

**CYNGOR CYMUNED PENARLAG
HAWARDEN COMMUNITY COUNCIL**



SGJ/H.13.11.2023

8th November 2023

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 13th NOVEMBER 2023** 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 Swyddog Cyllidol Clerk & Financial Officer

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

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HAWARDEN COMMUNITY COUNCIL

HYBRID MEETING

13th November 2023

A G E N D A

6.00 p.m.

COUNCIL MEETING:

1. PRESENTATION:

To receive a presentation from the Police and Crime Commissioner, Andy Dunbobbin.

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 9th October 2023, copy attached.

5. MATTERS ARISING FROM THE MINUTES:

6. JOINT MAINTENANCE COMMITTEE:

To note the attached minutes from the mid-year review meeting of the Joint Maintenance Committee held on Thursday 2nd November 2023.

7. HAWARDEN – MANCOT – CASUAL VACANCIES:

The two vacancies in Mancot have been advertised but, to date, there has been no interest. New posters will be displayed advertising the vacancies.

8. INDEPENDENT REMUNERATION PANEL – DRAFT REPORT FOR 2024-25

The draft report has been received from the Independent Remuneration Panel for Wales for 2024-25. The report has been produced in a different format to previous years.

The relevant sections relating to Town and Community Councils are attached.

The full report can be found at:

<https://www.gov.wales/sites/default/files/pdf-versions/2023/10/1/1697466106/independent-remuneration-panel-wales-draft-annual-report-2024-2025.pdf>

9. ANNUAL JOINT MEETING OF THE STANDARDS COMMITTEE:

Report attached.

10. CHAIRMAN'S REMARKS:

STAFFING AND GENERAL PURPOSES COMMITTEE:

11. REVIEW OF RECENT STORMS AND FLOODING RESPONSE:

To consider the impact of the recent storms and flooding and review whether there is anything that the Community Council can do to assist.

12. REVIEW OF POLLING STATIONS:

Report attached.

13. COMMUNITY REVIEW QUESTIONNAIRE:

Report and questionnaire attached. Although the deadline has lapsed, the Elections Office have confirmed that they will receive the Council's response on the 14th November.

14. PLACE PLAN FOR THE COMMUNITY OF HAWARDEN:

Report attached.

15. POLICE MATTERS:

To consider any matters of concern.

16. HIGHWAYS/STREETSCENE MATTERS:

To consider any matters of concern with John Griffiths, Senior Highways Officer, who may be in attendance.

17. LIGHTING FAULTS:

To raise any lighting issues.

18. MEMBERS INFORMATION ITEMS:

To consider any relevant information items from Members.

PLANNING COMMITTEE:

19. 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 November **including the pre-planning application for 70 new homes in Ewloe.**

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 November.

COMMUNITY AND ENVIRONMENT COMMITTEE:

20. NEW COMMUNITY CENTRE AT EWLOE:

To receive a verbal update from the Chairman of the Delivery Team.

21. HYNET/VICKER'S CLOSE:

Discussions are still being held with the Hawarden Gladstone Estate office but officials from Hynet are hoping to have an update for the Community Council in December 2023.

The Examination period closed on 20th September and the Examining Authorities are compiling a report for the Secretary of State. This is expected to be completed by December. The lands team are continuing some of their engagement on Heads of Terms with relevant parties.

In relation to the **Vicker's Close** play area, the ground rent is currently set at £50.00 per annum based on two half-yearly payments of £25.00. At the previous meeting of the Council it was agreed that a proposed increased rent be set at £50.00 so members are asked to reconsider an alternative increase in the annual rent.

22. REQUEST FROM HAWARDEN RANGERS TO SITE A COMPOUND AT THE REAR OF THE EXISTING OUTDOOR STAND:

Amended report attached following consideration by members at the meeting held in October.

23. WORKPLACE RECYCLING:

From 6 April 2024, it will become law for all businesses, charities and public sector organisations to sort their waste for recycling.

This applies to all waste and recycling collectors and processors who manage household-like waste from workplaces.

The Welsh Government is introducing this law to improve the quality and quantity of how we collect and separate waste.

Members are asked to note this legislative change and be assured that the council office has all the recycling receptacles.

FINANCE COMMITTEE:

24. ACCOUNTS FOR PAYMENT:

To approve the List of Payments for November 2023, copy attached.

25. BANK RECONCILIATION:

To receive the bank reconciliation statement for the period ending 31st October 2023, *copy to follow*.

26. REVIEW OF FEES AND CHARGES:

Report attached.

Members will recall that at the previous meeting held on 9th October, it was resolved that Councillors Angell, Axworthy, Dave Mackie, Sterry and Turton meet to review the report and make recommendations to the council.

27. SMALL GRANTS SCHEME:

To consider the following applications for the Small Grants Scheme:

- Mancot Community Library
- Donkey Sanctuary, Cottage Lane, Mancot
- Cobra Life CIC, Shotton

28. AURA LEISURE GRANT REQUEST:

Explanatory letter attached for Members' consideration.

29. CLERK AND FINANCIAL OFFICER'S REPORT:

To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the month of November and any other relevant matters.

30. THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:

To consider the exclusion of the public and press for the following item which relates to financial affairs.

31. INVESTMENT BANKING:

Report attached.



HAWARDEN COMMUNITY COUNCIL

Minutes of the Hybrid Meeting

held on

9TH October 2023

PRESENT: Chairman: Councillor Janet Axworthy

Councillors: Joyce Angell, Helen Brown, Bill Cooper, Dave Mackie, Doreen Mackie, Emma Preece, Margaret Redfern, Ralph Small, Darren Sterry, Linda Thomas and Ant Turton

Officers: Mrs Sharron Jones, Clerk & Financial Officer
Miss Georgey Griffiths, Administrative Officer

Also present: Bob Wilson, Hawarden Rangers

88/23 RESIGNATION OF COUNCILLOR RAPHAELLE SOFFE:

The Chairman said that she had received an email from Councillor Raphaelle Soffe who had had to resign from the Community Council due to a conflict of interest with her University research. The Chairman said that Raphaelle's resignation had been a loss to the Council and that Raphaelle had contributed well to the Council in such a short period of time.

IT WAS RESOLVED: that a letter be sent to Raphaelle Soffe to acknowledge her work with the Community Council and to express the Council's best wishes for her future success.

89/23 APOLOGIES FOR ABSENCE:

Apologies for absence had been received and accepted for Councillors Gillian Brockley (illness), Sarah Hinks (illness), Hayley Selvester (away), Sam Swash (personal) and Richard Taylor (work).

90/23 DECLARATIONS OF INTEREST:

There were none.

91/23 MINUTES OF THE PREVIOUS MEETING:

A member referred to the reference in the minutes to the spring spout and advised that the date should read 1089.

IT WAS RESOLVED: that the minutes of the meeting held on 11th September 2023 be approved as a correct record, save and except that the above date be corrected.

92/23 MATTERS ARISING FROM THE MINUTES:

A member referred to page 20 and said that they had been omitted from the list of members to complete the Fire Authority Consultation response. For information, the member advised that she had also attended the Fire Station protest for one and a half hours.

The Clerk and Financial Officer referred to page 22 of the minutes, minute reference 82/23 and informed members that the Hawarden Estate Office felt that the increase in rent of £250.00 for Vicar's Close had not been excessive and asked the council for an alternative amount.

IT WAS RESOLVED: that a fee of £50.00 be proposed for the new lease for Vicar's Close.

93/23 REQUEST FROM HAWARDEN RANGERS TO SITE A COMPOUND AT THE REAR OF THE EXISTING OUTDOOR SEATED AREA:

The Chairman welcomed Bob Wilson, Operations Manager from Hawarden Rangers Football Club to the meeting. Bob gave a brief summary of his background within the Hawarden Community and outlined his role with Hawarden Rangers.

Mr Wilson had circulated a report to members outlining the requirements for a compound for the "dug outs" including health and safety and practicalities. He said that he would ensure that the compound was aesthetically adequate and that the measurements had been included within the report.

Mr Wilson said that if the Council agreed to this request, all costs would be met by Hawarden Rangers including relevant insurance and anti-vandalism measures.

IT WAS RESOLVED: that this item be deferred to the next meeting so that sufficient quotes could be received, planning permission requirements be sought and photographs of the compound be provided to members.

94/23 HYNET UPDATE:

The Clerk and Financial Officer said that no further meeting had been held with representatives from Hynet.

IT WAS RESOLVED: to note the update.

95/23 CHAIRMAN'S REMARKS:

On behalf of the Chairman, the Clerk and Financial Officer read out the comments contained within a thank you card that had been received from Fran Griffiths, following her retirement as the Administrative Assistant on the 31st August, 2023. Members noted, with appreciation, the comments.

