

Tuesday 14th December 2021

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 14th December 2021 commencing at 6.30pm**: (The meeting will be held virtually by video and telephone conference) At the meeting the following business will be transacted :-

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTEREST

To receive Declarations of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual meeting held on the 9th November 2021.

4. MATTERS ARISING FROM THE MINUTES

a) Streetscene Services – To receive any issues that need reporting.

b) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

a) Upgrading of Childrens' Play Area Brynford.

The council has received the draft design proposals and estimated costings from Flintshire County Council - Play Unit Manager.

The proposal provides for an additional toddlers' play structure, safer surfacing and renewal of boundary fencing.

- b) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

a) **063800**

Proposed erection of a double garage with single roller shutter door and pitched roof.

Ty Celyn, Calcot, Holywell CH8 8LG

b) **063030**

Erection of Poles with minor divisions to rebuild overhead lines.

Land at Calcoed Lane, Brynford.

c) **063668**

Change of use of summer house into beauty room.

The Gables, Brynford, Holywell CH8 8AD

d) **063693**

Location. Orientation, site, and size of dwelling substantially unlike approved plans for the permitted dwelling under planning permission 0040/91

e) Development at Crooked Horn Inn, Brynford

f) To consider any other Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. ITEMS RAISED BY MEMBERS

9. APPLICATIONS FOR FINANCIAL ASSISTANCE

10. ACCOUNTS FOR PAYMENT

Tuesday 9th November 2021

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 9th November 2021 commencing at 7.00pm**: For transacting the following business, the meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTEREST

To receive Declarations of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual meeting held on 12th October 2021.

4. MATTERS ARISING FROM THE MINUTES

- A) Streetscene Services – To receive any issues that need reporting.
- B) Provision of Defibrillator in the former BT Kiosk outside Brynford CP School.
- C) Brynford Recreation Ground - Damage to Dugout Roof – Estimation of repair costs.
- D) Refurbishment of Cenotaph - St. Michael's Church, Brynford.
Remembrance Services to be held Thursday 11th November for 10.45 am at St. Michaels Church, Brynford.

E) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A. To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

B) To consider any other Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

The council has received a response form Hannah Blythyn AM, following representations made on behalf of the council to the Chief Inspector, North Wales Police.

8. ITEMS RAISED BY MEMBERS

A. Councillor L. O'Hare – Development at Crooked Horn Inn, Brynford.

9. APPLICATIONS FOR FINANCIAL ASSISTANCE

A. Brynford CP School - Community Facilities.

B. Brynford C.P. School – Food Poverty Project.

10. CO-OPTION OF MEMBER ONTO THE COMMUNITY COUNCIL

The Council has received two applications for the vacancy following the retirement of Mr D. Redfern-Lloydjones.

11. ACCOUNTS FOR PAYMENT

Tuesday 12th October 2021

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declaration of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held 14th September 2021.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Brynford Village Road (B5121) Proposed Traffic Calming Speed Awareness.**
 - B) **Streetscene Services – To receive any issues that need reporting to the services area.**
 - C) **Provision of Defibrillator in the former B.T. Kiosk outside Brynford C.P. School**
 - D) **Brynford Recreation Ground**
 1. **Damage to Dugout Roof**
 2. **Changing Room Electrical Safety Inspection**
 - E) **Resurfacing of Bridleway Track, Naid Y March**
 - F) **Sheep congregating on highway and paths - Brynford Crossroads**
 - G) **Co-option of Member onto the Community Council**
 - H) **Proposed provision of Pedestrian Footpath Bryn Sannan Road, Brynford**
 - I) **Provision of Christmas Tree - December 2021**
 - J) **Refurbishment of Cenotaph - St. Michael's Church, Brynford**

K) **To consider any other matters arising from the minutes**

5. **CORRESPONDENCE RECEIVED**

A. **One Voice Wales Notice of Remote Training Events September and October.**

B. **West Flintshire Town & Community Councils' Working Group**

Meeting to be held Tuesday 5th October 2021 for 6.00pm.

C. To consider any other correspondence received since the dispatch of the agenda.

6. **PLANNING APPLICATIONS**

A) **063083**

Proposed erection of 2 No dwellings with formation of access.

Land side of Delfryn, Brynford

The council has received correspondence from the planning department, copy of which has been provided to members.

