

# CYNGOR CYMUNED - BRYNEGLWYS - COMMUNITY COUNCIL

## MINUTES

of the

Community Council Annual Meeting held on 8<sup>th</sup> May, 2017

at

The Old School, 7:30pm

Agenda Item	Subject	Action
1.0	<b>Present:</b> Community Councillors: Siân E. Thomas (Chairperson); Andrea Choudhury; Paul J.E. Anyon; Richard Davies. County Councillor Hugh Evans (Local Member) Ian T. Thomas (Acting Clerk)	
2.0	<b>Apologies:</b> Community Councillor Sharon M. Baines Nia Roberts (Clerk)	
3.0	<b>Open Meeting:</b> No residents in attendance.	
4.0	<b>Appointment of Chairperson and Vice Chair &amp; Declarations of Acceptance of Office</b>	
4.1	Andrea chaired the commencement of the meeting and sought nominations for the position of Chairperson for the Community Council for the next twelve months. Siân was proposed by Paul, seconded by Richard. No further nominations were forthcoming and Siân accepted the nomination. Approved by those present.	
4.2	Siân proposed to defer the appointment of a Vice Chair as Sharon is not in attendance and also wait until full membership of the Council is achieved, seconded by Andrea and agreed by those present.	

4.3	The new Chairperson and each of the Community Councillors present completed their Declaration of Acceptance of Office form. All were signed, witnessed and placed on file as required by DCC.	
5.0 5.1          5.2	<p><b>Appointment of Co-opted Members</b></p> <p>After having consulted with Denbighshire County Council, Ian briefly outlined the procedure to be carried out as required by the County Council to fill the two Community Councillor vacancies. As an election had only just taken place with each of the current Community Councillors elected unopposed, DCC would not allow another to be held but required the vacancies to be filled by co-option. Ian tabled a draft copy of the notice he had prepared in line with DCC requirements with a closing date a week prior to the next meeting so that, if required or if there were more than two expressions of interest, any further information could be sought from the candidates before the meeting.</p> <p>It was agreed to place the notice in both information points in the village and on the website. Paul proposed uploading the notice onto Facebook, agreed by those present. It was further agreed not to circulate a flyer around each parish household as discussed at the previous meeting.</p>	
6.0	<p><b>Minutes of Community Council Meeting held on 3<sup>rd</sup> April 2017:</b></p> <p>Siân outlined the previous minutes which were accepted as a true record, proposed by Andrea, seconded by Richard.</p>	
7.0 7.1	<p><b>Matters Arising from the Previous Meeting:</b></p> <p>Item 6.1 refers, Resident's complaint of strong smell in the village. No update from resident or DCC since the last meeting.</p>	

<p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p>	<p>Item 6.2 refers, Peacocks. DCC have reported that a resident in the village has confirmed that they have not adopted the peacocks. DCC also reports that the RSPCA are actively looking for a home for them.</p> <p>Item 6.3 refers, 2016/17 Accounts Issued to External Auditors. Response awaited.</p> <p>Item 6.4 refers, Income Tax payable for the Clerk for the last five years. Awaiting response from Inland Revenue for two of the years and from external accountant to arrange the procedures for the other three years, which should be completed soon.</p> <p>Item 6.7 refers, Consultation of DCC's Learner Transport Policy. Sharon's response awaited.</p> <p>Item 7.0 refers, Trustees Training. Agreed by all to wait for all trustees to be in post prior to making arrangements.</p>	<p><b>SMB</b></p>
<p>8.0</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p>	<p><b>Trustees Update:</b></p> <p>Siân is meeting DCC's Head of Service tomorrow regarding the TAP grant.</p> <p>Andrea proposed that available BCC funding is utilised to top up the TAP grant to allow all windows, external doors, gutters and fascia works to be carried out in a single phase. Seconded by Paul and agreed by all.</p> <p>Siân reported that she had now received the updated Business Plan for Canolfan Iâl from NCompass Consultants to include the Vision presented by Suryiah Evans at the last meeting and the alterations suggested by Ian, copy to be issued to the Trustees.</p> <p>The next Trustees meeting is to be held on 18<sup>th</sup> May.</p>	<p><b>SET</b></p> <p><b>Acting Clerk</b></p>

