Draft - MINUTES OF THE MEETING OF BODFARI COMMUNITY COUNCIL

Held on the 10th of November 2026 at The Dinorben Arms (private dining room) and via TEAMS conferencing software:

Meeting Link:- https://teams.live.com/meet/9310814298323?p=EFT43esTyBX2hlDyVA

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

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 meetings of 13th of October 2026.
Proposed as correct by: **SD** Seconded by: **JJ**

5. Matters arising from previous minutes

i. **Councillor Vacancies - Ongoing.**
HE issued an updated Facebook post and will follow up any responses.

ii. **Community Traffic Calming Measures.**
There are several issues to be discussed: -
Installation of Pedestrian island on the A541 in Bodfari. Response received from DCC
"I can confirm that we are still committed to the installation of the new pedestrian refuge in Bodfari. Unfortunately, the works have been delayed for several reasons, including funding and workload pressures. We're now working on a plan to undertake the construction during 2027/28.
Action.
Diarise to follow up in the DCC's new financial year (from April 2027)– HE.
HGV incident in Bodfari on the13th October 2026. CE reported this incident to DCC. Rhys Eden from DCC had the current "Unsuitable for HGV's" road signs cleaned and any foliage cut back from them and asked to be notified if there are any further incidents of HGV vehicles damaging properties in Bodfari.
Action.
Check the HGV signage near Bryn Bella in Tremeirchion – HE.
Parking issues at Ysgol Bodfari. Local PCSO Dave Jones wrote:-
"I attended at the school at home time today and totally agree that it is a concern. I spoke with the head teacher and there are 59 pupils and approx. 5 parking spaces! And with it being a single-track road mostly, roadside parking is also limited. I have moved on three vehicles today from the yellow hazard box directly outside the school but this only caused further issues as they all subsequently went and blocked the driveways of local residents. I checked with The Dinorben Arms who confirmed that they are more than happy for parents to park in their car park whilst they pick up. However, as there are no footpaths, this in itself creates a risk for the children as they walk to the car park. There doesn't appear to be any land in the area to develop for parking either. The school have tried ways of alleviating the issue by staggering the leaving times of the infants and juniors but many parents have children in both sections so this makes them wait longer! I can see why the councillor on Tuesday

said it had been like this for 36 years! Unfortunately, I can't offer a solution to please both the parents and the local residents. But more importantly, ensuring the safety of the children is vital. I have told the head teacher that we will attend periodically when available to assist with removing any anti-social parking and to re-educate certain thoughtless drivers. I've recommended a regular newsletter from the school to all parents from the head teacher to remind them that the pub car park is available and to take extra care in the area and also not to block driveways.

I'll keep my eye on it over the coming months and I've also e-mailed my colleagues to attend in my absence when possible".

BCC received an email from the Headmistress of Ysgol Bodfari about the annual Christmas pantomime trip*. "The children will be leaving school at approximately 12:30pm and it is expected that we will returning to school between 5pm-5:30pm on Wednesday 9th December. The children are travelling via coach and I expect there will be an increase in the volume of traffic as the children are collected by their parents. As always, I will remind parents that they can park at the church and Dinorben to try and minimise disruption."*

PCSO Dave Jones also noted that parents are arriving at 2.30pm to ensure they gain a parking space and are leaving their engines running and asked to be informed If this continues to happen.

Action.

Contact PCSO DJ to ask if there can be police presence when the children arrive back at the school from the pantomime- HE.

Create Facebook post about the trip and post online on Monday the 7th December – HE.

iii. **Annual Report.**

This is awaiting Welsh translation

Action:

Complete and circulate by 8th December 26 meeting – PB/HE.

iv. **Overgrown Hedge between the Oriel Gallery and Post box in Bodfari.**

This was reported by JJ who received Request ID:1539697.

