Approved - MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL

Held on the 9th of December 2025 via TEAMS conferencing software:

Join Teams 7pm to 9pm Meeting Link:-
https://teams.live.com/meet/9395956941141?p=JnqvfN6NJIh7ss4oZ9

Present:
Cllr Philip Barley (Chair) (PB)
Cllr Julie Johnson (JJ)
Cllr Dan Burke (DB)
Cllr Julie Burnage (JB)

Also present:
Heather Eubank (Clerk/RFO)
Cllr Chris Evans. (CE)

1. Apologies:
Cllr Sue Davidson (SD)

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 November 2025.

Proposed as correct by: **PB** Seconded by: **JJ**

5. Matters arising from previous minutes

i. **Recreation Ground Signage.**
JJ checked and the post on the footpath to the Recreation Ground has been secured by DCC. JB has purchase 2 triangular signs with a red border stating "children crossing". One will be attached to post and JB has asked if one can be secured to the fencing at Clwyd Concrete.
Actions:
Follow up request to secure signage to Clwyd Concrete fencing - JB.
Attach 2nd sign to repaired post – JB.
Obtain new sign to indicate pathway to Recreation ground – PB.
Retrieve old signage from RP – SD.

ii. **Councillor Vacancies - All.**
This is ongoing. PB has two residents to approach.

iii. **Community Traffic Calming Measures.**
This is ongoing.
Actions:
Contact DCC about the installation of a traffic Island – DB.
Contact SID supplier to visit site for advice – HE.
Confirm suitable type of SID device required and cost of Installing – PB.

iv. Adopt new Bio Diversity Action Plan (BAP) and Triannual Report.

PB created a new BCC Bio Diversity Plan (BAP) for 2025 – 2028 and circulated it prior to the meeting. A few changes were incorporated and it was resolved to adopt the final version presented at the meeting.

Proposed by: **JJ** Seconded by: **JB**

The Bio Diversity Triannual Report for 2022 to 2025 is also due for completion.

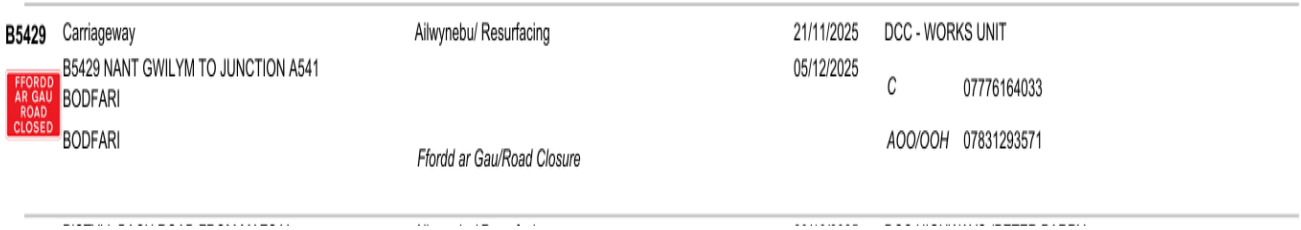
Actions:

Create a draft Biodiversity Report for 2022 to 2025 for BCC meeting 13th January 26 – PB.

6. County Councillor's Report. See Appendix 1

7. Planning and Highways:

a. Highways. This work has now been completed.



b. Planning.

Cais / Application: 41/2025/0491/HH

Lleoliad / Location: The Rose Gardens, Bodfari, Denbigh, Denbighshire, LL16 4DR

Cynnig / Proposal: Codi atodiad at ddefnydd ategol i'r prif dy annedd / Erection of an annexe for ancillary use to the main dwellinghouse

http://developments.denbighshire.gov.uk/planninghttps://developments.denbighshire.gov.uk/planning/index.html?fa=getApplication&id=126183&language=en

The property is set back from the road so BCC has no objection to this planning application.

Action:

Display this and any future planning applications on BCC' Facebook page - HE

8. Finance

a. Financial report.

i. Unity Bank Balances at 30th November 2025:-

Unity Main Account	£5898.25
Unity Reserve Account	£4665.03
Unity Earmarked Reserves Account	£6019.89
Total	**£16583.17**

There is currently£1000 in the Earmarked Reserve towards the next DCC elections.

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

b. Cheque/Online Payments. For approval - plus dual online authorisation at the end of the meeting.

i. Clerks Salary December 2025 (Post dated including tax rebate) £1293.88
ii. Scribe Accounting System fee December 2025 £37.20
iii. Room hire 9th Sept and 14th Oct Ysgol Bodfari £60.00

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

Invoices received after issue of agenda. None.

c. Other Payments

i.	Unity Bank Charge Main Account November 25	£6.00
ii.	Unity Bank Charge Earmarked Reserves November 25	£6.00
iii.	£500 transferred from Unity Main Account to Earmarked reserves	£500.00

d. Income. None.

