

APPROVED MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL
Held at The Dinorben Arms (Private Dining Room), Bodfari on the 8th of April 2025 and
by TEAMS conferencing software:

Join Teams 7pm to 8pm by: Meeting link:

<https://teams.live.com/join/9358410541459?p=nQ6RP2fvDxaALCBWS8>

Join Teams 8pm to 9pm: Meeting link:

<https://teams.live.com/join/9356846994822?p=Y9T5VbKWfZ98UeCUJy>

Present:

Cllr Philip Barley (Chair) (PB)

Cllr Julie Burnage (JB)

Cllr Nigel Bunton (NB)

Cllr Sue Davidson (SD)

Cllr Julie Johnson (JJ)

Also present:

Heather Eubank (Clerk)

Cllr Chris Evans. (CE)

1. Apologies: None.

PB welcomed everyone to the meeting.

2. Declaration of interests: None.

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 March 2025.

Item 13 AOB. Change two sentences.

CE donated two Hampers to be for the “guess the name of the bunny” competition being held by Ysgol Bodfari and The Dinorben Arms.

Tickets are £1 each and can be bought at Ysgol Bodfari and The Dinorben Arms.

RESOLVED: That the minutes of the 11th March 2025 when corrected be approved as a true record.

Proposed: **JB** Seconded: **NB**.

5. Matters arising from previous minutes

i. **Unity Bank Update**

Application Documents sent to Unity Bank via recorded delivery. BCC'S HSBC Reserve Account balance was transferred into BCC's HSBC Main Account in readiness for the funds to be switched to the new BCC Unity Bank account.

Actions:

Complete the transition of bank accounts from HSBC to Unity bank and issue Councillors Unity login details – HE.

ii. **Noticeboard(s)**

JB reported the noticeboard had been inspected and needed several repairs. HE spoke to BCCs Groundman who said he could repair for approximately £35-£40. It was resolved go ahead with the repairs.

Action:

Forward the noticeboard report to John and instruct to complete the repairs as per report – HE.

iii. **Storage/Archiving of BCC documentation.**

New BCC Protocol to be completed by May 2025.

NB volunteered to provide archive storage and collect all current BCC current documents to store at his property.

Action:

Complete new Retention/Disposal Policy by May's meeting– HE.

Go through the archived documents in the new storage area to see if any can be destroyed – ALL.

Buy new plastic boxes to store the archived documents - HE.

iv. **Wales New National Park Proposal.**

HE received an updated email stating the following.

"Each Council will send one or two representatives to speak for them, though others are welcome to attend. That way, we keep the number of speakers reasonable. Whether these representatives are the clerk and chair, the chair and vice-chair, or just whichever members of your Councils are most interested in the National Park proposal, is up to each Council.

Consider the choice between a virtual, in-person, or hybrid meeting. The facilities at Llysfasi's Community Hub (Llanfair DC CC's usual meeting point) are well-suited to either of the latter, should that affect preferences.

Action:

Circulate the email again – HE.

Councillors respond to HE with preferences and availability if they wish to attend – ALL.

Respond to Llanfair DC Clerk – HE.

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

Added to agenda as reminder to complete for Mays meeting.

Action:

Complete for BCC meeting May 13th 2025 – PB.

6. County Councillor's Report.

Circulated prior to meeting (Appendix 1).

7. Planning and Highways:

a. Highways.

- i. B5429 Road Closure 15/04/2025 to the 15/04/2025
(carriageway) BRYN ORME, B5429 NANT GWILYM TO JUNCTION A541 BODFARI.
Gwaith Dwr / Water Works MORRISON WATER SERVICES (C 01443 248 872)
BODFARI AOO/OOH 07852 743131/07718 270451

b. Planning.

- i. Planning application code no: 41/2024/1589/PF
Location: Lodge Farm, Bodfari, Denbigh, Denbighshire, LL16 4DT
Proposal: Construction of slurry pit and associated works
Documents relating to the application can be viewed on DCC website. Please visit:

No response needed.