B) To consider any other Planning Applications received following the dispatch of the agenda.

7. **COMMUNITY POLICING**

8. **ITEMS RAISED BY MEMBERS**

A. Councillor L. O'Hare – Development at Crooked Horn Inn, Brynford.

9) **APPLICATIONS FOR FINANCIAL ASSISTANCE**

A. Holywell Leisure Centre

10. **ACCOUNTS FOR PAYMENT**

Tuesday 14th September 2021

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on **Tuesday 14th September 2021 commencing at 7.00pm**: For transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,
A. Roberts
Clerk to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declaration of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held 13th July 2021.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Brynford Village Road (B5121) Proposed Traffic Calming Speed Awareness.**
 - B) **Streetscene Services – To receive any issues that need reporting.**
 - C) **Provision of Defibrillator in the former BT Kiosk outside Brynford C.P. School**
To receive a progress report from the Clerk.
 - D) **Brynford Recreation Ground :**
 1. **Damage to Dug-Out Roof.**

2. **Changing Room Electrical Safety Inspection.**
3. **Grass Cutting and Maintenance.**
4. **Supply of Line Marking Machine.**
5. **Canopy lift to trees fronting Bryn Sannan Road.**
- E) **Resurfacing of Bridleway Track, Naid Y March.**
- F) **Sheep congregating on highway and paths Brynford Crossroads.**
- G) **Co-option of new member onto the Community Council.**
- H) **Proposed provision of Pedestrian Footpath Bryn Sannan Road, Brynford.**
- I) **Provision of Christmas Tree December 2021.**
- J) **Refurbishment of Cenotaph - St. Michael's Church, Brynford.**
- K) **To consider any other matters arising from the minutes.**

5. **CORRESPONDENCE RECEIVED**

- A) **Review of the Remuneration Framework for Community and Town Councils**
Members have received a copy of the consultation paper setting out the proposals.
- B) **Licensing Act 2003: Statement of Licensing Policy Consultation**
The Licensing Authority Flintshire County Council had written to the council advising that the above policy was being reviewed in accordance with the requirements of the Licensing Act 2003.
Copy of the draft policy has been sent to all members of the council.
- C) **Multi Location Meetings**
Welsh Government had issued a briefing note setting out guidance for local councils in Wales. It provides information, on how to support wider accessibility to council proceedings in line with the provisions within Local Government and Elections (Wales) Act 2021.

D) Hawthorn Removal Common Land Adjacent to Brynford Recreation Ground
Notice has been received from the Halkyn Mountain Common Ranger, that the next phase of reduction works would be commencing in September.

E) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

A) 063244
Glan Yr Afon Inn, Milwr, Holywell CH8 8HE
Siting of static caravan to use as extra accommodation.

B) 063355
Ebenezer Chapel, Milwr, Holywell, CH8 8HE
Erection of garage with hay loft above.

C) To consider any other Planning Applications received following the despatch of the agenda.

7. COMMUNITY POLICING

The council has received a communication from PCSO Cleo Milburn advising that she will be the new officer for the Brynford Community.
An invitation has been sent to Cleo to attend this meeting of the council.

8. ITEMS RAISED BY MEMBERS

9) APPLICATIONS FOR FINANCIAL ASSISTANCE

10. 6 MONTHLY BUDGET MONITORING REPORT - YEAR ENDING 2022

11. ACCOUNTS FOR PAYMENT

Tuesday 13th July 2021

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council will be held on Tuesday 13th July 2021 commencing at 7.00pm: For transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held 8th June 2021.
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Impact on residents following the installation of cattle grids - B5121 Brynford Village Road. Proposed Traffic Calming Speed Awareness.**
To receive a report from the Chairman and Councillor L. Rosedale following a site meeting held with Highway Officers, Flintshire County Council.
 - B) **Streetscene Services – To receive any issues that need reporting regarding these service areas.**

- C) **Provision of Defibrillator in the former BT kiosk outside Brynford C.P. School**
To receive a progress report from the Clerk.

- D) **Brynford Recreation Ground**
Use of Football Field by Brynford Rams Juniors F.C. for the 2021/22 Football Season.

Brynford Rams Juniors F.C. – Fair Play Team Award.

Damage to Dugout Roof.

