



## **Minutes of the Council Meeting of Argoed Community Council held on Tuesday 2 December 2025 at 7pm via Teams**

**Present:** Councillors Miriam Shepherd, Jon McCarron, Faron Hadfield-Jones, Ian Jolly, Rebecca Legge, Rebecca Blanchard, Graham Palmer and Keith Mutch.

**Absent:** Councillor Hilary McGuill, Councillor John Holiday, Councillor Paul Jewell, Councillor Roy Marsh, Councillor Jack Morris and Councillor Gwilym Owen

**In attendance:** Sharon Swift, Clerk and Janet Jones, Assistant Clerk

**Visitors:** Residents Brian Hallworth and Ken Hall

### **1. Apologies for absence**

The Clerk had received apologies from Councillor McGuill who was unwell; Councillor Holiday who had other commitments; Councillor Jewell who was away and Councillor Marsh who had other commitments.

### **2. Members Code of Conduct – Declarations of Interest**

No declarations were made at this stage of the meeting.

### **3. Ten Minute Public Participation Session**

The Chair welcomed residents Brian Hallworth and Ken Hall. Brian Hallworth explained that he had lived in Mynydd Isa for 15 years and he uses the bus service from both sides of Mold Road. Neither side of the road has any bus shelter, despite other bus stops further up Mold Road having shelters. Mr. Hallworth explained that he now walks using a stick so having to stand in the cold and wet and wait for a bus is not very pleasant. Mr. Hall echoed these comments.

The Clerk clarified the current position and that enquiries were ongoing with Flintshire County Council. The Clerk confirmed that a request had been made for the bus stops on both sides of the road to be reviewed for placement of a bus shelter and the cost could then be considered as part of the 2026-27 budget setting process. The Clerk explained that nothing would change before March 2026, but she would keep in touch regarding any progress made. The Clerk would contact Flintshire County Council to ascertain when officers would be going out to make their assessment so that the Chair and residents could attend. The Chair thanked them both for attending and they left the meeting.

**Signed:** \_\_\_\_\_

#### **4. Minutes of previous meetings**

A copy of the minutes had been sent to all members prior to the meeting. Councillor McCarron proposed that the minutes of the Council Meeting of 11 November 2025 be accepted as a true and accurate record of the meeting and this was seconded by Councillor Hadfield-Jones. All members were in favour.

***Resolved – that the minutes of the Council Meeting of 11 November 2025 be approved and adopted and signed as a correct record.***

#### **5. Report from County Councillor**

The Clerk explained that she had sent a request for an update on the Argoed and Mynydd Isa Primary schools parking issues from Councillor Eastwood but had not received a response. She had, however, received an email explaining that Councillor Eastwood would endeavour to attend the meeting but was travelling to Cardiff.

Members discussed the parking matter in depth and Councillor Jolly had shared a Traffic Regulation Order (TRO) that had been issued by Flintshire County Council. He also declared a personal interest because of the proximity of his property to the This had not been shared with the Clerk by Flintshire County Council or Councillor Eastwood. It was proposing double yellow lines on several roads near to the schools. A lengthy discussion followed, highlighting:

- The lack of advance notice of the TRO.
- A blanket restriction was being proposed and not just school times.
- It does not address the congestion along Bryn Road and into Alltami.
- It does not address the congestion caused by contractors parking along Llewelyn Drive and the Bryn Road cul-de-sac opposite.
- People will still park on the double yellow lines and how will this be enforced?
- Children are crossing the road in groups without checking the traffic.
- There have been no crossing patrols to ensure that the zebra crossing is being properly utilised on Bryn Road.
- Residents have not been consulted about any of the proposals.

Councillor McCarron proposed that the Clerk should contact Flintshire County Council and make a complaint about not being given advance notice of the TRO and also request that a public consultation take place to consider alternative options before any TRO is put in place. This was seconded by Councillor Shepherd. All members were in favour.