8. Finance

- a. **Financial report.** Bank Balances 31st March 2025. Main Account £9498.54. Reserve Account £4619.60. There is £5,353.74 left to spend in the earmarked community spend monies, which is included in the main account balance reported above. **Bank statements for both accounts sent to Councillors before the meeting.**

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

i.	Clerks Salary March 2025	£399.64
ii.	HMRC Tax and NIC March 2025	£364.69
iii.	M.H Eubank Expense - McAfee 2-year protection Laptop*	£155.99
iv.	M.H Eubank – Expense ICO Fee**	£52.00
v.	SLCC Membership	£190.00
vi.	M.H Eubank – Expense postage Unity Banks docs***	£9.35
vii.	M.H Eubank – Expense Scribe annual+ monthly fee***	£336.00

*McAfee paid by HE prior to meeting, lots of popups on laptop so PB agreed payment could be made prior to the meeting as per financial regs.

**ICO fee paid online by HE.

***Payment of Scribe fees were agreed prior to this meeting so HE paid online and presented the receipts. They will be set up as a direct debit once BCC transfers to Unity Bank. Also, vi and vii were paid using one cheque totalling £345.35.

Invoice received after issue of agenda. Harold Smith PAYE admin to 31st March 25 £42.00

- c. **Other Payments.**

i.	Bank Charges from the 6th Feb to the 5 th Mar 2025 (debited by Bank)	£6.20
----	---	-------

- d. **Income.** None.

- e. **Internal/External audits and Annual Return.** All paperwork received from Internal and External auditors. Annual Return for 2024-2025 is complete and was signed by HE and PB during the meeting. Internal Audit scheduled for May 20th. Internal audit response will be available and any comments to be discussed in BCC June 2025 meeting. BCC documents will be sent to Audit Wales in July 2025.

- f. **Quarter 4 Accounts.** Verified and signed by JJ.

RESOLVED: That the Financial Information for March 2025 be approved.

Proposed: PB **Seconded:** JJ.

BCC resolved in future they would sign a post-dated cheque for the Clerk's next salary each month. This is to ensure the Clerk still receives a salary if a BCC meeting has to be cancelled.

9. Village Playground and Park

- i. **Park Inspections.** None.
- ii. **Tree Work.**
There is little commonality in the quotes BCC received from the three companies plus the quotes do not include work mentioned in the Park Annual Inspection Report.
Action: Gain further quotes for all the work needed from the three companies – HE.
- iii. **New Fencing required Recreation Ground perimeter.**
DCC confirmed the fencing is not on DCC land. It was resolved that the fencing is the responsibility of BCC and strong replacement fencing is needed. The toad migration would need to be considered when choosing which fencing to install.
Action:
Gain three quotes for work ensuring the toad migration will not be affected – NB.
- iv. **Date for Recreation Ground meeting.** The meeting will be held at 7pm on Wednesday the 23rd of April 2025 at the Recreation Ground.

10. Important Correspondence.

- i. **Email from 13 Banc y Chwarel.** This was circulated prior to the meeting. PB will write a draft response and circulate to Councillors for comment prior to sending.
- ii. **Resignation Vice Chair.** PB received resignation letter from Rebecca Parrin. PB wrote to RP on behalf of Bodfari Community Council to thank her for her support over the many years she served as a Councillor. Councillor Vacancy form has been sent to the Returning Officer.
- iii. **Thank you letter from Ysgol Bodfari.** A letter of thanks was received from Ysgol Bodfari for the £200 charity donation received from Bodfari Community Council towards non-curriculum activities that are not funded by DCC.
- iv. **Thank you letter from St Kentigern's.** A letter of thanks was received from St Kentigern's for the £200 charity donation received from Bodfari Community Council.

11. Appointment of Vice Chair.

Julie Burnage (JB) agreed to become Vice Chair for the remainder of the council year.