Application to Use Brynford Recreation Ground for Jubilee Party Event – Sunday 5th June 2022.

- E) **Resurfacing of Bridleway Track, Naid Y March**
To consider any further information received from Flintshire County Council on this matter since the dispatch of the agenda.
- F) **To consider any other matters arising from the minutes.**

5. **CORRESPONDENCE RECEIVED**

- A) **Fflecsi Public bus Services Holywell and Surrounding Area**
The council has received information from Flintshire County Council advising that bus services LT1, 2 and 3 are converting to pre-bookable services.
- B) To consider any other correspondence received since the dispatch of the agenda.

6. **PLANNING APPLICATIONS**

- A) **063083**
Land side of Delfryn, Brynford, Holywell CH8 8AD
Proposed erection of 2nd dwelling units together with formation of access.
- B) **PEN -Y- GARREG FARM, MILWR**
Further to Minute No 16/21, members had reported that the erection of a commercial building had been constructed at the entrance to the above property. The council had not received any consultation from the Planning Authority, despite reporting this issue some months ago.
Members requested that this matter be reported again to the Planning Authority.

A response has been received from the Planning Authority, advising that the development complied with permitted development.

To consider any other Planning Applications received following the dispatch of the agenda.

7. **COMMUNITY POLICING**
8. **ITEMS RAISED BY MEMBERS**
9. **ACCOUNTS FOR PAYMENT**

Tuesday 8th June 2021

Dear Councillor,

Notice is hereby given that a meeting of Brynford Community Council, will be held on Tuesday 8th June 2021 commencing at 7.00pm: For the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual Annual General Meeting - 11th May 2021.

4. APPOINTMENT OF VICE CHAIRMAN FOR THE ENSUING YEAR

5. MATTERS ARISING FROM THE MINUTES

A) Impact on Residents Following the Installation of Cattle Grids B5121 - Brynford Village Road. Proposed Traffic Calming Speed Awareness.

To receive a report from the Clerk regarding the site meeting with Highways Officers.

B) Proposed Half Marathon Run 2022. Information received from Holywell Town Council.

Cllr L. O'Hare and G. Legg had agreed to represent the council.

To receive an update from Councillor L. O'Hare who attended the virtual meeting.

C) Streetscene Services – To receive any issues that need reporting to these service area.

D) Provision of Defibrillator in the former BT Kiosk outside Brynford C.P. School

To receive a progress report from the Clerk.

E) Brynford Recreation Ground - Use of Football Field By Carmel Juniors F.C.

F) Provision of Defibrillator - Former B.T. Kiosk

To receive confirmation on proposed installation and completion date.

G) To consider any other matters arising from the minutes.

6. CORRESPONDENCE RECEIVED

A) Filling of Vacancy on the Community Council.

B) Pant y Pwll Dwr Quarry, Halkyn Liaison Committee

Confirmation has been received that a Quarry Liaison Committee Meeting will be held in June and December 2021.

C) Notification of Remote Training Events for members during June

D) Resurfacing of Bridle-Way Track, Naid Y March

An application for financial assistance to resurface the track has been received from residents who use this track for access to their property.

E) Obstructions by Vehicles Placed on Track Accessing Heather Cottage, Naid Y March

F) A55 Ewloe to Caerwys and A55 Northop Climbing Lane – Consultation

The council has received an invitation to participate in the consultation on proposed improvement schemes to the A55 Trunk Road.

G) To consider any other correspondence received since the dispatch of the agenda.

7. PLANNING APPLICATIONS

A) Ref: 062897

Proposal: Construction of a 26 bedroom extension with lounges and assisted bathrooms to an existing 18 bedroom care home to provide full nursing care facilities. NOTE - one existing bedroom is lost due to the extension, net gain is 25 bedrooms.

Location: Allerton Lodge Care Home, Calcot, Holywell, Flintshire, CH8 8LG

To consider any other Planning Applications received following the dispatch of the agenda.

8. COMMUNITY POLICING

9. ITEMS RAISED BY MEMBERS

10. WAR MEMORIALS TRUST – APPLICATION FOR GRANT FUNDING REFURBISHMENT OF CENOTAPH - ST MICHAEL'S CHURCH, BRYNFORD

The Council has received an offer of grant funding for the refurbishment of the Cenotaph.

