

CYNGOR CYMDEITHAS BODFARI
BODFARI COMMUNITY COUNCIL

**Meeting of Bodfari Community Council
Held on the Tuesday 9th June 2020**

***Held ONLINE via ZOOM due under s78 of the Corona Virus Act 2020**

Present

Cllr Martin Shutt (MS) Chair

Cllr Alan Waterfield (AW)

Cllr Naomi Luhde-Thompson (NLT)

Cllr Sue Davidson (SD)

Cllr Rebecca Parrin (RP)

Cllr Julie Burnage (JB) Vice chair

Cllr Christine Marston (CM) DCC representative

Clerk Antony Burnage (AB)

1. Apologies for absence

Cllr Heather Griffiths (HG)

2. Declarations of Interest

None received.

3. Minutes of the previous meeting

Minutes of the meeting on 12th May item 12 (vi) amended, action CM not MS. Otherwise accepted

4. Matters arising from the previous meeting

i. Online Banking. Now resolved with the Clerk having full access to the BCC accounts. Further discussion to decide whether to progress to BACS payments instead of cheque payments required.

Action AB

ii. Online meeting 23/06/20. It is agreed that this event should be held via an online platform (e.g., Zoom) with members of the local community being offered access albeit numbers will be limited according to the capabilities of the platform. Notification of how to apply for access to the meeting will be posted on the Agenda for the next meeting in the village notice boards as well as on the council Facebook page. During the meeting, control measures are required to ensure comments and queries by public spectators are managed appropriately, these measures are to be determined.

Action NLT and MS.

iii. The Downing Arms. MS advised that telephone contact with the owner has not been achieved. CM advised that Catherine Bradshaw from CRW contacted the owner of the site about the problem and was given assurance that he would visit the site on or after 28th May 2020 to resolve the issue. Inspection of the site indicates that no action has been taken. Photographs will be taken which will be forwarded on to the appropriate parties. **Action CM**

iv. Aberwheeler Nurseries. See email received post-meeting from CM regarding DCC response.

Action ALL.

v. Roadside field between Ty Nant Helygen and Forge Farm. Re: complaint from Mr and Mrs Shaw, Minffordd, Mold Road, contact details for the owner Mr J Wright have not been found. **Action CM**

JM MS

vi. Planning. Planning Application 41/2020/0308. Screening of construction on the land adjacent to Ty Draw not sufficient and laying of the hedging to be suggested as an improvement to the scheme. Photographs required. **Action AW**

vii. Playground and park.

1. An invoice from the Playground Inspection Company has been received but there is no evidence that the inspection has been completed and the report received. To chase. **Action AB**
2. An electronic version of the playground inspection form has been created and circulated. This should be used from now on and forwarded to the Clerk for filing. If any urgent or serious issues are highlighted during an inspection an email should be sent to all councillors for action. **Action ALL.**
3. Engaging and non-threatening posters about dog fouling will be created and sited around the village. **Action RP.**

viii. Correspondence. Courses available for council members through One Voice Wales to be circulated amongst members. **Action AB**

ix. AOB.

1. Previously discussed action for Broadband improvement ongoing. **Action HG**
2. Speed restrictions within the village and at Bont Tryffydd discussions and campaign to continue. A request for an assessment by the police will be made. **Action HG CM.**

5. County Councillor's Report

(i) See attached report.

6. Planning

i. No applications received.

8. Highways/Footpaths

(i) Highways to be informed of a potentially hazardous, damaged tree on the roadside. **Action AW.**

9. Finance/Payroll

- i. Copies of the cashbook/accounts summary to be sent to all councillors. **Action AB**
- ii. The Clerk informed the council that because of no Clerk being in post between January and May 2020 the financial returns and general paperwork are not up to date. It is hoped that this will be rectified before the end of June. **Action AB**
- iii. Payment of Clerks salary to be established as per appropriate pay scales. **Action AB**

10. Village, playground and park

- i. The last inspection of the playground showed no major problems with everything in generally good order. Weeding of the boules court and general maintenance of the brambles and alder trees is required - Bodfari Environmental will be advised of this. **Action AW.**
- ii. A quote has been obtained from Denbigh Timber Products for a new gate, the quote was approved and it will be ordered. pAW SMS **Action AW.**
- iii. Telephone box. A quote has been received for refurbishment of the telephone box and it was agreed that this should be completed. The contractor will be contacted to also quote for the installation of shelves in readiness for the book share scheme. **Action RP**
- iv. Ceramic map. Measurements to be taken of the space next to the Telephone box and noticeboard to see if the map can be installed there. **Action AW.**

11. Correspondence Received.

i. None received.