The Chairman had recently attended a Place Planning Summit in Ruthin with the Clerk and Financial Officer. Ruthin had been one of the few towns in North Wales that had a Place Plan and she felt that this is something that the Community Council should progress. The Clerk and Financial Officer would prepare a report for Council's consideration at the November meeting.

She had attended a sponsored horse-riding awareness campaign at Moore lane and Duckers Lane and a meeting of the North and Mid-Wales Transportation Group. The electrification of the North Wales line had been discussed and a copy of the minutes of that meeting would be circulated to members, on request.

IT WAS RESOLVED: to note the updates and that a report on the consideration of a Place Plan at the November meeting.

STAFFING AND GENERAL PURPOSES COMMITTEE:

96/23 POLICE MATTERS:

Members expressed their disappointment about the lack of availability of PCSOs within the community. PCSO Gareth Price had been of assistance recently but members had been concerned that PCSO's moved on to other jobs or had been promoted to other roles.

A member referred to a recent incident on the St. David's roundabout in August 2023 and a public announcement for information had only recently been called for.

A member suggested inviting the Police and Crime Commissioner to a future meeting of the Council.

Another member referred to an incident on the Mancot playing fields where an elderly gentleman had been knocked over by a dog and sought clarity about how this gentleman can be assisted. The member was advised to raise the incident with the Police.

IT WAS RESOLVED: to note the updates and invite the Police and Crime Commissioner to a future meeting.

97/23 HIGHWAYS/STREETSCENE MATTERS:

John Griffiths, Highways Maintenance Officer, had submitted his apologies to the meeting. Members reported that there were cameras on lights at the St. David's roundabout which had been installed to monitor traffic prior to the introduction of the 20 miles per hour scheme.

A member reported a large pot hole on Wood Lane and some outstanding works.

Members raised issues with overgrown hedges at Mancot Lane, Gladstone Way and Park Avenue causing members of the public to walk on the road. This had been reported to the County Council who could issue letters to the owners to cut back. If no reply had been received following three letters, the County Council had the authority to cut the hedge and re-charge the owners.

The Chairman added there has been two incidents under the fly over since the 20mph speed had been implemented and that the barrier has been damaged.

IT WAS RESOLVED: to note the issues for onward submission to John Griffiths.

98/23 LIGHTING FAULTS:

No faults had been reported.

99/23 MEMBERS INFORMATION ITEMS:

A member shared a local art group that met in Level Road Community Centre would hold an Exhibition in the Scout Hut on 28th October 2023

IT WAS RESOLVED: to note this update.

PLANNING COMMITTEE:

100/23 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.
- (e) **70 New homes in Ewloe:** as the deadline for comments on the application for 70 new homes in Ewloe had been 1st November, a special meeting should be arranged with the developer to discuss the pre-planning consultation. Previous discussions with Developers had been considered to be helpful to members and members of the public having the opportunity to raise concerns prior to the full planning application submission.

COMMUNITY AND ENVIRONMENT COMMITTEE:

101/23 VACANCY FOR A GOVERNOR AT HAWARDEN VILLAGE CHURCH SCHOOL:

IT WAS RESOLVED: that Councillor Dale Selvester be considered for this position.

102/23: NEW COMMUNITY CENTRE AT EWLOE:

The Chairman advised that the next Delivery Team meeting would be held on the 18th October 2023.

IT WAS RESOLVED: to note the update.

103/23 2023 REMEMBRANCE SERVICE SUNDAY 12TH NOVEMBER:

The Clerk and Financial Officer advised that invitations had been issued for the Remembrance Service together with the relevant times.

IT WAS RESOLVED: to note the update.

104/23 DOG CONTROL ORDER ON GLADSTONE PARK:

THIS ITEM HAD BEEN WITHDRAWN BY THE AUTHOR OF THE REPORT.

105/23 ROYAL SOCIETY FOR THE PREVENTION OF ACCIDENTS (ROSPA) ANNUAL INSPECTION OF PLAY AREAS:

A summary of the inspection reports had been provided for Members' information. A member commented that a number of the issues had already been dealt with by the Council's Maintenance Team who undertake a great deal of work and had been appreciated.

IT WAS RESOLVED: to note the update.

106/23 REQUEST FOR PERMISSION TO USE GLADSTONE PLAYING FIELDS:

A member of the community has requested permission to use a section of the Gladstone Playing Fields on Saturday 1st June, 2024 to organise a community game of rounders for approximately 50 local residents. The event would take place between 11.00 a.m. and 2.00 p.m.

IT WAS RESOLVED: to support this request with the usual licensing and insurance conditions.

FINANCE COMMITTEE:

107/23 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £44,347.35 for October be approved.

108/23 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ended 30th September 2023 be emailed to members.

109/23 INCOME AND EXPENDITURE REPORT:

The Clerk and Financial Officer had circulated a detailed copy of the Council's six-monthly budget position as at 30th September 2023.

IT WAS RESOLVED: to receive and approve the report.

110/23 REVIEW OF FEES AND CHARGES:

IT WAS RESOLVED: that Councillors Joyce Angell, Dave Mackie, Darren Sterry and Ant Turton review the report on fees and charges and report back to full council at its meeting in November.

111/23 CLERK AND FINANCIAL OFFICER'S REPORT:

IT WAS RESOLVED: to receive the Joint Maintenance contributions for October and November at the November council meeting.

Hawarden Community Council
 Planning Committee
 09th October 2023

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	HCC Decisions
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1.	FUL/000836/23 Ward: Hawarden Mancot	Increase already approved rear single storey extension in depth by 1.00m to 5.025mm	38, Park Avenue, Hawarden	No comment could be made as previous plans on website & not the new plans?
2.	ADV/000819/23 Ward: Hawarden Mancot	Non illuminated fascia sign , internally illuminated green cross projection sign & 2no wall mounted signs	8, The Highway, Hawarden	No objections
3.	FUL/000828/23 Ward: Hawarden Aston	Garage & storage side extension , balcony to 1st floor room	POND COTTAGE, The Barnyard, Hawarden	Couldn't comment as appears work is already going ahead & more than has been asked?
4.	COU/000816/23 Ward: Hawarden Aston	Change of use of land to a traveller's caravan site consisting of 1 no. mobile home, 1 no. touring caravan, car parking, landscaping, and associated works.	Land off Church Lane, Aston Hill, Ewloe	Object / refused by FCC Planning Committee
5.	DET/000884/23 Ward: Hawarden Aston	Application for Approval of Details Reserved by Condition No. 9, Planning Ref: APP/A6835/A/20/3245090 The development proposed is the demolition of the monastery buildings, St Damiens Lodge and associated outbuildings and the redevelopment of the site with 15 houses	Poor Clare Colettine Monastery, Upper Aston Hall Lane, Hawarden	No objections
6.	FUL/000869/23 Ward: Hawarden Aston	Proposed Extension to the front, side and rear with the enlargement of the roof to accommodate attic bedroom, bathroom and office. To also	36 , Braeside Avenue, Hawarden	No objections

		change the external appearance of the walls from red brick to render		
6.	FUL/000864/23 Ward: Hawarden Ewloe	First floor extension over garage to provide improved bedroom accommodation and study	24 Longfellow Avenue Hawarden	Couldn't comment due to no plans on website to view
7.	FUL/000865/23 Ward: Hawarden Ewloe	Erection of 2 no. detached dwellings	Lyndhurst, Old Mold Road, Ewloe	Couldn't comment due to no plans on website to view

Accounts for Payment

Oct-23

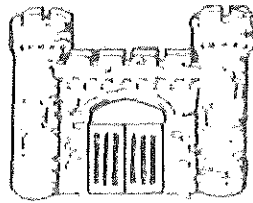
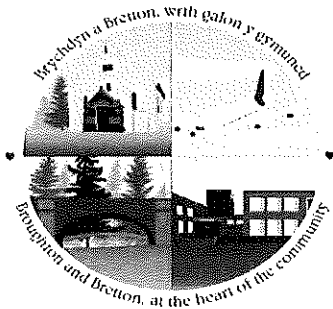
Ref:	Method	Item	Cost
H/23/158	BC -1030	Mold Tyres - puncture repair on tractor	£36.00
H/23/159	BACS	Countrywise Fleet Insurance	£2,688.42
H/23/161	BACS	Onecom Services - Broadband / Voice	£127.27
H/23/162	BACS	Land at Plough Lane	£35.00
H/23/163	BACS	Ewloe Play area - Land at Circular Drive	£10.00
H/23/164	BACS	Done N Dusted - Office Clean	£35.00
H/23/165	CARD 0734	Tutor Care - Online Training (GG)	£90.00
H/23/166	BACS	HAGS - cableway & carriage (play area)	£687.60
H/23/167	ACC 4324	Gamlins - Football Lease	£500.00
H/23/168	BACS	GL Jones - cradle chains / shackle	£108.00
H/23/169	BACS	GL Jones - play ground parts	£199.73
H/23/170	BACS	GL Jones - play ground parts	£82.22
H/23/171	DD	EE Phone bill	£68.39
H/23/172	FG 1030	Amazon / weedkiller/spray paint/chain links	£91.50
H/23/173	BACS	Lite LTD - Christmas light repairs	£574.80
H/23/174	FG 1030	Charlies - paint / silver aero / silicone	£25.47
H/23/175	SG 0734	2 x tyres - YK19 XXL	£184.00
H/23/176	FG 1030	Post Office - Stamps	£14.80
H/23/177	BACS	Clwyd Welding Services - front cover lens/filter/pre filters	£63.08
H/23/178	BACS	IDATA - CCTV	£46.20
H/23/179	BACS	Clwyd Welding Services - Studlock	£32.24
H/23/180	BACS	Vision ICT - Data backup	£144.00
H/23/181	DD	Air Liquide - cylinder rental	£17.76
H/23/182	BACS	Signet (gatemaster) motor assembly	£215.33
H/23/183	BACS	Lloyds Bank - Salaries - October 2023	£13,524.73
H/23/184	BACS	HMRC - October 2023	£5,407.31
H/23/185	BACS	Clwyd Pension Fund - October 2023	£4,227.58
H/23/186	BACS	Hawarden High School Bursary	£5,770.00
H/23/187	BACS	Annual Grant - Mancot Village Hall	£1,600.00
H/23/188	BACS	Annual Grant - Level Road CC	£1,600.00

