



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

**Present:** Councillors Miriam Shepherd, Jon McCarron, Faron Hadfield-Jones, John Holiday, Paul Jewell, Hilary McGuill, Rebecca Blanchard, Graham Palmer, Jack Morris and Keith Mutch.

**Absent:** Councillor Roy Marsh, Councillor Rebecca Legge and Councillor Gwilym Owen

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

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

The Clerk had not received any apologies.

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

A personal and prejudicial declaration of interest was made by Councillor Jon McCarron in relation to item 6 and CCTV maintenance arrangements because he is employed by the CCTV company.

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

No members of the public were on line and the Clerk had not received any questions.

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

A copy of the minutes had been sent to all members prior to the meeting. The Clerk stated that there was an error in the minutes of 2 July 2025 because the action place referred to the meeting being 1 July when it should be 2 July. This would be corrected. Councillor McCarron proposed that the minutes of the Council Meeting of 2 July 2025 be accepted as a true and accurate record of the meeting and this was seconded by Councillor Jolly. All members were in favour.

***Resolved – that the minutes of the Council Meeting of 2 July 2025 be approved and adopted and signed as a correct record.***

Councillor Palmer proposed that the minutes of the Amenities Committee Meeting of 16 July 2025 be accepted as a true and accurate record of the meeting and this was seconded by Councillor McCarron. All members were in favour.

***Resolved – that the minutes of the Amenities Committee Meeting of 16 July 2025 be approved and adopted and signed as a correct record.***

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

Councillor McCarron proposed that the minutes of the Extraordinary Council Meeting of 19 August 2025 be accepted as a true and accurate record of the meeting and this was seconded by Councillor Blanchard. All members were in favour.

***Resolved – that the minutes of the Extraordinary Council Meeting of 19 August 2025 be approved and adopted and signed as a correct record.***

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

Councillor Holiday provided an update on Community Speedwatch. He explained that two sessions a week were taking place. A speed of 49 mph was recorded in the 20mph section on Bannel Lane in Buckley.

Councillor Rebecca Legge joined the meeting.

## **6. Matters Arising**

Matters arising from previous meetings were considered:

Councillor McCarron left the meeting.

CCTV maintenance arrangements – Members confirmed the need for the mobile CCTV cameras to be operational and for the Clerk to continue with making arrangements for repair and servicing to take place.

Councillor Jon McCarron returned to the meeting.

Councillor Rebecca Legge also joined the meeting and made a personal and prejudicial interest in agenda item 13 planning application FUL/000651/25 because the applicant is a personal friend. Councillor Hilary McGuill also made a personal and prejudicial interest in the same matter as the applicant is her son. Councillor McGuill declared that she had been given a dispensation by Flintshire County Councils Standards Committee that she could participate in this item.

Office accommodation – the Clerk summarised the current situation regarding alternative meeting locations. The Scout Hut was identified as a possibility and Councillor Blanchard agreed to check availability. A lengthy discussion took place about releasing the Wednesday evening slot for the Youth Club. It was agreed that at present the slot should not be given up as there was currently no acceptable alternative. Councillor Hadfield-Jones was due to undertake some internet tests at Caffi Isa and the Amenities Meeting on 16 September would take place there to consider the quality of the internet connection.

NBCC hire agreement – there are some small matters for the Clerk to query prior to the agreement being agreed by full Council.

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## 7. Police matters

The Assistant Clerk summarised the police incidents for the ward summarised on the North Wales Police website. It was noted that violent and sexual offence crimes had increased in comparison to the same period last year (July 2024). The Argoed ward was, however, still described as a low crime level ward.

## 8. Correspondence and Clerk report

The Clerk discussed the Bonc play area and the meeting that she had had with Richard Roberts from Gwella. The wooden climbing frame was at end of life and was going to be removed due to safety issues. The Clerk had circulated proposed replacements prior to the meeting with anticipated costs. In addition, the play surface under the younger children's play equipment needed replacing need for the need for the play equipment. Gwella were also going to apply top soil and grass seed some areas in the park to level up the grass to the pay equipment. This would be at no cost to the Community Council.

The Clerk highlighted that the Bonc was a popular and well used play area. Members discussed the options and decided the following:

- To have a new wooden structure with grass mat underneath at a cost of £13,818.
- To replace the play area surface under the younger children's equipment at a cost of around £7,000.

In addition there were the costs of the repairs to the gym equipment at Wats Dyke at a cost of around £1,000.

This was a total cost of £21,818 being match funded so there would be a cost to the Community Council of £10,909.