11. ACCOUNTS FOR PAYMENT

Tuesday 11th May 2021

Dear Councillor,

Notice is hereby given that the **Annual General Meeting** of Brynford Community Council, will be held on Tuesday 11th May 2021 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA ANNUAL GENERAL MEETING

1. **Apologies for Absence.**
2. **(A) Appointment of Chairperson for the ensuing year.**
(B) Signing of Declaration of Acceptance of Office.
3. **Appointment of Vice Chairperson for the ensuing year.**
4. **Appointment of Representatives onto Outside Bodies.**
(Copy of current representatives list attached)

AGENDA

1. **APOLOGIES FOR ABSENCE**

2. DECLARATION OF INTEREST

To receive Declaration of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual meeting held on the 13th April 2021.

4. MATTERS ARISING FROM THE MINUTES

A) Impact on Residents following the installation of cattle Grids B5121, Brynford Village Road.

To receive a report from Councillors J. Davies, L. Rosedale and the Clerk following a site meeting with Countryside and Highways Officers.

B) Proposed Half Marathon Run 2022. Information received from Holywell Town Council.

Cllr L. O'Hare and G. Legg had agreed to represent the council.

To receive an update from Councillor L. O'Hare who attended the virtual meeting.

C) Streetscene Services – To receive any issues that need reporting to these services area.

D) Provision of Defibrillator in the former BT Kiosk outside Brynford CP School

To receive a progress report from the clerk.

F) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A. Local Government and Elections (Wales) Act 2021 for Community and Town Council Sector

Members have received a copy of Summary Report, of the Act and notes provided by the Clerk.

To consider the implications of the Act on council procedures in the future.

B) Financial Assistance Provided to Church or Chapels

The Council has received guidance from the National Association of Local Councils on the interpretation of current legislation as to whether a Community Council may provide financial assistance to the church (or other religious bodies).

Attached for members is a copy of the information received setting out the current relevant legislation which needs to be considered when approving financial assistants to religious bodies.

Members will note that the powers in the 1894 Act prohibit council's involvement in property relating to the affairs of the church e.g. the maintenance or improvement of property relating to the affairs of the church.

The guidance also provides examples of legislation which may have been used by councils in the past to make such payments: and the rationale why these powers are deemed inappropriate or overridden by the 1894 Act.

The summary of the guidance recommends that councils should be mindful of the current interpretation of legal legislation, and consider whether it is prudent to take a course of action that it not necessarily legally valid.

C) Pant y Pwll Dwr Quarry, Halkyn Liaison Committee - future development of the quarry.

Correspondence has been received from the Planning Minerals Officer, Flintshire County Council : regarding the recommencement of the liaison committee. Also, Information regarding extended operating hours of the asphalt plant.

D) Match Funding Scheme – Improvements to Children's Play Areas 2021/21

Flintshire County Council has written to the council advising that a condition survey (copy of the report can be made available upon request) has been undertaken by Aura Play Unit Manager, who manage the maintenance of the facilities. Whilst no major defects have been identified, there are a number of minor defects due to usage and age.

Members may wish to consider addressing these defects via the match funding programme.

E) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATION

- A) Ref: 062392**
Proposal: Application for prior notification of proposed demolition.
Location: Delfryn, Brynford, Holywell, Flintshire, CH8 8AD

To consider any other Planning Applications received following the dispatch of the agenda.

7. **COMMUNITY POLICING**

8. **ITEMS RAISED BY MEMBERS**

A) **Community Litter Pick Day Brynford Common.**

9. **WAR MEMORIALS TRUST – APPLICATION FOR GRANT FUNDING REFURBISHMENT OF CENOTAPH, ST MICHAEL’S CHURCH, BRYNFORD**

An opportunity has arisen for applications to be made to the War Memorials Trust for grant funding, of between 25% and 75%, for Cenotaph refurbishment costs. The Cenotaph at St. Michael’s Church needs cleaning and re-lettering. Members are requested to consider the above, with a view to financially supporting a grant application. To receive a progress report from the Clerk.

10. **AUDIT OF ACCOUNTS AND ANNUAL RETURN YEAR ENDING 31ST MARCH 2021**

The council’s appointed Internal Auditor, JDH Business Services Ltd, has completed and approved the Year End audit for 2021. A copy of the audit report has been provided to the council. Members are requested to note the audit findings and approve the recommendations.

