

DRAFT MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL
Held at Ysgol Bodfari on the 10th of September 2024 and by TEAMS conferencing software:

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Present:

Cllr Philip Barley (Chair) (PB)
Cllr Rebecca Parrin (RP)
Cllr Martin Shutt (MS) via teams
Cllr Sue Davidson (SD)
Cllr Julie Johnson (JJ)

Also present:

Heather Eubank (Clerk)

1. Apologies:

Cllr Julie Burnage (JB)
Cllr Chris Evans. (CE)

PB welcomed everyone to the meeting.

2. Declaration of interests: PB 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.

A letter was received from DCC during the summer break about updates to planning application 41-2024-1034pf. The letter stated any representations on the amended plans should be sent to DCC within 21 days. This letter was sent to all BCC councillors but many were on holiday so no response could be made within the stated timeframe.

Sarah Stubbs from DCC Planning Department emailed on the 9th of September.

"We formally re-consulted the Community Council in relation to this planning application in early August and I'm just wondering if you could advise when the Community Council will be in a position to formally respond please?"

Additional/amended information was submitted to address various concerns and the issues raised in your initial consultation response so a response would be extremely useful if possible please."

The revised timeframe enabled BCC to discuss as an urgent matter.

Action: -

A response will be sent to DCC by PB.

4. PCSO Tiffany Davies - Smart Water Kits Initiative

The 'We Don't Buy Crime' team focus on the prevention of acquisitive crime; where an offender derives material gain from the crime - such as burglary, robbery, theft, vehicle crime etc.

An effective way to protect valuable items of property (whether they be of financial or sentimental value) is to mark them with a forensic marking solution called 'Smart Water'. This is a translucent liquid, and each bottle contains a unique synthetic code which is registered to a specific

person/address - as such, you do not need to write anything with the liquid as you would with a regular UV pen, you just need a dab. Once property has been marked with Smart Water, the mark can only be seen under a UV light – where it will appear as a florescent green dot. Each bottle of Smart Water will mark approximately 80 items, as you only need a small dab of the liquid, and it dries like a clear glue (near invisible to the naked eye).

Police officers across North Wales will routinely check any property suspected to be stolen with UV torches. We can analyse the Smart Water found on an item of property and trace that item back to the original owner. Essentially, if you mark items with Smart Water and then they are stolen, if they were to come into the hands of the police there is a much better chance that we can find the genuine owner and return your property to you.

Smart Water also assists us in linking a criminal to their specific crime – which means that criminals are fearful of Smart Water, as they are well aware of its evidential value and the increased risk of conviction if they are caught with property that is forensically marked.

As part of the ‘We Don’t Buy Crime’ initiative, we have a unique opportunity whereby the manufacturers of Smart Water (Deter Tech) will offer a significant discount to town and village communities where a certain number/percentage of households agree to purchase Smart Water kits from them (minimum of 100 kits). There would also be the opportunity for you to purchase street signage to show that property in that street/area is forensically marked with Smart Water – which is a great deterrent and helps make that location a ‘no-go’ zone for criminals.

Action: - Contact Clerk at Nannerch about their introduction of this scheme and any funding schemes used. Circulate a letter about Smart Water Kits via Dee Jones and Facebook– HE.

5.To receive minutes of the meeting of 2nd July 2024.

RESOLVED: That the minutes of the 2nd July 2024 be approved as a true record.
Proposed: **JJ** Seconded: **RP**.

6. Matters arising from previous minutes

- i. **New councillor - plan.**
Recirculate flyer and ask school to put on website?
- ii. **Ceramic map.**
Completed and installed.
- iii. **Graphics for Noticeboard in park.**
MS completed the graphics and sent to all Cllrs. Welsh translation needed. Does “Boules court” need removing from map?
- iv. **New Defibrillator. Grant to cover costs.**
Ongoing.
- v. **Bank Card and Online Banking.**
HE investigated Unity bank as an option for banking instead of HSBC. This change is to allow BCC to have a payment card, be able to pay invoices online and gain a better interest rate for the Reserve account. The comparable interest rates for the Reserve account are: -
HSBC 1.80% Gross 1.81%AER
Unity Bank 2.60% Gross, 2.62%AER
The Reserve account can be linked to one other account. BCC could link their Main Account so money can be transferred from the Reserve Account into Main account when needed.

The costs of using Unity Bank for the main account is similar to current HSBC charges but there would be a saving in stamps and envelopes to post cheques.