Councillor Jolly proposed that the Community Council approve a budget of £11,500 to fund the new play equipment and the repairs needed to the gym equipment. This was seconded by Councillor Blanchard. All members were in favour.

***Resolved: Budget of £11,500 approved for new play equipment and repairs to the gym equipment.***

The Clerk would inform Richard Roberts from Gwella of the Community Council's decision.

## 9. Approval of Finance Working Group Draft Terms of Reference

The Clerk had circulated the draft terms of reference with the agenda. It was decided by Members that the terms of reference should be discussed and agreed at the first meeting of the Finance Working Group. Membership of said group was agreed as being Councillor Blanchard; Councillor Jewell; Councillor Jolly; Councillor Shepherd and Councillor McGuill. Councillor McCarron will substitute for anyone if they are unable to attend.

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## **10. Development of Council Mission Statement and Objectives**

Councillor McCarron had developed the Council Mission Statement in conjunction with the Clerk. It had been circulated with the agenda papers. Members agreed that it encompassed what they wanted to say, with only the addition of 'surrounding areas' being added to the named villages. Councillor Hadfield-Jones proposed that the amended Mission Statement be approved and published on the Council's website. This was seconded by Councillor Jewell. All members were in favour.

***Resolved – that the Community Council Mission Statement be approved and published.***

The Clerk highlighted that the views of residents also needed to be sought and if any community meetings were arranged, it could take place then.

## **11. Remembrance preparations**

Councillor Shepherd stated that preparations were underway and that refreshments would be available in the WI Hut after the service. A PA system was needed and Councillor Shepherd asked that Council approval be given to purchase one. Members agreed that it could also be used at community events.

Councillor McCarron proposed that the Council purchase a PA system. This was seconded by Councillor Holiday. All members were in favour.

***Resolved – that the Council purchase a PA system.***

Councillor Blanchard agreed to ask her husband for suggested PA systems that were Bluetooth compatible. The Clerk discussed the putting up of the poppies around the ward and requested volunteers if it was being done by Members. Ideally the poppies need to be in place in time for when the lapel poppies went on sale.

## **12. Christmas preparations**

Councillor Blanchard explained to Members the arrangements for the Christmas lights switch-on event on 30 November at Caffi Isa.

The event would use the new outside café area. There would be lots of community involvement including the guitar club and choir as well as the children performing. Stalls selling craft items would also be set up as it would be an opportunity for the school PTAs and Scouts to fundraise. Individuals with a strong community involvement are usually invited to turn on the lights and Councillor Blanchard explained that Scout Leader Dan Reynolds will be asked to do it this year. Sata will be there and there will be gifts for the children.

Councillor Blanchard explained that the display houses, that were previously displayed by her parents, had taken a battering in the winds last year and some repairs and painting may be needed. Members agreed that they would help out if needed. The decorations and displays needed to be put up a week before the switch on. The lights would be put up by Mega.

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### 13. Budget monitoring report and bank reconciliation report

The Clerk present the budget outturn report, bank reconciliation and specific and general reserve balances at 31 August 2025. The bank reconciliation is summarised below.

	£
Balance at 1 April 2025	86,736
Add receipts	54,304
	<b>141,040</b>
Less Payments	21,549
<b>Balance at 31 August 2025</b>	<b>119,491</b>
Current account balance at 31 August 2025	1,900
Deposit account balance at 31 August 2025	117,591
<b>Total bank balances at 31 August 2025</b>	<b>119,491</b>

Members discussed the amounts owing for previous years street lighting energy and inspections which the Clerk had quantified. They agreed that the six years statute of limitations would need to be confirmed but at this stage it was prudent to budget for this expenditure. The amounts that the Clerk had quantified for other outstanding costs not yet invoiced were accepted and that reserves should be established.

Councillor Shepherd proposed that the budget monitoring report and the bank reconciliation at 31 August 2025, including proposed new reserves be accepted and approved by the Community Council. This was seconded by Councillor Hadfield-Jones. All members were in favour.

***Resolved – that the budget monitoring report, bank reconciliation and additional reserve details at 31 August 2025 be accepted and approved.***

### 14. Planning matters

Councillor Legge left the meeting. Members discussed the planning application FUL/000651/25. The Members all agreed there was no reason to object and they were all in agreement. Councillor Legge returned to the meeting.

### 15. Highways matters

Councillor Mutch raised the matter of the incomplete pedestrian crossing on Chambers Lane. Councillor McGuil explained that Flintshire County Council was waiting to gauge how many children were using the footpath adjacent to the old Bryn School.