***Resolved – that the Clerk contact Flintshire County Council about the proposed TRO.***

#### **6. Reports from Representatives on Outside Bodies**

The Clerk advised Members that Community Speedwatch would be recommencing from 8 December 2025.

**Signed:** \_\_\_\_\_

## **7. Matters Arising**

The Chair confirmed that she had written to the Clerk to confirm the end of her probation period.

The Assistant Clerk raised the matter of advisory signs being needed at Bryn-y-Baal Quarry and the Bonc regarding slippery surfaces. These had been agreed some time ago but never ordered. HH Print had produced a draft design, and it just needed to be translated into Welsh.

Councillor Hadfield-Jones proposed that the Council install advisory signs at Bryn-y-Baal quarry and at the Bonc. This was seconded by Councillor Jolly. All members were in favour.

***Resolved – that the advisory signs be ordered for Bryn-y-Baal Quarry and the Bonc.***

The Chair asked about the progress with the Pentre Cythrel signs. The Clerk stated that she had emailed Flintshire County Council advising them to go ahead but they were still questioning the sign measurements.

## **8. Police matters**

The Assistant Clerk shared the police incidents reported for the ward and confirmed that crime levels were low. The Clerk stated that a PSCO session had taken place at Caffi Isa and it was disappointing that the Community Council had not been advised directly of the session taking place.

Due to the meeting being teams only the HR agenda item was postponed until the next meeting as documents needed to be signed in person.

Councillor Blanchard left the meeting.

## **10. Correspondence and Clerk report**

The Clerk raised the matter of the Charity Commission Return which needed to be submitted online by 31 January 2026. The Clerk highlighted that the ex-Clerk had not passed on any information about the Charity records and it did not appear that any Trustee meetings had taken place for some time.

Members agreed that the Clerk should request the 'play box' offered by Flintshire County Council.

## **11. Draft Council Complaints Policy**

The Clerk had circulated the draft complaints policy with the agenda papers. Councillor Hadfield-Jones proposed that the Council approve and publish the draft complaints policy. This was seconded by Councillor Legge. All members were in favour.

***Resolved – that the draft complaints policy be approved and adopted by the Council.***

Councillor McCarron left the meeting.

**Signed:** \_\_\_\_\_

## 12. Draft Biodiversity Report and Biodiversity Grant Approval

The Clerk had circulated an updated Biodiversity Policy and a Biodiversity Report with the agenda papers. The Clerk summarised the documents for Members. The Clerk also confirmed that she had been successful in securing bulbs and wildflowers from One Voice Wales to improve the biodiversity of the ward. Members confirmed their approval and acceptance of the bulbs and wildflowers from One Voice Wales. Councillor Shepherd asked that the gardeners repair the wildflower trellis on Bryn Road.

Councillor Shepherd proposed that the Council approve the revised Biodiversity Policy, the Biodiversity Action Plan and the bulbs and wildflowers provided by One Voice Wales. This was seconded by Councillor Hadfield-Jones. All members were in favour.

***Resolved – that the Biodiversity Policy and Biodiversity Action Plan be approved and adopted by the Council and the bulbs and wildflowers provided by One Voice Wales be accepted and approved.***

## 13. Office computer equipment

Councillor Hadfield-Jones updated the meeting about office computer hardware that would need replacing, specifically the processor and screen used by the Assistant Clerk. This would be considered further as part of precept setting in January

## 14. Asset register

The Clerk informed the meeting that some checks needed to be made on the content of the asset register. This would involve asking some Members to physically confirm the existence of assets.

## 15. Budget monitoring report and bank reconciliation report

The Clerk presented the budget outturn report and bank reconciliation prepared on 30 November 2025. The bank reconciliation is summarised below:

	£
Balance on 1 April 2025	86,737
Add receipts	55,178
	<b>141,914</b>
Less Payments	44,621
<b>Balance on 30 November 2025</b>	<b>97,293</b>
Current account balance on 30 November 2025	1,929
Deposit account balance on 30 November 2025	95,364
<b>Total bank balances on 30 November 2025</b>	<b>97,293</b>

Both reports were noted and accepted by Members. Members agreed that the Finance Working Group should meet and consider the draft 2026-27 draft budget and precept requirement prior to the January Council meeting.

