairman of the delivery team said that a full update would be shared with members at the September/October meeting. A site meeting had taken place on 10<sup>th</sup> June 2025 with representatives from Scottish Power and some further information had been awaited.

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

### **57/25 ADDITIONAL SCHOOL SIGNAGE:**

The Clerk and Financial Officer provided an update on this initiative that had been approved, in principle, at the council meeting in April.

She had liaised with the Clerk to Connah Quay Town Council as they had made enquiries with a local supplier and it had been anticipated that a more competitive price could be sourced for the signs. She had sent an email to all the local Primary Schools within the community and provided an update. One school had yet to respond.

**IT WAS RESOLVED:** to defer this item to the next meeting pending confirmation from the schools and the supplier about costs.

**FINANCE COMMITTEE:**

**58/25 ACCOUNTS FOR PAYMENT:**

**IT WAS RESOLVED:** that the list of payments in the sum of £48,710.26 for July, be approved.

**59/25 BANK RECONCILIATION:**

**IT WAS RESOLVED:** that the bank reconciliation for the period ended 30<sup>th</sup> June, 2025 be received and approved.

**60/25 CLERK AND FINANCIAL OFFICER'S REPORT:**

The Clerk and Financial Officer reported that the costs to the council for the Service Level Agreement in June and July had been £17,101.03 and £15,589.44 respectively.