The clerk has completed the Annual Return together with financial statements for the External Auditor. A copy has been provided to members for approval.

11. **ACCOUNTS FOR PAYMENT**

Tuesday 13th April 2021

Dear Councillor,

Notice is hereby given that a virtual meeting of Brynford Community Council will be held on Tuesday 13th April 2021 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts
Clerk to the Council

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
To receive Declarations of Interest from members in respect of any issues from the agenda.
3. **MINUTES**
To approve the minutes of the virtual meeting held on the 9th March 2021 (copy attached).
4. **MATTERS ARISING FROM THE MINUTES**
 - A) **Provision of cattle grids, B5121 Brynford Village road.**
A site meeting has been arranged for 10.00am Thursday 15th April. Councillors J. Davies and L. Rosedale will be in attendance.
 - B) **Proposed Half Marathon Run 2022. Information received from Holywell Town Council.**

Cllrs L. O'Hare and G. Legg had agreed to represent the council.
To receive an update from Councillor L. O'Hare who attended the virtual meeting.

- C) Streetscene Services – To receive any issues that need reporting regarding these services.**
- D) Provision of Defibrillator in the former BT Kiosk outside Brynford CP School.**
To receive a progress report from the Clerk.
- E) Proposed Provision of Pedestrian Footpath – Bryn Sannan Road, Brynford.**
Following the decision of the council at the January meeting on this matter. The Clerk has provided the proposed details to the County Council Highways Department. Confirmation has been received that the matter is being considered and further information will be provided in due course.
- F) To consider any other matters arising from the minutes.**

5. CORRESPONDENCE RECEIVED

- A) Provision of Bus Shelter Ffrith Lane, Brynford.**
The Council has received a request for the provision of a bus shelter for school children alighting the school bus services at the above location. The Clerk has obtained information on the policy and procedures for such provision from the Local Education and Transport Authority.
The Clerk will provide an update on any progress being made.
- B) To consider any other correspondence received since the dispatch of the agenda.**

6. PLANNING APPLICATIONS

To consider any other Planning Applications received following the dispatch of the agenda.

7. COMMUNITY POLICING

8. ITEMS RAISED BY MEMBERS

- A) Provision of Highway Animal Grazing Signs - Brynford Common.
- B) Use of Brynford Recreation Ground by Holywell Juniors for Football Training.

9. WAR MEMORIALS TRUST – APPLICATION FOR GRANT FUNDING REFURBISHMENT OF CENOTAPH - ST MICHAEL’S CHURCH, BRYNFORD

An opportunity has arisen for applications to be made to the War Memorials Trust for grant funding, of between 25% and 75%, for Cenotaph refurbishment costs.

The Cenotaph at St. Michael’s Church needs cleaning and re-lettering.

Members are requested to consider the above, with a view to financially supporting a grant application.

To receive a progress report from the Clerk.

10. RESUMPTION OF FORMAL COUNCIL MEETINGS

Following the relaxation of Government restrictions on Covid-19 and based upon current guidelines, the resumption of formal meetings may be possible from June onwards. The Council will need to consider the implications for the safety of attendees and the availability of a suitable venue.

11. ACCOUNTS FOR PAYMENT

Tuesday 9th March 2021

Dear Councillor,

Notice is hereby given that a virtual meeting of Brynford Community Council, will be held on Tuesday 9th March 2021 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTEREST

To receive Declaration of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual meeting held on 9th February 2021 (copy attached).

4. MATTERS ARISING FROM THE MINUTES

A) Provision of cattle Grids B5121 Brynford Village road.

B) Grazing of Sheep on Brynford Common

Further to minute number 61/21, letters have been sent from the Council to the Chairman of Halkyn Common and Mountain Graziers Association, and Grosvenor Estates Department, advising that the Council will not be taking any further action on this matter.

C) Racecourse Farm Babel: Burning of Materials

Further to Minute No 47/21. The Council has been advised by Natural Resources Wales, that the investigation has been deferred until such time that the Council can provide the further information that has been requested.

D) Proposed Half Marathon Run 2022. Information received from Holywell Town Council.

Cllrs L. O'Hare and G. Legg had agreed to represent the council.

To receive an update from Councillor L. O'Hare who attended the virtual meeting.

