

CYNGOR CYMUNED BRYCHDYN A BRETTON *BROUGHTON & BRETTON COMMUNITY COUNCIL*

SGJ/B&B 11.02.2025

18.02.2024

To: **ALL MEMBERS OF COUNCIL**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend a **HYBRID MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** on **TUESDAY 18th February 2025 at 6:30PM**. The meeting will be held in the Edwin Hall Council Chamber, Brookes Avenue, Broughton.

The agenda and papers are attached.

To join the meeting remotely please follow the instructions that will be sent via email on Tuesday afternoon on request. Members of the public are welcome to attend and observe the meeting either in person or remotely. Please contact the Clerk and Financial Officer on **07931 231770** if you require log-in details for the meeting, or if you have any problems logging in.

Yours sincerely



Mrs Sharron G Jones
Clerk & Financial Officer

MRS SHARRON G JONES

Clerc a Swyddog Cyllidol Clerk & Financial Officer

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SWYDDFEYDD Y CYNGOR

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COUNCIL OFFICES

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CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

18th February 2025

A G E N D A

COUNCIL MEETING:

- 1. APOLOGIES FOR ABSENCE:**
- 2. DECLARATIONS OF INTEREST:**
- 3. MINUTES OF THE PREVIOUS MEETING:**

To receive and approve the minutes of the previous hybrid meeting of the Council held on 21st January 2025, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**
- 5. JOINT SERVICES COMMITTEE:**

To receive and note the minutes of the Joint Services Committee meetings held on 20th November 2024 and 22nd January 2025, copies attached.

6. VACANCIES IN THE BROUGHTON NORTH EAST AND SOUTH WARD:

To receive a verbal update from the Clerk and Financial Officer.

7. CHAIR'S REMARKS:

PLANNING AND GENERAL PURPOSES COMMITTEE:

8. PLANNING APPLICATIONS AND DECISIONS:

County Council Members:

- (i) To formally note that the participation of those Councillors who are also members of the County Council, in both the debate and subsequent vote, is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Community Council. The County Councillors reserve their final views on the application until they are in full possession of all relevant arguments for and against.
- (ii) To consider the planning applications received to date for the month of January and to note the list approved at the December recess meeting.

Members are asked to view the applications on-line prior to the meeting via

<http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>

- (iii) To note any planning appeals.
- (iv) To note the attached planning decisions for February.

9. POLICE MATTERS:

To consider any matters of concern.

10. HIGHWAY/STREETSCENE MATTERS:

To raise any relevant matters for communication to the Senior County Highways Officer.

11. COUNTY MEMBER ITEMS:

To receive any relevant information items.

12. MEMBERS INFORMATION ITEMS:

To receive any relevant information items.

13. CHESHIRE WEST AND CHESTER TO GET 15M GOVERNMENT FUNDING TO FIX POT HOLES:

To review and consider the recent article published in Cheshire Live.

LIGHTING AND AMENITIES COMMITTEE:

14. STREET LIGHTING:

To raise any street lighting faults or related matters.

FINANCE AND STAFFING COMMITTEE:

15. ACCOUNTS FOR PAYMENT:

To receive the list of payments for February, copy attached.

16. BANK RECONCILIATION:

To receive and note the bank reconciliation statement for the period ending 31st January 2025, *copy to follow*.

17. CLERK AND FINANCIAL OFFICER'S REPORT:

To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the month of February and any other relevant matters.



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
21st January 2025

PRESENT: Councillor Chrissy Gee (Chairman)

Councillors: Jeffrey Brett-Roberts, Penny Brett-Roberts, Barrie Gregory, Ros Griffiths, Sam Jennings, Mike Lowe, Ryan McKeown, and Billy Mullin.

Officers: Sharron G Jones, Clerk & Financial Officer
Georgey Griffiths, Assistant Clerk

Others: None

118/24 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Klaus Armstrong-Braun, Sara Mason and Gareth Williams.

119/24 DECLARATIONS OF INTEREST:

There were none.

120/24 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 19th November 2024 be approved as a correct record.

121/24 MATTERS ARISING FROM THE MINUTES:

There were none.

122/24 VACANCIES IN THE BROUGHTON NORTH EAST AND SOUTH WARD:

The Clerk and Financial Officer advised that there had been two vacancies in December following the sad loss of the late Councillor Veronica Gay and Councillor Adam Williams had been disqualified due to non-attendance at council meetings for six consecutive months.

Out of respect for Councillor Gay's family, the vacancies had not yet been advertised. Posters will be displayed on the council notice boards and social media pages as soon as possible.

IT WAS RESOLVED: that the update be noted.

123/24 CHAIRMAN'S REMARKS:

The Chairman shared that she had recently attended the Flood Meeting which had been a positive meeting with 31 in attendance. There had been representatives from the Flood Group, Flintshire County Council, Welsh Government, National Rivers Authority, Welsh Water and other agencies and a thorough discussion had taken place.

