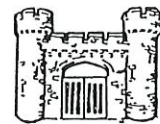


**CYNGOR CYMUNED PENARLÂG**  
**HAWARDEN COMMUNITY COUNCIL**



SGJ/H.14.11.2022

9<sup>th</sup> November 2022

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 14<sup>th</sup> November 2022** at **6.00 P.M.** The remote access meeting link will be sent out on the afternoon of Monday 10<sup>th</sup> October 2022 for members wishing to attend remotely.

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.

***No recording, broadcasting or photographs may be taken of the council meeting without the prior approval of the Community Council.***

Yours sincerely

Mrs Sharron G Jones  
Clerk & Financial Officer

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

• • •

**SWYDDFEYDD Y CYNGOR**

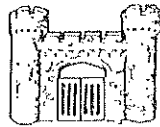
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

**COUNCIL OFFICES**

*113 The Highway, Hawarden, Deeside, Flintshire CH5 3DL. Tel/Fax: 01244 533692*

*Ebost/Email: [mail@hawardencommunitycouncil.gov.uk](mailto:mail@hawardencommunitycouncil.gov.uk)*

*[www.hawardencommunitycouncil.gov.uk](http://www.hawardencommunitycouncil.gov.uk)*



## HAWARDEN COMMUNITY COUNCIL

### HYBRID MEETING

14<sup>th</sup> November 2022

### A G E N D A

6.30 p.m.

#### **COUNCIL MEETING:**

**1. APOLOGIES FOR ABSENCE:**

**2. DECLARATIONS OF INTEREST:**

To receive any declarations of interests from Members.

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

To receive and approve the minutes of the meeting of the Council held on 10<sup>th</sup> October 2022, copy attached.

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

**5. INDEPENDENT REMUNERATION PANEL – DRAFT REPORT FOR 2023-24:**

To consider the draft Annual Report of the Independent Remuneration Panel for Wales 2023. Summary report attached.

The panel have recommended the following:

## **Basic 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.

The Panel would welcome feedback on this draft Report and have included some additional questions where we would appreciate your views.

The full report is available at: <https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2023-2024>

Deadline for responses is 1<sup>st</sup> December 2022.

## **6. CONCLUSION OF 2020-21 EXTERNAL AUDIT:**

The External Auditor has issued a certificate of completion on the 12<sup>th</sup> October for the financial year ended 31<sup>st</sup> March 2021 with no issues of concern. Members are asked to note this.

## **7. 2023 MEETING DATES:**

The Council's scheduled meeting dates for April and May 2023 are Monday 10<sup>th</sup> April and Monday 8<sup>th</sup> May. Both of these dates are bank holidays so the new dates will be Monday 17<sup>th</sup> April and Monday 15<sup>th</sup> May; Members are asked to note this.

## **8. CHAIRMAN'S REMARKS:**

**STAFFING AND GENERAL PURPOSES COMMITTEE:**

**9. DIGNITY AT WORK POLICY:**

At the previous meeting, the Community Council signed the pledge for Civility and Respect; as part of this pledge the Dignity at Work policy, Grievance Procedure and Disciplinary Procedures required updating. Updated policy is attached for Members approval.

**10. GRIEVANCE PROCEDURE:**

As per 9 above, an updated policy attached for Members approval.

**11. DISCIPLINARY PROCEDURE:**

As per 9 above, an updated policy attached for Members approval.

**12. TRAINING PLAN:**

Members will recall that with the introduction of the Local Government and Elections (Wales) Act 2021 a new requirement to produce a training plan was introduced. The deadline for production of the training plan is 5<sup>th</sup> November with some scope to allow for council meeting dates.

The draft training plan is attached for members' consideration and approval.

**13. POLICE MATTERS:**

To consider any matters of concern.

**14. HIGHWAYS/STREETSCENE MATTERS:**

To consider any matters of concern.

**15. LIGHTING FAULTS:**

To raise any lighting issues.

**16. MEMBERS INFORMATION ITEMS:**

To consider any relevant information items from Members.

**PLANNING COMMITTEE:**

**17. 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.

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 –

**9 Blackbrook Avenue, Hawarden, copy previously emailed to members.**

- (iv) To note the attached planning decisions for October.

**COMMUNITY AND ENVIRONMENT COMMITTEE:**

**18. FLINTSHIRE SUMMER PLAY SCHEME REPORT 2022:**

Report attached for members' information.

**19. FLINTSHIRE SUMMER PLAY SCHEME 2023:**

The council has been asked to consider approving "in principle" the Summer play scheme for 2023 at a cost of £1,595.80 per scheme. The total cost for Aston – Hawarden, Ewloe – Hawarden and Mancot – Hawarden will be £6,383.20.

**20. REQUEST TO USE COUNCIL CAR PARK:**

A local pizza company have asked permission to use the car park at Gladstone Playing fields to sell takeaway wood fired pizzas from its vintage horse box trailer. They are looking to fill a Wednesday evening between 5.00 and 8.00 p.m. and would pay the council £10 per week in rent.

Rubbish is not an issue and no electricity or utilities are required. The company has a 5\* food hygiene rating from Flintshire County Council and its own public liability insurance.

The council is asked to consider this request.

**FINANCE COMMITTEE:**

**21. ACCOUNTS FOR PAYMENT:**

To approve the attached list of payments for November, copy attached.

**22. MANDATORY MEMBER ALLOWANCES (MMA):**

Councillor Lesley Evans has requested that the council approves the virement of her MMA of £150 to Nanny Biscuit.

### **23. SMALL GRANTS SCHEME:**

To consider the following applications for the Small Grants Scheme:

- Community Walks
- Covid Community Group
- Hawarden Community Allotments
- Mancot OAP
- Sandycroft Primary School

*(Separate grant packs have been distributed to members as some of the information contains confidential, financial or sensitive data about the financial and business affairs of a third party).*

### **24. 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.

The cost to the council for October was £12,704.78 which is to be noted by council.

### **25. BANK RECONCILIATION:**

To receive the bank reconciliation statement for the period ending 31<sup>st</sup> October, *copy to follow.*