Action:

Check that the hedge is trimmed back and report to CE if no action is taken by DCC- JJ.

v. **Street Lighting in Bodfari.**

CE reported this to DCC - Enquiry Request ID: 1540088 . DCC responded:-

"I have visited and evaluated the street lighting on the B5429 from the Dinorben Arms to the A541 junction.
The lighting is minimal to say the least, just sufficient to enforce the speed limit but would not meet any BS lighting class.
The fact is there is just nowhere to site lighting columns without them being an obstruction.
The road has no footways or grass verges where we could place columns without narrowing the road and causing a hazard.
The minimum clearance from carriage for a lighting column is 0.8m and this just cannot be achieved.
I'm afraid that without a significant change in the layout of the road we cannot install additional lighting.
If you have further questions, please let me know."

DB noted that street lighting in Llandyrnog is on 3 telegraph poles. BCC resolved to respond to DCC as they have acknowledged that the street lighting is inadequate and would like them to consider other options to install lighting.

Action:

Respond to DCC via email and include CE– HE.

6. County Councillor's Report.

See Appendix 1 for Councillor Evans Report.

7. Planning and Highways:

a. Highways

BWLETIN GWAITH FFORDD / ROAD WORKS BULLETIN 02/10/2026 - 02/10/2027

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
SWN YR AFON JUNCTION WITH A541	Ailwynebu/ Resurfacing	15/01/2027	DCC
SWN YR AFON JUNCTION WITH A541 TO GLASCOED JUNCTION		31/01/2027	C 07776164033
BODFARI	*Ffordd ar Gau/Road Closure*		AOO/OOH 07831 293571 (KTL)
A541 Carriageway A541 ROSE GARDEN BENDS BODFARI TO COUNTY BOUNDARY	Ailwynebu/ Resurfacing	15/01/2027 31/01/2027	DCC HIGHWAYS (PETER PARRY
BODFARI			C 07776164033 AOO/OOH 07831 293571
(carriageway)Close to the j/o the B5429, nearest property is ABERWHEELER VILLAGE TO BERLLAN	Gwaith Dwr / Water Works	20/05/2027 15/06/2027	OCU UTILITY SERVICES
BODFARI			C 07867462023 AOO/OOH 0333 200 0011
(carriageway, verge)Near the junction of the road B5429 Dre DRE GOCH JUNCTION TO TY GWYN	Gwaith Dwr / Water Works	20/03/2027 09/04/2027	DWR CYMRU/WELSH
BODFARI			C 0330 0413342 AOO/OOH
(carriageway)Close to the j/o the B5429, nearest property is MILL LANE FROM GEINAS MILL TO ABERWHEELER HOUSE JUNCTION	Gwaith Dwr / Water Works	28/06/2027 15/07/2027	OCU UTILITY SERVICES
BODFARI			C 07867462023 AOO/OOH 0333 200 0011

b. Planning. No letters received by Clerk and no new planning applications for Bodfari on DCC planning portal in October 2026.

8. Finance Financial report.

a. Financial report.

i. Unity Bank Balances at 31st October 2026.

Unity Main Account	£4750.27
Unity Reserve Account	£4256.62
Unity Earmarked Reserves Account	£5644.25
Total	**£14651.14**

There is currently£1000 in the Earmarked Reserve towards the next DCC elections in May 2027.
Bank 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 November 2026 £37.20
ii. Clerks November 2026 Salary (payment December 8th) £421.04
iii. HMRC November 2026 (payment December 8th) £114.96
iv. John Roberts Grounds Maintenance October 26 £220.00
v. John Roberts – New gate post required, recreation ground £112.88

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

c. Invoices received after issue of agenda. The amount of John Roberts invoice for the new post was TBA on the agenda but the invoice was received before the meeting and £112.88 was approved for payment.

d. Other Payments.

i.	Unity Bank Charge Main Account October 26	£7.00
ii.	Unity Bank Charge Earmarked Reserves October 26	£7.00

RESOLVED: That the Financial Information for October 2026 be approved.

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

9. Village Playground and Park.

i. Park Inspections. SD to send reports to HE

ii. Groundsman Report.
Groundsman had nothing to report.
Action:
Contact Rod Waterfield to inform him the village planter is due be cut back – HE.