12. AOB

- 1. Insurance. The Clerk advised that the BCC insurance has been renewed with the existing provider as of the 1st June 2020. **Action none.**
- 2. The Clerk advised that the annual accounts and Audit have not been submitted but should be complete by the end of June. See item 9 (ii) above.
- 3. Laptop computer. The Clerk has requested either an upgrade to the existing laptop or a new machine. pAB SMS **Action AB**
- 4. File Storage. Currently, the clerk holds numerous storage boxes containing council correspondence and he queried whether secure storage/archiving could be provided. Assessment of the contents is needed to decide what action is required. **Action ALL**
- 5. Candidate Development Sites. General discussion about the sites and which, if any, are suitable for development. The need to include the residents of Bodfari and the surrounding areas in these discussions was deemed paramount and as per item 4 (ii) above, holding a public meeting via an online platform will be held on the 23rd June 2020. Assuming DCC will consider these sites for development, BCC feel that representation for a preferred site and associated beneficial improvements to the village infrastructure should be made in accordance with local opinion. DCC planning department will be approached to gauge what thoughts they have about each site. **Action CM.**
- 6. Traffic calming and speed restrictions. See action 4 (ix) above.
- 7. Facebook posting protocol. It was agreed that all posts to the FaceBook page must be approved by council beforehand. **Action ALL.**
- 8. Woodland Trust free trees. It was agreed that free trees (hedging and foraging collections) will be applied for to arrive in November. If successful these will be planted in appropriate sites throughout the village. **Action JB.**
- 9. Playground Inspection Company Statement. See item 4 (vii) above.

13. Date of next meeting

Tuesday 14th July 2020 under s.78 Coronavirus Act 2020 tbc to take place ONLINE at 7pm.

There being no other business, the ONLINE meeting closed at 21.00pm.

Signed..... Chair

Date.....

Minutes prepared by Clerk Mr A Burnage 11th June 2020.

Distribution: MS, NLT, SD, RP, AW, HG, JB, CM. Via email.

County Councillors report.

Business rate relief form available online

More than a thousand businesses have applied for business rate relief administered by Denbighshire County Council.

The Welsh Government has announced a range of support for businesses which Denbighshire and other local authorities across Wales are administering.

So far 1,115 businesses have applied for business rate relief support in Denbighshire and an online application form is available at :-

<http://www.denbighshire.gov.uk/business-rates> and contact the Council's Economic and Business Development Team on econ.dev@denbighshire.gov.uk or [01824 706896](tel:01824706896).

Advice on how to prepare waste for collection

Denbighshire County Council is advising households on the best way to prepare waste for collection during the coronavirus outbreak.

Food, blue and black bins are continuing to be collected as normal, but residents are being asked to help protect council staff.

Members of the public can assist by keeping their distance from waste collection crews to keep them safe and to keep waste containers as clean as possible, cleaning bin handles and lids before and after collection.

Research suggests the virus can stay alive on some waste items, like plastic, for up to 72 hours.

Green bin collections have been suspended for the time being to protect the core of the Waste service collection, ie Food caddy, blue & black bins.

Changes to highways and public realm operation in Denbighshire

Denbighshire County Council is making changes to the way it operates its highways and public realm functions to continue to provide critical services to residents.

Due to reductions in staffing levels arising from the spread of coronavirus and the need to reduce the frequency and duration staff work together, changes have been made to a number of functions, to prioritise essential highways and street cleansing work.

Highways Works: All reactive works will be limited to key routes throughout the county. The type of roads that we will prioritise include main classified routes (A & B roads); principal bus routes; access routes to hospitals, schools and cemeteries; access to police, fire, ambulance and rescue services; primary routes serving substantial villages/communities; main industrial routes that are important to the local economy and main access routes to shopping areas. The main focus will involve dealing with potholes and addressing other associated highways safety issues.