Signed: \_\_\_\_\_

## 16. Planning matters

Members discussed the response to the complaint made about not being advised of the Enforcement Appeal relating to the planning matter at land on the south side of Alltami Road, Alltami. The Clerk drew Members attention to the suggestion from Councillor McCarron about proceeding to a second-stage complaint and Members agreed that the Clerk should proceed with this.

## 17. Highways matters

Councillors discussed the matter of the traffic light sequence at the New Brighton crossroads which had been circulated via email by Councillor Jewell. Members asked the Clerk to share the suggestion with Highways at Flintshire County Council.

## 18. Accounts for payment

The Clerk presented the payments that she was seeking Council approval for this month. All items presented for payment authorisation are detailed below:

Payee	Details	£
<b>Payments made under delegated authority per Financial Regulations</b>		
Salaries	Month 7 – Clerk & Assistant Clerk	1,125.95
HMRC	Month 7 – tax and NI	375.30
New Brighton Community Centre	Office hire December 2025 to February 2026	642.51
Caffi Isa	Room hires 7 & 21 October 2025	87.88
	<b>Total payments made</b>	<b>2,231.64</b>
<b>Payments needing to be made</b>		
Sharon Jeffries	Open Spaces Membership	45.00
Sharon Jeffries	Festive lights purchased	618.86
Sharon Jeffries	Books purchased for Santa gifts	32.26
Sharon Jeffries	Batteries for PA system	14.75
AB Gittins & CR Bedford	Invoice ACC011Memorial Gardens & Christmas trees	695.00
Rebecca Blanchard	Repairs to Christmas displays	115.19
Rebecca Blanchard	Christmas items	104.74
	<b>Total payments to be made</b>	<b>1,625.90</b>
<b>Payments made by direct debit</b>		
Microsoft	Licences x 1	11.52
Microsoft	Licences x 15	82.80
	<b>Total payments made</b>	<b>94.32</b>

Councillor Shepherd proposed that the payments be approved. This was seconded by Councillor Legge. All members were in favour.

***Resolved – that the payments detailed be authorised including those made under delegated authority and by direct debit.***

The meeting closed at 20:55pm.

Signed: \_\_\_\_\_

	<b>ACTION POINTS FROM 2 DECEMBER 2025 MEETING</b>		
	<b>Action to be completed</b>	<b>By whom</b>	<b>By when</b>
<b>A</b>	Ascertain when officers are undertaking their assessment of the bus stops on Mold Road and advise Members and visitors of the date.	Clerk	22 December 2025
<b>B</b>	Contact Flintshire County Council about the TRO.	Clerk	12 December 2025
<b>C</b>	Agree and order advisory signs for Bryn-y-Baal Quarry and the Bonc.	Assistant Clerk	31 January 2026
<b>D</b>	Follow up Pentre Cythrel signs erection.	Assistant Clerk	31 January 2026
<b>E</b>	Present Clerk's contract to January 2026 Council meeting for approval and amendments to Assistant Clerk's contract.	Clerk	14 January 2026
<b>F</b>	Publish Complaints Policy.	Clerk	31 December 2025
<b>G</b>	Publish Biodiversity Policy and Biodiversity Action Plan	Clerk	31 December 2025
<b>H</b>	Ask gardeners to repair wildflower trellis.	Clerk	31 December 2025
<b>I</b>	Arrange meeting of Finance Working Group to consider 2026-27 budget and precept requirement.	Clerk	31 December 2025
<b>J</b>	Clerk submit second stage complaint on the planning matter.	Clerk	31 December 2025
<b>K</b>	Contact Highways at Flintshire County Council about New Brighton traffic lights.	Clerk	31 December 2025

Signed: \_\_\_\_\_