E) Streetscene Services – To receive any issues that need reporting .

F) Provision of Defibrillator in the former BT Kiosk outside Brynford C.P. School

To receive a progress report from the Clerk.

G) Proposed Provision of Pedestrian Footpath, Bryn Sannan Road, Brynford

Following the decision of the council at the January meeting on this matter. The Clerk has provided the proposed details to the County Council Highways Department. Confirmation has been received that the matter is being considered and further information will be provided in due course.

H) Street Lighting and External Electrical Assets on the Adopted Highway within the County of Flintshire.

Further to the discussion by Members at the February Council meeting. The Clerk has completed the inventory (copy enclosed) of the existing amenity lighting stock. The Clerk will provide an update of progress being made on this matter.

I) To consider any other matters arising from the minutes.

5. CORRESPONDENCE RECEIVED

A) Provision of Bus Shelter: Ffrith Lane, Brynford

The Council has received a request for the provision of a bus shelter for School Children alighting the school bus services at the above location. The Clerk has obtained information, from the Local Education and Transport Authority, on the policy and procedures for such provision.

B) Car Parking Facilities Glan Clwyd Hospital

Further to Minute No 37/20, Hannah Blythyn A.M. had replied to the Council providing a response that she had obtained from the Chief Executive of Betsi Cadwaladr University Health Board. Copy of the letter had been sent to members.

- C) **Pen-Yr-Henblas Quarry – Proposed Boundary Treatment Works**
Annabel Farbon, Agent for Eaton and Halkyn Estates, had written to the Council advising of proposed boundary and car parking treatment works at the above..
Copy of the information received has been sent to all members of the Council.
- D) To consider any other correspondence received since the despatch of the agenda.

6. PLANNING APPLICATIONS

- A) 062513
Proposed alterations and extension :
Hiraethog, Brynford Village Green, Brynford, CH8 8AD
- B) To consider any other Planning Applications received following the despatch of the agenda.

7. COMMUNITY POLICING REPORTS AND COMMUNICATION

PCSO Conner Freel had written to the Council advising that the Chief Inspector for South Flintshire had communicated to members regarding new plans being introduced to contact North Wales Police and other Agencies. This may be more appropriate to provide assistance.

Conner also advised that Community Crime Reports will no longer be provided. However these reports can be accessed via the Police UK website.

8. ITEMS RAISED BY MEMBERS

- A) Byway, Calcoed to Babel.
- B) Laburnum Cottage, Penwylfa – Encroachment onto Highway Verge.
- C) Glan Yr Afon Inn, Dolphin – Siting of static caravan.
- D) Paradise Pride – Development.

9. WAR MEMORIALS TRUST – APPLICATION FOR GRANT TO REFUND REFURBISHMENT OF CENOTAPH, ST MICHAEL’S CHURCH, BRYNFORD

An opportunity has arisen for funding applications to be made to the War Memorials Trust - for between 25-75% grant funding of the refurbishment costs.

The Cenotaph at St. Michael’s Church is in need of cleaning and the improvement of lettering.

Members are requested to consider the above, with a view to supporting a grant application.

10. PARISH ON LINE - Digital Mapping Software

The Clerk has been using a free trial of the above mapping software facility.

It provides access to all aspects of digital mapping information which may be used for copying and printing Council Business. It enables the Clerk to identify reported locations within the community which can be easily copied and sent to Services Departments.

The facility is a subscription service and based on the population of the community - approximately £86 per annum.

11. ACCOUNTS FOR PAYMENT

Tuesday 9th February 2021

Dear Councillor,

Notice is hereby given that a virtual meeting of Brynford Community Council, will be held on Tuesday 9th February 2021 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk to advise, at least three days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATION OF INTEREST

To receive Declaration of Interest from members in respect of any issues from the agenda.

3. MINUTES

To approve the minutes of the virtual meeting held 12th January 2021. (copy attached.)

4. MATTERS ARISING FROM THE MINUTES

A) Provision of cattle grid B5121 Brynford Village Road

B) Grazing of Sheep on Brynford Common

Further to Minute No. 31/21, the council has received a communication from the Chairman of Halkyn Mountain Graziers Association. The Chairman has advised that following a meeting of the association, members have requested that the council writes to the smallholders, pointing out the concerns that have been raised over the husbandry and management of their sheep on the common.

