APPROVED - MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL

Held at The Dinorben Arms (Private Dining Room), Bodfari on the 8th of July 2025 and by TEAMS conferencing software:

Join Teams 7pm to 8pm Meeting link:
https://teams.live.com/meet/9349695189990?p=yliLOZV30nABTvzofu

Join Teams 8pm to 9pm Meeting link:
https://teams.live.com/meet/9377649496672?p=gqN4JXi488QnaofCIf

Present:
Cllr Philip Barley (Chair) (PB)
Cllr Julie Burnage (JB)
Cllr Sue Davidson (SD)
Cllr Julie Johnson (JJ)
Cllr Dan Burke (DB)
Also present:
Heather Eubank (Clerk)

1. Apologies:
Cllr Chris Evans. (CE)

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 10th June 2025.

RESOLVED:
Proposed as correct by: **JB** Seconded: **SD**

5. Matters arising from previous minutes

i. **New Councillor.**
DB signed the Acceptance of office document at the start of the meeting. PB welcomed him to his role as a Councillor on Bodfari Community Council.

ii. **Noticeboard(s)**
It was resolved to dispose of the noticeboard removed from centre of Bodfari village and remove from asset list.
Proposed by: **PB** Seconded by: **JB**
Noticeboard at Maes y Graig - John Roberts will carry out requested repairs and inform HE when this is complete.
SD reminded meeting there are a noticeboards at Ysgol Bodfari and the Church which can also be used.
Actions:
PB to contact Nigel regarding collection/or disposal of the notice board
Note the date and disposal of the noticeboard on the Fixed Assets List – HE.

Check Maes Y Graig noticeboard after repairs are complete – HE.

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

New BCC Retention/Disposal Document completed by HE and emailed to all Cllr's prior to meeting. Any changes needed to be discussed at September meeting before adopting the policy.

PB to collect 4 boxes of BCC documents from NB and bring to September's meeting. The contents need to be logged e.g. type of document, date of document. BCC will then make a decision to archive or the destroy the individual documents in line with the new Retention/Disposal Policy.

A list must be kept of all documents that have been destroyed.

Actions:

Four boxes of documents to be collected from NB - PB

All: Review of Documentation Policy for September meeting

HE to contact DCC for their policy on for storing BCC documents.

Councillors to arrive at September's meeting at 6pm to go through the boxes and log the contents– ALL.

iv. **Recreation Ground visit 10th June 2025 – PB/JJ/JB/SD.**

It was decided the exterior fence of the park near the B5429 will be repaired to stop access to and from the Recreation Ground from the B5429. John Roberts will be asked to give an estimate for this repair using like for like materials. The fencing will be repaired as soon as possible (school holidays imminent) whilst ensuring current BCC Financial Regulations are followed.

A "No Access" sign will be attached to the fence once repaired. The cost to repair acts of vandalism impact BCC's ability to spend money on improvements to benefit the whole village.

Action:

Show John where repair is needed and gain estimate for repair – SD/PB.

v. **Councillor Vacancies.**

NB resigned on the 11th of June 2025 and was thanked by PB for his hard work on behalf of BCC. There are currently **two** Councillor vacancies.

Action:

Continue to advertise and encourage Bodfari residents to join the council – All.

vi. **Community Traffic Calming discussions with DCC/Police Speed watch Campaign.**

Traffic Calming PB sent a response to DCC outlining further information that BCC felt was relevant when considering Traffic calming measures in Bodfari, a response was received from DCC and distributed before meeting. DCC are suggesting the installation of a pedestrian island to help residents cross the A541 safely.

BCC is considering the installation of 2 Speed Indicator Devices (SID's) at the entrance to the village on each side of the road but need further information to clarify who is responsible for upkeep etc. after installation.

Action:

Confirm actual cost of Installing 2 SID devices – PB.

Contact DCC and check who is responsible for the maintenance and insurance of these devices after installation. – PB.

Speed watch scheme

A Bodfari resident emailed BCC and volunteered to be an operator, DB has offered to be the co-ordinator. BCC requires a minimum of **ONE additional volunteer** to be able to run this scheme in Bodfari Village. The scheme requires monitoring locations to be suggested, the Police then risk assess these locations to ensure the safety of the operators. The monitoring locations that have been suggested are: -

1 - On the A541 near the Bodfari planter on the wide verge to monitor traffic travelling towards Mold.

2 – On the A541 where the speed limit changes to 40 mph (near the Trout Farm) to monitor traffic travelling towards Denbigh

3 - In the centre of the village near the junction with the road leading to Ysgol Bodfari.

Action:

Gain further volunteer operators for the Speed Watch Scheme– ALL.