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


Hawarden Community Council  
Planning Committee  
14<sup>th</sup> July 2025

**Planning Applications for consideration:**

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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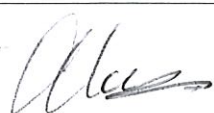
1.	FUL/000574/25 Ward: Ewloe	Proposed Single storey rear extension, to provide modern open-plan living accommodation and a recreational leisure area incorporating an indoor swimming pool.	WESTFIELDS, Level Road, Hawarden, Deeside, CH5 3JR	04.07.2025 Stef Connah <b>No Objections</b>
2.	FUL/000504/25 Ward: Ewloe	Proposed demolition of existing garage and single storey extension, and erection of new double storey side extension	23, Circular Drive, Ewloe, Deeside, CH5 3DA	12.06.2025 Stef Connah <b>No Objections</b>
3.	ADV/000512/25 Ward: Ewloe	2No. Starbucks Pole Signs	STARBUCKS COFFEE, Gateway Services Westbound A55, Northop Hall, CH7 6HB	13.06.2025 Barbara Kinnear <b>No Objections</b>
4.	DET/000520/25 Ward: Aston	Application for approval of details reserved by condition 3 following planning permission FUL/000363/25	4, Bryn Drive, Hawarden, Deeside, CH5 3HL	16.06.2025 Stef Connah <b>Information only</b>
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Accounts for Payment					
Jul-25					
Ref:	Method	Item	Cost	Net Cost	VAT
H/25/63	DD	Ruby Energy - Gas - Office - May 2025	£119.51	£113.82	£5.69
H/25/64	BACS	HAGS - Play Area parts	£350.54	£292.12	£58.42
H/25/65	CRD 1030	Charlies - Anti Freeze / Cable Ties (ZETA)	£32.97	£27.47	£5.50
H/25/66	CRD 1030	Charlies - Deionised Water x 2 (ZETA)	£6.58	£5.48	£1.10
H/25/67	CRD 1030	Checkpoint Service Centre - Rad Flush (ZETA)	£9.00	£7.50	£1.50
H/25/68	DD	Welsh Water - Water - Office - June	£34.02	£34.02	£0.00
H/25/69	CRD 1030	Charlies - Vicars Close - Play Equipment - Carriage Bolt	£1.79	£1.49	£0.30
H/25/70	CRD 1030	Dobshill Service Station - Fuel - Mowers	£28.64	£23.87	£4.77
H/25/71	DD	Flotek - Mobile Phones - June 2025	£34.51	£28.76	£5.75
H/25/72	CRD 1030	Onecom - Wifi / Cloud - May	£202.68	£168.90	£33.78
H/25/73	DD	Air Liquide - Gas Cylinder Rental - May	£20.27	£16.89	£3.38
H/25/74	BACS	Microshade - Hosted Services	£125.62	£104.68	£20.94
H/25/75	BACS	Done N Dusted - Office Clean - June	£35.00	£35.00	£0.00
H/25/76	BACS	BL Motor Repairs - Toyota Hylux Repairs - CU16 LGX	£120.00	£120.00	£0.00
H/25/77	BACS	Vikings - Office Stationery	£151.97	£126.64	£25.33
H/25/78	DD	Ruby Energy - Electric- Office - 13th May - 13th June 2025	£117.96	£112.34	£5.62
H/25/79	CRD 1030	James Smith Fencing - Bar Half Mesh Galvanised Gates	£277.14	£230.95	£46.19
H/25/80	DD	iData - CCTV	£53.74	£44.78	£8.96
H/25/81	CRD 1030	Solar Press - Roller Banner	£51.67	£43.06	£8.61
H/25/82	BACS	Play & Leisure - Flooring under swing - Gladstone Park	£1,650.00	£275.00	£1,375.00
H/25/83	BACS	Play & Leisure - Picnic Table / Gate / Roundabout / Flooring	£19,438.86	£16,199.05	£3,239.81
H/25/84	CRD 1030	DVLA - Vehicle Tax - CU16 LGX	£345.00	£345.00	£0.00
H/25/85	BACS	Lloyd's Bank - Salaries - July	£15,144.65	£15,144.65	£0.00
H/25/86	BACS	Clwyd Pension Fund - Salaries - July	£1,407.86	£1,407.86	£0.00
H/25/87	BACS	HMRC - Salaries - July	£6,205.81	£6,205.81	£0.00
H/25/88	BACS	Major Tractors - Hex Adjuster	£151.26	£126.05	£25.21
H/25/89	BACS	Major Tractors - Hex Adjuster Plated / Strap / Dee Shackles / Sales Freight	£183.66	£153.05	£30.61
H/25/90	BACS	H W Oultram - Vehicle Fuel - CU16 LGX - May	£55.31	£46.36	£8.95
H/25/91	BACS	H W Oultram - Vehicle Fuel - May	£376.28	£315.39	£60.89
H/25/92	DD	Ruby Energy - Gas - Office - June 2025	£74.57	£71.02	£3.55
H/25/93	BACS	Peninsula - Cherry Picker Inspection	£175.00	£175.00	£0.00
H/25/94	BACS	ROSPA Play Safety - Inspections	£1,603.20	£1,336.00	£267.20
H/25/95	BACS	R Griffiths - Quadrant Consults - Land Check Com-Centre	£35.00	£35.00	£0.00
H/25/96	BACS	Thornccliffe - Materials for Notice Board Repairs (HCC/BBCC)	£63.11	£52.59	£10.52
H/25/97	BACS	Thornccliffe - Materials for Notice Board Repairs (HCC/BBCC)	£27.08	£22.56	£4.52
H/25/98	CRD 1030	Ebay - Mountfield Belt Kit	£47.98	£47.98	£0.00
H/25/99	DD	Air Liquide - Gas Cylinder Rental - June	£20.27	£16.89	£3.38
H/25/100	DD	Scottish Power - Pavillions - June	£162.26	£154.53	£7.73
H/25/101	DD	EE - Mobile Phones - June	£29.93	£24.94	£4.99
H/25/102	DD	SSE - Street Lighting - May	£2,806.37	£2,672.73	£133.64
H/25/103	BACS	Nomix Enviro - Handset / Shaft / Carriage	£130.80	£109.00	£21.80
		<b>TOTAL</b>	<b>£48,710.26</b>	<b>£46,474.23</b>	<b>£5,433.64</b>
	Chairman:				

FINANCE

CHAIR



Hawarden Community Council  
Planning Committee – 08<sup>th</sup> September 2025**PLANNING DECISIONS MADE BY FCC FOR NOTING BY HAWARDEN  
COMMUNITY COUNCIL**