H/23/189	BACS	Annual Grant - Aston Park CC	£1,600.00
H/23/190	BACS	HW OULTRAM - Fuel - September	£217.38
H/23/191	BACS	Morgan's Deeside - Logos on t shirts	£57.46
H/23/192	DD	SSE Electric Bill - Public Lighting	£3,057.79
H/23/193	BACS	HW OULTRAM - Fuel - September	£593.19
H/23/194	BACS	Mircroshade - Hosted Service	£115.10
TOTAL			£43,847.35

Chair of Finance:

Chair of Council:

ITEM 6



SHOTTON TOWN COUNCIL
CYNGOR DREF



**MINUTES of a MEETING of the
JOINT ADMINISTRATION/MAINTENANCE COMMITTEE
held virtually
on
THURSDAY 2ND NOVEMBER 2023**

Broughton & Bretton Community Council:

Councillors Penny Brett-Roberts, Ros Griffiths and Billy Mullin.

Hawarden Community Council:

Councillors Bill Cooper and Dave Mackie.

Shotton Town Council:

Councillors David Evans, Mike Evans and Christopher Risley.

Also in Attendance:

Sharron Jones, Clerk & Financial Officer, Broughton & Bretton and Hawarden Community Councils (SGJ)
Collette Lowry, Clerk and Financial Officer, Shotton Town Council (CL)

1 Chair's signature: _____

1. APPOINTMENT OF CHAIR:

Councillor Bill Cooper was nominated to act as Chairman, this was duly seconded and agreed and **IT WAS RESOLVED:** that Councillor Bill Cooper be appointed Chairman for the meeting.

2. APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Janet Axworthy (HCC), Joyce Angell (HCC), Ryan McKeown (B&B), Gary Cooper (STC), Elwyn Jones (STC).

3. MINUTES OF THE PREVIOUS MEETING:

The Minutes of the previous meeting held on 18th January 2023, copies of which had been circulated with the agenda, were received and approved as a correct record.

4. MATTERS ARISING FROM THE MINUTES:

There were none.

5. JOINT SERVICES COMMITTEE:

The Chair referred members to the comprehensive report that had been circulated with the agenda for the meeting. The report outlined the mid-year financial position for the Joint Agreement for the financial year 2023/24. The National Pay Award had been agreed earlier in the day and resulted in all salaries being increased by £1,952 up to SCP 43 and SCP 44 and above a 3.88% increase had been agreed. This was to be backdated to 1st April 2023. Councils had budgeted 5% on salaries and Hawarden Community Council had a credit of £26,200 on the Clwyd Pension Fund from 1st April 2023.

It was noted that Fran Griffiths had retired from Hawarden Community Council on 31st August and Georgey Griffiths had been appointed on the 1st September. A seamless transfer had been noted.

IT WAS RESOLVED: that the budget report be received and noted.

6. STREET LIGHTING – LED HEAD REPLACEMENT SCHEME:

The Clerk and Financial Officer provided a written report on the number of LED Head replacements, per ward, which was noted.

Members of all three councils commended the Council's workforce for the installation of the poppies ahead of Remembrance Sunday.

IT WAS RESOLVED: to note the update.

7. DATE OF NEXT MEETING:

It was agreed that the next meeting of the Joint Committee would take place during the third week of January 2024 virtually.

The meeting concluded at 6.47 p.m.

The Chairman thanked members for their attendance.

Community and Town Councils

The Panel continues to mandate payments for the extra costs of working from home and payments for office consumables. There is no change to the Determination made last year.

Mandatory payments: Determination 6

Payment for extra costs of working from home

All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home.

Set payment for consumables

Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

It is a matter for each council to make and record a policy decision in respect of when and how the payments are made and whether they are paid monthly, yearly or otherwise. The policy should also state whether and how to recover any payments made to a member who leaves or changes their role during the financial year.

Payments to community and town councils

Type of payment	Group	Requirement
Reimbursement for time spent on CTC matters (previously known as Basic Payment)	1 (Electorate over 14,000)	£156 mandatory for all members. All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home
Reimbursement for office consumables whilst working from home	1 (Electorate over 14,000)	£52 mandatory for all members. All councils must pay their members £52 a year (equivalent to £1 a week) towards the cost of office consumables whilst working home
Senior role payment	1 (Electorate over 14,000)	Mandatory for 1 member; optional for up to 7
Mayor or Chair of Council	1 (Electorate over 14,000)	Optional: up to a maximum of £1,500
Deputy Mayor or Deputy Chair of Council	1 (Electorate over 14,000)	Optional: up to a maximum of £500
Attendance Allowance	1 (Electorate over 14,000)	Optional

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Go to <https://www.gov.wales/independent-remuneration-panel-wales-draft-annual-report-2024-2025-html> for the latest version.

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Council	(Electorate over 10,000 to 13,999)	
Deputy Mayor or Deputy Chair of Council	(Electorate over 10,000 to 13,999)	2 Optional: up to a maximum of £500
Attendance allowance	(Electorate over 10,000 to 13,999)	2 Optional
Financial loss	(Electorate over 10,000 to 13,999)	2 Optional
Travel and subsistence	(Electorate over 10,000 to 13,999)	2 Optional
Costs of care	(Electorate over 10,000 to 13,999)	2 Mandatory

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for the latest version.

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	to 9,999)	
Travel and subsistence	3 (Electorate over 5,000 to 9,999)	Optional
Costs of care	3 (Electorate over 5,000 to 9,999)	Mandatory
Reimbursement for time spent on CTC matters (previously known as Basic Payment)	4 (Electorate over 1,000 to 4,999)	£156 mandatory for all members. All councils must pay their members £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home
Reimbursement for office consumables whilst working from home	4 (Electorate over 1,000 to 4,999)	£52 mandatory for all members. All councils must pay their members £52 a year (equivalent to £1 a week) towards the cost of office consumables whilst working from home
Senior role payment	4 (Electorate over 1,000 to 4,999)	Optional up to 3 members
Mayor or Chair of Council	4 (Electorate over 1,000 to 4,999)	Optional: up to a maximum of £1,500

home	1,000)	home
Senior role payment	5	Optional: up to 3 members (Electorate less than 1,000)
Mayor or Chair of Council	5	Optional: up to a maximum of £1,500 (Electorate less than 1,000)
Deputy Mayor or Deputy Chair of Council	5	Optional: up to a maximum of £500 (Electorate less than 1,000)
Attendance allowance	5	Optional (Electorate less than 1,000)
Financial loss	5	Optional (Electorate less than 1,000)
Travel and subsistence	5	Optional (Electorate less than 1,000)
Cost of care	5	Mandatory

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Go to <https://www.gov.wales/independent-remuneration-panel-wales-draft-annual-report-2024-2025.html> for the latest version.

Get information on copyright.

Determination 4

The basic pay of members of National Park Authorities and Fire and Rescue authorities has been increased. All payments are set out in Table 2.

All current Determinations, including restrictions on receiving double allowances, will be published on our website. Other than the above increases, there are no changes proposed this year.

Determination 5

For co-opted member payments, the Panel proposes there should be local flexibility for the relevant officer to decide when it will be appropriate to apply a day or a half day rate or to use an hourly rate where it is sensible to aggregate a number of short meetings.

The full and half day rates remain unchanged from 2023 to 2024. The only change is the stipulation of hourly rates, as set out in Table 3.