Gain accurate costs for equipment for next meeting – HE.

vii. **Completion of 2025 Operational/Financial Risk Assessment - JB**

JB and HE will complete this annual Risk Assessment over summer and the findings will be reported at BCC's September meeting.

viii. **Tender Renewal.**

HE requested and received the 2025-2026 Recreation Ground Tender from current groundsman; it is due for renewal on the 10th July 2025. The 2025-2026 tender has been changed to include the watering and strimming of the Bodfari Planter on the A541. All Councillors stated they have been very satisfied with the work carried out by John Roberts over the last 12-month period and the associated cost. It was resolved to offer a further 3-year contract as per the tender:

"1 year for a tenderer's first year but assuming the satisfaction of both parties, a 3-year contract can be agreed".

Proposed by**: PB**. Seconded by **JB**.

Action:

Request a copy of the renewal of John's liability insurance on the 27th April 2026, add to diarised action plan – HE.

Inform John Roberts of the Councils acceptance of the tender quotation and offer of a 3-year contract with BCC for the continued maintenance of the Recreation Ground– HE.

ix. **Broken Bench. Crime ref no. DP-21641-25-6060-06 (C097594).**

HE spoke to PCSO Dave Handley from the Manage Response Unit on the 1st July 25. Concluded this is criminal damage but culprit undetected at this time.

Report any further instances and if anything escalates and further help is needed, use the website (shown below) to gain a list of officers in the area by entering the postcode LL16 4DA. PCSO's do work until midnight at the latest, shifts finish at 8pm/10pm/12pm. More patrols can be sought through this medium.

Website - https://police.uk/-northwales

x. **14th June Event in aid of Air Ambulance.**

All Councillors thanked Sue and her husband Scott for hosting this event. Sue reported it was a real fun event attended by lots of residents. Sue sent a huge thanks to the food suppliers and to Martin and David for their help with organising the quiz and making it so enjoyable.

<u>The event raised £1500</u> for the Air Ambulance who will be providing Gift Aid forms for attendees.

xi. **Five a side football competition update, letter to residents, inform local police, ensure 1st aid provision.**

This event will be held on the 31st August 2025 and Councillor Evans is donating a trophy. This has been posted on Aberwheeler and Bodfari Facebook pages.

Actions:

Inform police – PB.

Write to residents – PB.

Ensure First Aider is present – PB.

6. County Councillor's Report. See Appendix 1.

7. Planning and Highways:

a. Highways.

BWLETIN GWAITH FFORDD / ROAD WORKS BULLETIN 27/06/2025 - 27/06/2026

Gwaith Ffordd Road Works | Ffordd ar Gau Road Closure | Rhelolaeth Traffig Dros Dro Temporary Traffic Control

(C) Cyswllt/Contact - (AOO/OOH) Allan o Oriau/Out Of Hours

Lleoliad Location	Math o waith Type of work	Dyddiadau Dates	Sylwadau Remarks
A541 (footway)1 LLANDYRNOG TO ROSE GARDE, BODFARI, D	Gwaith Dwr / Water Works	02/07/2025	MORRISON WATER SERVICES (
A541 FROM B5429 LLANDYRNOG TO ROSE GARDEN BENDS BODFARI BODFARI		04/07/2025	C 07718270451 AOO/OOH 07718270451

b. Planning. .

i. Cais / Application: 41/2024/1532/HH
Lleoliad / Location: Geinas Farm, Bodfari, Denbigh, Denbighshire, LL16 4BY
Cynnig / Proposal: Gosod pwmp gwres ffynhonnell aer i'r annedd a arae PV solar i'r adeilad allanol / Installation of air source heat pump to dwelling and solar PV array to outbuilding.

ii. Cais / Application: 41/2024/1533/LBC
Lleoliad / Location: Geinas Farm, Bodfari, Denbigh, Denbighshire, LL16 4BY
Cynnig / Proposal: Gosod pwmp gwres ffynhonnell aer i'r annedd a arae PV solar i'r adeilad allanol (Caniatâd Adeilad Rhestredig) / Installation of air source heat pump to dwelling and solar PV array to outbuilding (Listed Building Consent).

No action required.

8. Finance

a. Financial report. Financial report.

i. **Unity Bank Balances 30th June 2025.**
Main Account **£5086.16.**
Reserve Account **£4638.72**.
Earmarked Reserves Account **£6013.33.**

There is £500 in the Earmarked Reserve towards the next DCC elections.

