

## **QUEENSFERRY COMMUNITY COUNCIL**

### **MINUTES OF MEETING HELD ON 10<sup>th</sup> OCTOBER 2023 AT SANDYCROFT COMMUNITY CENTRE, PHOENIX STREET, SANDYCROFT, CH5 2PD.**

**PRESENT:** Councillors: Mrs. D. Milner (Chair), Mrs. C. Jones (Vice-Chair), Mr. B. Connah, Mrs. P. Connah, Ms. K. Perry, Mrs. L. Povey, Mrs. S. Salisbury, Mr. T. Williams, Mr. D. Wisinger.

Mrs. C. Hughes – Clerk and Responsible Financial Officer

**IN ATTENDANCE:** A representative from Streetscene.

#### **19/23 APOLOGIES FOR NON-ATTENDANCE**

Apologies were received from Councillor Mr. C. Bowden and Councillor Mr. M. Hughes.

**RESOLVED** – that the apologies be received and accepted.

#### **20/23 DECLARATIONS OF INTEREST**

The following interests were declared in respect of the agenda:

Councillors Mrs. P. Connah, Ms. K. Perry in relation to a request for funding towards a pupil swimming programme from Queensferry CP School.

Councillor Mrs. S. Salisbury in relation to a request for funding towards a children's Christmas party from Sandycroft Community Centre.

**RESOLVED** - that it be noted the above declarations of interest were made to Council at the beginning of the meeting in respect of the agenda.

#### **21/23 OPEN FORUM - MATTERS RAISED BY THE PUBLIC**

No members of the public were in attendance. The Clerk had not received any requests from the public to hold a hybrid meeting.

#### **22/23 CO-OPTION VACANCIES (TWO VACANCIES)**

The Chair advised that two applications had been submitted in relation to the two co-option vacancies. One candidate had since withdrawn, meaning one vacancy would need to be re-advertised. Members of the Council voted and Councillor Mr. B. Connah was duly co-opted onto the Council.

**ACTION** – Chair to arrange for vacancy to be re-advertised.

**RESOLVED** – Councillor Mr. B. Connah was duly co-opted onto the Council.

## **23/23 CHAIR'S REPORT AND ACTIONS SINCE 12<sup>th</sup> SEPTEMBER 2023**

### **a) Invitations to attend Council Meetings**

The Clerk advised that County Councillor Mr. D. Selvester had been invited to the meeting, however he was unable to attend due to a clash with another meeting.

### **b) North Street – fly tipping and noise**

The fly tipping situation had improved since the last meeting of the Council, however some fly tipping continues to take place. Streetscene continue to clear rubbish. The Chair advised that a request had been submitted to Flintshire County Council to install CCTV in the area. It was noted that there are ongoing anti-social problems. Cllr. C. Jones had informed the PCSO, and they had been invited to this meeting but were not in attendance.

**ACTION** – Chair to report issues to ASB Officers at Flintshire Community Council.

### **c) Odour issue - soggy mop smell**

Cllr. C. Jones updated members on the 'soggy mop smell' following an email update received from Environmental Health at Flintshire County Council. The email stated:

*Following an extensive investigation, and working alongside an independent specialist, Flintshire County Council has confirmed that a potential source of the odours experienced were from the Wastewater Sewage Network Systems and Queensferry Wastewater Treatment Facility that are managed by Dwr Cymru/Welsh Water. Officers are in direct communication with Dwr Cymru/Welsh Water regarding this matter. Dwr Cymru/Welsh Water have given us assurances and are currently working with us to investigate the odour issues and to establish root cause.*

### **d) Rectors Lane by Kim's Sandwich Shop**

The dangerous parking issue in Rectors Lane is being monitored by Streetscene. A resident had queried whether a site visit has taken place with Cllr Mrs. C. Jones. Streetscene have raised a job in relation to fencing and railings by the shop.

**ACTION** – Streetscene to check whether a site visit has taken place and report back to Council.

### **e) Council's Street Lighting**

A comprehensive list of street lighting has not yet been received from Flintshire County Council to update the Council's Asset Register. This information has been requested again by the Chair.