	Planning Application Number	Proposal	Address	Decision
1.	FUL/000195/24 Ward: Mancot	Construction of 300 dwellings (including 105 affordable homes) new vehicular and pedestrian accesses, public open space, landscaping and all associated ancillary works	Land at Gladstone Way & Ash Lane, Hawarden	<b>Approved after completing legal agreement</b> 29.08.2025 James Beattie
2.	AGN/000641/25 Ward: Mancot	Cattle & Machinery Storage	MOOR LANE FARM, Moor Lane, Hawarden, Deeside, CH5 3PQ	<b>Z02 Prior Approval Required/Refuse</b> 27.08.2025 Barbara Kinnear
3.	FUL/000610/25 Ward: Aston	Orangery extension to the rear of the property	7, Chestnut Grove, Hawarden, Deeside, CH5 3HD	<b>Approved</b> 26.08.2025 Stef Connah
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Hawarden Community Council  
Planning Committee  
08<sup>th</sup> September 2025

**Planning Applications for consideration:**

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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Hawarden Community Council  
Planning Committee  
29<sup>TH</sup> August 2025

**Planning Applications for consideration:**

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000664/25 Ward: Mancot	Using front garden to create driveway, vehicular crossing, dropped kerb	26, Mancot Lane, Mancot, Deeside, CH5 2AH	04.08.2025 Alison Dean
2.	FUL/000650/25 Ward: Mancot	Single storey rear extension	48, Leaches Lane, Mancot, Deeside, CH5 2EJ	30.07.2025 Jon Williams
3.	FUL/000648/25 Ward: Ewloe	Hip-to-gable conversion and extension of bungalow roof space to the front and rear, with associated works to the ground floor. Addition of new dormer and 3no. roof lights to the side elevations.	25, Woodlands Drive, Hawarden, CH5 3LA	31.07.2025 Stef Connah
4.	DET/000637/25 Ward: Aston	Application for approval of details reserved by conditions 4, 5 & 7 following planning permission CAS-03806-R1TOR9	Land at Gladstone Way, Hawarden, Flintshire, CH5 3HU	23.07.2025 James Beattie
5.	AGN/000641/25 Ward: Mancot	Cattle & machinery storage	MOOR LANE FARM, Moor Lane, Hawarden, Deeside, CH5 3PQ	25.07.2025 Barbara Kinnear
6.	FUL/000627/25 Ward: Ewloe	The proposal of a part double storey extension and single storey rear extension with internal works	Endsleigh, Mold Road, Ewloe Green, Deeside, CH5 3GU	22.07.2025 Stef Connah
7.	FUL/000610/25 Ward: Aston	Orangery extension to the rear of the property	7, Chestnut Grove, Hawarden, Deeside, CH5 3HD	16.07.2025 Stef Connah

8.	FUL/000698/25 Ward: Mancot	Construction of a Luxury Car Garage for Classic Car Storage and Display.	4, Upper Aston Hall Lane, Hawarden, Deeside, CH5 3EN	15.08.2025 Stef Connah
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Hawarden Community Council  
Planning Committee – 28<sup>th</sup> August 2025

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

	Planning Application Number	Proposal	Address	Decision
1.	DET/000590/25  Ward: Aston	Application for approval of details reserved by condition 3 following planning permission 064335	Shotton View, Rowan Road, Aston, Deeside, CH5 1XT	<b>Approved</b> Stef Connah 31.07.2025
2.	FUL/000574/25  Ward: Ewloe	Proposed single storey rear extension, to provide modern open-plan living accommodation and a recreational leisure area incorporating an indoor swimming pool.	Westfields, Level Road, Hawarden, Deeside, CH5 3JR	<b>Approved</b> Stef Connah 04.08.2025
3.	FUL/000504/25  Ward: Ewloe	Proposed demolition of existing garage and single storey extension, and erection of new double storey side extension	23, Circular Drive, Ewloe, Deeside, CH5 3DA	<b>Approved</b> Stef Connah 14.07.2025
4.	FUL/000495/25  Ward: Ewloe	Proposed two storey side extension	3, Mansfield Avenue, Hawarden, Deeside, CH5 3SB	<b>Approved</b> Stef Connah 14.07.2025
5.	FUL/000440/25  Ward: Mancot	Demolition of rear single storey extension - Proposed new single storey rear extension, front entrance extension, pitched roof over the flat roof dormer, 1st floor over garage, part garage conversion & widened drive. Permeable surface.	1, Cross Tree Close, Hawarden, Deeside, CH5 3PX	<b>Approved</b> Barbara Kinnear 04.08.2025
6.	FUL/000446/25  Ward: Ewloe	Construction of single storey side extension and dormer window	Glendale, Slack Lane, Drury, Deeside, CH5 3NG	<b>Approved</b> Barbara Kinnear 14.08.2025
7.	FUL/000354/25  Ward: Mancot	Change of use of land to form a 4 pitch family gypsy and traveller site with access from Mancot, along with the formation of a permeable surface, the erection of 4 day room, boundary fencing and landscaping (retrospective).	Land to the south of Mancot Lane, Sandycroft, Deeside, CH5 2EX	<b>Refused</b> James Beattie 05.08.2025