10. Important Correspondence.

i. Facebook message re: bins at Maes Y Graig.
A Bodfari resident contacted HE to ask if a bin could be put at the bus stop on the opposite side of the road to the Oriel Gallery as this area is always littered with MacDonalds cartons.
Action:
Request a new bin from DCC – HE.

ii. Letter from Ysgol Bodfari - Vacancy for Community Council Representative on Ysgol Bodfari Governing Body.
The current holder of this position said she is willing to continue in this role therefore it was resolved to reply to confirm that BCC is happy with that outcome.
Action:
Send a response to Ysgol Bodfari – HE.

11. Device to record meeting to aid AI Transcription.

HE stated BCC's current Microsoft 365 package does not provide meeting recording and transcription and it would cost approximately £110 per annum to upgrade. There are recording devices which then transcribe the recording into minutes and can highlight action points. The transcription can also be translated. This would improve efficiencies further and a device would pay for itself in less working hours needed to produce the monthly minutes.

Action

Explore different devices and what they can provide plus ask other councils what they use – HE.

12. Clerk Approval and 2026-27 pay award.

The appraisal was completed by PB on Wednesday the 4th of November. PB thanked HE for her hard work on the council's behalf and asked that a pay award from SCP25 to SCP26 on the NALC pay scale be approved. The pay award is backdated to the 1st of April 2026 and backpay has been calculated and approved by PB.

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

Action

Email PAYE company with details of pay award and associated backpay. PB and JB to be included in the email – HE.

13. Projects for 2026 – 2027 update.

i. **Telephone box**.
HE contacted a glazier recommended by CE. He asked HE to send him a works order, then set up a site meeting to discuss. It was resolved if BCC have the budget to reglaze the whole telephone box, this would be the preferable option to ensure it remains water tight for many years.
Action:
Email works order and set a date for site meeting– HE.

ii. **Maes y Graig.**

A new latch on the inside of the left door of the noticeboard is not required as both front doors need to be open to allow access to display notices. Julie and Tony Johnson have completed painting of the header and the result is effective. The top of the "Bodfari" Header requires staining.

Action:

Complete the staining of the top of the "Bodfari" Header on the noticeboard – JJ/JB.

Next Meeting 7pm to 9pm on Tuesday the 8th of December 2026 at The Dinorben Arms (private dining room) and via Teams video conferencing:
Meeting link: https://teams.live.com/meet/932873398842?p=s6ZeRVaFGsUE0UJJEj

Appendix 1 – Cllr Chris Evans Report

Remembrance Day honoured through ceremonies at County Hall and Ruthin War Memorial
People from across Denbighshire gathered to mark Remembrance Day at ceremonies in Ruthin, honouring those who have lost their lives in conflict.
The commemorations began with a flag-raising ceremony outside County Hall, where attendees gathered to reflect and remember those who made the ultimate sacrifice in service to their country.
Following the County Hall ceremony, commemorations continued at the Ruthin War Memorial, where a well-attended ceremony took place which included addresses from civic leaders, the sounding of the Last Post and a two-minute silence, providing an opportunity for those attending to pay their respects to members of the armed forces, past and present.



Vice Chair of Denbighshire County Council, Cllr Peter Scott, said: "It was encouraging to see so many people come together today to pay their respects. Remembrance Day gives us an important opportunity to reflect on the sacrifices made by servicemen and women, past and present, and to ensure their legacy is never forgotten."
Deputy Mayor of Ruthin, Cllr Anne Roberts, added: "The turnout at today's commemoration was a fitting tribute to those who served and sacrificed. Thank you to everyone who attended and helped make the event such a respectful and meaningful occasion."



As communities across the county paused to remember, those attending reflected on the courage, service and sacrifice of generations of armed forces personnel and their families. The ceremonies formed part of Denbighshire's annual observance of Remembrance Day, ensuring that their contribution continues to be honoured and remembered.

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

M: 07795 650041