

MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL

Held in St Stephens Church Bodfari at 7.00 pm Tuesday 12th September 2023

and by TEAMS conferencing software:

<https://teams.live.com/join/9457876445184?p=DtAOqluul2Tha77a>

Present:

Cllr Julie Burnage (Chair) (JB) (Via Teams)

Cllr Philip Barley (Vice Chair) (PB)

Cllr Sue Davidson (SD)

Cllr Alan Waterfield (AW)

Cllr Rebecca Parrin (RP)

Cllr Martin Shutt (MS)

Also present:

Heather Eubank (Clerk)

1. Apologies:

Cllr Julie Johnson (JJ)

Cllr Chris Evans

PB welcomed everyone to the meeting. JB joined the meeting via TEAMS so it was agreed PB would chair the meeting.

2. Declaration of interests:

None.

3. Urgent Matters: Notice of items which, in the opinion of the Chair, should be considered at the meeting as a matter of urgency pursuant to Section 100B (4) of LGA 1972.

The Marquee. The Marquee had been erected on the school playing fields for summer events. Strong winds on the 15th of July 2023 blew the marquee over and it became wrapped around an electricity pylon. The marquee is currently being stored by local couple Jeremy and Jenny. The damage noted at the time was the gable ends of the tent were ripped and all the ground bars need replacing however further inspection is needed to ascertain full extent of damage and to take photos to send to insurers.

Scottish Power were called out to shut off the electricity supply to the electricity pylon before the Marquee could be retrieved. There may be a cost for this however as yet BCC has received no invoice.

A risk assessment for use of the Marquee was completed by the school but the risk of strong winds was not included.

Insurers were informed, (SD spoke to Layla and Amber), and a claim reference obtained – 4502644644. Insurers stated they would not be sending an assessor.

Going forwards BCC to consider using storm straps and large wooden pegs which swell in wet ground giving better anchorage.

Actions:

Contact insurers to find out time limit for claim. – HE

Ask for refund of license - HE

Contact Scottish Power to see if invoice has been raised if there is a time constraint on claim. -HE
Examine Marquee and take photos – SD, RP, HE
Contact Marquee supplier to check cost of replacing damaged parts once inspection completed - HE
Add use of marquee in strong winds to risk assessment. Contact new head teacher about this - HE

4. To receive minutes of the meeting of 11th July 2023.

RESOLVED: That these minutes be approved as a true record.

Proposed: **SD** Seconded: **AW**

5. Matters arising from previous minutes

- i. Tŷ Cerrig. Now complete
- ii. Goalposts. Russ Welding gave Clerk a guide date for fabrication and installation of 2nd August 2023. Still not installed.
- iii. No volunteers came forwards from the Facebook post.
- iv. Storage Container. No response yet.
- v. C360 – Lights at Maes Y Graig. Not resolved.

Actions:

- i. **None**
- ii. **Goalposts – awaiting completion. Chase up Russ welding. HE**
- iii. **Speed watch – Ask Dee Jones to put advert for volunteers in next Bodfari resident's circular email. Put advert up in the noticeboards. HE**
- iv. **Awaiting response from Cardiff. Speak to David Meredith Jones- HE**
- v. **C360 Lights at Maes Y Graig – MS to ask DCC why a new light cannot be installed. AW suggested asking Gareth Edwards to quote for installation of light.**

6. County Councillor's Report. Will circulate when received.

7. Planning and Highways:

a) Highways.

- i. Northbound Approx 130m South of its Junction with Bro Lleweni
B5429 DRE GOCH JUNCTION TO A541 JUNCTION GEINAS 22/09/2023 Gwelliannau Diogelwch ar y Ffyrdd/ Road Safety Improvements DCC TRAFFIC
BODFARI Stopio Mynd/Stop Go Temp Traffic Lights AOO/OOH Call 01824 708486/07787295769.
- ii. Pont Ruffydd
A541 BLUE HAND CORNER BODFARI TO JUNCTION B5429 LLANDYRNOG 11/09/2023 - 12/09/2023
Gwaith Draenio / Drainage Works K T L CONTRACTING LTD BODFARI Goleuadau Traffig Dros Dro/
Temp Traffic Lights AOO/OOH
Call 01824 719016/07831293571.
- iii. BRYN TIRION COTTAGE. DRE GOCH JUNCTION TO TY GWYN, BODFARI, DENBIGH,
11/09/2023-13/09/2023 Gwaith Dwr / Water Works MORRISON WATER SERVICES (BODFARI)
Ffordd ar Gau/Road Closure

b) Planning

- i. Planning Application 41/2023/0527 - Dilys o/Valid From 09/08/2023, Warren House, A541
From B5429 Llandyrnog To Rose Garden Bends Bodfari, Bodfari, Denbigh, DENBIGHSHIRE, LL16

4DPHysbysiad blaenorol ar gyfer dymchwel 2 adeilad allanol / Prior notification for the demolition of 2 outbuildings

It was decided in this meeting that BCC has no objections to this application. DCC to be notified by Clerk.

8. Finance

- a. Financial report: Bank balances at 31st August 2023. Reserve Account: £4469.37. Main Account: £9975.58.
- b. Payments:
 - i. Clerk (HE) Salary August 23 £360.96
 - ii. HMRC Tax and NI August 23 £81.40
 - iii. Waterloo Hire (toilet for events) lottery fund spend £50.57
- c. Income
 - i. Precept £2833.00
- d. Lottery Fund ring fenced monies.
 - i. HE has created a new page on the accounting document showing income and expenditure for lottery fund spending. SD confirmed the vat reclaim from 22-23 period included vat paid when purchasing the Marquee. This has been added to the lottery fund pot.

RESOLVED: That these be approved. Proposed: **PB** Seconded: **SD**

Annual Return – Any issue raised by Internal auditors need to be completed by March 23

For Information.