Note.

HE received two invoices from Craig Myers after BCC's November 11th meeting for expenses he incurred during BCC's football tournament held on the 31st of August 2025. Invoice 1 was £25 for trophies and invoice 2 was for £39.14 for pitch marking paint. These invoices were paid immediately and are included in November's figures as agreed in November 11th 2025 minutes.

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

Proposed: **PB** Seconded: **JJ**

Action: Tax rebate included in Clerk's Salary to be claimed back from HMRC as this is an overpayment. Clerk to liase with Sara Trow from BCC PAYE company to reclaim the correct overpayment amount after April 5th 2026. This was included as an income in BCC's 26-27 budgeting figures.

9. Village Playground and Park.

i. **Park Inspections.** DB to email copies of inspections to HE.
HE circulated versions of an ultrasonic mole repellent prior to meeting. JJ also spoke to a local mole catcher. As the moles are not creating any more holes it was resolved to revisit molehills in the recreation ground in Spring.

ii. **Groundsman Report**. John will replace the broken gatepost in the recreation ground in the next few weeks.

10. Important Correspondence – None**.**

11. 26-27 Budget for approval.

HE created the BCC budget for 2026-27 using this year's regular payments and estimated future increases in this expenditure. Income was estimated using estimated 2025-26 VAT return figures and HMRC overpayment. PB and HE discussed these calculations at a meeting on the 8th of December 25 and a final budget was circulated. It was resolved that the budget be accepted.

Proposed by: **PB.** Seconded by:- **JJ**.

Action: -

Reduce printing, ascertain which documents can be signed via electronic signature – HE.

12. 26-27 Precept Request for approval.

THE Precept Critical Impact document was circulated prior to the meeting. This outlines the impact any increased or decreased precept requests would have on Band D properties in Bodfari.

The figures calculated for the BCC 2026-27 budget indicated that the 2026-27 precept should remain the same as the 2025-26 precept request.
DCC advised BCC to use 215 Band D equivalent properties in the 2026-27 Precept Critical Impact calculations for Bodfari which is 2 less that last year. This does not mean there are two less Band D properties in Bodfari but does mean a stand-still budget increases the household levy by 0.93%. This would increase the Band D charge for Bodfari residents by £0.71 per household per annum.

It was resolved to submit a standstill Precept Request for 2026-2027 of £16540.

Proposed by: **PB** Seconded: **JJ**.
Action:
Submit Precept Form to DCC by the 9th January 2026 – HE.

13. Projects for 2025 update.

i. **Telephone box**.
John Roberts has started work on the telephone box.
Action:
John to inform HE when this work has been completed.

ii. **Boules Court.**
DB will complete a Level 2 Award in the Safe application of Pesticides using hand held equipment provided by Lantra.

iii. **Bench for Maes y Graig.**
One quote has been received to:
1- Reposition the road sign, dig up and re-concrete the corroded area where the noticeboard is positioned.
2- To knockdown and rebuild the surrounding wall to the noticeboard with brickwork.

Kath Threw (DCC Liasson Officer) advised HE to raise a C360 to get the road sign moved. Arfon Parry who is webmaster for BCC website advised there is no problem having a QR code which directs users to the BCC website. However, if BCC did want to create a video with sound, he advised the indirect method is to put the film up on a video channel such as YouTube, and then either "embed" it in the website, or create a link to it from the website.

Two more builders have agreed to provide quotes for the work described above.
Actions:
Letter to resident's local to site for approval of plan for sitting area – PB.
Gain quotes for January 13th meeting – HE.
Raise a C360 to move Maes y Graig road sign – HE.

14. Clerk Appraisal and pay award.

A satisfactory appraisal was completed and future targets agreed on the 20th November 2025. A copy of the completed appraisal was circulated to all Councillors including a proposal to increase HE's rate of pay from NALC SCP24 to NALCSCP25.

It was resolved to agree HE's 2025-26 Pay Award increase to NALC SCP25 and any associated backpay.

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

It was noted during the appraisal that the Clerk's original Terms and Conditions need to be corrected.
Clerk's Terms and Conditions issued on the 23rd of April 2023 should be changed to read:

"Your starting salary is £15.67 per hour being the current salary point SCP 23 as set out in the 2023 National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales."