Determination 6

Members of Community and Town Councils will be paid £156 a year (equivalent to £3 a week) towards the extra household expenses (including heating, lighting, power and broadband) of working from home. And Councils must either pay their members £52 a year for the cost of office consumables required to carry out their role, or alternatively councils must enable members to claim full reimbursement for the cost of their office consumables.

This document was downloaded from GOV.WALES and may not be the latest version.

Go to <https://www.gov.wales/independent-remuneration-panel-wales-draft-annual-report-2024-2025.html> for the latest version.

Get information on copyright.

Item 9

Dear All

It was lovely to see some many clerks and councillors at the annual joint meeting of the Standards Committee on 6 November.

One of the reports discussed was the "round up" report that reviewed all of the findings from the visits by Independent Members to your meetings. I have pulled those findings together into the attached report which focus on the key issues and seeks to offer some condensed guidance based on what was observed.

The report references, at bullet point 6 in paragraph 1.04, the need to specify the nature of business to be transacted under each item so that councillor know whether to make a declaration of interest and what level that declaration should be. Agenda items for AOB in particular produce an unpredictable "smorgasbord" of topics for discussion at very short notice. They make it difficult to consider interests in advance and removes a councillor's opportunity to take advice in advance. It is also not permitted under the Public Bodies (admission to meetings) Act 1965 (as amended) which requires that the agenda must include "such further statements or particulars, if any, as are necessary to indicate the nature of the items included".

The Committee asked me to extend its thanks to you all for the welcome you afforded them and for allowing them to view your meetings. They hope that you found it of benefit.

The Committee also considered the SLCC/OVW pledge on Civility and Respect. Failure to treat others with respect is one the most common causes of complaint to the PSOW. Adopting the following the pledge would help to support compliance with the code of conduct and reduce complaints. The committee encourages you to consider and adopt the pledge.

Regards

Gareth

Prif Swyddog Llwyodraethu | Chief Officer Governance
Llywodraethu | Governance
Cyngor Sir y Fflint | Flintshire County Council

STANDARDS COMMITTEE

Date of Meeting	Monday, 6 November 2023
Report Subject	Feedback from the Independent members' Visits to Town and Community Councils.
Report Author	Chief Officer (Governance)

EXECUTIVE SUMMARY

The Independent Members of the Committee have attended meetings of all town and community council in Flintshire over the past 12 months. The visits have been carried out in order to observe how town and community council meetings are run across the County, with a particular focus on issues pertaining to the members' Code of Conduct (the Code), and to provide any feedback arising from the visits that may be useful.

As with the previous series of such visits, the overriding feedback is that the majority of town and community council meetings in Flintshire are well organised and attended and that town and community councillors and their clerks should be commended for their hard work and commitment in this respect.

Letters have been sent to town and community councils following each report back to the Committee by Independent members of the Committee, and this report is intended to summarise the common themes arising from the visits and to endorse them as recommendations to town and community councils in Flintshire as a whole.

RECOMMENDATIONS

1	That this report is circulated to all town and community councils in Flintshire and the common themes and suggestions at paragraph 1.04 of this report are endorsed as recommendations of best practice to those councils.
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REPORT DETAILS

1.00	BACKGROUND
1.01	<p>The Independent members of the Committee have attended meetings of all town and community councils in Flintshire over the past 12 months. This is the second such round of visits, which have been undertaken in order that members can observe how town and community council meetings are organised and carried out across Flintshire, with a particular focus on any issues arising pertaining to the Code. Written feedback has been provided to town and community council clerks (copies of these letters are appended to this report).</p>
1.02	<p>The main message that has emerged is that most meetings are well attended by town and community councillors, local issues appear to be thoroughly debated and considered, and that councillors and their clerks should be commended for their hard work and commitment. In a couple of instances specific feedback has been provided with town and community councils where problems were observed.</p>
1.03	<p>As before there are common themes that have arisen where members of the Committee consider improvements should be made to meetings of town and community councils in Flintshire. The feedback letters referred to at paragraph 1.01 of this report have advised town and community councils of these matters.</p>
1.04	<p>The key matters are summarised at paragraph 1.04 below:</p> <ol style="list-style-type: none">1. Declarations of Interest should appear as a standing item early on the agenda before substantive items are listed, and the chair should remind councillors that an interest can be declared at any point should a councillor realise later on in the meeting that a declaration is required2. summary guidance on when to declare an interest has been circulated for inclusion on agendas3. When someone declares a personal interest they can (and should) remain in the room but must leave when they declare a personal & prejudicial interest4. For on-line meetings the screen login should show whether someone is a councillor or an officer and their name so that role are clear and it is clear which code of conduct applies to them;5. Good chairing is the first line of defence against complaints under the code and this works best where:<ul style="list-style-type: none">• during a meeting only one person is speaking at a time;• the chair retains self-control and has themselves made appropriate declarations of interest.6. agendas should specify the nature of the business to be transacted under each agenda item with sufficient precision to allow councillors to be able to identify whether they need to declare an interest.

	7. there is an automatic exemption in the code for town and community (not county) councillors in any funding request up to and including £500 in value.
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2.00	RESOURCE IMPLICATIONS
2.01	N/A

3.00	CONSULTATIONS REQUIRED / CARRIED OUT
3.01	Town and community council clerks throughout Flintshire were consulted about the visits prior to them commencing and were provided with written feedback and the matters reported back to the Committee.

4.00	RISK MANAGEMENT
4.01	The recommendations within the report should reduce the risk of complaints about breaches of the Code and should improve the publics' experience of town and community council meetings.

5.00	APPENDICES
5.01	App 1 - Letters of feedback on visits sent to town and community councils in Flintshire.

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Contact Officer: Gareth Owens, Monitoring Officer Telephone: 01352 702344 E-mail: gareth.legal@flintshire.gov.uk

7.00	GLOSSARY OF TERMS
7.01	N/A



Item 13

HAWARDEN COMMUNITY COUNCIL CYNGOR CYMUNED PENARLAG

1.0 BACKGROUND

The Council has a duty under s22 of the Local Government (Democracy) (Wales) Act 2013 ("the Act") to report every ten years on a community review having regard to the Local and Democracy and Boundary Commission for Wales (LDBCW) timetable for conducting the reviews of principal areas' electoral arrangements required by section 29 (1) of the Act.

The last Community review was carried out in 2013. The next round of electoral reviews carried out by LDBCW will commence in 2024 with any consequential changes being introduced for the Local Government Elections in May 2027. It is sensible to conduct a Community review now with this in mind.

2.0 WHAT IS A COMMUNITY REVIEW?

There are two different types of community review that may be carried out

- Section 25 – a review of community boundaries; and
- Section 31– a review of the electoral arrangements of a community

A review of community boundaries under section 25 should ensure that communities continue to reflect local identities and facilitate effective and convenient local government. For example, over time communities may expand with new housing developments. This can lead to boundaries becoming anomalous, for example if new housing is built across boundaries resulting in confusion over which community a housing estate falls into. A community review offers an opportunity to the principal council to put in place strong,

clearly defined boundaries tied to ground features, and to remove any anomalous boundaries that exist.

A review of electoral arrangements carried out under Section 31 is a process whereby Flintshire County Council can consider the following:

- the number of members of the council for the community,
- its division into wards (if appropriate) for the purposes of the election of councillors,
- the number and boundaries of any wards,
- the name of any ward.

The Community Review must reflect the identities and interests of communities and should take into account the impact of community governance arrangements on cohesion and the size, population and boundaries of a local community.

3.0 NEXT STEPS

To identify which type of review should be carried out. Please complete the attached questionnaire and return by 1 November. This initial research work will help with drafting the terms of reference and timeline.

COMMUNITY REVIEW PRE-QUESTIONNAIRE

Name (please print):	
----------------------	--

Which Town / Community does your submission relate to?	
---	--

Question 1.

CURRENT COUNCIL MAKE-UP	
How many Councillors have been co-opted since the 2022 elections?	
Do you have any seats that are currently vacant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, how many?	

Question 2.

EXTERNAL BOUNDARY AND AREA CHANGES	
Are there any issues that need addressing regarding the current Community boundaries?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details?	

Question 3.

