

Hawarden Community Council

Minutes of the meeting of the PERSONNEL COMMITTEE

Held on
28th June 2023

Present:

Councillors Joyce Angell (Chairman), Janet Axworthy, Helen Brown, Dave Mackie and Ralph Small.

Councillor Billy Mullin representing Broughton and Bretton Community Council.

Clerk and Financial Officer
Administrative Officer

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| 1. | <p>Appointment of Chair:</p> <p>Councillor Joyce Angell, as Chair of Staffing and General Purposes Committee, had been proposed and seconded and duly elected Chair of the Committee.</p> |
| 2. | <p>Apologies for Absence:</p> <p>Apologies for absence had been received from Councillors Darren Sterry and Sam Swash.</p> |
| 3. | <p>Declarations of Interest:</p> <p>There were none.</p> |
| 4. | <p>Recruitment of New Officer:</p> <p>The Council's Administrative Officer had been due to retire from the Council's employ on 31st August 2023.</p> |

Members of the Committee agreed a job description, personnel specification and a job advert. It had been agreed to include additional policy and project work in the job description.

It had also been agreed to increase the hours of the officer from 21.5 hours per week to 30 hours per week (including evening meetings) and that a daily presence in the office would be desired Monday to Friday. This would provide both the Council and the Clerk and Financial Officer with additional resources and office cover.

It was agreed to call the new officer an Assistant Clerk which might interest more candidates with the view to becoming a Clerk and Financial Officer.

There had been a surplus in the personnel budget from the actuarial variation of the Clwyd Pension fund of £22,200 that would be more than sufficient to cover the additional hours for Hawarden Community Council.

The post would be advertised from 29th June with a closing date of 12 noon on the 17th July. Interviews could take place week commencing 17th July and with one-month notice, the successful applicant could start on Monday 4th September. A period of three days cover would be provided by the existing officer to help with a seamless transition.

IT WAS RESOLVED: to proceed with the appointment as outlined above.

Hawarden Community Council
Planning Committee
10th July 2023

170m 13 (ii)

Planning Applications for consideration:

| No. | Planning Application Number & Date | Proposal | Address | CASE OFFICER |
|-----|------------------------------------|----------|---------|--------------|
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| 1. | FUL/000418/23 Ward: Hawarden Aston | Extend the existing flat roofed dormer at the front of the dwelling | 12, Cambrian Way, Ewloe | J Roberts |
| 2. | FUL/000603/23 Ward: Hawarden Mancot | Erection of new single storey flat roof rear extension | 4 Appleby Drive Hawarden | B Kinnear |

FUL/000489/23 Flintshire Ward Northop

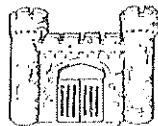
Use of hotel and installation of modular accommodation for a temporary period of up to 7 years as AASC Initial Accommodation Hostel.

NORTHOP HALL COUNTRY HOUSE HOTEL, Northop Hall, Mold

Officer – Karl Spilsbury Final Date: 22..07.23

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

| Planning Application Number | Proposal | Address | Decision |
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| FUL/000520/23 Ward: Hawarden Mancot | Proposed single-storey extensions to the rear and side of the existing dwelling, widening of the access to the property and the provision of additional parking to the front & associated works. | 5A, Park Avenue, Hawarden | Approved Delegated Officer 30.06.23 |
| FUL/000508/23 Ward: Hawarden Ewloe | Convert garage, build over garage, extend across dormer bungalow | 30, Mold Way, Ewloe | Approved Delegated Officer 27.06.23 |
| FUL/000394/23 Ward: Hawarden Aston | Remove existing front door and infill with new cavity masonry. | 7, Cedar Gardens, Aston | Approved Delegated Officer 05.06.23 |
| TEL/000415/23 Ward: Hawarden Ewloe | FLI24877 - Proposed 5G telecoms installation: 15m high 'slim line' H3G street pole with cabinets and ancillary works. | Street Works, ST DAVIDS PARK, Ewloe | Prior Approval Not Required |
| FUL/000413/23 Ward; Hawarden Mancot | Construction of a single storey rear extension with a lantern light. | 86 Hawarden Way Mancot | Approved Delegated Officer 16.06.23 |
| COU/000340/23 Ward: Hawarden Mancot | Change of use from garages to office (B1 Business), kitchen and toilets, including works to front elevation and internal layout changes for the proposed change of use. | Land adjacent to No.61, The Highway, Hawarden | Approved Delegated Officer 12.06.23 |
| 064335 Ward: Hawarden Aston | Proposed residential development to include 2 no 3 bedroomed properties and 1 no 2 bedroomed property with associated parking and amenity. | Shotton View Rowan Road Aston | Approved Delegated Officer 28.06.23 |



