APPROVED MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL

Held on the 14th of July 2026 at The Dinorben Arms (private dining room) and via TEAMS conferencing software:

Meeting Link:-

https://teams.live.com/meet/9374706004968?p=DOg5uZIhnfxU67CUuT

Present:
Cllr Philip Barley (Chair) (PB)
Cllr Julie Burnage (JB)
Cllr Dan Burke (DB
Cllr Sue Davidson (SD)
Also present:
Heather Eubank (Clerk/RFO)
Cllr Chris Evans. (CE) via Teams

1. Apologies:
Cllr Julie Johnson (JJ)

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.
SD stated she was approached by residents of the sheltered housing accommodation at Maes Y Graig. The pathway in front of the sheltered housing, which leads to the centre of the village, is breaking up and this is presenting a serious significant trip hazard, especially for residents of the sheltered housing who may have mobility issues.
Action:
Take photos and location of the pathway and email to CE – HE.

4.To receive minutes of the meetings of 12th May, 21 May and the 9th of June 2026.
Minutes 21st May 2026
Proposed as correct and signed by: **PB** Seconded by: **JB**
Minor changes needed to **12th May and 9th June 2026 minutes**.
Proposed as correct on completion of changes and signed by: **PB** Seconded by: **JB**
Action:
Make tracked changes and email to PB. If PB approves the changes, print copies to be signed by PB – HE.

5. Matters arising from previous minutes

i. **Recreation Ground Signage.**
HE presented signage created by a company recommended by Wendy Davies from DCC Streetworks.
Actions:
Measure post to ensure the sign will be high enough and fits on the post – HE/JB.
Ask supplier to change the graphics to point to the left – HE.
Add to September's agenda – HE.

ii. **Councillor Vacancies - All.**
Ongoing.

iii. **Community Traffic Calming Measures.**

CE contacted DCC asking why the pedestrian island is no longer on the streetworks schedule of work. Andy Rayner from DCC Highways department stated there was no budget to complete these works and it was no longer on Highways list of works. He advised CE to contact DCC road safety team.

Actions:

a. **BCC to write a letter to CE containing all communication with DCC to date – PB.**
b. **Contact Becky Gittins and Darren Millar at DCC to forward PB's letter – CE.**
c. **Contact DCC planning department to ask if the contractor building houses at the Old Forge who has also requested to build houses on The Downing Arms site will be asked to install traffic calming devices as part of the planning consent - CE**

iv. **BCC Digital Health Data Storage.**

External hard drive purchased. BCC backup policy not required as this is covered in the retention and disposal policy and should be added to Operational & Strategic Risk Assessment.

BCC now has an Instagram page but HE could not link it to the BCC Facebook page

Actions:

Ask Martin Shutt if he still has the BCC Facebook login details - JB.

Add data backup to Operational and Strategic Risk Assessment – HE/PB.

Continue to try linking Facebook and Instagram accounts – HE

v. **Village Planter.**

HE spoke to Rod Waterfield who confirmed the Community Group would like to volunteer to look after the village planter.

Action:

Ask Rod Waterfield for appropriate risk assessment and insurance cover. – HE.

vi. **Annual Report.**

Ongoing – add to September's agenda.

Action:

Complete 25-26 Annual Report – PB.

vii. **Annual Football Competition**

PB spoke to last year's organisers who will supply a date as soon as it has been decided. CE kindly offered to provide sponsorship for this event.

6. County Councillor's Report.

See Appendix 1 for Councillor Evans Report.

7. Planning and Highways:

a. Highways

BWLETIN GWAITH FFORDD / ROAD WORKS BULLETIN 18/03/2026 - 18/03/2027



Gwaith Ffordd
Road Works



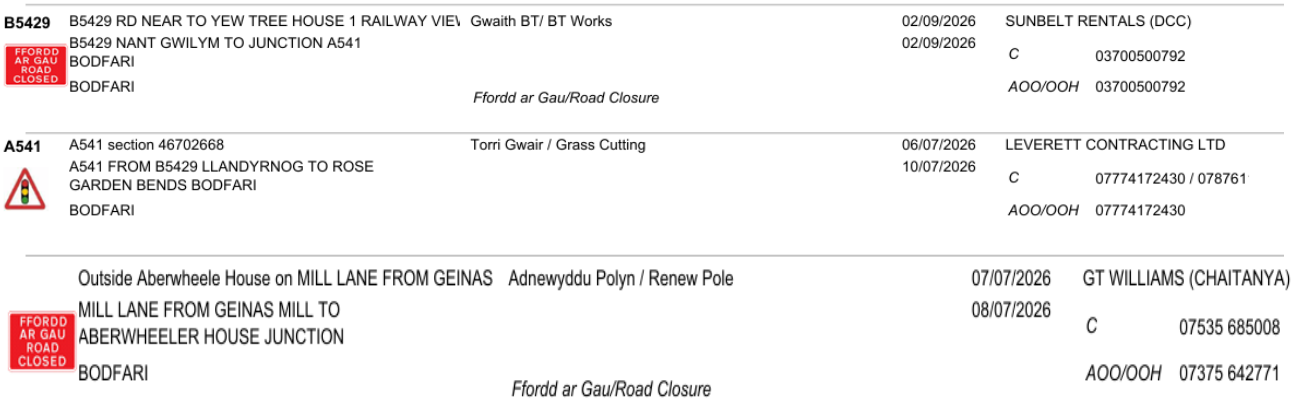
Ffordd ar Gau
Road Closure



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



b. Planning.

41/2026/0273/NMA. Warren House, Bodfari Denbigh, Denbighshire, LL16 4DP.

Diwygiadau i'r cynlluniau cymeradwy a gyflwynwyd mewn perthynas a chais rhif 41/2021/1213 (diwygiad anfaterol)

Amendments to the approved plans submitted in relation to application code no. 41/2021/1213 (non-material amendment)

No response required.