- C) Racecourse Farm Babel: Burning of Materials**
Further to Minute No 47/21. The Council has been advised by a Natural Resources Wales Officer, that the investigation has been deferred until such time that the Council can provide the further information that has been requested.
- D) Proposed Half Marathon Run April/May 2020. Information received from Holywell Town Council**
The council has received notice that a virtual meeting on the above event had been arranged for Wednesday 13th January at 2.00pm.
Cllrs L. O'Hare and G. Legg had agreed to represent the council.
To receive an update from Councillor L. O'Hare who attended the virtual meeting.
- E) Streetscene Services – To receive any issues that need reporting**
- F) Provision of Defibrillator in the former BT Kiosk outside Brynford CP School**
To receive a progress report from the Clerk.
- G) Proposed Provision of Pedestrian Footpath : Bryn Sannan Road, Brynford**
Following the decision of the council at the January meeting regarding this matter, the clerk has provided the proposed details to the County Council Highways Department. Confirmation has been received that the matter is being considered and further information will be provided in due course.
- H) Street Lighting and External Electrical Assets on the Adopted Highway within the County of Flintshire**
Further to the discussion by Members at the January Council meeting, the clerk will provide an update of progress being made on this matter.
- I) To consider any other matters arising from the minutes.**

5. CORRESPONDENCE RECEIVED

- A) Provision of Barriers to Protect Christmas Tree on Village Green**
To consider quotations for the above provision.
- B) To consider any other correspondence received since the dispatch of the agenda.**

6. PLANNING APPLICATIONS

- A)** 0623662 Story side extensions to existing cottage.
Brynsannan Cottage, Bryn Sannan, Brynford CH8 8AX

7. ANNUAL RISK ASSESSMENT REPORT FOR THE YEAR 2021

In accordance with internal audit recommendations the council is required to undertake an annual assessment. The purpose of the assessment is to identify any potential risk and take appropriate actions to reduce or minimise the risk that the council may have identified.

Enclosed for members' attention and approval is the Report of Risk Assessment for 2021.

8) Payment of Members' Allowances for 2021/22

Members have received the claim form for the above entitlement. They are required to complete the claim form indicating if they wish or not wish to claim for the allowance. Upon completion, the form is to be returned to the Clerk for Council records.

11. ACCOUNTS FOR PAYMENT

Tuesday 12th January 2021

Dear Councillor,

Notice is hereby given that a virtual meeting of Brynford Community Council, will be held on Tuesday 12th January 2021 commencing at 7.00pm, for the purpose of transacting the following business: The meeting will be held virtually by video and telephone conference.

(Should any members of the public wish to gain access to the meeting by video or telephone, please contact the Clerk to advise, at least 3 days prior to the meeting).

Yours faithfully,

A. Roberts

Clerk to the Council

A G E N D A

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATION OF INTEREST**

To receive Declaration of Interest from members in respect of any issues from the agenda.

3. **MINUTES**

To approve the minutes of the virtual meeting held 10th November 2020. (copy attached.)

4. **MATTERS ARISING FROM THE MINUTES**

A) **Provision of cattle Grids B5121 Brynford Village Road**

Following representation being made over noise and safety concerns: -

A response has been received from the Client Officer, Flintshire County Council. (Copy email sent to Members).

B) **Grazing of Sheep on Brynford Common**

Further to the council's enquiry as to the number of sheep that are permitted to graze on the common in accordance with the Commons Grazing Register. A response has been received from Legal Services, Flintshire County Council. (copy email sent to members)

C) Racecourse Farm Babell: Burning of Materials

Further to Minute No 37/20.C: The matter had been raised with Ysceifiog Community Council (ward for the property). The Clerk reported that no complaints had been received on this issue. However, no objections were given for raising the matter with Natural Resources Wales. (NRW).

The Clerk further advised that the issue had been reported to NRW who had confirmed that the matter was being investigated. A site plan had been sent to the council requesting that the site of the fire be located on the plan.

D) Speeding Traffic Milwr Road

Following reports received at the November meeting of the council (37/20. D), the clerk reported that the issue had been raised with North Wales Police.

A response had been received that the issue had been reported to the Arrive Alive Team, who were surveying the existing traffic speed limits and highway traffic warning signs.

