

**BRYNFORD COMMUNITY COUNCIL**

**CYNGOR CYMUNED BRYNFFORDD**

Minutes of the meeting held on **12<sup>th</sup> February, 2019** at Brynford CP School.

**PRESENT:**

**Councillor J. Davies – Chairman**  
**Councillor T. Alcock**  
**Councillor W. Beaumont**  
**Councillor D. Jones**  
**Councillor G. Legg**  
**Councillor D. Redfern-Lloydjones**  
**Councillor L. Rosedale**  
**Councillor P. Wahl**

**APOLOGIES FOR ABSENCE:**

**Councillor L. O’Hare**  
**Councillor T. Stephenson**

**IN ATTENDANCE:**

**Mr. A. Roberts – Clerk to the Council**

**DECLARATION OF INTEREST**

No declarations were declared in respect of the business on the agenda for the meeting of the Council.

**124/19MINUTES**

**RESOLVED:**

That the minutes of the meeting held on the 15<sup>th</sup> January, 2019 were approved as a correct record.

**125/19STREETSCENE SERVICES**

The Chairman reported that Mr. Neil Hickie, Streetscene Area Co-Ordinator, had tendered his apologies for tonight’s meeting. The Chairman further advised that Neil had provided a maintenance schedule and action plan for work in the area - copies of which had been provided to all members.

Members reported the following issues: -

Milwr Road – Fly tipping on roadside verge.  
Slip Road, Brynford Hill – Pothole repairs required.

#### **126/19 UNPERMITTED DEVELOPMENT – LAND ADJACENT TO THE A5026**

##### **PARADISE PARK, THE NANT, BRYNFORD**

Further to Minute No. 114/19 the Clerk reported that following a further two letters being sent to The Chief Executive, Flintshire County Council a detailed response had been received from the Planning Case Officer. The Officer advised of the actions that had been undertaken to date and the proposed planning enforcement in progress.

The Officer confirmed that none of the ongoing development at the site had planning consent. The Clerk advised that copies of the letter had been sent to all members of the Council, the Clerks of Halkyn Community Council and Holywell Town Council, Mr. D. Hanson MP and Ms. H. Blythyn AM for their information. An item had also been included in the Halkyn Mountain News Letter. Members reported of their frustration as to the time it had taken to obtain a detailed response from the Planning Authority. The Chairman advised that all future complaints received from constituents on this matter should be directed to the Planning Authority.

#### **127/19 BEST KEPT VILLAGE COMPETITION 2019**

Councillor D. Jones reported that he had attended a meeting with Flintshire Local Voluntary Council (FLVC) who would be administrating and promoting this competition in the future. Councillor Jones further advised that the FLVC were able to provide additional support such as grant funding and promotion opportunities. The Clerk reported that a project working group meeting had been arranged for February 26<sup>th</sup> for 6.00pm at Brynford Pet Cemetery. Invitations had been sent to Grosvenor Estates, Holywell Golf Club, Countryside Services, Streetscene, Flintshire County Council and Brynford CP School.

#### **128/19 INTERNAL AUDIT PLAN 2018/19**

JDH Business Services Ltd, the Council's appointed internal auditor, had written to the Council setting out the proposed Audit Plan for the financial year 2018/19. The plan provided information on the scope, timescales, reporting and information being required to be made available by the Council.

##### **RESOLVED:**

That the Internal Audit Plan for 2018/19 was approved.

#### **129/19 INTERNAL AUDIT ARRANGEMENTS AT TOWN AND COMMUNITY COUNCILS IN WALES - JANUARY 2019**

The Auditor General for Wales had written to the Council providing the above report. The report showed the findings of a survey undertaken on Internal Audit Procedures that Welsh Councils have in place. The survey had identified a number of areas of concern on how internal audits are undertaken and reported.

The Auditor General further advised that a review of audit arrangements for the sector during 2019/20 would be undertaken.

### **130/19SUMMER PLAY SCHEME 2019**

The Council had received an invitation from Flintshire County Council to participate in this year's summer play scheme programme. The Council had received a grant from the Welsh Government towards the cost of running the scheme enabling it to run for a 3-week period costing £1,374.

#### **RESOLVED:**

The Council confirmed that the budget provision had been made and that the Council would support the scheme.

### **131/19CORRESPONDENCE RECEIVED**

- A) Grosvenor Estates – Planned Drone Survey, Halkyn Common.  
Planned tree maintenance works - Brynford Village Green.
  
- B) Flintshire County Council – Flintshire Forum meeting to be held 14<sup>th</sup> February, 2019 – Councillor D. Redfern-Lloydjones and the Clerk would be in attendance.

### **132/19COMMUNITY POLICING**

The Clerk reported that a copy of the Incident Report received from PCSO C. Freel had been provided for all members.

Members reported that complaints regarding the number of motor bikes ridden on the common were increasing.

#### **RESOLVED:**

That this matter be brought to the attention of PCSO Connor and that he be invited to attend the next meeting of the Council.

### **133/19REPRESENTATIVES' REPORTS**

Councillors P. Wahl and D. Redfern-Lloydjones reported on the meeting with Halkyn Joint Consultative Board advising that the provision of cattle grids on highway gateways leading to the common was in progress.

### **134/19INTERNAL AUDIT REPORT FOR YEAR 2017/18**

Following the completion of the Internal Audit 2017/18, the Council considered the findings of the audit and audit recommendations.

One of the actions was for the Council to review its policy on Financial Regulations and Controls. The Clerk had undertaken a review of the Council's policies and had prepared their draft policies for Council approval.

- A – Local Standing Orders
- B – Financial Regulations
- C – Financial Controls

**RESOLVED:**

That the above 3 policies be adopted and used to support the Council's future framework for financial regulations and control.

**135/19 ANNUAL RISK ASSESSMENT FOR THE YEAR 2019**

The Clerk reported that the Council is required to undertake an annual assessment of any risks that may impede upon the Council's roles, activities and responsibilities.

The purpose of the assessment is to identify any potential risks and take appropriate actions to reduce or minimise those risks that may have been identified.

The Risk Assessment Report for 2019 had been prepared by the Clerk, copies of which had been provided to all members of the Council.

**RESOLVED:**

That the risk assessment was approved.

**136/19 ACCOUNTS FOR PAYMENT**

**RESOLVED:**

That the following accounts were approved: -

1509) Canon UK Ltd (L.G.A.1972s111)	Hire Fees	£33.64
1510) A. Roberts (L.G.A.1972s112,151)	Clerk's salary	£407.27
1511) H.M. Revenue and Customs (L.G.A.1972s112)	P.A.Y.E.	£101.80

**137/19 DURATION OF MEETING.**

The meeting commenced at 7.00pm and was closed at 8.00pm.

**CHAIRMAN**

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