Grounds Maintenance: All works are to cease as soon as possible, and the existing workforce will be redeployed to focus on highways reactive works and street cleansing.

Street Cleansing: All scheduled cleansing and sweeping works are to cease in order for priority to be given to the cleansing of town centre areas and main routes. Normal

functions in these areas will continue such as the emptying of litter bins and general litter picking. Fly tipping requests will be assessed individually and work carried out only if resources are available and it is deemed necessary. All priority areas will be regularly inspected and any necessary work will be carried out on a daily basis.

Gully Cleansing: Scheduled works will continue on the A road network and emergency response cover will be maintained at all times. On the forecast of any heavy or prolonged periods of rain we will check locations that are prone to flooding - this work will be prioritised when weather conditions require.

Street Lighting: We will be providing a reduced service in order to be able respond to issues such as defective lighting and emergency situations requiring an urgent response such as road traffic accidents and damaged equipment, during the working day and during out of hours.

Community Resources

Work has been carried out over the last week by Denbighshire County Council officers with input from County Councillors and City, Town and Community Councils to pull together and map out a list of resources available during the Covid-19 outbreak across Denbighshire.

You can find the list at <http://www.denbighshire.gov.uk/communityresources>

The list contains information about local emerging groups and businesses across Denbighshire offering support across including information about food deliveries, grocery services and support services. As well as community based information it also contains links to a variety of support agencies and networks which operate locally, regionally and nationally.

Please share this widely with your friends, relatives, neighbours and community.

We are aware that the Excel spreadsheet may not be accessible to all and not easy to access by mobile devices. Officers are exploring alternative ways of sharing this information with our communities and this will be updated and shared soon.

This list of key information will be updated on a regular basis and should you have any information or links that you feel would be useful to residents please email community.development@denbighshire.gov.uk.

Youth clubs and centres:

The county youth clubs and centres have been closed to the public and staff. The service will continue to offer support and virtual youth engagement opportunities in order to keep on touch with young people at this challenging time. Youth workers will be offering advice, activity, guidance and interaction – through virtual youth work and social media formats.

Once the guidance changes to enable groups to meet, centres, clubs and educational visits will resume.

Contact Email youth.service@denbighshire.gov.uk; Twitter

@DCCyouthservice YouTube @DCCyouthservice Facebook Denbighshire Youth Service

Paying Council tax:

We understand many people will be financially impacted by COVID-19. We urge customers who will struggle to pay their Council Tax to contact a member of the

team where we will be able to offer you support and advice on how it can be paid, and any assistance that can be offered.

If your income has reduced, you may be entitled to claim Council Tax reduction by visiting <http://denbighshire.gov.uk/counciltax>. The sooner you do this the earlier your claim will be paid from should you qualify. You can also check your eligibility for other benefits by visiting gov.uk/benefits.

Should you wish to seek advice regarding your Council Tax please email revenues@denbighshire.gov.uk , or if urgent, please call [01824 706000](tel:01824706000).

We are currently receiving very high call volumes so would urge customer to use our website/online applications where every possible

Countryside Service:

Natural Resources Wales advice is to take care of yourself and others by following Public Health Wales and Government guidance.

Residents are asked to avoid unnecessary travel and to make any outdoor walk local to your area, do not get into your car to travel.

Walking trails remain open but those using them must exercise alone or with your own household only and, if encountering other people, maintain the social distancing rule.

Letter from Welsh Government to vulnerable people

The Council is aware that Welsh Government has written to vulnerable people across the UK, advising them of precautions they should take and to contact their local authority if they are worried or have support needs.

The Council is putting arrangements in place to deal with these calls. If people decide to call the Council's Customer Service Centre, details will be taken and passed on to a team who will call them back to discuss their needs.

Where support is needed from the community, the team will be able to share details of what's on offer in the local area and help people to make arrangements if necessary.

Where support is not available, details will be shared with Denbighshire Voluntary Services Council (DVSC) who will try to use volunteers to help meet needs in the community.

Car Parks

The below car parks are now closed:

- Rhyl Pavilion
- Beach Road East, Prestatyn
- Nova West, Prestatyn
- Central, Rhyl
- Barkers Well Lane (Multi-Storey), Denbigh
- Quay Street, Rhyl
- Crispin Yard, Ruthin

Council Offices

Main council offices at County Hall (Ruthin), Caledfryn (Denbigh) and Russell House (Rhyl) : All are closed to the public. People are encouraged to visit the Council's website for any information (<http://www.denbighshire.gov.uk>) If you have any concerns about the welfare of a resident, please contact the Single Point of Access (SPOA) on [0300 456 1000](tel:03004561000). For Out of Hours emergencies, please call [0345 053 3116](tel:03450533116) for Social Services, or [0300 123 3068](tel:03001233068) for all other services.

Parks and playgrounds:

The Council has closed all parks and playgrounds across the County.

Loggerheads and Moel Famau Country Parks have been closed to the public, as well as Brickfields Pond in Rhyl, Marsh Tracks in Rhyl and Coed y Morfa in Prestatyn. The Council has taken this decision in line with Welsh Government advice to help prevent the spread of Coronavirus and is in line with other Local Authorities and National Parks move to close public parks and beauty spots following concerns for public health with large numbers of people visiting . Please help by following government guidance to stay at home, avoid unnecessary travel and practice social distancing.

Household Waste Recycling Centre Closures:

In order to help enforce the UK government's instruction for residents to stay at home, all three of Denbighshire's Household Waste Recycling Centres have closed until further notice. Travelling to these sites to dispose of waste is NOT a valid reason to leave your homes. Employees at these sites will be re-trained ready for redeployment to support our key waste collection kerbside services for food waste and residual (black bin) waste.

Please retain your bulky waste, DIY waste, electrical items and garden waste within the curtilage of your own properties. Please do not put out this waste for collection on your usual kerbside bin day as we will not be able to collect it. If you discover hazardous waste at your property during a DIY project, such as asbestos, please contact the Council immediately for advice and to arrange it's removal.

Registration Service:

Registration Service: As of 23rd March 2020, Denbighshire Registration Service has taken the decision to cease conducting marriage, civil partnership or other discretionary ceremonies (e.g. renewal of vows; baby naming etc.) at the Register Office and at any licensed venue in Denbighshire until further notice. Anyone who has already made a booking may contact Denbighshire Registration Service by emailing: ceremonies@denbighshire.gov.uk The registration of Births and Deaths is now Strictly by Appointment Only. Please make an appointment by calling [01824 708100](tel:01824708100). Copy certificates may be ordered over the telephone by calling [01824 708100](tel:01824708100). Please note that it may take longer than normal to process your application, as priority will be given to the registration of Births and Deaths.

Payments to the Council

Payments to the Council: Numerous residents have been in touch, asking how they should make any payments to the Council. Residents can pay for council tax, business rates, housing rent, housing benefit overpayment, parking fines and general invoices via the Council's website: <http://www.denbighshire.gov.uk/pay> or by the automated phone line: [0300 456 2499](tel:03004562499). Where customers have a housing rent or council tax payment card, or a bill with a barcode payments can be made (via card, cash or cheque) at a Post Office, Paypoint or direct at the Natwest Bank. Customers are asked to have the correct reference numbers for their payment when using these payment options.

Denbighshire licensed taxis/private hire

Important information regarding Denbighshire licensed taxis/private hire: The Licensing Team have had to implement interim steps for licensed taxis and private hire vehicles during the coronavirus situation. As of today, you may see expired "taxi" plates on some vehicles. Please do not be alarmed by this, as behind the scenes we have ensured that all the necessary licensing checks have been done! You could now see, for the foreseeable future, a vehicle displaying an out of date vehicle plate on the rear, with either a paper printed version of the updated plate displayed in the vehicle or have available, on inspection, a smartphone version. If you can't see either of these please always ask the driver for proof of licence before you start your journey, they will be happy to show you. You can also check by looking at the updated register of drivers / vehicles on our website <http://www.denbighshire.gov.uk/taxi-licences> Any concerns please contact the Licensing team at licensing@denbighshire.gov.uk or [01824 706342](tel:01824706342).

Cynghorydd / Councillor Christine Marston