[Note: the salary indicated was based on the 2022/23 scales in error; starting salary point SCP 23 of the 2023/24 pay scales should have been used. This has been corrected and back-pay adjusted]
"Subject to satisfactory performance, you will progress automatically through the range LC2 in the NALC salary scale by annual increments until you reach the maximum salary in the range. Your first increment will be payable on 17" April 2024 and thereafter on the 17th April each year until you reach the maximum of the scale.

The Council may withhold an increment if it is considered that performance fell below the level expected, following an annual appraisal, or award an additional increment for exemplary performance if it chooses to do so."

It was resolved to ratify the updated document.

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

14. Donation to Ysgol Bodfari for non-curriculum activity.

It was resolved that BCC will donate £120 towards refreshments for the children of Ysgol Bodfari when they attend their Christmas 2025 Pantomime.
Action:
Contact Ysgol Bodfari to arrange for payment to be made - HE

Next Meeting 7pm to 9pm on Tuesday the 13th of January 2026 at The Dinorben Arms (Private Dining Room) Bodfari.

Councillor Evans Report.

Young nature photographers presented with prizes





Young photographers received a special school-based presentation after winning Denbighshire County Council's 2025 Wildflower Meadow Photography Competition.

Denbighshire pupils were asked to take a photograph on one of the county wildflower meadows, a school meadow, or community nature reserve site. Photos could be of the whole site, a tiny part such as an insect or flower, or whatever they felt made the best photograph.

The winners were Elis from Ysgol Esgob Morgan who took a photo of a Common Carder Bee on some thistle at Cysgodfa Denbigh and Wynter in Year 5 at Ysgol Bryn Hedydd who took a photo showing a White Tailed Bumble Bee on yellow flowers.

Both were presented with their prizes of environmental books for their schools along with a small canvas image of their photograph to hang at home or at school by Council Chairman Cllr Arwel Roberts and Cllrs Barry Mellor and Peter Scott who visited each school to meet the winners.





A book and card were also presented to Charlotte in Year 5 at Ysgol Bryn Hedydd for her photograph that she sent into the competition and Osian at Ysgol Esgob Morgan.

Denbighshire County Council's first actions after declaring a climate and ecological emergency in 2019 was to start managing grassland for wildflower meadow creation. The aim of the project is to restore and increase the amount of habitat available throughout the county for pollinators and wildlife. The project also brings many benefits or 'ecosystem services' to residents in the county, such as reduced flooding, improved air quality, and air cooling.

Councillor Barry Mellor, Lead member for Environment and Transport, said: “It was a privilege to meet the winners, and I know my colleagues felt the same. Their passion for helping local nature and learning about it is extremely inspiring We would like to again congratulate Elis and Wynter on their lovely images and thank all the pupils who took time to enter the competition.”

Denbighshire County Council will run the competition again over Spring/Summer 2026.

Working Denbighshire: Training and events

Working Denbighshire offers free training opportunities to empower Denbighshire residents with the skills they need to thrive in their chosen career. Whether you're looking to develop new skills, enhance your current knowledge, or explore a new career path, our training programmes are tailored to help you succeed.

Services and information



Confidence and wellbeing events link

https://www.denbighshire.gov.uk/en/jobs-and-employees/working-denbighshire/training-and-events/confidence-and-wellbeing-events/confidence-and-wellbeing-events.aspx

Events to help improve your confidence and wellbeing.

Free training events

https://www.denbighshire.gov.uk/en/jobs-and-employees/working-denbighshire/training-and-events/free-training-events/free-training-events.aspx

Information about the free training events available to help you start or progress your career.



Job-ready events

https://www.denbighshire.gov.uk/en/jobs-and-employees/working-denbighshire/training-and-events/job-ready-events/job-ready-events.aspx

Events to get you ready for job interviews and give you knowledge for careers.



Jobs fair

https://www.denbighshire.gov.uk/en/jobs-and-employees/working-denbighshire/training-and-events/jobs-fair.aspx

Whether you're job hunting or just curious about what's out there, our jobs fair is the perfect place to start.

About our training and events

Our training courses cover various sectors and skill levels, from beginner workshops to more advanced professional development. Each course is delivered by experienced trainers who understand the challenges of the modern workplace. Plus, many of our programmes are flexible, offering both online and in-person options to suit your schedule.

By joining a Working Denbighshire training programme, you'll gain practical skills, grow your confidence, and open doors to new opportunities. Whether you're seeking full-time employment, changing careers, or looking to enhance your personal development, our training offer is here to support you every step of the way.

Take the next step in your journey with Working Denbighshire and unlock your potential today.

Many Thanks
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