



HAWARDEN COMMUNITY COUNCIL

Minutes of the Hybrid Meeting

held on

13th June 2022

PRESENT: Chair: Councillor Ralph Small

Councillors: Joyce Angell, Janet Axworthy, Gillian Brockley, Helen Brown, Bill Cooper, Martin Davey, Lesley Evans, Sarah Hinks, Dave Mackie, Doreen Mackie, Dale Selvester, Hayley Selvester, Darren Sterry, Sam Swash, Linda Thomas, Ant Turton and James Walsh

Officers: Mrs Sharron Jones, Clerk & Financial Officer

Also present: Two members of the public

28/22 APOLOGIES FOR ABSENCE:

Apologies for absence had been received and accepted for Councillors Emma Preece (illness) and Raphaëlle Soffe (university exam).

29/22 DECLARATIONS OF INTEREST:

Councillors Helen Brown, Dave Mackie and Doreen Mackie declared an interest in item 14 and Councillor Janet Axworthy declared an interest in item 15. Members duly completed their Declaration of Interest forms.

30/22 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous hybrid annual meeting of the Council held on 16th May 2022, be approved as a correct record.

31/22 MATTERS ARISING FROM THE MINUTES:

The Clerk and Financial Officer provided an update on minute reference *21/22 Council Insurance*. The Vice-Chair (in the absence of the Chairman) and the Chairman of Finance had met with the Clerk and Financial Officer to review the quotes for insurance for the period 1st June 2022 to 31 May 2023.

Three quotes had been requested from BHIB, Gallagher (current insurers) and Zurich. Zurich had been unable to quote for any less than £10,000, Gallagher had quoted for £5,363 and BHIB for £3,282 for a period of three years. The BHIB quote had been accepted and the Council's insurance renewed. Members accepted this decision.

32/22 VACANCIES FOR CO-OPTION IN ASTON AND MANCOT:

Three applications had been received for the two vacancies in Mancot. The Chairman called for a vote in alphabetical order of the three candidates to receive a majority vote. The vote resulted in Councillors Lesley Evans and Martin Davey duly elected. The vote for Mr. Taylor was lost.

One application had been received for the vacancy in Aston and following a vote, Councillor James Alan Walsh had been duly elected.

The Clerk and Financial Officer said that the Notice of Vacancy for a Councillor in Aston ward had been advertised with no by-election called. Arrangements would be made to advertise this co-option notice on the Council's notice boards, website and social media.

The Chairman and members congratulated and welcomed the new members to the council.

IT WAS RESOLVED: to appoint the new Councillors as above and to note the update on the Notice of Vacancy.

33/22 INTERNAL AUDIT:

The Clerk and Financial Officer had circulated a copy of the internal auditor's report with five minor issues. Issue 1 had been outstanding with the council awaiting legal advice; this would be chased up. Issue 2 had been noted and implemented with a minor change.

Issue 3 had already been accommodated in the recent council insurance renewal with a fidelity cover of £500,000, issue 4 had been adjusted and issue 5 noted and the Annual Return amended accordingly.

IT WAS RESOLVED: to receive and note the Internal Auditor's report.

34/22 ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2022:

The Clerk and Financial Officer had circulated a copy of the Council's Annual Return for approval together with the annual governance statement and the minor issues mentioned above.

IT WAS RESOLVED: to approve the annual return for 2021-22 and the annual governance statement for submission to the external auditor.

35/22 ANNUAL REPORT:

The Clerk and Financial Officer had prepared and updated the Council's annual report for the period 2021-22. The Chairman commended the document and the work of the Clerk and Financial Officer including the previous Chairman on her introduction. Other members commended the document with some additions to be added in relation to the population of the community and the size of the council comparative to other Town/Community Councils and reference to the Local Development Plan impact.

A member also highlighted that the published April date of the council meeting in 2023 fell on Easter Sunday and would therefore require changing.

The photographs would be updated in the final version to be published on the Council's website and other social media as requested.

IT WAS RESOLVED: to receive and publish the annual report with the amendments suggested.

36/22 FINANCE AND GOVERNANCE TOOLKIT FOR COMMUNITY AND TOWN COUNCILS:

Members noted and approved, with thanks, the letter received from the Welsh Government's Task and Finish Group thanking the council for taking part in the pilot for the 'Finance and Governance Toolkit for Community and Town Councils'.

37/22 CHAIRMAN'S REMARKS:

The Chairman said that he had been delighted to attend, with the Clerk and Financial Officer, the Sandycroft primary school, the Village Church School and Penarlag primary school to present the commemorative Queen's coins that the council had recently purchased. He, the Clerk and the Vice-Chairman had also presented the coins to Hawarden High School and Ewloe primary school. The children and teachers had been extremely pleased to receive the coins and had thanked the community council for its kind gesture.