### **f) Overgrown Hedge – Station Road**

The Chair advised that a letter had not been sent by the previous Clerk to the public house manager at The Bridge Inn and the brewery at Punch Pubs regarding the overgrown hedge at Station Road.

**ACTION** – Clerk to follow up.

**g) Former New Inn Site – Land at Station Road**

The situation is being monitored in relation to new builds on this site.

**h) Land on Factory Road**

The Chair advised that land on Factory Road is being sold by Bolton Birch.

**ACTION** – Clerk to contact Planning Department to ascertain whether any planning applications have been received in respect of the site.

**i) Dip in road by Morgan's yard**

Flooding in the dip is likely linked to mains water supply.

**j) Clock in Queensferry**

It is unclear who is responsible for maintaining the clock. It is not listed as an asset on the QCC Asset Register.

**ACTION** - Streetscene to investigate who could repair this.

**k) Verges and Wildflower**

Wildflower is cut once a year to ensure it grows back. Verges have been cut back up to a certain point on Chester Road where there is no knotweed. Ongoing work is taking place.

**l) Faulty traffic lights in Queensferry**

Located by the pedestrian crossing and the hairdressers.

**ACTION** - Streetscene to follow up.

**m) Bin in Children's Play Area**

Ongoing issue with birds around the bin.

**ACTION** - Streetscene to follow up.

**n) Councillor Email Accounts**

The Chair advised that with effect from the November meeting all Councillors will be set up with Queensferry Community Council email addresses. The meeting will start at the earlier time of 6.30pm to enable time for email accounts to be set up on devices.

**ACTIONS** - Councillors to bring their devices to the next meeting to enable email accounts to be set up. Chair to email link to Councillors.

**o) Standing Orders**

Standing orders will be reviewed at the meeting in November.

**ACTION** – Clerk to include on agenda.

**p) Appointment of Permanent Clerk**

Interviews for the position of permanent clerk have taken place. Mrs. C. Hughes has been appointed.

**RESOLVED** – that the Chair’s report be noted.

**24/23 MINUTES OF THE ORDINARY MEETING HELD ON 12<sup>th</sup> SEPTEMBER 2023**

Councillor Mr. D. Wisinger proposed the minutes as an accurate record, seconded by Councillor Mrs. P. Connah.

**RESOLVED** – that the minutes of the meeting of the Council held on 12<sup>th</sup> September 2023 be confirmed as a true and accurate record.

**25/23 MATTERS ARISING**

**Parking Issues** – Several examples were cited at the meeting as areas of concern, such as, by the KFC in Queensferry, the junction at Fairfield Road and Chester Road, Pierce Street and Gladstone Street. Councillor Mrs. C. Jones had emailed enforcement at Flintshire County Council to raise these issues again.

**ACTION** - Chair to make further enquiries with Parking Enforcement Officers and request sight of the plans drawn up previously, including a proposed one-way system at the junction of Fairfield Road and Chester Road.

**26/23 PLANNING APPLICATIONS**

| Planning Application Consultation Number | Application Details  | Location   |
|--|--|--|
| TEL/000164/23                            | Proposed 5G Telecoms Installation: H3G 20M Street pole and additional equipment cabinets | Street Works, Chester Road, Sandycroft, Deeside, CH5 2DS |

Councillors raised concerns regarding the proposed 5G telecoms installation in Sandycroft and lack of consultation from Welsh Government.

**ACTION** – Letter to be drafted to Welsh Government in respect of the installation of proposed 5G telecoms installation in Sandycroft.

## **27/23 REQUESTS FOR GRANT PAYMENTS**

The following requests for assistance with funding had been received:

- a) Sandycroft Community Centre – funding towards a children's Christmas party requested. Cllr. Mr. D. Wisinger proposed a donation of £200. This was seconded by Cllr. Mrs. C. Jones.
- b) Cerebral Palsy Cymru - charity donation requested. Cllr. Mr. D. Wisinger proposed a donation of £100. This was seconded by Cllr. Mrs. C. Jones.
- c) Queensferry CP School - assistance with funding a pupil swimming programme requested. Cllr. Mr. D. Wisinger proposed a donation of £250. This was seconded by Cllr. Mrs. C. Jones.