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

8.	LBC/000207/25 Ward: Mancot	Listed Building Consent for change of use from library storage (D1) to use class A1	School Hall, Church Lane, Hawarden, Deeside, CH5 3LT	<b>Closed</b> 24.07.2025 Alison Dean
9.	COU/000206/25 Ward: Mancot	Change of Use from library storage (D1) to use class A1	School Hall, Church Lane, Hawarden, Deeside, CH5 3LT	<b>Approved</b> 24.07.2025 Alison Dean
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**HAWARDEN COMMUNITY COUNCIL**

**ALLOTMENT TENANCY AGREEMENT**

**FOR SMALL/LARGE PLOT**

1. Hawarden Community Council agrees to let and the Tenant agrees to take the allotment **plot \*\*** at Upper Aston Hall Lane, Hawarden on a yearly tenancy from **date** at a rent of **£00.00** per annum (in advance and at a proportionate rent for any part of a year over which the tenancy may extend.
2. The Tenant agrees with Hawarden Community Council to observe and perform the conditions and obligations set out below.
3. The Tenant must pay the agreed rent in advance on the approved date each year. There will be no refund should a plot be relinquished.
4. Residents living within Hawarden Community Council area are eligible to rent a plot. Residents of areas bordering the Hawarden area are eligible to apply and will be considered on a case by case basis.
5. The Council shall be at liberty to vary the annual rent for a plot.
6. The tenancy shall be ended in any of the following ways:
  - (a) Automatically on the death of the tenant
  - (b) By the Council giving to the tenant twelve months notice in writing expiring on or before the sixth day of April or on or after the twenty ninth day of September in any year.
  - (c) By the tenant giving one month's notice in writing.
  - (d) By re-entry by the Council at any time after giving three months in writing to the tenant on account of the allotment being required
  - (e) For any purpose (not being the use of the same for agriculture) for which it has been appropriated under any statutory provision.  
For building, mining or any other industrial purpose or for roads or sewers necessary in connection with any of those purposes.
  - (f) By re-entry by the Council at any time after giving one month's notice in writing to the tenant.
  - (g) If the rent or any part of it is in arrears for not less than forty days whether legally demanded or not.

(h) If the Council considers that there has been any breach of the conditions or agreement on the part of the tenant. If such a breach is of the conditions or rules applicable to the cultivation of the plot then at least three months shall have elapsed since the start of the tenancy.

(i) if the tenant has received three Dirty Plot Notices, the tenant will be given one month's notice in writing.

(j) If the tenant has received an Abandoned plot notice, the tenant will be given one month's notice in writing.

- 7.** Any notice required to be given by the Council to the tenant may be served on the tenant either personally or by leaving it at his/her last known address or by letter sent by recorded delivery service addressed to him/her there or by fixing the same in some conspicuous manner on the allotment plot. Any notice required to be given by the tenant to the Council shall, be sufficiently given if signed by the tenant and sent in a prepaid post letter to the Council.
- 8.** Compensation shall be payable by the Council to any tenant on the termination of his/her tenancy for all crops growing upon the plot in the normal course of cultivation and for manure applied to the land in accordance with the provisions of Section 2 of the allotments Act 1922 but no compensation is payable when a tenancy is terminated at the request of the tenant or due to their failure to comply with the rules and conditions.
- 9.** The Tenant must use the Allotment as an Allotment only and for no other purpose and must not carry on a trade or business on or from the allotment.
- 10.** The Tenant must keep the Allotment clean, free from weeds and maintain it in a good state of cultivation and must keep any pathway reasonably free from weeds.
- 11.** The Tenant must not cause or permit any nuisance or annoyance to the occupiers of any other allotment or neighbouring property, or obstruct or encroach on any path or roadway set out by Hawarden Community Council for the use of the occupiers of the allotments.
- 12.** The Tenant and the Tenant's authorised visitors will behave in a courteous manner at all times to other Tenants. Inappropriate behaviour towards any person will not be tolerated and will result in the Tenant being removed from the site.