The Chairman would lay a wreath at the Hawarden memorial the following day in commemoration of the 40th Anniversary of the Falklands War.

The Chairman thanked the council for the Jubilee Grant that had been awarded to the residents of the Park Avenue Mancot Jubilee Group but said that he would return the money to the community council following generous donations from local members of the community.

STAFFING AND GENERAL PURPOSES COMMITTEE:

Councillor Joyce Angell, Chair of Staffing and General Purposes, presented the following items:

38/22 POLICE, HIGHWAYS AND LIGHTING MATTERS:

There were no police issues.

The following highways matters were shared with John Griffiths, Senior Highways Officer, Flintshire County Council:

Greenville Avenue/Circular Drive: road had broken up and required repair as there had been some deep potholes; John advised that he had completed the matrix for these repairs and he would review their priority.

Footpaths in Mancot had been overgrown, hedge overgrown on Liverpool Road opposite Ewloe Green school, Truman's hedge had grown in passable (that was already in hand); footpath between new estate off Overlea Drive and Bennetts Lane required improvements.

John also advised that the Highway from Gladstone Road to Birch Rise had been scheduled to be resurfaced. Members welcomed this information.

Lighting: a member had reported via the office a lamppost cover that had opened and been repaired and another member thanked the Maintenance Officers for repairing the light at Church Lane so promptly.

IT WAS RESOLVED: to note the updates.

39/22 MEMBERS INFORMATION ITEMS:

A member had recently attended a tennis tournament at the council owned tennis courts and members of the public and tennis club had expressed their sincere thanks to the community council for the re-painting of the bottom two courts. They looked more professional and had been safer to play on.

Councillor Darren Sterry, Chair of Planning, presented the following items:

40/22 PLANNING APPLICATIONS AND DECISIONS:

IT WAS RESOLVED:

- (a) County Council Members:
It was noted 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.

COMMUNITY AND ENVIRONMENT COMMITTEE:

Councillor Sarah Hinks, Chair of Community and Environment, presented the following items:

41/22 ASTON BOWLING CLUB (INCLUDING GLADSTONE AND MANCOT)

Members had considered a report about (i) the new lease of the Bowling Club at Aston including the costs to both the club and the community council and (ii) the current arrangements for grants and rent for Aston, Gladstone and Mancot Bowling Clubs.

IT WAS RESOLVED: to agree to the new terms of the lease for a period of 25 years and that the grant and rent regime remain unchanged.

42/22 GLADSTONE BOWLING CLUB:

A request had been received to erect a covered outdoor seating area within the grounds of the Gladstone Bowling Club.

IT WAS RESOLVED: to approve the request in principle, subject to the community council agreeing the detailed specification of the proposed structure prior to formal approval.

43/22 IMPROVEMENTS TO CHILDREN'S PLAY AREAS 2022/23:

The council had received a letter from Aura Leisure about a possible grant of up to £10,000 matched funding towards the development of play provision throughout the community. The play area at the Gladstone playing fields had been identified but the Clerk and Financial Officer had sought confirmation as to whether this could be used at any of the play areas within the community and this had been agreed.

It was suggested that a Task and Finish Group be established to review the play provision within the community noting the council's previous commitment to providing at least one piece of accessible equipment in each of the council's seven play areas together with other commitments and, subject to being affordability.

IT WAS RESOLVED: that a task and finish group be established to review play provision and include the following members:

Councillors Sarah Hinks (Chairman), Janet Axworthy, Gillian Brockley, Helen Brown, Hayley Selvester, Darren Sterry, Ralph Small and Ant Turton.

Councillor Dave Mackie, Chair of Finance, presented the following items:

44/22 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £36,936.02 for June be approved.

45/22 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer outlined that the costs to the council for the joint maintenance agreement for June amounted to £15,295.

She also confirmed that a 'first look' draft website had finally been developed and that she would issue the link to members the following day for feedback.

The Clerk and Financial Officer had recently arranged a "Corporate Day" in conjunction with the Chairman for Thursday 16th June but that it had been too short notice and a number of members could not attend. It was therefore agreed to arrange a further day in July providing members with ample notice to ensure an increased attendance.

She also reminded members that the Deeside and District Round Table would be holding its classic car show on Saturday 18th June.

IT WAS RESOLVED: to note and approve the updates.

46/22 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ending 31st May 2022 be received and noted.

47/22 FINANCIAL POLICIES:

IT WAS RESOLVED: to agree the Financial policies as follows:

- Policy on Income
- Annual Investment Strategy
- Financial Risk Assessment
- Internal Financial Controls