

MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL
Held at Ysgol Bodfari on the 2nd of July 2024 and by TEAMS conferencing software:
Join Teams by: <https://teams.live.com/meet/9461617693358?p=sQWwpmkGatZxSPJGt1>

Present:

Cllr Rebecca Parrin (RP)

Cllr Julie Burnage (JB)

Cllr Julie Johnson (JJ)

Also present:

Heather Eubank (Clerk)

1. Apologies:

Cllr Philip Barley (Chair) (PB)

Cllr Martin Shutt (MS)

Cllr Sue Davidson (SD)

Cllr Chris Evans. (CE)

The meeting went ahead as per BCC Standing Orders:

Quorum of the Council.

Three members or one-third of the total membership, whichever is the greater, shall constitute a quorum at meetings of the Council.

RP, (Chair for this meeting), welcomed everyone.

2. Declaration of interests: RP Section 8b - Payments.

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 11th June 2024.

RESOLVED: That the minutes of the 11th June 2024 be approved as a true record.

Proposed: **JB** Seconded: **JJ**.

5. Matters arising from previous minutes

- i. **New councillor - plan.**
No response to Facebook Flyer. No follow up with interested resident. Leave on agenda to revisit after school holidays.
- ii. **Ceramic map.**
Ongoing, keep on agenda until complete.
- iii. **Graphics for Noticeboard in park.**
Ongoing, keep on agenda until complete.
- iv. **Tender for Recreation Ground.**
HE spoke to Bodfari Environmental and John Roberts by phone to inform them of BCC decision to award the Recreation Ground Tender to John Roberts. HE sent letters(approved by PB) to both parties to confirm the content of both telephone conversations.
The letters also contained the agreed termination/start date of the old/new contracts and a request for a copy of John Roberts public liability insurance which has now been received and filed.
BCC thanked Bodfari Environmental for their hard work at the recreation ground.
- v. **New Marquee update.**

A further Marquee has been purchased. PB created new Risk assessments for social activities. There are three documents which were circulated prior to the meeting:-

Event Method Statement

Event Risk Assessment

Event Risk Assessment Checklist (to be used at every event by organisers).

Proposed that these documents should be adopted by BCC – RP. Seconded by JB.

- vi. **New Defibrillator. Grant to cover costs.**
Ongoing.
- vii. **Bank Card and Online Banking.**
HE asked for advice on these topics from other Clerks using a forum. Three accounts were suggested, Paypal, Lloyds Corporate and Unity Bank. Most Clerks recommended Unity Bank for ease of validating payments online and ease of contact for help and advice. Their Bank charges are £6 per month. If BCC does obtain a credit/debit card, the best way to manage is to allow Clerk a spend limit per month. This would need to be reflected in BCC's Standing Orders and Financial Regs.
- viii. **Village Noticeboards.**
HE received recommendations from other Clerks. Greenbarnes, Parish Noticeboards and Notice me are three companies that provide quality products. RP and HE both confirmed that the current support for the noticeboard at Maes Y Graig does not need replacing, just the actual noticeboard. There are a variety of materials and sizes to purchase.
- ix. **Facebook flyer -vigilance and how to report crime.**
Flyer circulated prior to meeting. Approved to add to BCC Facebook page.
- x. **New Operational and Financial Risk Assessments. PB/HE.**
Ongoing.
- xi. **Payment of overtime Policy.**
HE informed BCC this policy was requested by Audit Wales in the recent 23-24 full audit. BCC policy required.
- xii. **Reply to IRPW letter re. Home working given to all Cllr's by HE at meeting on 11th June.**
Reply received from MS, reminder to remaining Cllr's to respond.

Actions:-

- i. **Share prepared Facebook again when school reopens – HE.**
Follow up previous discussion with interested resident - RP.
- ii. **Ongoing – add to next agenda.**
- iii. **Ongoing. Graphics in process of being completed.**
Check cost of 2 single boards versus current quotes for 1 board double sided. Purchase new signs – HE.
- iv. **Completed.**
- v. **Completed.**
- vi. **Ongoing.**
- vii. **Ongoing. HE to investigate further for next meeting – add to next agenda.**
- viii. **Gain costings for noticeboard in different materials for next meeting– HE.**
- ix. **Post vigilance and how to report crime flyer on BCC Facebook page – HE.**
- x. **Ongoing.**
- xi. **Create Payment of Overtime Policy for next meeting - HE.**
- xii. **Email a copy of letter to Cllr's – HE.**

6. County Councillor's Report – Cllr Chris Evans.

Press Release from the Independent group of Denbighshire Councillors.

'Contrary to certain politically motivated statements being made in the media, the Denbighshire Independent County Councillors Group wish to rectify some disturbing misconceptions.