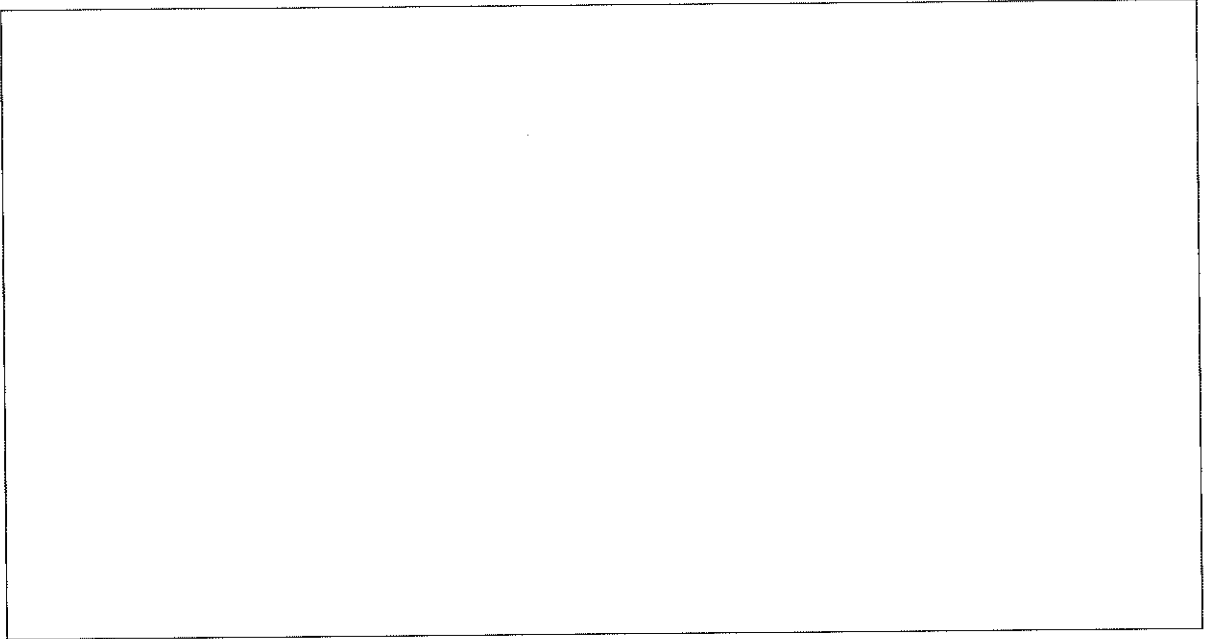
INTERNAL WARDS BOUNDARIES	
Are you happy with your current wards?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what can be changed?	

Question 4.

CHANGES TO COUNCILLOR NUMBERS IN THE TOWN / COMMUNITY	
Are you happy with the number of councillors on the Community Council?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, how can it be improved?	

Question 5

PLEASE PROVIDE ANY ADDITIONAL INFORMATION HERE



ITEM 12

REVIEW OF POLLING DISTRICT AND POLLING PLACES

We have published information regarding our review of polling districts and polling places for the County of Flintshire. The last review took place in 2019. This review will look at our polling district boundaries and the polling places/stations within those boundaries. Most people still vote in person at a polling station so the aim is to make sure that they have reasonable facilities to do this, taking into consideration the needs of everyone.

Please find below link to all the relevant documents. You can complete the questionnaire online using the link below and click on 'Complete the questionnaire'

<https://www.flintshire.gov.uk/en/Resident/Council-and-Democracy/Elections-and-Electoral-Registration/Polling-District-and-Polling-Places-Stations-Review-2023.aspx>

All representations need to be received by 17 November 2023.

If you have any questions or require any further information, then please do not hesitate to contact me.

Cofion cynnes | Kind Regards

Lynn Phillips



**HAWARDEN COMMUNITY COUNCIL
CYNGOR CYMUNED PENARLAG**

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

No:		
1.	Name of Councillor(s)	Councillor Janet Axworthy
2.	Title of Report	To consider the development of a Place Plan for the community of Hawarden
3.	Purpose of Report	<p>To determine whether the Community Council should consider the development of a place plan for Hawarden.</p> <p>Further information can be found at:</p> <p>https://www.placeplans.org.uk/en/?page_id=315</p>
4.1	Background to this request	Place Plans are a mechanism introduced by Welsh Government for communities to engage creatively with the planning process and for planners to support in place-making initiatives with local people.
4.2		Place Plans can provide an opportunity to offer a finer grain of planning policy detail (thematic or site specific guidance) for local areas that should reflect local distinctiveness and address local, specific community scale issues.

4.3		<p>Most Place Plans are therefore expected to be prepared with the aim of becoming Supplementary Planning Guidance (SPG), so it will be essential that each one is developed collaboratively with the local authority; primarily the planning team but perhaps others as well.</p>
4.4		<p>Welsh Government considers three criteria to be important when preparing SPGs that may also be helpful to consider when thinking about possible content for Place Plans, namely SPG can:</p> <ul style="list-style-type: none"> • Provide important guidance to expand on topic-based policy to assist the implementation of the LDP. • Cover detail and numerical guidelines/thresholds where they may change so as to avoid the LDP becoming quickly outdated and to assist flexibility. • Provide additional detailed guidance on the type of development expected in an area allocated for development in the LDP. This could take the form of a development brief or a more design orientated master plan.
4.5		<p>By their very nature therefore SPGs cannot introduce new policy, but as possible SPG, Place Plans should be linked to Local Development Plans and their content should focus mainly on land use and development related topics e.g.</p> <ul style="list-style-type: none"> • producing development briefs or a more design orientated master plan for already allocated sites; • addressing locally distinctive design; • community facilities; • open space and so forth.

4.6		They could also assist in identifying small local development sites (but not allocating).
4.7		The Chairman and the Clerk and Financial Officer recently attended a Summit in Ruthin about the development and advantages of Place Plans.
4.8		Members of the Community Council also attended a virtual training event in 2021 about Place Plans. Councillor Richard Taylor has recently attended a Training Event provided by One Voice Wales.
4.9		Planning Aid Wales is the national body who can assist with the development of Place Plans and objective Place Plans should be developed in conjunction with the County Council's Planning Officers.
4.10		<p>The Service Manager for Strategy, Planning and Environment, at the County Council has advised:</p> <p><i>"It depends on what the Community Council want to include in the plan as place plans can be much broader than just focussing on land use issues. Clearly if the intention is to include local preferences for what should be developed where, or not as the case might be, a place plan can only really have any material weight if it is in line with the adopted statutory development plan the LDP."</i></p>
5.1	Financial Implications	In order to provide a fully efficient Place Plan it is recommended that consultants be appointed to work with the Community and members of the Community Council to research and develop the plan.

5.2		These costs are estimated to be in the region of £20,000 (estimate) together with the cost of officer time to formulate the plan and meetings with representatives of the community.
6.	Environmental Implications	Will be contained within the development of a Place Plan.
7.	Decision sought by Council	To consider (i) the development of a Place Plan (ii) the proper purpose and content of such a plan and (iii) the appointment of external consultants at an estimated cost of £20,000 which will need to be budgeted for in the 2024-25 draft budget.
8.	Advantages of this proposal	As contained in Section 4 above.
9.	Disadvantages of this proposal	There may be limitation on the use of a Place Plan as an SPG due to the Development of the Flintshire LDP.
10.	Equality implications	Equality implications could be considered as part of the Place Plan.
11.	Climate Change/Biodiversity impact	As above.

Hawarden Community Council
Planning Committee
13th November 2023

19(11)

Planning Applications for consideration:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000934/23 Ward: Hawarden Mancot	Erection of a single storey prefabricated storage shed to the side of the existing village hall	MANCOT VILLAGE HALL, Mancot Lane, Mancot, Deeside	Awaiting Case Officer
2.	FUL/000857/23 Ward: Hawarden Aston	Single storey side extension to existing outbuilding	113, Overlea Drive Hawarden	S. Connah
3.	OUT/000918/23 Ward: Hawarden Ewloe	erection of single detached dwelling	ELLERAY, Mold Road, Ewloe Green	Awaiting Case Officer
4.	OUT/000905/23 Ward: Hawarden Aston	Replacement of existing bungalow with two new four-bedroom dormer bungalows and associated external works.	4, Fieldside, Hawarden	B.Kinnear
5.	FUL/000967/23 Ward: Hawarden Mancot	Proposed extension and remodelling	15 , The Wigdale, Hawarden	S. Connah
6.	FUL/000969/23 Ward: Hawarden Aston	Two Storey extension to side with single storey to rear elevations	29 , Upper Aston Hall Lane, Hawarden	S. Connah

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

Planning Application Number	Proposal	Address	Decision
TPO/000876/23 Ward: Hawarden Aston	TPO 288 (2010) - Tree T3 - Common ash. Pollard to agreed points as shown in documentation as agreed with Tree Officer on site. Put into 10-year pollard management.	12, Mountfield Road, Aston	Approved Delegated Officer 06.10.2023
FUL/000752/23 Ward: Hawarden Ewloe	Car port to front of building along with extension of existing dropped kerbing to pavement	1, Burns Close, Ewloe	Approved Delegated – Officer 12.10.2023
FUL/000249/23 Ward: Hawarden Mancot	Conversion of former office building to 3No. duplex apartments.	The Court House, 15, Glynne Way, Hawarden	Approved Delegated – Officer 23.10.2023
LBC/000250/23 Ward: Hawarden Mancot	LBC - Conversion of former office building to 3No. duplex apartments.	15, THE COURT HOUSE, Glynne Way, Hawarden	Approved Delegated – Officer 25.10.2023

ITEM 22

RA Wilson
Operations Manager
Hawarden Rangers FC
September 20th 2023

Hawarden Community Council
Council Officers
113 The Highway
Hawarden, Flintshire,
CH5 3DN
Date 13th Nov 2023.