E) Proposed Half Marathon Run April/May 2020. Information received from Holywell Town Council

The council has received notice that a virtual meeting on the above event had been arranged for Wednesday 13th January at 2.00pm.

Cllr L. O'Hare and G. Legg had agreed to represent the council.

F) Car Parking Capacity Glan Clwyd Hospital

Further to minute No 37/20 A, the clerk reported that a letter regarding the inadequate car parking facilities and withdrawal of the Park and Ride Services had been reported to Hannah Blythyn A.M.

Confirmation of receipt had been received advising that the issue had been raised with Betsi Cadwaladar Health Board.

G) Streetscene Services – To receive any issues that need reporting

H) To consider any other matters arising from the minutes

5. CORRESPONDENCE RECEIVED

A) Street Lighting and External Electrical Assets on the Adopted Highway within the County of Flintshire.

Mr Darell Jones Operational North & Street Lighting Manager, Flintshire County Council has written to the council. (Copy email sent to Members)

The letter sets out the requirements for the council to provide evidence that the council's Street Lighting Contractor has the correct accreditation for maintaining lighting systems on the adopted highway.

The Clerk is in discussion with the council's Lighting Engineer with a view to providing the required confirmation.

The council is also required to provide an up-to-date inventory of the locations and types of light the council maintains. This survey is currently being undertaken by the Clerk.

In addition to the above, each light is required to have an electrical safety inspection and certificate every 6 years. At present the council does not have this facility in place. The estimated cost for this inspection is £25 per light. The Clerk has been in discussion with Mr D. Jones who has confirmed that the certification can be undertaken over a rolling programme. Following consultations with the Chairman and Vice Chairman, I am proposing that the council undertakes the inspection of all its lighting stock over the next two years. Provision of £1,500 has been made within the council draft budget for 2021/22 which will cover the cost for 25 of the 50 lights that the council currently maintains.

As several councils in Flintshire have received this letter and their position is very similar to Brynford Community Council, I am in discussion with the Clerk to Caerwys Town Council, Halkyn, Whitford and Ysceifiog Community Councils. The purpose of this would be to obtain more competitive quotations for the inspection and certification of lights, subject to council approval.

B) External Audit of Council Accounts year ending 31st March 2020

BDO the council appointed external auditor has notified the council that the audit has been completed and approved.

A copy of the findings of the audit report has been sent to members by email.

The council is required to approve the audit and publish the completion and approval notice on the council website.

C) Provision of Pedestrian Footway Bryn Sannan Road Brynford

The council has received a letter requesting that consideration be given to the provision of a pedestrian footpath on the above highway. Several residents currently use the highway as a means of walking children to school or bus pickup points.

D) Future Audit Arrangements for Community and Town Councils in Wales

As previously reported, the Auditor General for Wales has undertaken a review of the current audit system. Following completion of the review from 2002-21 onwards, audit arrangements for community councils in Wales will include a 3 year audit cycle: Two limited procedure audits and a transaction based audit once every three years.

The council has been advised that years 2020/21 and 2021/22 will be basic audits and 2022/23 will be a full audit.

- E) To consider any other correspondence received since the dispatch of the agenda.

6. PLANNING APPLICATIONS

- A) 061292
Extensions and alterations to create enlarged lounge and foyer/entrance area together with 2 ground floor and 6 first floor en-suite bedrooms.
The Crooked Horn Inn, Bryn-Sannan, Brynford CH8 8AX

7. ITEMS REPORTED BY MEMBERS

8. DRAFT BUDGET AND SETTING OF PRECEPT FOR FINANCIAL YEAR 2021/22

Enclosed for members consideration is a copy of the draft budget for the year 2021-22. Members are requested to note the year end projected expenditure for year ending 2021 and the projected budget requirements for 2021-22.

Also enclosed is the Precept Option Report for 2021/22. Members are requested to note the budget requirements whilst setting the appropriate precept for the next financial year.

9. ACTIONS UNERTAKEN BY DELEGATED POWERS DURING DECEMBER 2020

- A) Payment of accounts
- B) Planning Applications

10. APPLICATIONS FOR FINANCIAL ASSISTANCE

- A) St Michael's Church - Cemetery Maintenance
- B) Calcoed Chapel – Cemetery Maintenance

11. ACCOUNTS FOR PAYMENT