Proposed by: PB

Seconded by: NB

12. Proposed Projects for 2025. These are projects that have been mentioned during previous discussions: -

- i. **Telephone Box update.** Ask John Roberts how much he would charge to paint and repair the windows – HE.
- ii. **Boules Court** - To be used for village and inter village events. Contact Pétanque Association Wales to find out what type of gravel is used– JB.
- iii. **Bench for Maes y Graig** – See Meifod Catalogue for costs for next meeting- HE

13. AOB. None.

AGM and Next Meeting 7pm to 9pm on Tuesday the 13th of May 2025 at the Dinorben Arms (Private Dining Room), Bodfari

Appendix 1 – Councillor Chris Evan’s Report.

Cllr Robert Chris Evans Report for BCC meeting 8th April 2025.

Morning

Denbighshire Housing tenants are building a strong community at a newly finished Prestatyn housing development

Denbighshire Housing recently held an event for Llys Llên tenants to help them meet their new neighbours and chat to staff about their new homes at the former library site, Prestatyn.

Tenants got together to have a go at Linocut printing, take part in bocchia games against each other, talked to our Community Resilience Team and the local Community Navigator to learn about suitable community support if needed.

Llys Llên is designed for people aged 55 and over. The development at the site has seen the creation of a total of 14 new, one-bedroom energy-efficient apartments which are situated in the building, along with two non-residential units on the ground floor. Each home is designed to offer high levels of energy efficiency to support the new tenants with the cost of living and help Denbighshire County Council and Wales achieve its targets of lowering carbon emissions.

The new Prestatyn homes are part of Denbighshire Housing’s and the Council’s continuing commitment to tackling accommodation waiting times by addressing the need for more social housing provision in the county.

‘Just beautiful’ was how Maureen Jones described her new apartment at Llys Llên while enjoying meeting her new neighbours at the Denbighshire Housing event. She said: “there is nothing they have forgotten about (Denbighshire housing), I love to chat, and everybody is so friendly. I have a gorgeous view of Dyserth Mountain and can sit and watch the sun go down, it’s so lovely”.

Sharon Smith said, “I like everything about my apartment, especially the lovely windows, the way it gets the sun coming through into my lounge, it’s a fantastic size and my bedroom has a fabulous walk-in wardrobe.”

Cllr Rhys Thomas, Lead Member for Housing and Communities at Denbighshire County Council, attended the event to meet the new tenants and took a tour around one of the apartments.

He said: “I’m very impressed with these new apartments. I’ve talked to some of the residents here as well, and they’re very, very happy. It’s great to see so many tenants and staff here, chatting about things that are important to them, and how they have settled into their new homes.”

Greener fleet to support housing maintenance

Denbighshire County Council’s Housing Maintenance Fleet has received support to provide greener and more economical miles.

The Council’s Housing Maintenance team has seen six of their end-of-life fossil fuel run vehicles changed to electric powered vans to assist with reducing their carbon footprint and costs for servicing and mileage use.

As part of the fleet end of life process, the Toyota Proace City vans have been appropriately chosen to support the Council’s continuing work to reduce its fleet carbon footprint and long-term running costs.

These vans will produce less impact on the environment with zero tailpipe emissions and in the long term be more cost effective to maintain and service than fossil fuel powered vehicles.

They will be used to help staff continue to carry out essential maintenance across council houses in the county by providing a range of up to 200 miles

Cllr Barry Mellor, Lead Member for Environment and Transport said: "The Council is working very hard to reduce our fleet's carbon footprint by replacing our end-of-life fossil fuel powered vehicles with greener alternative vehicles if appropriate for the service's transportation needs and to lower long term costs."

"It's great the service is running these vehicles now as it will ultimately see their carbon emissions reduce with the important mileage they do to look after our housing stock around the county."

Guess the Rabbit' Hamper Competition

Councillor Chris Evans has donated two hampers in memory of his much-loved Mum Janet Evans. Janet, who died two years ago, was a dinner lady at Ysgol Bodfari.

Janet loved Easter and would give out flowers to everyone at this time of year. The money raised from 'Guessing the Rabbits' names will be used to buy plants and flowers for the planters and new raised flowerbeds in the grounds of Ysgol Bodfari. You can enter via Ysgol Bodfari or the Dinorben Arms - entries are £1 each.

Entries are open now so please get guessing and support our school.

O