Unity provide a Corporate Multipay card. The charge for the use of this card is £3 per month. There is a card reissue fee of £10 if the card is lost. A Cardholder spend limit per month is applied and will be reflected in BCC financial Regulations. Unity bank offer a switch over service and different authorisations can be set up for each user. Agreed that BCC accounts be moved to Unity bank and card applied for.

vi. **Village Noticeboards.**

HE gained 3 quotes to replace the MaesY Graig noticeboard as requested.

Greenbarnes quote – 2 bay £1249 plus vat, 3 bay £1557 plus vat. Material man-made timber. The Parish Noticeboard quote – 2 bay £890 plus vat, 3 bay £980 plus vat. Material Aluminium. Denbigh Timer quote – 2 bay £400-£500 plus vat, 3 bay £425 to £525. Material pressure treated wood and includes a top rail sloped water groove to avoid water ingress through the doors.

Conclusion - do BCC need 2 noticeboards? Should the one near the post box in Bodfari be replaced and repositioned? SD stated the church may have a noticeboard when reordered that BCC could use? No further action for now.

vii. **Facebook flyer -vigilance and how to report crime.**

Posted on Facebook – action completed.

viii. **Payment of overtime Policy.**

No policy found online.

ix. **Reply to IRPW letter re. Home working given to all Cllr's by HE at meeting on 11th June.**

reminder to remaining Cllr's (SD, PB and JB) to respond.

x. **Ysgol Defibrillator annual maintenance fee.**

HE emailed school, invoice raised by school to request payment and payment made by BCC as agreed in June meeting. Going forwards invoices for maintenance will be sent directly to BCC for payment.

xi. **New Operational and Financial Risk Assessment.**

Ongoing –HE/PB.

Actions:-

- i. **Put New Cllr flyer on Facebook again and ask Dee Jones to circulate – HE.
Request to add to school website? – SD.**
- ii. **Completed – remove from agenda – HE.**
- iii. **Graphics Completed. Cllrs to give feedback within the next 7 days – All.
Welsh Translation needed – JJ.**
- iv. **Ask windfarm about funding – PB.**
- v. **Facilitate transfer from HSBS to unity bank – HE.**
- vi. **No Action at this time – keep quotes on file.**
- vii. **Completed – Remove from agenda – HE.**
- viii. **Write the Payment of Overtime Policy – HE.**
- ix. **File Councillor's responses - HE.**
- x. **Completed remove from agenda – HE.**
- xi. **Ongoing – HE/PB.**

7. County Councillor's Report – Cllr Chris Evans. Circulated prior to meeting.

Denbighshire council leader and cabinet should 'resign' over 'disastrous' recycling scheme roll-out - North Wales Live. Ctrl+click to open link.

https://www.dailypost.co.uk/news/north-wales-news/denbighshire-council-leader-cabinet-should-29853663?utm_source=app

8. Planning and Highways:

a. Highways.

- i. Temporary traffic lights - Approx. 30m south of junction with PISTYLL BACH ROAD FROM MAES Y GRAIG A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS BODFARI
One day only - 20/09/2024
Gwaith ar Wasanaeth Uwchben/ Overhead Service Works
KELLY TRAFFIC MANAGEMENT
BODFARI AOO/OOH Call 02476 642814/07881 381474
- ii. Traffic Lights - APPROXIMATELY 16M FROM SWN YR AFON JUNCTION WITH A541 TO GLASCOED JUNC A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS BODFARI
Date: 30/08/2024 to 30/08/2024
Torri Coed / Tree Cutting QUANTUM TM (DCC)
BODFARI AOO/OOH Call 01978 233083/01978 280144
- iii. Traffic Lights - A541 145m from entrance to Pontruffydd Farm on A541
A541 BLUE HAND CORNER BODFARI TO JUNCTION B5429 LLANDYRNOG
Date: 28/08/2024 to 28/08/2024
Adferiad/ Reinstatement COMEX 2000 (DCC)
BODFARI AOO/OOH Call 07845087809

b. Planning - None.

9. Finance

a. Financial report:

Bank balances at 31st August 2024. Reserve Account - £4554.79. Main Account - £12824.96, **(£5353.74 of the Main Account money is ring fenced for lottery funded spend. This amount was Incorrectly reported as £5374.74 on the 10th September Agenda).**
Bank statements for both accounts sent to councillors prior to meeting.