<p><b>9.0</b></p> <p>9.1</p> <p>9.2</p>	<p><b>One Voice Wales Conwy/Denbigh Area Committee Representative/s Appointment:</b></p> <p>Paul pointed out that he already attends these meetings in his capacity as a Corwen Town Councillor and that he was happy to also represent BCC. All in agreement. Ian to complete forms and issue to One Voice Wales.</p> <p>Sian pointed out that she had attended a number of worthwhile events facilitated by One Voice Wales and highly recommended attendance to all.</p>	<p><b>Acting Clerk</b></p>
<p><b>10.0</b></p> <p>10.1</p> <p>10.2</p> <p>10.3</p>	<p><b>Planning Matters:</b></p> <p>Ian tabled correspondence received from DCC Planning Department together with application forms, drawings and other documents in support of an outline application with details of access by the erection of 6 dwellings on 0.18ha of land at Brooklyn, Bryneglwys.</p> <p>The Planning Authority is seeking any observations from BCC for DCC to consider when they deal with the application.</p> <p>After perusing the documents, the Community Councillors decided not to forward any comments to Denbighshire.</p>	
<p><b>11.0</b></p> <p>11.1</p> <p>11.2</p> <p>11.3</p>	<p><b>Clerk Duties:</b></p> <p>It would appear there is no Job Description or Person Spec for this post. All agreed that a list of duties needs to be drafted for the role of Clerk and Financial Officer.</p> <p>Paul expressed grave concern that the current remuneration appears to contravene minimum wage legislation. It seems to be considerably less than any other Community Council in the area.</p> <p>All agreed that the description of the role and the remuneration needs to be transparent and fair and that both the job description and level of</p>	

11.4	<p>remuneration needs to be looked at.</p> <p>All agreed to investigate JD's and Person Specs for similar roles and Paul agreed to provide a copy of the JD for Corwen Town Council's Clerk.</p>	All PJEJ
12.0 12.1 12.2	<p><b>Charitable Status:</b></p> <p>The Charity Commission have now responded to the application for charitable status requesting additional information. Siân to respond.</p> <p>The Canolfan Iâl Trustees who signed the Charity Commission application forms comprise all the previous Community Councillors. It was agreed by all to await the full response from the Charity Commission before altering the names of the Trustees to the newly elected Community Councillors and co-opted members.</p>	SET
13.0 13.1 13.2 13.3 13.4 13.5 13.6 13.7 13.8 13.9 13.10 13.11	<p><b>Correspondence:</b></p> <p>HSBC Business Money Manager Account monthly statement.</p> <p>DCC Register of Electors.</p> <p>DCC Road Works Bulletin – 5<sup>th</sup> April.</p> <p>One Voice Wales – Victims &amp; Survivors' Consultative Panel Vacancy.</p> <p>Darren Miller AM / AC Surgery Posters.</p> <p>One Voice Wales – Charter for Trees, Woods &amp; People.</p> <p>One Voice Wales – Welsh Water 2050 workshop, Cardiff: 03/05/17.</p> <p>DCC Road Works Bulletin – 7<sup>th</sup> April.</p> <p>One Voice Wales White Paper Reforming LG, Resilient &amp; Renewed: Community &amp; Town Councils Manifesto – Making Democracy Work for Wales.</p> <p>Planning Aid Wales Network Event, Place Plans, Newtown: 25/05/17.</p> <p>DCC Your Talking Points (April - June 2017).</p>	

13.12	Npower quarterly electricity invoice.	
13.13	One Voice Wales – Betsi Cadwaladr Stakeholder Reference Group Meeting: 27/03/17.	
13.14	DCC New Asset Management Strategy, see following link: <a href="https://www.denbighshire.gov.uk/en/your-council/strategies-plans-and-policies/asset-management/asset-management-strategy.aspx">https://www.denbighshire.gov.uk/en/your-council/strategies-plans-and-policies/asset-management/asset-management-strategy.aspx</a>	
13.15	DCC Road Works Bulletin – 12 <sup>th</sup> April.	
13.16	One Voice Wales – Press Release: Ockenden Team & Health Watchdog.	
13.17	One Voice Wales – New Councillor Induction Training, 7 locations in May/June. Paul reported having already attended new Councillor training previously as well as other training facilitated by One Voice Wales and highly recommended all other Community Councillors to attend.	All
13.18	Localgiving Fundraising Platform Rhyl – Funding stream information, see following links: <a href="http://localgiving.org">localgiving.org</a> and also: <a href="#">just for charities &amp; groups in Wales</a>	
13.19	Private Individual, Broadstairs, researching a Spitfire which crashed near Bryneglwys during WWII, seeking information. Acting Clerk in correspondence seeking grid references for site.	
13.20	One Voice Wales – Wales & West Utilities’ Annual Stakeholder Workshop, Llandudno: 17/05/17.	
13.21	One Voice Wales Social Media Policy Template. Ian to circulate.	Acting Clerk
13.22	One Voice Wales AGM: 30/09/17 – Motions required by 30/06/17.	
13.23	DCC – Conwy & Denbighshire Public Services Board – Bring your Ideas Events: June 2017.	
13.24	Private Individual, Broadstairs, response to Acting Clerk’s correspondence/further enquiry. Acting Clerk in correspondence querying grid references	