**HAWARDEN COMMUNITY COUNCIL
CYNGOR CYMUNED PENARLAG**

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

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| Name of Councillor(2) | Ant Turton |
| Title of Report | Mancot Dog walkers area. |
| Purpose of Report | To provide a safe and secure area for Residents to walk their dogs and socialise. |
| Background to this request | During Covid the field at Mancot park became a safe haven for many residents to meet socially distanced and exercise their dogs. Since then the request from many residents for a secure area to meet and exercise their pets has gathered pace. Now the field is for several months of the year a marked football field dogs are not allowed on the field |
| Financial Implications | Cost to council to be explored |
| Environmental Implications | None |
| Decision sought by Council | To source costings for a proposed dog only area of the field |
| Advantages of this proposal | May help to keep the pitch free of dog mess. |
| Disadvantages of this proposal | A small area would be required from the large field for dogs and owners only. |

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| Equality implications | It would make the park area available to everyone, some people do not like dogs and don't feel safe when they are in the main park . |
| Climate Change/Biodiversity impact | None |

| Accounts for Payment | | | |
|-----------------------------|---------------|--|-------------------|
| Jul-23 | | | |
| Ref: | Method | Item | Cost |
| H/23/43 | BACS | H W Oultram - fuel May | £735.20 |
| H/23/44 | DD | BES - Electricity - May/June | £106.85 |
| H/23/45 | DD | Onecom - Broadband + L/L - June | £127.27 |
| H/23/46 | BACS | DVLA - Annual tax - CU 16 LGX | £320.00 |
| H/23/47 | BACS | W. Butler - pavilion repairs | £500.00 |
| H/23/48 | BACS | W.E. - photos re course Coleg Cambria | £10.00 |
| H/23/49 | 1030(FG) | Toolstation - Shotton, back alley clearance | £35.45 |
| H/23/50 | 1030(FG) | Charlies - Shotton, grating paint | £11.99 |
| H/23/51 | DD | SSE - unmetered supplies - May | £2,959.71 |
| H/23/52 | 0734(SJ) | The Stationary Office - 2 x HSE posters | £27.23 |
| H/23/53 | 1030(FG) | Nomix Enviro - Nomix Dual/Conqueror Amenity | £642.00 |
| H/23/54 | 0734(SJ) | Queensferry Service Station - petrol mowers | £106.15 |
| H/23/55 | 0734(SJ) | Charlies - flowers/compost BBCC//padlock HCC | £93.90 |
| H/23/56 | DD | BES - Gas June | £92.00 |
| H/23/57 | DD | Air Liquide - cylinder rental | £17.76 |
| H/23/58 | DD | ldata - CCTV maintenance - June | £46.20 |
| H/23/59 | DD | Dwr Cymru - 113 The Highway - June | £26.12 |
| H/23/60 | DD | Scottish Power - pavilion/depot - June | £64.83 |
| H/23/61 | BACS | OVW-Innovative Prac Conf-05.07.23 SGJ/Cllr VG | £190.00 |
| H/23/62 | BACS | S.G.Jones - mileage conference, Kenilworth, June | £130.05 |
| H/23/63 | BACS | Done & Dusted - June | £35.00 |
| H/23/64 | BACS | Trebor Jones & Son - tractor parts | £84.85 |
| H/23/65 | BACS4 | Lloyds Bank - Salaries July | £13,239.70 |
| H/23/66 | BACS | HMRC - Salaries July | £5,094.79 |
| H/23/67 | BACS | Clwyd Pensions - Salaries July | £1,253.79 |
| H/23/68 | BACS | H W Oultram - fuel June | £406.91 |
| H/23/69 | BACS | H W Oultram - fuel June GU 16 LGX | £206.16 |
| H/23/70 | BACS | 360 Groundcare - aerate/treat GPF | £1,500.00 |
| H/23/71 | BACS | SLCC - Conference SGJ - 20/21 June | £596.80 |
| | | TOTAL: | £28,660.71 |

Net Cost

Chair of Finance:

Chair of Council: