



CYNGOR CYMUNED LLYSFAEN COMMUNITY COUNCIL

Clerk: Brenda Davies

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LLYSFAEN COMMUNITY COUNCIL MEETING MINUTES

Held on

Monday 13th November 2023, 7pm

At Llysfaen Village Hall

& Via Zoom Link

Members Present:

Mr. R Redhead	Ms. F Stevenson
Mr. J Brownsell	Mr. P Davies
Mr. L Kennedy	Mrs. S Davies
Mr. P Gillbanks (Chair)	Mr. D Jones

Officers Present: Miss B. Davies – Clerk and RFO, Llysfaen Community Council

Visitors Present: None

10156 Apologies: Cllr Capper.

10157 Declarations of interest: None declared.

Retrospective declaration of interest from Cllr James Brownsell, in the outcome of a planning application.

10158 Local representatives report:

Cllr Stewart provided an update as follows:

Llanddulas Quarry – runs alongside Llysfaen, and is within the ward. This site is no longer a landfill site, and is being considered as a major site of future employment. The boundary is Clobryn Road Footpath down to the foreshore.

The current consultation has been arranged for Llanddulas School only at this point.

Planning aid Wales have been called upon, and will accommodate Llysfaen Residents in the evening in Llysfaen on either 21st or 23rd November.

We would require that Clobryn road safety would be put in place.

Cllr D Jones suggested that there would be another 15 years coming out of the land. All planning applications detailed that land at the end of the

Resolved – Clerk to book the room on 23rd November for consultation with the public.

Clerk to release on Social Media and notice boards.

Point raised to Councillors that if there are events in the area, that we refer the events organisers to the County Council safety advisory group (SAG), who will provide support to event organisers.

Cllr D Jones voiced that event organisers should be commended for the work they do to support the village. Councillor Stewart made it clear that his recommendation is for any organisers to contact SAG at CCBC and advise of the event, and ensure that they are supported and compliant in their running of any events.

Bus impact of 20mph limit.

Clerk raised to Cllr Stewart that there had been no reply from CCBC regarding the request to meet about the impact of 20mph limit to Llysfaen (terminus specifically)

Resolved - Cllr Stewart requested that the clerk direct the email request to a specific person, and persist to arrange a meeting.

Cllr D Jones requested that Cllr Stewart review the bus subsidy that was previously given to run busses to the south of Llysfaen, and find why the subsidy was removed.

Resolved – Cllr Geoff Stewart to provide update on why subsidy was removed by CCBC for Llysfaen terminus stops.

10159 Police Matters:

Cllr Kennedy advised that there was a police presence on the estate due to group of children and anti-social behaviour. Police presence has increased in the area, and no further action to be taken at this time.

10160 Minutes of the Last Meeting: The minutes were agreed as a true record. Proposed by Cllr R Redhead, seconded by Cllr L Kennedy.

10161 Matters Arising:

a) The process of managing the action tracker was briefly discussed, with the clerk expressing that there is no clear process. At present all items are being put onto the document, which is time consuming and as the clerk completes the action, she accesses the tracker again and updates and moves to completed.

Resolved – Councillors agreed that not all items to be on the action tracker. Clerk to resend showing all completed actions on a separate tab. Councillors will make clear any actions that are to be added to the action tracker in future meetings.

10162 Planning Matters

Planning Applications

51181 – No objections to the planning application. Clerk to respond.

Planning Decisions

0/50574 – Approved with conditions.

0/51032 – Withdrawn

Planning appeals – None

Planning application process

Planning applications require the decision of Council, and as such will require to be discussed at a full meeting of Council.

Resolved – Clerk to request extension if required for future planning applications that fall outside the next meeting date. Councillors should not to comment on an application circulated for information prior to the next meeting.

10163 Financial Matters and Invoices received for payment:

- a) The Clerk's salary and expenses were approved for payment for November 5th 2023.
- b) Invoices for approval
 - Clerks expenses £196.20 (printing of leaflets)
 - Lawn Medic - £180.00 (Cutting of cemetery grass)
- c) Quarterly bank reconciliation & budget review was circulated to all councillors to review the current balances and transactions of the council, together with statements of account detailing the reconciled balances.
- d) IRP review of Councillor home working allowances and consumables.
Councillors were informed that the new guidance in collaboration with HMRC is that councillors are entitled to claim the following amounts as a flat rate:
Flat rate non-taxable for working from home : £156.00
Flat rate non-taxable for consumables such as printing and stationary : £52.00
Resolved – Clerk to provide a contract to each Councillor with regards to these payments.
- e) Request for all sub-groups budget requirements for 2024-25
The clerk requested that all groups consider and submit their financial requirements for 2024-25.
- f) NALC Salary review for Clerks.
The salary review for clerks has been issued with a backdated pay increase approved by NALC and OVW. Cllrs agreed to pay clerks back pay to April 2023 as per the salary review guidance.

10164 Correspondence and Other Issues

- a) Code of conduct training for January to be circulated to all Councillors.
- b) Scott Jenkins – Youth sheds email advising that they will be taking over the youth shed in the short term, and would like to explain what they are doing to the Community Council.
Resolved – Clerk to invite Scott to a future meeting.
- c) Roadwalks links not working on the website. Brenda will work with Colin Peter to ensure that the links are working correctly.
- d) A member of the public wrote in interested in the environment plan.
Resolved – Clerk was instructed to invite to the next meeting of the environment committee.
- e) National pay agreement NALC information provided in the previous agenda point.
- f) Bryson recycling emails re letter received x2. A member of the public has written to Bryson about the bin collections for the Cemetery. Bryson have contacted us to try and resolve the issue. Clerk has now resolved this, stickers are on the bins together with a new sign asking people not to put plastic in the brown recycling bins.
- g) Wreath was passed to Cllr Redhead, and the service was attended by Cllr R Redhead and Cllr D Jones.
- h) Defibrillator pads –The pads have reached expiry, and have been replaced. The Clerk thanked Cllr P Davies for support in the changing of the pads, as it is the first time that we have needed to change them in this way. The defibrillators are all online and active, with new pad dates provided to The Circuit.
- i) Storm Ciaran notification was circulated to all Councillors at the time.
- j) Invite to Llanddulas School consultation on FCC site.
- k) Scare-fest letter request was received by email from Cllr D Jones. Councillors all agreed that the event is great for the village and thanked the organisers for their dedication to creating events in the local area.
Resolved – Clerk to write to the organisers to thank them for their continued efforts in organising events in the area for the community.

- l) Dog waste bins – details of all dog waste bins was received from ERF and forwarded to the Environment committee for review.
- m) U6s football team requested to have a notice in the notice board by the park – this was placed in the board by Cllr P Gillbanks.
- n) Letter of resignation from Cllr Heritage. It was with sadness that the Councillors received this item. Cllr Heritage was thanked for her service as a councillor.
- o) Request for funding for Youth Services provisions
Resolved – Clerk to review finances for the budget to purchase. Clerk to write to OVW to confirm if can we purchase an item and donate it, if it would need to be held on the assets of the council. Cllrs Redhead and Kennedy to meet with Youth services to gain confirmation of how it will be stored. Clerk to contact Chris Gledhill to ask him to meet with Cllrs at the community centre to discuss how the equipment will be stored.

10165 Consultations

- a) Consultation
 Toilet consultation – reiteration.

10166 Cemetery

Hedges are due to be cut by the contractor, but as it has been wet it has not yet been done. Cllr Paul Davies cut the grass around the war memorial.

10167 Report back from meetings

Cllr P Gillbanks – attended 3rd sector conference at Venue Cymru. Met with CVSC talking about funding about Pentregwyddel play-ground from Gwynt Y Mor and Rhyl Flats. Accessible and inclusive equipment to be reviewed on the park plan.

10168 Community Plan

Cllrs detailed which properties they would deliver the newsletter to, and make efforts to do so within the next week.

The format of the engagement events has not yet been finalised, so the clerk requested a further meeting with Councillors to ensure that the content of the event meets the needs and vision of the Councillors.

10169 Environment committee

No update

10170 Communications Committee

No update.

10171 Items requested on this agenda

- a) Raynes Quarry – Council to lead with engagement with Raynes Quarry.
 No action will be taken unless there are any issues that need to be discussed.
- b) HIGHWAYS – potholes and issues on the local highways, Ffordd Y Llan not completed, Gully outside bowling green blocked (2) blocked for 4 years, buildup of sediment 18inch from verge, more than a road sweeper can handle, will need mechanical equipment.
Resolved – Clerk to request CCBC build- up of sediment road scraping, and arrange a meeting with highways & blocked gully on Gadlas road, between junction and Gadlas road. Sinkhole on grass opposite the bowling green.
 Cllr Capper provided updates while he was a councillor confirming that there should be resurfacing of other roads such as Pentregwyddel Road. To be added to a future agenda.

- c) Agenda – (PG) Cllr Gillbanks raised that he would like to see the agenda be more engaging for the public to understand the content.
Resolved – Communications committee to discuss how the agenda could look in future.
- d) Notice boards – (PG)
- e) Warm Café – Councillors are mindful to run this again in 2023-24
Resolved – Clerk to write to CCBC to ask if there will be a fund for the warm hub again this year.

An item was discussed in committee.

10172 Emergency items – None

Meeting closed at 9.23pm.

Date of next Ordinary meeting: **Monday 11th December 2023, 7pm**