- 13.** The Tenant must at all times during the tenancy observe and comply fully with all enactments, statutory instruments, local, parochial or other byelaws, orders or regulations affecting the Allotment.
- 14.** The Tenant must not sub-let, assign or part with possession of the Allotment or any part of it without the written consent of Hawarden Community Council.
- 15.** The Tenant must not take, sell or carry away any mineral, gravel, sand, earth or clay.
- 16.** The Tenant must not plant any trees or fruit trees, or any crops requiring more than 12 months to mature, without the written consent of Hawarden Community Council. If permission is given Tenants must ensure that they do not affect any other Tenant's allotment in any way. Fruit trees must be kept within the confines of the Tenant's allotment. Trees must not be allowed to grow to a size that will mean their roots are on neighbouring plots.
- 17.** The Tenant must help to keep every hedge abutting the allotment site cut and trimmed.
- 18.** The Tenant must use his best endeavours to protect any other hedges, fences or gates in the Allotment field of which the Allotment site forms part.
- 19.** There will be no more than one polytunnel measuring 8' x 6' or 9' x 6' (up to 3m x 2m) located on each plot. The Community Council must be consulted prior to the siting and erection of the polytunnel.  
  
Other than one polytunnel per plot, no other structures excluding cloches and fruit cages permanent or moveable shall be erected at the site.
- 20.** The Tenant must not deposit, or allow persons to deposit, on the Allotment any refuse or any decaying matter, except manure and compost in such quantities as may be reasonably required for cultivation, or place any matter in the hedges, ditches or dykes in the Allotment field of which the Allotment forms part or in adjoining land.
- 21.** The Tenant must set aside an area for composting waste material derived from the Allotment.
- 22.** The Tenant must dispose of non-compostable waste off site. No rubbish must be brought onto the site to be disposed of.
- 23.** The Tenant must not use any non-agricultural material for covering the allotment plot, i.e. carpet.

- 24.** The Tenant must not have any bonfires.
- 25.** The Tenant must not play radios or similar other than personal ones with headphones/earphones.
- 26.** The Tenant must not bring any dog into the Allotment field of which the Allotment forms part, or cause one to be brought in, unless the dog is held on a leash. The Tenant must remove forthwith and properly dispose of any fouling on the Allotment field by any dog in his/her charge. Failure to do so without reasonable excuse will be treated as a breach of Tenancy conditions.
- 27.** The Tenant must not keep any animals or livestock of any kind on the Allotment, except bees for which prior permission in writing must be given by Hawarden Community Council.
- 28.** Hawarden Community Council strives towards an organic Allotment. If using sprays or fertilisers, the Tenant must:
- ensure that the health and safety of allotment holders are protected at all times and that manufacturers instructions are followed for the use and disposal for the chemicals.
- take all reasonable care to ensure that adjoining, trees and crops are not adversely affected and must make good or replant as necessary should any damage occur and comply at all times with current regulations.
- As far as possible wildlife should be protected when using chemicals.
- 29.** The Tenant must not erect any notice or advertisement on the Allotment.
- 30.** The Tenant agrees that Hawarden Community Council shall have the right to refuse admittance to the Allotment to any person, other than the Tenant or a member of his/her family, unless accompanied by the Tenant or a member of his/her family.
- 31.** The Tenant agrees that any case of a dispute between himself and any other occupier of an Allotment in the Allotment field shall be referred to Hawarden Community Council whose decision shall be final.
- 32.** No firearms including air rifles should be brought onto the Allotment site or used on or around the surrounding area of the Allotment site.