Title: The Case for a Secure Compound for Mobile Dugouts: Update for Hawarden Community Council meeting 13th November 2023.

This paper is submitted to support the initial paper submitted on 9th October for consideration for approval at the Hawarden Community Council Meeting for the above secure compound.

Photos are submitted in support of the answers to members' questions.

- Question: Does the compound need planning permission? FCC planning was approached and as a result the height of the compound has been reduced from 2.4 meters to 2 meters. As the boundary fences of the proposed compound are not in sight of a public road then planning permission is not required. Please note the length has also been reduced to 12 meters to reduce unnecessary expense.
- Question: Would the compound be visible to the footpath leading from Bennett's Lane onto Gladstone Park? A photograph is attached which shows that due to the vegetation and flora there is no visual impact on the path.
- Question: What would it look like? Attached are 3 photographs, which will help with the visualisation. 1, Photograph showing an example of the materials and look of the fencing to be used. 2, Photograph showing the boundary line of the proposed compound from the tennis court end. 3, Photograph showing the boundary line from the Bennett's lane end.

The Chair of the Committee requested sight of the 3 quotes required to submit the funding application for the work to the Football Association of Wales. A letter of invite was written to each of the companies providing quotes informing them of this request. I have submitted under different cover a copy of these quotes to the chair and respectfully ask as it is a competitive process the commercial sensitivities be guarded and that the quotes are not released for public consumption. Please note there is little point in submitting the application to the FAW without approval from the committee for this work to go ahead. It is only after your support would the quotes become relevant.

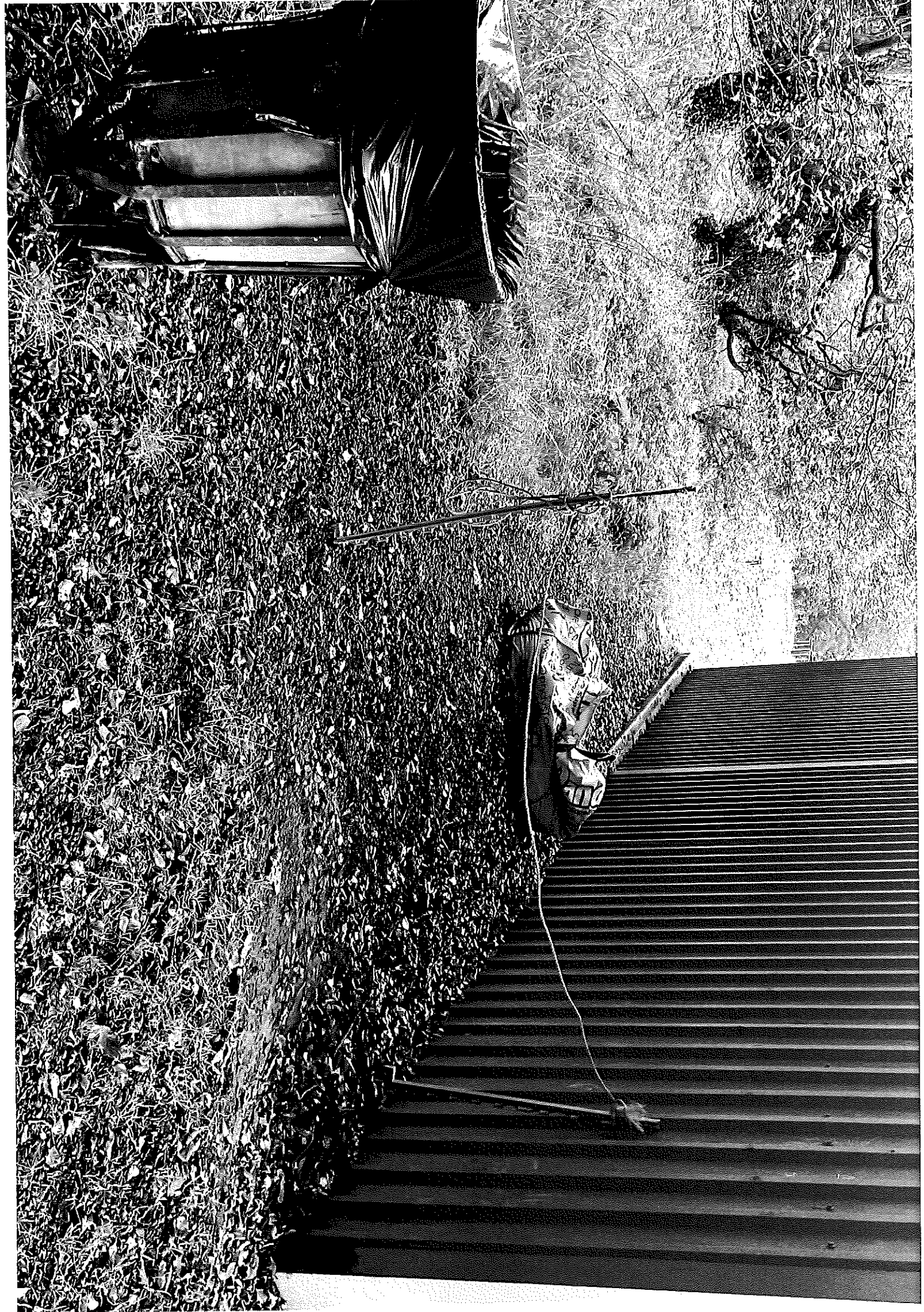
RA Wilson Operations Manager Hawarden Rangers FC.













ITEM 24

Accounts for Payment			
Nov-23			
Ref:	Method	Item	Cost
H/23/195	BACS	Clwyd Welding Services - work shop parts	£17.18
H/23/196	GG 1030	Asda - Batteries / Window cleaner	£3.39
H/23/197	DD	Welsh Water	£26.12
H/23/198	DD	BES Utilities - Hawarden Office	£125.52
H/23/199	DD	Scottish Power Energy Bill	£64.83
H/23/200	BACS	Vision ICT - Data back up	£144.00
H/23/201	BACS	Thornecliffe, parts for damaged barrier	£19.92
H/23/202	FG 1030	Dobshill service station - fuel for grass cutters	£70.76
H/23/203	BACS	Onecome - Broadband / Voice	£106.06
H/23/204	FG 1030	Tool Station - cable ties for poppy's	£17.56
H/23/205	BACS	Done N Dusted - Office Clean	£70.00
H/23/206	BACS	Compumedic - 2 x keyboards / mouse	£99.98
H/23/207	FG 1030	Charlies - wellies / boiler parts HCC Office	£23.96
H/23/208	BACS	EE - Phone bills - Oct / Nov	£68.39
H/23/209	BACS	Clwyd Welding Services - work shop parts	£103.81
H/23/210	FG 1030	Charlies - wellies/office bin/ depot supplies	£37.96
H/23/211	DD	Air Liquide - Pressure Cylinder Rental	£18.66
H/23/212	BACS	Vision ICT - Website and hosting support	£544.80
H/23/213	BACS	Smith of Derby - Old Police Station Clock	£300.00
H/23/214	FG 1030	Ebay - sand bags	£19.78
H/23/215	BACS	ldata - IT support	£46.20
H/23/216	BACS	Rialtas - year end period	£906.00
H/23/217	BACS	Transfer to ND for Motor Belts	£101.49
H/23/218	FG 1030	Tool Station - Heater for Shotton Office	£79.99
H/23/219	FG 1030	Charlies - Chainsaw Oil	£12.50
H/23/220	BACS	Microshade - computer system HCC Office	£115.10
H/23/221	BACS	HW Oultram & Co - Vehicle Fuel	£344.97
H/23/222	BACS	HW Oultram & Co - Vehicle Fuel	£321.46
H/23/223	BACS	Clwyd Pension - Salaries November 2023	£8,440.25
H/23/224	BACS	HMRC - Salaries November 2024	£7,544.68
H/23/225	BACS	Salaries - Lloyds Bank	£18,111.33

H/23/230	BACS		
TOTAL			£37,906.65

Chair of Finance:

Chair of Council:



HAWARDEN COMMUNITY COUNCIL
CYNGOR CYMUNED PENARLAG

13th November 2023

1.	Name of Councillor(s)/ Officer	Clerk and Financial Officer
2.	Title of Report	Fees and Charges
3.	Purpose of Report	<p>To review the Council's current fees and charges.</p> <p>Members will recall that this item was discussed at the Council's meeting in October where it had been resolved that Councillors Angell, Axworthy, Dave Mackie, Sterry and Turton review the fees and charges and make recommendations to full council in November.</p> <p>A meeting took place on the 7th November. Councillor Ant Turton had been unable to make the meeting.</p>
4.	Background to this request	<p>It is good practice to review the Council's fees and charges on an annual basis ready to inform the budget for the following year.</p>
4.1		<p>The council currently has the following fees and charges:</p>
4.2		<p>Bowling Clubs: Aston Bowling Club – a grant of £300 is given to Aston Bowling Club each year and the Bowling Club then pay the council £300 in rent. This is an historic arrangement.</p>