The issue of the street lights not being replaced was then discussed. Members expressed their frustration at the responses received from Flintshire County Council in that they could not state when the replacement columns would be installed. Given that some of the street lights had been removed from Bryn Road, which was a safe route to schools, this was inevitably putting the children of the village at risk, particularly given that the clocks are due to go back. In addition, there could be children crossing the road in poor light.

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The Clerk suggested that officers from Flintshire County Council be invited to a future meeting so that Member could question them directly. Members agreed this as a way forward and asked the Clerk to both write to Flintshire County Council and invite officers to a future Community Council meeting.

Members also commented upon the matter of no roads being returned to 30mph in the Argoed ward.

The Clerk raised the matter of it being 9pm. Members agreed to continue the meeting after 9pm.

## 16. Accounts for payment

The Clerk explained what payments 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 4 – Clerk & Assistant Clerk	1,165.75
HMRC	Month 4 – tax & NI	565.90
Councillors allowances via payroll	Authorisation at AGM in May 2025	1,851.20
New Brighton Community Centre	Hall hire 4 & 18 June 2025 3 hours	49.50
New Brighton Community Centre	Hall hire 2 July 2025 3 hours	49.50
AR Gittins & CR Bedford	Gardening contract – payment 4	540.00
AR Gittins & CR Bedford	Invoice ACC005 – weedkiller & application Memorial Garden	281.95
AR Gittins & CR Bedford	Invoice ACC006 – bench repair in Mercia Square	180.00
	<b>Total payments made</b>	<b>4,683.80</b>
<b>Payments needing to be made</b>		
New Brighton Community Centre	Office hire September to November 2025	642.51
AR Gittins & CR Bedford	Invoice ACC007 – August watering & feed	540.00
	<b>Total payments to be made</b>	<b>1,182.51</b>
<b>Payments made by direct debit</b>		
Microsoft	Licences x 1	11.52
Microsoft	Licences x 15	82.80
CBA Webroot	Internet security – 1 year renewal	49.99
Microsoft	Licences x 15	82.80
Microsoft	Licences x 1	11.52
	<b>Total payments to be made</b>	<b>238.63</b>

The Clerk also advised Members that the Information Commissioners Office Data Protection fee was due on 29 September and there was also an outstanding photocopying invoice. Members agreed that the Clerk should make these payments.

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Councillor Jolly proposed that the payments be approved. This was seconded by Councillor Hadfield-Jones. 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 21:08pm.

<b>ACTION POINTS FROM 2 SEPTEMBER 2025 MEETING</b>			
	<b>Action to be completed</b>	<b>By whom</b>	<b>By when</b>
<b>A</b>	Arrange for the mobile CCTV cameras to be repaired and serviced.	Clerk	30 September 2025
<b>B</b>	Check availability of Scout hut for meetings.	Councillor Blanchard	30 September 2025
<b>C</b>	Finalise NBCC hire agreement.	Clerk	7 October 2025
<b>D</b>	Advise Richard Roberts of the Council approval of the play equipment purchases and gym equipment repairs.	Clerk	3 September 2025
<b>E</b>	Publish the Community Council Mission Statement.	Clerk	7 October 2025
<b>F</b>	Consult with residents on the Community Council Mission Statement.	Clerk & Assistant Clerk	31 January 2026
<b>G</b>	Identify suitable PA system.	Councillor Blanchard	30 September 2025
<b>H</b>	Write to Flintshire County Council about the street lighting and safe route to school matters.	Clerk	7 October 2025
<b>I</b>	Invite street lighting officers to a Community Council meeting.	Clerk	21 September 2025

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**SUMMARY OF DECLARATIONS MADE BY MEMBERS IN ACCORDANCE WITH ARGOED  
COMMUNITY COUNCIL'S CODE OF CONDUCT**

**Meeting of the Council on Tuesday 2 September 2025 at 7pm**

Councillor Jon McCarron made a personal and prejudicial declaration of interest in relation to item 6 and CCTV maintenance arrangements because he is employed by the CCTV company.

Councillor Rebecca Legge made a personal and prejudicial interest in relation to agenda item 14 planning application FUL/000651/25 because the applicant is a personal friend.

Councillor Hilary McGuill made a personal and prejudicial interest in relation to agenda item 14 planning application FUL/000651/25 because the applicant is her son. Councillor McGuill declared that she had been given a dispensation by Flintshire County Councils Standards Committee that she could participate in this item.

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