- 33.** The Tenant is responsible for all items and structures on his/her Allotment plot. The Tenant is responsible for ensuring that they have their own public liability insurance cover whilst on the Allotment site and indemnify Hawarden Community Council against all claims, costs and demands (including third party claims) arising out of the use and occupation of the Allotment by the Tenant.
- 34.** Tenants are to ensure that they have the number of their plot visible.
- 35.** To ensure the maximum security of the Allotment site, the last tenant to leave the site at any time of the day, must lock the gates.
- 36.** Tenants are not allowed to stay overnight on the Allotment site.
- 37.** The use of hose pipes is strictly forbidden unless prior permission has been given from Hawarden Community Council.
- 38.** The Tenant shall inform Hawarden Community Council of any changes in his/her address and telephone number in writing within 7 days. Tenants must on receipt of a Notice of Re-entry or when they have given notice that they wish to relinquish their tenancy, make arrangements to transfer ownership of polytunnels to the next or another Tenant on or before the expiry date of the Notice. If this is not possible then any structures must be entirely removed from the plot before the due date. After this time the Tenant shall relinquish their right of ownership of any structures on the plot.
- 39.** The Tenant must yield up the Allotment at the determination of the Tenancy created by this agreement in good condition and free of waste and inappropriate materials.
- 40.** The Tenant agrees that any authorised Officer may enter and inspect the Allotment at any time.
- 41.** All vehicles must be parked in the car park provided. No vehicles including trailers to be left overnight.
- 42.** The Tenant must observe and perform any special condition that Hawarden Community Council considers necessary to preserve the Allotment from deterioration of which notice is given to the Tenant.



**43.** Tenancy of the plots will be from 1<sup>st</sup> December until 30<sup>th</sup> November – unless a tenant elects to relinquish their plot mid-term.

**44.** Cultivation of at least 50% of the plot will be expected within the first six months of tenancy.

**45.** Representatives of Hawarden Community will carry out an inspection of the allotment site on a regular basis during each year where the following notices may be issued to plot holders:

#### Dirty Plot Notice

Where it is deemed that at least 50% of the plot is not being cultivated or maintained in a way that is acceptable to the Council. After a Dirty Plot Notice has been issued, a further visit will take place at the Council's discretion.

#### Abandoned Plot Notice

Where it is deemed that there is no significant sign of cultivation or maintenance and at the discretion of the Council.

Following the introduction of the new General Data Protection Regulations (replacing the Data Protection Act from May 2018), the information the Community Council holds about you, consists of your name and address, together with your telephone number and email address, if you provided them. The Council does not share this information with any other person or organisation. If you are content for this situation to continue, you do not need to do anything further. If you wish the Council to delete your personal data, please let me know.

**A signature of the Tenant is needed agreeing to all of the pre-mentioned rules and regulations.**

**Full Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Tel No:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Plot No:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**SIGNED ON BEHALF OF HAWARDEN COMMUNITY COUNCIL**

*Georgey Griffiths*

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Date 01.07.2024



Accounts for Payment					
Aug-25					
Ref:	Method	Item	Cost	Net Cost	VAT
H/25/104	DD	One Com - Cloud / Internet - June	£202.68	£168.90	£33.78
H/25/105	DD	IDATA - CCTV	£53.74	£44.78	£8.96
H/25/106	DD	SSE Energy - Street Lighting - June	£2,715.81	£2,586.49	£129.32
H/25/107	BACS	H W Oultram - Vehicle Fuel - June - CU16 LGX	£258.43	£216.61	£41.82
H/25/108	BACS	H W Oultram - Vehicle Fuel - June	£514.77	£431.47	£83.30
H/25/109	BACS	Border Pumps & Transmissions - Parts for Zeta Groundsman	£81.79	£68.16	£13.63
H/25/110	DD	Flotek - Mobiles - July	£34.51	£28.76	£5.75
H/25/111	BACS	SLCC - Conference - Clerk & Financial Officer	£78.00	£65.00	£13.00
H/25/112	BACS	Thornccliffe - Wood Preserver/Gloves - Notice Boards / Handsaw	£78.95	£65.79	£13.16
H/25/113	BACS	Done n Dusted - Office Clean - July	£35.00	£35.00	£0.00
H/25/114	BACS	One Voice Wales - Cllr Lancashire - Cllr Induction	£65.00	£65.00	£0.00
H/25/115	BACS	Canda Copying - Printer Rental - June	£209.04	£174.21	£34.83
H/25/116	CRD 1030	Charlies - Depot Supplies - Blue Rolls / Spray Paint	£23.57	£19.65	£3.92
H/25/117	CRD 1030	Ebay - Marine Grease	£24.91	£24.91	£0.00
H/25/118	DD	Welsh Water - Office Water - July	£34.02	£34.02	£0.00
H/25/119	DD	Ruby Energy - Office Electric - 13th June-13th July	£109.01	£103.82	£5.19
H/25/120	BACS	B L Motor Repairs - Driveshaft / Gear Box Oil - Labour	£247.00	£247.00	£0.00
H/25/121	DD	EE - Mobile Phone Contract - July	£29.93	£24.94	£4.99
H/25/122	CRD 1030	Ebay - Bolt	£37.82	£37.82	£0.00
H/25/123	CRD 1030	Tool Station - Cable Ties & Dome Head Rivet	£12.46	£10.39	£2.07
H/25/124	DD	Ruby Energy - Gas Office - July	£91.52	£87.16	£4.36
H/25/125	BACS	Bew Craft Signs - Honours Boards - HCC / BBCC / STC	£126.00	£105.00	£21.00
H/25/126	BACS	Morgans - Gate Eye - Office Car Park Gate	£9.00	£7.50	£1.50
H/25/127	CRD 1030	Charlies - Cellulose Thinners / Spray Paint x 4	£47.55	£39.65	£7.90
H/25/128	BACS	HMRC - August Salaries	£6,205.42	£6,205.42	£0.00
H/25/129	BACS	Clwyd Pension Fund - August Salaries	£1,407.86	£1,407.86	£0.00
H/25/130	BACS	Lloyd's Bank - August Salaries	£15,144.84	£15,144.84	£0.00
H/25/131	DD	ICO - Data Protection Registration Certificate	£47.00	£47.00	£0.00
H/25/132	CRD 1030	JR Webster & Co - Bolts x 16	£26.69	£22.24	£4.45
H/25/133	DD	Super Pound Store - Wasp Spray / Padlock / Jays Fluid	£15.97	£15.97	£0.00
H/25/134	BACS	Done n Dusted - Office Clean - August	£35.00	£35.00	£0.00
H/25/135	BACS	H W Oultram - Vehicle Fuel - CU16 LGX - July	£227.60	£190.77	£36.83
H/25/136	BACS	H W Oultram - Vehicle Fuel - July	£418.10	£350.45	£67.65
H/25/137	DD	Air Liquide - Cylinder Rental - July	£20.27	£16.89	£3.38
H/25/138	CRD 1030	Dandy's - Topsoil - 33 Club Field - TBR STC	£478.52	£398.77	£79.75
H/25/139	BACS	North & Mid Wales Association - Membership Fee	£80.00	£80.00	£0.00
H/25/140	BACS	Microshade - Hosted Service	£125.62	£104.68	£20.94
H/25/141	BACS	Thornccliffe - Flat Bar / Steel Cutting / Form A Washer	£9.76	£8.15	£1.63
H/25/142	BACS	Thornccliffe - Flat Bar / Fishplate / Steel Cutting / Cement / Edging	£87.18	£72.65	£14.53
H/25/143	BACS	Thornccliffe - Tanalised Easy Edge x 12	£109.58	£91.32	£18.26
H/25/144	DD	Scottish Power - Electric - Pavillion	£128.42	£119.03	£9.39
H/25/145	CRD 1030	Amazon - LED Rocket Switch - KKL Van	£10.98	£9.15	£1.83
H/25/146	BACS	Brookes & Son's - 5 Metre Channel / Double Sided Tape	£68.40	£57.00	£11.40
H/25/147	DD	One Com - Cloud / Internet - July	£217.02	£180.85	£36.17
H/25/148	DD	SSE Energy - Street Lighting - July	£2,806.66	£2,673.01	£133.65



H/25/149	BACS	At Hand Fire Protection - Service Extinguishers / Service Parts	£309.00	£257.50	£51.50
H/25/150	CRD 1030	Ebay - Gear Oil	£69.50	£69.50	£0.00
H/25/151	BACS	Smith of Derby - Service of Old Police Clock	£363.60	£303.00	£60.60
H/25/152	DD	IDATA - CCTV - August	£53.74	£44.78	£8.96
H/25/153	BACS	FCC - Land Rent - Ewloe Play Area	£10.00	£10.00	£0.00
H/25/154	BACS	FCC - Land Rent -Plough Lane	£35.00	£35.00	£0.00
H/25/155	BACS	Snapfast - LED Lanterns x 50	£5,880.00	£4,900.00	£980.00
H/25/156	DD	Ruby Energy - Electric - Office - 13th July - 13th August	£112.81	£107.44	£5.37
		<b>TOTAL</b>	<b>£39,625.05</b>	<b>£37,650.30</b>	<b>£1,974.77</b>
	Chairman:				
	Chair of finance:				