Banks statements for all accounts sent to councillors prior to meeting.

b. Unity Bank Online Payments. - For online authorisation.

i.	Clerks Salary July 2025 (Post dated)	£301.08
ii.	HMRC Tax and NIC July 2025 (Postdated)	£203.23
iii.	Clerks Salary August 2025 (Post dated)	£301.08
iv.	HMRC Tax and NIC August 2025 (Postdated)	£203.23

v.	Expenses Cllr Sue Davidson	£4.56*
vi.	Expenses Cllr Sue Davidson	£41.94*
vii.	Busy Bods Ysgol Bodfari – Replacement defibrillator pads	£74.40
viii.	John Roberts Recreation Ground June 25 - 2 grass cuts	£200.00
ix.	John Roberts – Bench repair in Recreation Ground	£20.00
x.	Scribe Accounting System July 2025 fee (Post dated)	£37.20
xi.	Scribe Accounting System August 2025 fee (Post dated)	£37.20

- **-Starred items will be paid from Earmarked Reserves Account. All other payments are from Main Account.**

PLEASE NOTE: Item "vi" was £51.94 on the agenda, this has been corrected to £41.94 in these minutes.

Invoices received after issue of agenda. None.

c. Other Payments.

i.	Unity Bank Main Account charges June 2025	£6.00
ii.	Unity Bank Earmarked Reserve Account charges June 2025	£6.00

d. Income.

i.	Final Interest payment from HSBC Reserve account received via cheque	£6.01
ii.	Unity Bank Reserve Account interest to 30th June 2025	£13.11

The interest cheque was paid into Unity Main Bank Account then Transferred to Unity Reserve Account.

RESOLVED: That the Financial Information for June 2025 be approved.
Proposed: **PB** Seconded: **JB**

9. Village Playground and Park

i. **Park Inspections.** Received from PB (April) and JJ (May). There are a lot of molehills in the Recreation Ground. It was agreed to monitor the damage for trip hazards and assess if any action is needed going forwards.

ii. **Groundsman Report**. Nothing to report**.**

Action:
Create a policy for schedule of inspections – HE.

10. Important Correspondence. Email received from Bodfari Resident about hedging growing over her fence from the Recreation Ground and noise in Recreation Ground. This was discussed, John will be asked to trim the hedge back as soon as possible and this will be added to the recreation ground tender for ongoing maintenance. An email response addressing all concerns will be sent to resident by PB.

Action:
PB to follow-up e-mail request with resident.

11. Bio Diversity Policy – Update required by Dec 31st 2025. A
One Voice Wales Bio Diversity webinar slides sent to Councillors prior to meeting. Councillors discussed what is being done in Bodfari now by BCC, Ysgol Bodfari and the Church to aid Biodiversity. DB mentioned a working party to address the Himalayan Balsam problem.

Action:
Study webinar slides over summer break and bring thought's next meeting in September – All.
Consider access requirement and need for a working party to combat the Himalayan Balsam problem in Bodfari – DB.

12. Proposed Projects for 2025.

i. **Telephone box**.
John will ask resident if he can cut the tree back at the side of the telephone box to make it more accessible to paint.

ii. **Boules Court.** Several solutions were discussed.
Action:
Check accessibility of Boules court for mini digger – DB
Use advice from Pétanque UK to install new surface – ALL.

iii. **Bench for Maes y Graig.**
CE contacted DCC to request that the dog bin is moved. HE provided exact location and reason for moving to DCC. DCC move the bin the same day.
SD stated the road sign at Maes y Graig needs moving to nearer the Oriel Gallery and the concrete is uneven and needs attention.
Action:
Letter to residents local to site for approval of plan for sitting area – PB.
Request the road sign is moved and cost of new concrete – SD.

13. AOB. PB stated there was debris and sandbags left at the front of the church which is an eyesore at the centre of the village, he will ask church warden David when it will be removed. PB reminded everyone there is no BCC meeting in August

Next Meeting 7pm to 9pm on Tuesday the 9th of September 2025 at Ysgol Bodfari.

Appendix 1 – Councillor Evans Report.

Councillor Evans Report – 8th July meeting 2025.

I have been in contact with new DCC Liaison Office Kate Thew. If you have any issues Kate is your DCC point of contact: -

Kate Thew
Swyddog Cyswllt â Chynghorau Dinas, Tref a Chymuned – Swyddog Cyswllt CDTCh
City, Town and Community Council Liaison Officer - CTCC Liaison Officer
Tîm Cydnerthu Cymunedol / Community Resilience Team
Gwasanaeth Tai a Chymunedau / Housing & Communities Service
Ffôn / Phone: 01824 706775 / 07920767514
E-bost/E-mail : CTCCLiaisonOfficer@denbighshire.gov.uk

Kate has already sorted out two issues for me and is available to attend Community Council meetings as stated in her introduction email.

I am still working hard to try and gain some action on Llanerch Bridge.

DCC have done a survey to see how residents rate their performance. There are 96000 residents in Denbighshire, only 700 were contacted? Is this a fair representation?

I am donating a trophy for the 5 a side football competition which is to be held at the Recreation Ground in Bodfari on the 31st August 25.

Many Thanks
Cllr Chris Evans
Independent Group
E: robertchris.evans@denbighshire.gov.uk
M: 07795 650041