- i. Annual Return has been uploaded to BCC website.
- ii. Issue 2 - of BCC Annual Return. Check and update BCC Financial Regulations. Clerk advised BCC may adopt Financial regulations produced by NALC as these are updated annually and are in line with legislation. This was suggested by SLCC and has been adopted by Tremeirchion and Waen CC. – Confirm at next BCC meeting
- iii. Issue 3 – Update Fixed Asset Register. Clerk advised a new document is needed to be in line with current legislation. Clerk will have a better understanding of this when ILCA training has been undertaken. Work ongoing, Clerk to present to BCC meeting when complete to be agreed and minuted as complete.
- iv. Clerk advised that spending versus budget should be reported quarterly according to Financial Regs so a page has been added to accounts to do this and will be presented at next meeting for quarter ending 30th September 2023.

9. Village Playground and Park

- i. Park inspection.
- ii. Tender.
- iii. Grounds Maintenance
- iv. Signage.

JJ added to Master Park Inspection Document.

Need 3 quotes to remove remaining 4 Ash trees from the park and inspect the other 2 Ash trees. AW has given Clerk “what3words” location points for the trees.

Tender document to change grass cuts per annum to 16.

Park Notices. Clerk received communication from Andrew Steel. Spoke on phone then email sent to Andrew Steel for advice on - Enforcement of £25 penalty for dog fouling. Advice on code of conduct for use of park. Suppliers of park notices and if the sign should be bi-lingual.

New gate needed for entrance to park. Lot's of things need attention as shown on park inspection reports such as benches covered in lichen. Planting needed etc.

Action:

- i. **Complete tender and send to Clerk - JB**
- ii. **Send out tender for quotes for Grounds Maintenance and for removal of 4 ash trees. HE.**
- iii. **Signage for park. Take advice from Andrew Steel and gain quotes for signage. – HE.**
- iv. **List of items and skills needed to complete park tidy up. Organise a date for with Bodfari Residents to have a park clear up day. HE**
- v. **3 quotes for new gate. HE**
- vi. **Boules court needs resurfacing – quotes HE**

10. Correspondence

- i. Email from Jessica Roberts about Clerk position. HE advised this she had taken over Clerk role but has passed on other council-based opportunities which were circulated by Tracy Gilmore (One Voice Wales).
- ii. Email from Patrick Sha asking for information on public benches in the area – No response sent.

11. Footpath to Park.

RP Checked back through archived documents but statements for 2013 only found for reserve account. Fran Williams responded to email and asked for information on proposed site for pathway

Action:

- i. **Meet with Fran Williams. - AW**
- ii. **Ask bank for Main Account statement for 2013. HE**

12. War Memorial Restoration.

Mark Livingstone sent MS quote for annual maintenance. Cost £195 plus vat. BCC decided that work is not needed this year and felt that over cleaning could diminish the actual bronze.

13. Offa's Dyke Stamp.

Clerk had received enquiries from local resident about the location of the Offa's Dyke stamp on behalf of some walkers that couldn't find it. The stamp used to be kept in the noticeboard to the side of the Oriel Gallery so he wondered where it had been moved to and why.

RP explained that kids kept removing the ink or it would be left open and go dry and the stamp would go missing. Therefore, in agreement with the chairman of the Offa's Dyke (David) the stamp was moved to the gate of the Oriel Gallery. RP ensures the location is kept in good repair and ensures the stamp and inks are checked regularly and the location is clearly marked.

A notice has been added to the noticeboard to state where the stamp is located as walkers often use old books to locate the stamp. **Clerk to send update of location to Offa's Dyke website.**

14 Debrillator.

Clerk received document from One Voice Wales about "The Circuit". You can register your defibrillator on there so emergency services know where nearest defibrillator is when taking 999 calls. Clerk to register Bodfari Defibrillator

15. Ceramic Map.

To complete and erect. Anthony Burnage will make a frame for map and it will be erected next to noticeboard at the side of Oriel Gallery.

16. Talk on Sustainable Funding Grants

Steve Wiliams and Ant Tomlinson were welcomed to the meeting. They spoke to BCC about SDF grants that may be available next year. Recent grants they helped with are Ruthin replacement gates for church. Reinstating ponds. Sprucing up village greens.

Ant talked about Community Miles leaflets they have created for specific villages with walks that take in points of local interest. BCC members to highlight routes then Ant would help with improving signage, changing stiles to kissing gates and way marking. Footpath developments costs for gates, leaflets, way marking approximately £2k. Match funding given by SDF.

BCC wants to make the park more accessible for people with disabilities. They also want to make the park more age inclusive.

Other ideas: -

The Toad route which has been damaged because of the bank quarry development. Toads to be diverted to new route.

JB offered to donate a field for development of a new pond
Timber frame shelter

Steve and Ant advised Councillors to button down a wish list and a few ideas for walks. Could maybe ask Creative play companies to come and give ideas on Improvements.

Need to start application January 2024.

17. AOB.

- i. Clerk contacted charity but they wouldn't change their online details until AW contacts
- ii. Clerk wrote letter but couldn't post as Hemblas Hall is having extensive construction work.
- iii. Noticeboard in the park. Member of the public has mentioned that the noticeboard information needs updating.
- iv. RP reports that whilst the flooding at Tŷ Cerrig has been rectified,
- v. there is still flooding outside AP Motors.

Actions:

- i. **AW to contact charity to tell them to contact new Clerk (HE).**
- ii. **Contact Rhodri to trim hedge - MS.**
- iii. **Check what needs updating and report back to next meeting. JB**
- iv. **Report flooding to DCC. MS**

Next meeting 7pm to 9pm 10th October 2023 at Ysgol Bodfari.