4.3		<p>Gladstone Bowling Club – a grant of £200 is given to Gladstone Bowling Club each year and the Bowling club then pay the £200 as rent. This is an historic arrangement.</p>
4.4		<p>Mancot Bowing Club – a grant of £200 is awarded each year. This is an historic arrangement. The Bowling Club lease the land from Flintshire County Council.</p> <p>Recommendation: establish the lease arrangements with Mancot Bowling Club before deciding on grants and invoices to Bowling Clubs.</p>
4.5		<p>Tennis Courts - Hawarden High School pay £200 per year for the use of the tennis courts during school time.</p>
4.6		<p>Grass cutting – Hawarden High School pay £1,600 per year for the council to undertake grass cutting services on the two main sports fields.</p> <p>Recommendation: to increase the charges to Hawarden High School for grass cutting and the use of tennis courts to £2,000 from £1,800 excluding VAT.</p>
4.7		<p>Football licences: the football licences are currently paid at £50 per adult team and £30 per junior/mini team. This is not the cost to parents for their children to play football, this fee relates to the licence fee payable by Hawarden Rangers FC to the Community Council for the lease/hire of the pitches at Gladstone playing fields and for other teams at Mancot playing fields.</p> <p>Recommendation: to increase the cost of Football licences for adult teams only to £70.</p>

4.8		<p>Allotments: the fees are usually uplifted by the cost of inflation each year; a copy of the current fees with proposed increase are attached as an appendix to this report.</p> <p>Recommendation: as with previous years to increase the cost of allotments and sheds by the rate of inflation, currently at 6.7%.</p>
4.9		<p>Keep fit and other well-being classes: Charged at £50 per year, the same as the Adult Football Team lease.</p> <p>Recommendation: to increase this to £70 per year?</p>
4.10		<p>Private Football Coaching pay £250 as they are a private business.</p>
4.11		<p>Car park rental: a local pizza company currently pay £15 per week to operate on a Wednesday evening.</p> <p>Recommendation: to increase this amount to £25 per week.</p>
5.	Financial Implications	<p>The council has limited income streams. Together with the above, the precept and the Service Level Agreement with Broughton and Bretton Community Council and Shotton Town Council, these are the council's only income streams.</p> <p>It is recommended to agree to the recommendations in blue text in section 4 of this report.</p>
6.	Environmental Implications	None directly associated with this report.
7.	Decision sought by Council	To consider the current fees and charges and determine if any of the arrangements require changing.
8.	Equality implications	None directly associated with this report.

ALLOTMENT FEES - 2023

Fees	Large Plot	Three Quarter Plot	Half Plot	Quarter Plot
Allotment Rental	£59.00 (£62.95)	£47.00 (£50.15)	£38.00 (£40.55)	£28.50 (£30.41)
Shed Rental	£16.50 (17.61)	£16.50 (17.61)	£16.50 (17.61)	£16.50 (17.61)
Public Liability Ins.	£4.10	£4.10	£4.10	£4.10
NSALG	£3.10	£3.10	£3.10	£3.10
Welsh Water	£7.30	£5.70	£4.70	£3.15
TOTAL inc Shed	£90.00 (£95.06)	£76.40 (£80.66)	£66.40 (£70.06)	£55.35 (£58.37)
TOTAL exl Shed	£73.50 (£77.45)	£59.90 (£63.05)	£49.90 (£52.45)	£38.85 (£40.76)

Blue text denotes proposed increases

ITEM 27



hamdden a llyfrgelloedd
aura
leisure & libraries

Mrs Sharron Jones
Hawarden Community Council
113 The Highway
Hawarden
Deeside
Flintshire
CH5 3DL

Your Ref/Eich Cyf
Our Ref/Ein Cyf
Date/Dyddiad
Ask for/Gofynnwr am
Direct Dial/Rhif Union
Email/Ebost

FFR/LB
16 October 2023
Sian Williams
01352 702430
linda.bletcher
@aura.wales

Via Email: mail@hawardencommunitycouncil.gov.uk

Dear Clerk,

Re: Aura Wales - Fit, Fed & Read Community Programme

I am writing to you following the conclusion of the summer 2023 Fit, Fed & Read community programme which took place in nine locations across the county during a five-week period in July and August. The enclosed infographic shares headline information and statistics regarding the success of this year's scheme, with the participant testimonials included at the bottom of this letter providing more qualitative examples of residents' experiences.

The Fit, Fed & Read programme is a truly multi-agency scheme with a wide range of public sector partners tackling issues such as health inequalities, food poverty, community cohesion, literacy levels, and physical and mental well-being.

Whilst the programme has operated for the past four years, its continuation was at serious risk prior to summer 2023 due to the Welsh Government ending its *Summer of Fun* funding. Fortunately, Aura Wales, working with partners, was able to secure smaller pots of funding which enabled the scheme to take place. At this point in time, we are currently pursuing other funding streams to support the summer 2024 programme, however, nothing is confirmed at present.

To secure the provision of this highly valued and much needed service, Aura Wales is seeking support from Town & Community Councils to ensure Fit, Fed & Read can operate in summer 2024. On this basis, a financial contribution of £1,000 is requested from Town & Community Councils located in the communities in which the programme operates. We are hopeful that by requesting support early then, subject

Working in partnership with...
Gweithio mewn partneriaeth gyda...



Mae Aura Leisure and Libraries Limited wedi'i gofrestru dan Deddf Cymdeithasau Cydweithredol a Budd Cymunedol 2014 (Rhif cofrestru 7610).

Aura Leisure and Libraries Limited is registered under the Cooperative and Community Benefit Societies Act 2014 (Registration No. 7610).

Aura Leisure and Libraries, Deeside Leisure Centre, Chester Road West, Queensferry, Deeside, Flintshire, CH5 1SA
www.aura.wales

Aura Hamdden a Llyfrgelloedd, Canolfan Hamdden Glannau Dyfrdwy, Gorllewin Ffordd Caer, Queensferry, Glannau Dyfrdwy, Sir y Fflint, CH5 1SA
www.aura.cymru

to your acceptance, this can be built into the scheme's running costs and Aura Wales's budget setting process for 2024/25.

We are more than happy to join an upcoming Town & Community Council meeting to discuss and advocate the benefits and outcomes of this programme, or to answer any further questions you may have.

Please can you respond via email to linda.bletcher@aura.wales by **31 October 2023** to confirm whether you are able to contribute to the Fit, Fed & Read programme for summer 2024.

15th Nov

Yours sincerely,



Kate Leonard
Senior Manager for Libraries

Sian Williams
Senior Manager for Leisure

Participant Testimonials from summer 2023

"Thanks for all your hard work this summer in the village, it has helped us massively as a family and what an amazing idea it is! You can tell on all the children's faces just how much fun they're having. We hope to see you return next summer!"

Parent, Treuddyn

"Thanks for being here on Fridays. It gives us something to do and allows us to see our friends. We also get a packed lunch which really helps. We've had so much fun on all the activities and we hope you come back next year."

Young Person, Buckley

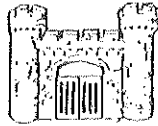
"The activities for the young people were very well organised, Aura staff were very professional and engaged well with the community."

Youth Services, Flintshire County Council

"I just want to say thank you for providing this activity, my mum is struggling at the moment and my dad is working a lot so this really helps so thank you."

Young Person

ITEM 31



**HAWARDEN COMMUNITY COUNCIL
CYNGOR CYMUNED PENARLAG**

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

No:		
1.	Name of Councillor(s) or Officer:	Clerk and Financial Officer/ Responsible Finance Officer
2.	Title of Report:	Investment Banking
3.	Purpose of Report:	To consider investing some of the council's reserves to achieve a higher rate of return.
4.	Background to this request:	Attached is some information about The Public Sector Deposit Fund (PSDF) which shows the current rate of interest at September 2023 at 5.20%.
5.1	Financial Implications:	An illustration from CCLA Investment Management Limited has recently been sought.
5.2		For Hawarden CC Instant Access account, which has a current balance of £378,614, the illustration states that the Community Council could receive interest in the region of £19,687 per annum which equates to £1,640 per month in their Public Sector Deposit Fund (PSDF) over a 12-month period.