8. Finance

a. Financial report. **Financial report**.

i. Unity Bank Balances at 30th June 2026:-

Unity Main Account	£3450.75
Unity Reserve Account	£4235.80
Unity Earmarked Reserves Account	£5977.59
Total	**£13664.14**

There is currently£1000 in the Earmarked Reserve account to be used towards the next DCC elections in May 2027. £210 towards a new noticeboard at Maes Y Graig has been transferred from the Earmarked Reserves account to BCC's Main account in readiness for payment of installation, this will show in July 26 bank statement.

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

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

i.	Scribe Accounting System fee July 2026	£37.20
ii.	Scribe Accounting System fee Aug (payment 11th Aug 2026)	£37.20
iii.	Clerks July 2026 Salary (payment Aug 11th 2026)	£421.04
iv.	HMRC July 2026 (payment Aug 11th 2026)	£114.96
v.	Clerks Aug 2026 Salary (payment Sept 8th 2026)	£421.04
vi.	HMRC 2026 (payment Sept 8th 2026)	£114.96
vii.	Harold Smith 1st Apr to 30th June 2026 Payroll fee	£44.10
viii.	John Roberts Grounds Maintenance June 2026	£220.00
ix.	John Roberts Extra Grounds Work June 2026	£10.00
x.	Event Expenses M Shutt Bingo night event package June 2026	£100.00**
xi.	Event Expenses S. Davidson June 2026. Chalkboard	£24.99**
xii.	Expenses M H Eubank June 2026 (External hard drive)	£61.73

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

c. Invoices received after issue of agenda.

i. Events Expenses SD June 2026, received refund £23.37 and payment £51.98 £28.61**
ii. Audit Wales - External audit fee for 2024-25 £285.80

d. Other Payments.

i. Unity Bank Charge Main Account June 2026 £7.00
ii. Unity Bank Charge Earmarked Reserves June 2026 £7.00

e. Income. Unity Bank Reserve Account quarterly interest £20.87 applied June 2026.

RESOLVED: That the Financial Information for June 2026 be approved.
Proposed: **PB** Seconded: **JB**

f. Verification of quarter 1 accounts (1st April to 30th June 2026).
Documents sent to JJ who could not attend the meeting. Add to September agenda for approval.

g. Quarter 1 spend to budget (1st April to 30th June 26).
HE reported overspend in Community Fund but this was expected and will be balanced by estimated underspend within the 26-27 budget.

9. Village Playground and Park.

i. Park Inspections. Reports received from SD and DB.
Action:
Email inspection schedule to Councillors – HE.

ii. Groundsman Report.
Nothing reported this month.

10. Important Correspondence. None**.**

11. BCC Retention and Disposal Policy.
HE made tracked changes to this policy to correct the data backup information and emailed to Councillors prior to meeting.
Action:
Add to September's agenda for approval.

12. External Audit.
This has been completed and submitted in June 2026.

13. Projects for 2025-2026 update.

i. **Telephone box**.
Further discussion to clarify what work is needed.
Action:
Liase with Chloe to see what can be achieved– JB.

ii. **Maes y Graig.**
The new noticeboard has been ordered and the invoice approved and signed.
Action:

Gain installation date and pay invoice on completion of work after inspection of new noticeboard.– HE.

Next Meeting 7pm to 9pm on Tuesday the 8th of September 2026 at The Dinorben Arms (private dining room) and via Teams video conferencing:

Meeting link: https://teams.live.com/meet/9389845873542?p=DOtVdwkE5rUsZCs6if

Appendix 1

Councillor Evans Report July 2026.

During this month's drive round the local lanes, I noted the road to the Woodland skills centre is in a bad state of repair and have reported this to DCC.

There has also been an increase in fly tipping in the area so if any residents notice any instances, please report to DCC on their portal and gain a reference number. DCC cannot act if incidents and road issues aren't reported on their portal.

There was report on Facebook on the 3rd of July stating that at 8.30pm on Wednesday the 1st of July 2026 there had been an attempted robbery at two rural sites on the A541 in Bodfari. The alleged male offender is described as having large ears, blonde hair, wearing black shorts and carrying an Aldi or Lidl bag for life. The alleged offender made his way to the main road (A541) at 8.45pm through the gates of Habibi Arabians stable yard opposite Warren House in Bodfari. This was reported to North Wales Police and the offender was caught on camera.

The bags the alleged offender was carrying looked heavy so if anyone in the area was a victim of robbery at this time, please contact North Wales Police on 101 to see if it is connected to this incident.
For your information:

Reporting problems on Denbighshire County Council's website and to the police.

Any incidents or matters of concern that occur in the village of Bodfari can be reported on Denbighshire County Council's (DCC) website to the relevant department. The DCC website address is https://www.denbighshire.gov.uk.

Enter "report a problem" into the search function and a list of common problems will be highlighted to select from.

It is important to gain a reference number from DCC which is issued automatically when complaints are submitted via their online website. If DCC'S response is unsatisfactory and does not provide resolution, the complaint can be escalated on resident's behalf by their County Councillor who will quote the incident reference number(s) raised.

The police need to be informed of any crime committed in the area along with any evidence residents have. **Please ring 101 to report these incidents and again, obtain an incident number**

Reporting ALL incidents is the only way to ensure DCC and the police have an online history of the number and type of complaints about specific problems and the time frame these complaints were logged.

Please send an email to clerk@bodfaricommunitycouncil.org.uk quoting your reference/incident number if you are unhappy with any response, you receive is unsatisfactory. BCC will discuss this information with Bodfari's County Councillor, Councillor Chris Evans can then escalate problems to specific DCC Councillor's or the police for resolution.

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