

MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL
Held in the Private Dining Room of the Dinorben Arms Bodfari on the 13th of February
2024 and by TEAMS conferencing software: [Join Teams by:](https://teams.live.com/meet/9455325411411?p=taVYrDviaeMKxZV9)
<https://teams.live.com/meet/9455325411411?p=taVYrDviaeMKxZV9>

Present:

Cllr Julie Burnage (Chair) (JB)
Cllr Philip Barley (Vice Chair) (PB)
Cllr Julie Johnson (JJ)
Cllr Martin Shutt (MS)
Cllr Sue Davidson (SD)
Cllr Rebecca Parrin (RP)

Also present:

Heather Eubank (Clerk)
Cllr Chris Evans (via Teams)

1. Apologies:

None

JB welcomed everyone to the meeting.

2. Declaration of interests:

JB - Agenda item 9(iv).

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.

None.

4. To receive minutes of the meeting of 4th January 2024 and to receive minutes of the meeting 9th January 2024.

RESOLVED: That the minutes of the 4th January 24 be approved as a true record.

Proposed: **MS** Seconded: **JB**

RESOLVED: That the minutes of the 9th January 24 be approved as a true record after correction of name from Anthony to Antony in 5 Matters arising, point iii.

Proposed: JB **Seconded: PB**

5. Matters arising from previous minutes

i. **Marquee.**

Risk Assessment to be completed when replacement Marquee(s) have been purchased. Two damaged Marquees to be scrapped (make a note on fixed assets doc). PB asked if he could take the damaged Marquees to use as a waterproof cover for a seasonable Santa Sleigh? This was agreed.

ii. **Storage Container.**

Ongoing – Revisit when the replacement Marquee(s) are purchased.

iii. **Ceramic map.**

Just waiting for warmer weather as Map frame has to be set in concrete.

iv. **Noticeboard in park.**

Graphics not completed.

Actions:-

- i. Remove from next agenda - HE.
- ii. Remove from next agenda - HE.
- iii. Ongoing.
- iv. MS to complete graphics, send to HE. Take to PR Signs to create new sign – HE.

6. County Councillor's Report. Circulated prior to meeting.

7. Planning and Highways:

a. Highways.

- i. 01/02/2024. Goleuadau Traffig Dros Dro/ Temp Traffic Lights
Wrth / Nr Warren House A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS
BODFARI
Gwaith Torri Coed / Tree Cutting Works R MILLS
AOO/OOH Call 07788593105.
- ii. 07/02/2024. Goleuadau Traffig Dros Dro/ Temp Traffic Lights .
B5429 BODFARI DENBIGH LL16 4BT - B5429 DRE GOCH JUNCTION TO A541 JUNCTION
GEINAS. Gwaith BT/ BT Works SUNBELT RENTALS (DCC)
AOO/OOH Call 0370 050 0792.
A541 TY NANT HELYGEN DENBIGH LL164DP
- iii. 19/02/2024 Goleuadau Traffig Dros Dro/ Temp Traffic Lights .
A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS BODFARI
Gwaith BT/ BT Works SUNBELT RENTALS (DCC)
BODFARI AOO/OOH Call 0370 050 0792
- iv. 19/03/2024 - 05/04/2024. Ffordd ar Gau/Road Closure OUTSIDE CARTREFLE
ABERWHEELER VILLAGE TO BERLLAN
Gwaith Trydanol / Electrical Works O'CONNOR UTILITIES (KAI)
BODFARI
AOO/OOH Call 01244207659/ 08003308615

b. Planning.

- i. 41/2023/0770
Newid defnydd annedd i ffurfio llety ategol
ewn cysylltiad â'r "The Old Rectory" change of use of dwelling to form ancillary
accommodation in connection with "The Old Rectory" The Old Rectory Bodfari
Denbigh Grid Reference: 309,165.34 370,148.3429 12 /2023 Mr Jones Ward =
Tremeirchion

The above planning application was previously discussed in 11th Dec 23 Minutes.
41/2023/0798 Manninagh, Pistyll Bach Road was discussed in meeting 9th Jan 24. JB,
MS, JJ and HE, (on behalf of BCC), submitted comments on this planning application as
agreed in the meeting.

8. Finance

a. Financial report: Bank balances at 31st January 2024:-

Reserve Account £4509.38.

Main Account £10558.57 (**£6,213.81 of this amount is ring fenced as it is from a lottery grant
and fund raising**).

b. Payments.

- i. Clerk salary January 2024 £442.36
- c. **Income.** Payment from Insurers for damaged marquees. £2390.80

RESOLVED: That these Accounts be approved.

Proposed: JB Seconded: MS

d. **Proposed Virements** (see budget tab for 2023-2024 on accounts doc).

Move from Insurance to Ground Maintenance - £80.00.

Move from Councillors Allowance to Clerks Salary - £1,400.00, (Letters received from Cllrs to ask that fees be put back into BCC funds for 23-24).

Move from flowers to Grounds Maintenance - £100.00.

Move from Room hire to Clerk Salary - £300.00.

Move from Donations to Grounds Maintenance - £200.00.

Move from Annual Report to Grounds Maintenance - £100.00.

RESOLVED: That the following virements are approved:-

Proposed: JB Seconded: SD

Action: Update Budget doc with approved virements HE.

e. **JDH Business Services.** BCC Councillors agreed to continue to use JDH as their internal auditor.

f. **Fixed Asset Register (FAR) 2024-2025.**

- i. Previous Clerk, (Mel Ab Owain), stated the printer and Scanner listed on the current FAR have been scrapped.
- ii. Marquees. These have been scrapped, (see 5 point ii).
- iii. Land at the Park. Clerk noted the land from the park was purchased from Arthur Pennant for £1000 but is not listed on the FAR? Clerks from other Community Councils have added land to their FAR's at a nominal fee of £1 or the value of the purchase. What should be added to Bodfari Community Council's FAR? Not Discussed

Actions:-

- i. **Make a note that printer and scanner have been scrapped on the FAR. – HE.**
- ii. **Marquees. Remove cost from FAR and re-list when replaced HE.**
- iii. **Add the land purchased from Arthur Tennant to FAR and add to agenda for March 24 to decide value to be documented – HE.**

9. Village Playground and Park

- i. Park Inspections. SD completed.
- ii. Tender. Completed.
- iii. Grounds Maintenance. Big Park Tidy up March 16th 2024 10 am to 1pm. Weather check on the 13th and if wet, move the date to the 23rd March 24 10am-1pm. All children to be supervised.
- iv. **New Gate and Post** – Quotes requested from: -
Denbigh Timber - £634.73 plus Vat.
Chris Burnage (updated quote with extra post) £455 no VAT.
Pen y Bryn Joinery – Response was they only do commercial work. Try Carl Owen.
Carl Owen – No Response.
John Davies – Suggested by Townsends Denbigh - No Response.
Councillors agreed that BCC would ask Chris Burnage to complete this work.
- v. Ash Trees – Quotes received from: -
Aerial Arborists - £1300 plus vat.

Lees Trees - £1200 – No vat.
Bodfari Environmental £1218 plus vat.
Councillors agreed to accept Bodfari Environmental tender.

- vi. Playground Inspection Company Repeat order for annual inspection received. Price £131 plus vat. Cllrs agreed to complete the repeat order form.

Action:

- i. **Email park reports for January 24 to HE – SD.**
- ii. **Email final draft of tender to HE – JB.**
- iii. **Create fliers, advertise on website and Facebook - HE. Inform Dee – SD.**
- iv. **Inform Chris Burnage his tender to replace the small gate and 2 posts is accepted by BCC and ask when work will commence - HE.**
- v. **Inform Bodfari Environmental their tender for removal of Ash Trees is accepted by BCC and ask for work to commence March/April 24 – HE.**
- vi. **Complete repeat order form and return to The Play Inspection Company - HE.**

10. Correspondence. – None.

11. Grants and funding.

- i. BCC Annual report/ Kompan survey monkey. JB produced a template of an annual newsletter/survey and asked for feedback.
- ii. OS plans for pathway from Ffynnon Y Chawarel to park. HE visited site and could see the spur of land that leads to the walk. There are currently Rubbish bins stored at the end of the path and there are overhanging brambles. There are two steps near the end of the pathway. At the border to the park there is a bank of earth approximately 3 to 4 ft high and fencing. This leads to the football pitch so the digging out of this area to create another access to the park is unachievable.
- iii. Active Play quote/plan. This was circulated prior to the meeting and will be kept on file.
- iv. CE mentioned Tremeirchion CC had gained an “Orchard Package” from Keep Britain Tidy There are grants for benches, trees, bulbs.

Actions:

- i. **Feedback on annual newsletter/survey to JB – ALL.**
- ii. **None**
- iii. **None**
- iv. **Contact Keep Britain tidy for details of The Orchard Package or similar funds HE.**

12. New Councillor. HE contacted DCC Returning Officer who emailed documents containing process and relevant documents to complete and display. HE completed the “Casual Vacancies” document and circulated, which Councillors approved. Ensure BCC councillors are proactive in encouraging residents to apply.

Actions.

- i. **Display Casual Vacancy Notice on Noticeboards, Website, Facebook and ask Dee to email a copy to residents. Also email a copy to the returning officer– HE.**

13. AOB. PB mentioned yellow barriers had been erected at the church lytch gate. Discuss with David Meredith - PB.

Next Meeting 7pm to 9pm 12th March 2024 at Ysgol Bodfari

CYNGOR CYMUNED BODFARI

Seddi Gwâg Achlysurol

Mae Sedd Wâg achlysurol yn bodoli ar y Cyngor uchod

Bydd etholiad yn cael ei gynnal i lenwi un sedd wag os yw cais ysgrifenedig yn cael ei wneud gan 10 Etholwr Llywodraeth Leol y Gymuned at: -.

Swyddog Canlyniadau

Neuadd y Sir, RHUTHUN LL15 1YN

Erbyn: 5th Mawrth 2024

Os na dderbynnir cais bydd Cyngor Bodfari yn llenwi'r sedd trwy gyfethol.

BODFARI COMMUNITY COUNCIL

Casual Vacancies

A Casual Vacancy exists on the above Council

An election will be held to fill one vacancy if a written request is made by 10 Local Government Electors of the Community to: -

Returning Officer.

County Hall, Ruthin LL15 1YN

By: 5th March 2024

If no request is received, Bodfari Community Council will fill the vacancy by co-option.

Dyddiad yr hysbysiad / Date of Notice: 14th Feb/ 14ed Chwefror 2024

Cyhoeddwyd ag Argraffwyd gan Glerc y Cyngor Cymuned

Printed and Published by the Clerk to the Community Council

Heather Eubank. Treehouse Cottage, Tremeirchion Road, Bodfari