5.3		The current rate of interest in the Lloyds Bank account is 0.9% which amounts to approximately £140 per month; £1,680 over a 12-month period.
6.	Environmental Implications	The organisation, CCLA, monitors its counterparties' environmental, social and governance risk management on a regular basis. Its research utilises external data resources accessed by its in-house Sustainability Team.
7.	Decision sought by Council	To consider investing all or some of its reserves into the Public Sector Deposit Fund.
8.	Advantages of this proposal	As contained within the report and attachment.
9.	Disadvantages of this proposal	The investment is reliant on market rates.
10.	Equality implications	None directly associated with this report.

The Public Sector Deposit Fund

Fund fact sheet – 30 September 2023

Investment objective

To maximise the current income consistent with the preservation of principal and liquidity.

Investment policy

The fund will be invested in a diversified portfolio of high-quality sterling denominated deposits and instruments. All investments at the time of purchase will have the highest short-term credit rating or an equivalent strong long-term rating. The fund is actively managed, which means the authorised corporate director uses their discretion to pick investments, in pursuit of the investment objective.

The weighted average maturity of the investments will not exceed 60 days. The fund will not invest in derivatives or other collective investment schemes.

Target investors

The fund is designed for investors who are looking for capital security and a competitive yield for their short-term investments.

Who can invest?

Any public sector organisation can invest in the fund, but it may be marketed to any retail or professional client. Share class 4 is reserved for public sector organisation investment only.

Responsible investment policy

We monitor our counterparties' environmental, social and governance risk management on a regular basis. Our research utilises external data resources and our in-house Sustainability team.

Key risks

Investors should consider the following risk factors before investing: issuer/credit risk (issuer/financial institution may not pay), market risk (investment value affected by market conditions), operational risk (general business operational risks), maturity profile (timings of investment maturity), liquidity risk (investment in non-readily realisable assets), concentration risk (need for diversification and suitability of investment) and interest rate risk (changes to interest rate affecting income). Please see the fund prospectus for more details.

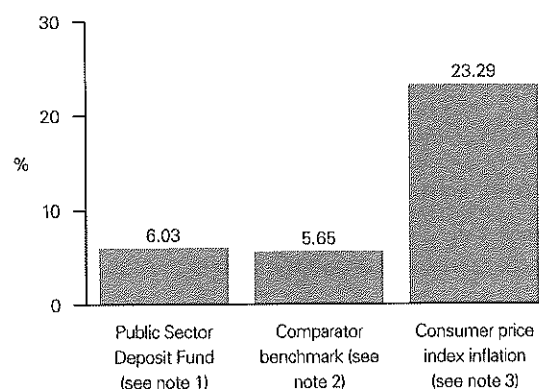
Top 10 counterparty exposures (%)

9.30%	Landesbank Baden-Wuerttemberg
9.30%	Yorkshire Building Society
8.27%	HM Treasury
7.23%	DBS Bank Limited
4.13%	BNP Paribas
4.13%	Danske Bank AS
4.13%	Handelsbanken plc
4.13%	MUFG Bank
4.13%	Royal Bank of Canada
4.13%	SMBC Bank International plc

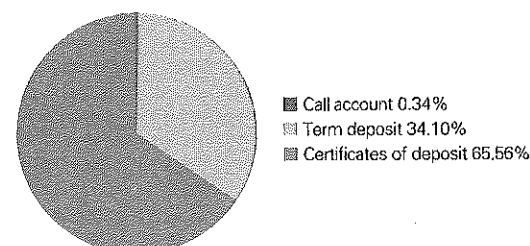
Share class 4 yield as at 30 September 2023

5.20%

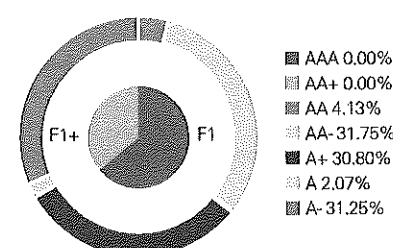
5 years performance



Asset type (%)



Credit rating (%) see note 4



Top 10 country exposures (%)

32.01%	UK
12.40%	Japan
10.33%	Singapore
9.82%	Canada
9.30%	Germany
5.42%	France
4.13%	Denmark
4.13%	Sweden
3.20%	Netherlands
3.10%	Belgium

Note 1: Source: CCLA - Performance shown after management fees and other expenses, with the income reinvested. The daily yield on the fund will fluctuate, and past performance is not a reliable indicator of future results. Note 2: From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate. Note 3: consumer price index inflation is lagged one month. Note 4: Using Fitch Ratings methodology.

Income

Average yield over the month	5.15%
Yield at the month-end shown	5.20%

Total return performance by year

12 months to 30 September	2019	2020	2021	2022	2023
The Public Sector Deposit Fund	+0.75%	+0.47%	+0.04%	+0.67%	+4.01%
Comparator benchmark	+0.58%	+0.21%	+0.01%	+0.73%	+4.05%
Relative (difference)	+0.17%	+0.26%	+0.03%	-0.06%	-0.04%

Annualised total return performance

Performance to 30 September	1 year	3 years	5 years
The Public Sector Deposit Fund	+4.01%	+1.56%	+1.18%
Comparator benchmark	+4.05%	+1.58%	+1.11%
Relative (difference)	-0.04%	-0.02%	+0.07%

Performance shown after management fees and other expenses, with the income reinvested. From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was 7-Day Sterling London Interbank Bid Rate. **Past performance is not a reliable indicator of future results.** Source: CCLA

Market update

Revised figures on the UK economy indicated that it has fared less badly since the onset of the pandemic than was previously thought. The Office for National Statistics (ONS) said that in the year 2020, economic activity had shrunk by 10.4% - still a historically painful slump, but slightly less than the 11% decline reported before the latest revisions. The ONS also found that by the end of 2021 the UK economy had already recovered to surpass pre-pandemic levels, whereas previously it was thought still to be 1.2% smaller at that point than before the pandemic hit. The main factors in the revision of the data were the rate at which companies had been building up stock through the pandemic era, where previously they were thought to have been running supplies down; and the inclusion of increased healthcare activity as part of economic output.

The rate of price rises in the UK slowed, surprising most forecasters who had anticipated that annual growth in the headline consumer price index (CPI) would rise from 6.8% in July to 7% in August; instead the rate fell to 6.7%. The core inflation rate, which ignores volatile components such as food and energy, fell even more markedly, from 6.9% to 6.0%. The surprisingly soft inflation data were a key factor in the decision by the Bank of England's monetary policy committee (MPC) to leave the UK's official interest rate unchanged at 5.25%. Not all of the MPC were convinced, however, with four of the nine members having voted to raise rates by a further 0.25%.

Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£968m
Fitch money-market fund rating	AAAmmf
Weighted average maturity	46.32 days
Launch date	May 2011
Dealing day	Each business day (see note 5)
Withdrawals	On demand
Fund domicile	United Kingdom
ISIN (share class 4)	GB00B3LDFH01
Interest payment dates	End of each month
Ongoing charges figure	0.08% (see note 6)

Please Contact

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Note 5: Dealing instructions (including cleared funds for purchases) must be received by 11:30 am.

Note 6: The ongoing charges figure is based on the annual management charge but excludes portfolio transaction costs.

Please refer to <https://www.ccla.co.uk/glossary> for explanations of some of the terminology used in this document.

Risk warning and disclosures

This document is a financial promotion and is for information only. It does not provide financial, investment or other professional advice. The market update contained in this document represents CCLA's house view and should not be relied upon to form the basis of any investment decisions. To make sure you understand whether our product is suitable for you, please read the key investor information document and the prospectus and consider the risk factors identified in those documents. CCLA strongly recommend you get independent professional advice before investing. Under the UK money market funds regulation, the Public Sector Deposit Fund (PSDF) is a short-term low volatility net asset value money market fund. You should note that purchasing shares in the PSDF is not the same as making a deposit with a bank or other deposit taking body and is not a guaranteed investment. Although it is intended to maintain a stable net asset value per share (where £1 invested in the PSDF remains equal to £1 in value in the PSDF), there can be no assurance that it will be maintained. The value of the PSDF may be affected by interest rate changes. The PSDF does not rely on external support for guaranteeing the liquidity of the fund or stabilising the net asset value per share. The risk of loss of principal is borne by the shareholder. Past performance is not a reliable indicator of future results. The value of investments and the income from them may fall as well as rise. You may not get back the amount you originally invested and may lose money. Any forward-looking statements are based on our current opinions, expectations and projections. We may not update or amend these. Actual results could be significantly different than expected. The PSDF is authorised in the United Kingdom and regulated by the Financial Conduct Authority as a UK UCITS Scheme and is a Qualifying Money Market Fund. Issued by CCLA Investment Management Limited (registered in England and Wales number 2183088, at One Angel Lane, London EC4R 3AB), is authorised and regulated by the Financial Conduct Authority. For information about how we collect and use your personal information please see our privacy notice, which is available at <https://www.ccla.co.uk/our-policies/data-protection-privacy-notice>.