	for site.	
13.25	One Voice Wales – Letter forwarded from WAO Assistant Auditor General.	
13.26	DCC Road Works Bulletin – 21 <sup>st</sup> April.	
13.27	Welsh Water notification of fitting new water meter.	
13.28	Play for Wales Spring magazine.	
13.29	Npower Business Solutions electricity contract rates.	
13.30	Private Individual, Broadstairs, response to Acting Clerk’s further correspondence / further enquiry, providing alternate grid references for site. Acting Clerk in correspondence having sought information from the Clwyd-Powys Archaeological Trust on the three plane crashes in Bryneglwys during WWII, requesting precise location for the site of interest having advised on suitable agencies to provide said information.	
13.31	One Voice Wales – New Councillor Induction Training, Mold: 18/05/17.	
13.32	One Voice Wales – New Councillor Induction Training, Abergele: 24/05/17.	
13.33	Planning Aid Wales Network Event, Place Plans, Newtown: 24/05/17, see following link: <a href="http://planningaidwales.us8.list-manage1.com/track/click?u=0668fdc717bd95b34c4409c86&amp;id=23c3e157a2&amp;e=dfc669d61a">http://planningaidwales.us8.list-manage1.com/track/click?u=0668fdc717bd95b34c4409c86&amp;id=23c3e157a2&amp;e=dfc669d61a</a>	
13.34	DCC Road Works Bulletin – 26 <sup>th</sup> April.	
13.35	DCC Confirmation of 1 <sup>st</sup> payment of Precept.	
13.36	One Voice Wales News Bulletin.	
13.37	DCC Road Works Bulletin – 28 <sup>th</sup> April.	
13.38	Private Individual, Broadstairs, response to Acting Clerk’s correspondence. Acting Clerk awaiting detailed information.	
13.39	One Voice Wales – Wales Audit Office Non-Executive Members Vacancy.	

13.40	One Voice Wales – LG Advanced Finance Training, Llanrwst: 11 May 2017.	
13.41	Welsh Water Invoice.	
13.42	One Voice Wales Bulletin – April, see following link: <a href="http://mailchi.mp/284fc4afab72/newyddion-diweddaraf-gan-un-llais-cymru-latest-news-from-one-voice-wales?e=1eb2110e5f">http://mailchi.mp/284fc4afab72/newyddion-diweddaraf-gan-un-llais-cymru-latest-news-from-one-voice-wales?e=1eb2110e5f</a>	
13.43	One Voice Wales – WG National Development Framework for Wales, see following link: <a href="#">webpage</a>	
13.44	One Voice Wales – National Assembly for Wales’ Expert Panel on Assembly Electoral Reform, see following link: <a href="#">Panel’s website</a>	
13.45	DCC Road Works Bulletin – 3 <sup>rd</sup> May.	
13.46	Estimate for works to 3no. buttresses.	
13.47	Windows, Doors, Guttering & fascias quotation.	
13.48	Windows & Doors quotation.	
13.49	Windows, Doors & Guttering quotation.	
13.50	One Voice Wales – Training at Llanrwst, Abergele, Mold, Bala & Coedpoeth.	
13.51	Charity Commission acknowledgement of application, aiming to respond within 8 weeks.	
13.52	DCC Road Works Bulletin – 5 <sup>th</sup> May.	
13.53	One Voice Wales – Annual Subscription Renewal confirmation	
<b>14.0</b>	<b>Any Other Business:</b>	
14.1	There was general discussion on the public transport situation in the village as outlined on BCC’s website.	
14.2	Hugh feels that the public transport service to the village is not as good as it should be and needs to inspire confidence from all Parishoners.	
14.3	Hugh feels that DCC’s Transport Framework is centred around the providers of the service, ie the contractors’ needs and that it should be centred on the users’ needs.	
14.4	There was discussion on BCC purchasing a printer / scanner. Paul recommended a very cost effective	



	<p>scheme provided by HP in which the necessary ink and paper is automatically provided by HP after they constantly interrogate the printer via the web and then through a courier service direct from them, with a monthly fee set for low or medium or high users, all carried out automatically at a minimal and very competitive monthly cost.</p> <p>The meeting closed at 9:40 pm.</p>	
15.0	<p><b>Date of Next Meeting:</b> Next meeting to be held on Monday 5<sup>th</sup> June, 2017 commencing at 7:30 pm at the Old School.</p>	

Signed Chairperson ..... *Paul E. Thomas* ..... Dated ... *5/6/2017* .....

Minutes approved subject to any modifications as outlined in minutes of next meeting.