



HAWARDEN COMMUNITY COUNCIL

Minutes of the Hybrid Meeting

held on

14th November 2022

PRESENT: Chair: Councillor Ralph Small

Councillors: Joyce Angell, Janet Axworthy, Helen Brown, Billy Cooper, Martin Davey, Dave Mackie, Doreen Mackie, Margaret Redfern, Dale Selvester, Hayley Selvester, Raphaëlle Soffe, Darren Sterry, Linda Thomas and Ant Turton.

Officers: Mrs Sharron Jones, Clerk & Financial Officer
Mrs Fran Griffiths

Also present: Police Community Support Officer 2248 Daniel Jones

89/22 APOLOGIES FOR ABSENCE:

Apologies for absence had been received and accepted for Councillors Gillian Brockley (IT difficulties), Lesley Evans (work) Sarah Hinks (IT difficulties), Emma Preece (work) and Sam Swash (IT difficulties).

90/22 DECLARATIONS OF INTEREST:

Councillor Ralph Small declared an interest in one of the grant applications and would complete his Declaration of Interest form in due course.

91/22 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous hybrid meeting of the Council held on 10th October 2022 be approved as a correct record, save and except that minute number 79/22 should refer to the boundary and ownership of the Gary Speed play area that required clarification.

92/22 MATTERS ARISING FROM THE MINUTES:

With reference to minute 74(v), Police Community Support Officer (PCSO) Jones said that due to a breakdown in communication, North Wales Police had not visited the school at the time of the incident. He had since visited the Headteacher but, to date, there had been no result with the case.

With reference to minute 81/22, the Clerk and Financial Officer confirmed that the maintenance team had a busy schedule of work with Christmas lights and trees but that she had been hopeful that the gate in Mancot could be replaced in December.

93/22 INDEPENDENT REMUNERATION PANEL – DRAFT REPORT FOR 2023-24:

The draft Annual Report of the Independent Remuneration Panel for Wales 2023 had been circulated for members consideration. The panel had 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.

No mention of tax had been included in the report. The Panel welcomed feedback and had included some additional questions for members to complete.

The deadline for responses had been 1st December 2022.

IT WAS RESOLVED:

- To accept the increase in Mandatory Member Allowances to £156 in 2024 and that this would be issued at the gross rate due to the lack of guidance from the Panel and HMRC on the tax element.
- Payments would be made in March 2024.
- That members be reimbursed for consumables if a receipt was received but that this element would not be budgeted for as most members felt that it was unnecessary.

94/22 CONCLUSION OF 2020-21 EXTERNAL AUDIT:

The External Auditor had issued his report on the 2020-21 audit with no issues. A copy of the Annual Return had been placed on the council's website.

IT WAS RESOLVED: to accept the External Auditor's report.

95/22 2023 MEETING DATES:

IT WAS RESOLVED: to approve the change of the scheduled meeting dates for 2023 as Monday 17th April and Monday 15th May.

96/22 CHAIRMAN'S REMARKS:

The Chairman had attended the Remembrance Service at Hawarden Memorial which had again been very well represented by organisations and members of the public. He suggested that an additional speaker be acquired to allow for all attendees to hear the service. The Clerk and Financial Officer confirmed that a debrief meeting would be held shortly to identify any improvements.

He confirmed a Victorian market and Santa Dash would be held at the Gladstone's Library on Saturday 26th November 2022.

The Chairman had invited all members and staff to a Christmas dinner to be held at Hawarden Golf Club on Thursday 8th December 2022 at 7.30 p.m.

IT WAS RESOLVED: to receive the Chairman's report and thank the Chairman for his kind offer of a Christmas dinner.

STAFFING AND GENERAL PURPOSES COMMITTEE:

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

97/22 DIGNITY AT WORK POLICY:

At the previous meeting, the Community Council had signed the pledge for Civility and Respect. As part of this pledge the Dignity at Work policy, Grievance Procedure and Disciplinary Procedures required updating. An updated policy had been circulated for Members' approval.

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the "process" and "appeals" procedures.

98/22 GRIEVANCE PROCEDURE:

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the "process" and "appeals" procedures.