In 2018, under pressure from Welsh Government, the previous coalition cabinet of Denbighshire County Council set in motion steps to make provision for the separation of all recyclable waste material.

At that time, the preferred Welsh government method of delivery was the Trolibocs system as employed by various other councils throughout Wales. In the ensuing 5 years however much has changed economically to affect the implementation and delivery of this project.

By his own recorded admission, the current council leader Jason McClellan, has admitted that it is he and his labour led cabinet for the past two years, and not the previous administration, that bear full responsibility for the roll out and delivery of this scheme. At no point was this presented to Full Council for discussion.

7. Planning and Highways:

a. Highways.

- i. A541 - Traffic Lights – 24/06/2024 to the 28/06/2024
Cty Bndry Ty Draw to Bodfari on A541 . A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS BODFARI
Lladd Gwair/ Grass Cutting LEVERETT CONTRACTINGBODFARI AOO/OOH Call 01745 853381/ 07774172430
- ii. B5429 – Traffic lights - 24/06/2024 to the 28/06/2024
Graig Road to Bodfari. B5429 NANT GWILYM TO JUNCTION A541 BODFARI.
Lladd Gwair/ Grass Cutting LEVERETT CONTRACTING BODFARI
AOO/OOH Call 01745 853381/ 07774172430
- iii. B5429 – Traffic Lights 03/07/2024 only.
MOELWYN VALE VIEW B5429 DRE GOCH JUNCTION TO A541 JUNCTION GEINAS
Gwaith Trydanol / Electrical Works CORE HIGHWAYS (TORQUAY)
BODFARI AOO/OOH Call 0330 043 3030/ 0330 043 3030

b. Planning - None.

8. Finance

a. Financial report:

Bank balances at 30th June 2024. Reserve Account - £4554.79. Main Account - £8754.10.

(£5374.74 of the Main Account money is ring fenced for lottery funded spend).

JJ and JB checked current bank statements to verify the amounts stated in this report.

b. Payments. - For approval and dual signatures for cheques.

i. Clerk salary June 2024	£718.77
ii. HMRC June 2024	£80.40
iii. Clerk Salary July 2024	£405.42
iv. HMRC July 2024	£2.00
v. Expenses R. Parrin (Village Plants)	£25.98
vi. Expenses Mrs S Davidson (Village planter)	£30.00
vii. Expenses Mrs S Davidson (Marquee and H&S equipment).	£349.14
viii. Expenses (PB) (TENS Licence).	£21.00
ix. Expenses Mrs M H Eubank (Postage).	£6.80

c. Income – None.

RESOLVED: That the Financial Report be approved.

Proposed: JJ Seconded: JB.

d. Quarterly spend to budget first quarter.

Insurance - over spend of £296.86 (74%). Insurers state this is because of the claim BCC made for the damaged Marquees in 2023 and also because of general overall cost of increases.

Community Capital Funds - BCC have spent 78% of this budget in the first quarter of the 24-25 budget. The cost of maintenance of the Recreation ground is the main reason for these costs.

JJ to verified quarter 1 (April to June 2024) bank statements to BCC Accounts document and cheque book.

9. Village Playground and Park

- i. **Park Inspections.** Received June reports from RP. SD on rota for July 2024.
- ii. **Grounds Maintenance.** Monitor first cut done by John Roberts.
- iii. **Fencing quote.** Not completed – add to next agenda.
- iv. **Arrange a full meeting to discuss plans for Recreation Ground** – Ongoing.

Actions:-

- i. **Put sign back up – RP.**
- ii. **Feedback on first Cut – SD when doing inspections.**
- iii. **Fencing quote – HE.**
- iv. **Ongoing.**

10. Important Correspondence. – None.

11. Ysgol Defibrillator costs and donation for books.

There is an annual maintenance fee of £64.00 plus vat (this may vary on an annual basis due to price rise), for the defibrillator outside the Ysgol Bodfari gates. Councillors agreed that BCC should cover this cost as it is for public use. BCC need an invoice from Ysgol Bodfari to enable BCC to reimburse them for this year's costs which they have already paid. Going forwards Ysgol Bodfari is to ask that this fee is invoiced directly to Bodfari Community Council for the payment.

It will stay an asset of Ysgol Bodfari and they will be the registered keeper.

BCC cannot fund items that another public body is charged with doing. It is DCC's duty to fund core items such as books. Ysgol Bodfari to advise if there is a non-curriculum item or activity that BCC could make a charitable donation towards.

Action:

Email school to inform of BCC decision to take over payment of this fee and the process to achieve this. Also to ask about non-curriculum items/activities – HE.

12. AOB.

RP advised it is still flooding at AP Motors causing motorists to cross the road to avoid the flooded area. This has been ongoing for years, will mention to Chris Evans.

Next Meeting 7pm to 9pm Tuesday the 10th of of September 2024 at Ysgol Bodfari.