CHAIR FINANCE

1/9/25

ITEM 15  
(ii)

Sep-25					
Ref:	Method	Item	Cost	Net Cost	VAT
H/25/157	BACS	HW Oultram - Vehicle Fuel - CU16 LGX	£232.02	£194.48	£37.54
H/25/158	BACS	HW Oultram - Vehicle Fuel -KKL / KXD	£160.17	£134.25	£25.92
H/25/159	DD	Welsh Water - August	£34.02	£34.02	£0.00
H/25/160	BACS	Welsh Water - 26th Feb - 26th August - Office	£107.02	£107.02	£0.00
H/25/161	BACS	Welsh Water - 26th Feb - 26th August - Gladstone Playing Field	£171.97	£171.97	£0.00
H/25/162	BACS	Lloyd's Bank - September Salaries	£17,581.04	£17,581.04	£0.00
H/25/163	BACS	HMRC - September Salaries	£7,944.11	£7,944.11	£0.00
H/25/164	BACS	Clwyd Pension Fund - September Salaries	£1,677.66	£1,677.66	£0.00
H/25/165	BACS	Ebay - Gore-Tex Safety Boots - Litter Collector	£97.44	£97.44	£0.00
H/25/166	BACS	Mancot Bowling Club - Annual Grant	£200.00	£200.00	£0.00
H/25/167	BACS	Gladstone Bowling Club - Annual Grant	£200.00	£200.00	£0.00
H/25/168	BACS	Aston Bowling Club - Annual Grant	£300.00	£300.00	£0.00
H/25/169	BACS	Aston Community Centre - Annual Grant	£1,600.00	£1,600.00	£0.00
H/25/170	BACS	Mancot Village Hall - Annual Grant	£1,600.00	£1,600.00	£0.00
H/25/171	BACS	Hawarden Institute - Annual Grant	£1,600.00	£1,600.00	£0.00
H/25/172	BACS	Level Road Community Centre - Annual Grant	£1,600.00	£1,600.00	£0.00
		<b>TOTAL</b>	<b>£35,105.45</b>	<b>£35,041.99</b>	<b>£63.46</b>
	Chairman:				
	Chair of finance:				

Item

# HAWARDEN COMMUNITY COUNCIL

## Bank - Cash and Investment Reconciliation as at 31 July 2025

### Confirmed Bank & Investment Balances

#### Bank Statement Balances

31/07/2025	Lloyds Current Account	43,388.35
28/07/2025	Lloyds Instant Access	199,107.19
25/07/2025	Lloyds Bank	190,358.94
31/03/2025	Petty Cash	50.96

**432,905.44**

#### Receipts not on Bank Statement

**0.00**

#### **Closing Balance**

**432,905.44**

#### All Cash & Bank Accounts

1	Lloyds Current A/c	43,388.35
2	Lloyds Business Instant Access	199,107.19
3	Lloyds Business 30 Day A/c	190,358.94
7	Petty Cash Cbk	50.96
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>432,905.44</b>



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## HAWARDEN COMMUNITY COUNCIL

### Bank - Cash and Investment Reconciliation as at 31 August 2025

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#### Confirmed Bank & Investment Balances

##### Bank Statement Balances

31/08/2025	Lloyds Current Account	50,118.78	
11/08/2025	Lloyds Instant Access	199,249.70	
29/08/2025	Lloyds Bank	283,152.60	
31/07/2025	Petty Cash	50.96	
			532,572.04

##### Unpresented Payments

0.00

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532,572.04

##### Receipts not on Bank Statement

0.00

##### **Closing Balance**

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532,572.04

##### All Cash & Bank Accounts

1	Lloyds Current A/c	50,118.78
2	Lloyds Business Instant Access	199,249.70
3	Lloyds Business 30 Day A/c	283,152.60
7	Petty Cash Cbk	50.96
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<hr/> 532,572.04 <hr/>