99/22 DISCIPLINARY PROCEDURE:

IT WAS RESOLVED: to approve the policy with the addition of it being made clear that separate panels of members would be required for the "process" and "appeals" procedures

100/22 TRAINING PLAN:

The Clerk and Financial Officer had circulated a draft training plan that had been created by the Society of Local Council Clerks and One Voice Wales.

Following the implementation of the Local Government and Elections (Wales) Act 2021, the council had to approve and publish a training plan by the 5th November, with an extended date of 30th November to reflect council diaries.

Members discussed the plan and agreed that a more simplified version be adopted.

IT WAS RESOLVED: that a more simplified version of the plan be approved and published on the council's website.

101/22 POLICE MATTERS:

The Chairman thanked PCSO Daniel Jones for his attendance.

Members commented on the following issues:

- Suspicious activity in Oakley Road, Mancot.
- Illegal parking by tractors and wagons on slip road to the Plough public house.
- Anti-social behaviour by youngsters throwing eggs and intimidating people at Ewloe Social Club, also a smell of drugs in the shelter.
- Speeding and inconsiderate parking on Old Aston Hill – no restrictions on the road therefore cannot be enforced by the County Council.
- PCSO Dan Jones advised which areas of South Flintshire he covered and advised members to ring 101 to report any activity of concern so that incidents could be recorded and followed up.

102/22 HIGHWAYS/ STREETSCENE MATTERS:

The Chairman thanked John Griffiths, Streetscene Coordinator, for his attendance.

Members raised the following issues:

- Footpath leading to Ewloe CP School overgrown making the pavement narrow for pedestrians.

- Overgrown footpath at Banks Road/ Ash Lane.
- Grid in the middle of the road had collapsed and been surrounded by cones.
- Road surface on Gladstone Way to Daleside nursery would be jet washed and sealed to allow for longer lasting surface.
- Parking on Old Aston Hill was a police matter as it does not meet the matrix for double yellow lines. The County Council's Enforcement Team would only act if restrictions had been in place.
- Request for waste bins to be replaced at St. David's near the roundabout.
- John had been thanked for ensuring the removal of an abandoned car in the car park at Ewloe and was praised for the re-surfacing work along The Highway.
- John would establish how long Wood Lane would be closed.

IT WAS RESOLVED: to note the updates.

103/22 LIGHTING FAULTS:

There were none.

104/22 MEMBERS INFORMATION ITEMS:

There were none.

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

105/22 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.

39 Chairman' signature: _____

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) To note the planning appeal for 9 Blackbrook Avenue, Hawarden.

COMMUNITY AND ENVIRONMENT COMMITTEE:

106/22 FLINTSHIRE SUMMER PLAYScheme REPORT:

A report had been received following the success of the 2022 Summer Playscheme within the community for members' information.

IT WAS RESOLVED: to note the report.

107/22 2022 FLINTSHIRE SUMMER PLAYScheme 2023:

A request had been made to the Community Council to approve, in principle, the cost of funding the 2023 summer play schemes at a cost of £1,595.80 per scheme. The total cost for Aston – Hawarden, Ewloe – Hawarden and Mancot – Hawarden would be £6,383.20.

IT WAS RESOLVED: to approve the cost for the provision of summer playschemes in 2023.

108/22 REQUEST TO USE COUNCIL CAR PARK:

IT WAS RESOLVED: to obtain further information from the company about its location and weekly rental fees.

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

109/22 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £34,784.05 for November be approved.

110/22 MANDATORY MEMBERS ALLOWANCES (MMA):

IT WAS RESOLVED: to approve the virement of Councillor Lesley Evans' allowance of £150 to Nanny Biscuit.

111/22 SMALL GRANTS SCHEME:

IT WAS RESOLVED THAT:

- Community Walks – refused on the grounds that the application had requested retrospective funding.
- Covid Community Group – application withdrawn.
- Hawarden Community Allotments – decision deferred until ownership of hives had been determined.
- Mancot OAP – refused on the grounds that no individual purchase had been specified.
- Sandycroft CP – refused on the grounds that the request had been received from a school with a named individual.

112/22 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer reported that the costs to the council for the joint maintenance agreement for October had been £12,704.78 and that a meeting of the Finance Working Group would be arranged in due course to review the 2023-24 budget.

113/22 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the period ending 31st October be received and approved.