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

i.	Audit Wales 2019-20 fee (original cheque 100730 lost in post)	£220.00
ii.	Audit Wales 2020/21 fee (original cheque 100732 lost in post).	£383.00
iii.	Clerks Salary August 2024	£545.18
iv.	HMRC August 2024	£2.00
v.	Audit Wales 2022/23 fee	£200.00
vi.	Expenses Mr P. Barley (TENS License).	£21.00
vii.	Harold Smith Payroll Invoice (2 quarters to June 30th 2024)	£84.00
viii.	Ysgol Bodfari payment for Defib pads	£64.00
ix.	Arfon Parry (Cradur). Website Domain, hosting and servicing	£42.00
x.	Bodfari Environmental grounds maintenance Apr to June 24	£630.00
xi.	R.J.Roberts Grounds maintenance July 10th to 4th September 24	£500.00

PLEASE NOTE: Replacement Cheques lost in post (100730 and 100732) have been cancelled with HSBC.

c. Other Payments.	
i. Bank Charges up to the 6th July to 5th Aug 2024 (debited by Bank)	£5.80
d. Income.	
i. HMRC Refund (overpayment of income tax)	£372.19
ii. Precept payment from DCC 29th Aug 24	£5327.00

RESOLVED: That the Financial Report be approved.

Proposed: RP Seconded: SD.

PB attended a seminar on the 17th July arranged by Denbighshire County Council (DCC) about DCC budgets. DCC intend to move costs for upkeep and maintenance of public services, (for example public toilets), to Community Councils. The Community Council will have to increase their annual Precept request to DCC to include these extra costs. The Precept is paid from monies collected from Council Tax payments so Council tax will increase as a consequence of this action.

Fortunately, BCC does not have any public services so this will not apply to residents of Bodfari.

10. Village Playground and Park

- i. **Park Inspections.** Some vandalism noted to the goalposts on the park No inspections received for July.
- ii. **Grounds Maintenance.** John sent this report.
"I have cut and strimmed along the path on each occasion 4 times(2 in July 2 in August) I do it over 2 visits each, the top first and the football field second. I have repaired the broken pedestrian gate latch and removed some rusty protruding screws from a bench leg for safety reasons, and cut back overhanging brambles and branches, none of which require an extra charge."
 John said he would trim the beech hedge at the top of the park on his next visit.
- iii. **Fencing quote/damaged sign.** HE met John at the park to discuss the fencing that requires repair. Two young girls on the park reported they had witnessed a boy using this illicit exit from the park a few days earlier. They stated when he exited the Recreation Ground onto the road from the A541 to the Dinorben he almost got hit by a car.
- iv. **New boundary fencing and access point to park erected by resident.**
 Photos of new fencing and access point to the park circulated by HE prior to meeting. Looking at title deeds it is unclear if the fence has been erected on the original tree lined boundary that existed. Direct access to the recreation ground from the resident's property has been created by the inclusion of a gate and personal pots and plants have been put around the new fencing on the Recreation ground side of the fence. BCC received no communication from the resident before the fence was erected and new access created and no permission has been sought to put potted plants on the recreation ground.
- v. **Request from resident about update to park access.**
 Communication about this access that was gained in 2023 from DCC was sent to PB by HE.
- vi. **Arrange a full meeting to discuss plans for Recreation Ground – Ongoing.**

Actions:-

- i. **Create Facebook flyer about vandalism, dog fouling and using the park respectfully – HE.**
- ii. **Feedback any areas that need attention to John after park inspections – ALL.**
- iii. **Fencing quote. Meet John to go through exactly what needs doing to the fence. SD, RP, PB. Inform school of the child nearly being hit by a car – SD.**

- Sign – RP to repair sign and erect.**
- iv. Write letter to Resident – PB. Seek advice from DCC Planning Department PB**
 - v. Respond to enquiry about access from to Recreation ground from Ffynnon Y Chawarel – PB.**
 - vi. Arrange a date – HE.**

11. Important Correspondence.

- i. Letter received from HSBC Bank to state interest rate on the Reserve Account is decreasing from the 21st October 2024 to 1.80% Gross, 1.84% AER. For information only.
- ii. Facebook complaint about the overgrown verges of the road from the A541 to The Dinorben Arms received from Bodfari Resident. HE advised process to report this DCC. Resident reported to DCC but stated she had since been forced into the verge by a car and had been severely nettled. HE asked he to also report this to DCC and advise BCC of their response.

12. IRPW – 23-24 completed form.

Circulated prior to meeting.

Action:-

Email to IRPW by the 30th September – HE.

13. Events – completed H&S Tick lists.

HE asked if these should be scanned and saved on BCC laptop in case there is an incident at an event and the insurers need to become involved

SD and PB thought this is not necessary as the event organisers keep copies.

14. AOB.

SD asked if there was a registered First Aider in the village that could attend events. JJ said her husband was qualified and she would ask if he was available to attend any further events planned for 2024.

Next Meeting 7pm to 9pm on Tuesday the 8th of October 2024 in the Private Dining Room of The Dinorben Arms, Bodfari.