## **28/23 APPROVAL OF ACCOUNTS FOR PAYMENT**

Payment references 55-63 were approved for payment at the meeting.

Payment references 37-38 and 40-54 had previously been approved for payment at the Finance Meeting held on Tuesday 26<sup>th</sup> September 2023. Payment reference 39 had not been authorised due to a credit being applied to the account by the creditor.

**RESOLVED** – A transfer of £5000 to be made from one account to another, to pay invoices received in October 2023.

## **29/23 TO NOTE INCOME RECEIVED**

Covered under agenda item 30/23.

## **30/23 INCOME AND EXPENDITURE**

The Clerk presented an Accounts spreadsheet to Council. The spreadsheet is being populated with income and expenditure for financial year 2023-24. Cllr. Mrs. P. Connah suggested adding in reference to the numbered paragraph from the minutes of meetings relating to entries in the spreadsheet for ease of reference and auditing purposes.

**ACTION** – Clerk to add in numbered references from the minutes of meetings against entries.

## **31/23 TO DISCUSS FUNDING OPPORTUNITIES**

- a) Community Orchard Package - Clerk to liaise with Ferry Community Garden.
- b) Flintshire Communities Fund – Passed to Cllr. Mrs. L. Povey to explore further.
- c) Town Centre Activities and Events Grant - Passed to Cllr. Mrs. L. Povey to explore further.

### **32/23 COUNCIL'S TRAINING PLAN 2023-24**

Council reviewed and adopted the Council's Training Plan 2023-24. The Clerk advised that electronic training records have been prepared to record and monitor attendance at training. Training opportunities are emailed to Councillors on a monthly basis.

The Chair encouraged Councillors to attend training, for example, courses offered by One Voice Wales and Netwise training.

**RESOLVED** – The Council's Training Plan 2023-24 was reviewed and adopted.

### **33/23 CORRESPONDENCE**

None received.

### **34/23 MATTERS RAISED BY MEMBERS OF COUNCIL**

#### **a) Assets of Community Value**

Further to an item raised under AOB at the Finance meeting on 26<sup>th</sup> September regarding Assets of Community Value and the proposed sale of The Bridge Inn public house, Cllr. Mr. T. Williams advised that Assets of Community Value apply in England not Wales. Cllr. Mr. T Williams advised that Cllr. Mr. M. Hughes proposed to write to Punch Pubs in relation to usage of the building to request it remains as a public house.

#### **b) Christmas Tree**

Cllr. Mrs P. Connah had been making enquiries regarding Christmas tree costs. The Hawarden estate had quoted £450, an increase of £50 compared with the past two years, but less than other quotes obtained. The tree and lighting will be put in place on Friday 1<sup>st</sup> December with switch on planned for Saturday 2<sup>nd</sup> December.

**ACTIONS** – Cllr. Mrs P. Connah will contact the Round Table to arrange visit by the Santa van. Cllr Mr. M. Hughes to arrange pat testing of Christmas tree lights.

#### **c) Keep Wales Tidy**

Cllr. Ms. K. Perry queried whether the Council is still interested in pursuing Keep Wales Tidy. The Chair confirmed on behalf of the Council.

**ACTION** - Cllr. Ms. K. Perry to follow up copying Chair and Clerk into email correspondence.

#### **d) Budget Setting**

Clerk to work with Cllr. Mrs. C. Jones and Cllr. Mrs. P. Connah regarding budget setting ahead of the Council meeting in December.

**ACTION** – Clerk to set up meeting.

#### **e) Scarecrow Festival**

Successful event with positive engagement from the community.

**f) Remembrance Sunday**

Arrangements in place regarding poppies and wreaths.

**35/23 MATTERS RAISED BY MEMBERS OF THE PUBLIC**

No matters were raised.

**36/23 DATE OF COUNCIL'S NEXT MEETING**

7<sup>th</sup> November 2023, 7pm, Sandycroft Community Centre, Phoenix Street, Sandycroft, CH5 2PD

**NOTE: Councillors to meet at the earlier time of 6.30pm to set up email accounts.**

The meeting opened at 7pm and closed at 8.35pm

..... Signed Chair

..... Date