It had been agreed that the attenuation tank at Main Road Broughton had not been fit for purpose and would be updated to a larger unit. It was also agreed that the Main Road be closed as soon as warnings of potential storms/floods are put in place. It had been recognised that the timely closure of the road would result in less flooding to adjacent properties as the cars exacerbated the issue. Colleagues from Planning and Streetscene acknowledged that they would work closely with the North Wales Police to instigate this.

The flooding issues in Bretton had been more complicated and a short solution had not been possible. However, colleagues commended the works that had been undertaken to date in order to help alleviate the problem. Discussions would also be required with the Hawarden Estate office as they had an attenuation tank on their land.

IT WAS RESOLVED: that this positive updated be noted.

PLANNING AND GENERAL PURPOSES COMMITTEE:

124/24 PLANNING APPLICATIONS AND DECISIONS:

IT WAS RESOLVED:

(a) County Council Members:

It was noted that the participation of those Councillors who were also Members of the County Council, in both the debate and subsequent vote, was on the basis that the views expressed were preliminary views taking account of the information made available to the Community Council. The County Councillors reserved their final views on the applications until they were in full possession of all relevant arguments for and against.

- (b) That the County Planning Authority be advised of this Council's observations on the applications submitted to it for consideration, as per the attached schedule.
- (c) That the planning decisions be noted.
- (d) There were no planning appeals.

125/24 POLICE MATTERS:

Members had no issues to raise. The PCSO had been invited to the meeting but could not attend due shift patterns.

126/24 HIGHWAYS/STREETSCENE MATTERS:

Members raised the following concerns:

- The trees by the Offa's Dyke Pub were still overgrown and covering the street light.

- A member had asked John Griffiths about a piece of land next to number 2 Church Walk that hadn't been maintained and rats had been evident in neighbouring gardens.

IT WAS RESOLVED: that the issues be submitted to John Griffiths, Senior Highways Officer, for action.

127/24 COUNTY MEMBERS ITEMS:

A member said that they have been working closely with the Cabinet to ensure a sensible budget could be delivered and all members and officers had been working together to achieve this.

Another member added that there had been a further disappointment with the settlement in terms of the budget received from Welsh Government although it had been recognised that this was a draft proposal at this stage.

Broughton CP School were actively advertising for a new Head Teacher following the retirement of the current Head, Melissa Kendrick. Members commended Melissa and requested that a Retirement Card be sent from the Community Council.

The Chairman advised that the new Youth Club would hopefully secure a 12-month contract for the use of the Broughton and Bretton Community Centre and acknowledged the successful launch and progress to date.

IT WAS RESOLVED: to note the information.

128/24 MEMBERS INFORMATION ITEMS:

There were no reports.

LIGHTING AND AMENITIES COMMITTEE:

129/24 STREET LIGHTING:

A member reported that there had been two Christmas lights out by the shops and commended the Team on the speedy repairs.

The Chairman stated that a resident had asked for extra lighting columns on Church Road, Broughton and that she would obtain further information.

IT WAS RESOLVED: to note the updates.

FINANCE AND STAFFING COMMITTEE:

130/24 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £23,518.88 for January, be approved.

131/24 BANK RECONCILIATION:

IT WAS RESOLVED: that the bank reconciliation for the periods ending 31st November and 31st December, be approved.

132/24 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer advised that the cost to the council for the Service Level Agreement in January had been £6,841.74. £5,000 has been received from Flintshire County Council for play equipment. There had been a site meeting in January 2024 where it had been agreed that the play area on Brookes Avenue needed some investment. £5,000 had been received last year and the Community Council would need to match fund this £10,000 towards it. It had previously been agreed that a Junior climbing frame will be added to the play area.

The Maintenance Team had replaced the surfacing and fencing on the pedestrian bridge at the Country Park. The pond work had been due to start on Monday 27th January at a cost of £6,600, a grant for which had been received.

IT WAS RESOLVED: to note the update.

133/24 INCOME AND EXPENDITURE 2024-25:

IT WAS RESOLVED: that the Income and Expenditure report for the period ending 30th October 2024 be approved.

134/24 DRAFT BUDGET AND PRECEPT DEMAND FOR 2025-26:

The Chairman of the Finance Committee referred to the comprehensive budget report, including the precept proposals, and said that she, the Chairman of the Council and the Vice-Chairman, together with the Clerk and Financial Officer had reviewed the draft budget line by line.

The report outlined inflationary increases on utilities, an update on the street lighting contract and a salary provision of 5% together with the additional requirements of Employers relating to national insurance.

Mandatory member allowances had been included at the new rate of £206 per member, subject to written confirmation by Members who wished to decline this.

A discussion also took place about the Management Agreement between the Community Council, the County Council and Gwella, the new Libraries and Leisure Services arms-length company to Flintshire County Council. Concern had been expressed that this agreement required renewal and members felt that the council's annual contribution of circa £11,000k should be challenged, reduced or withdrawn. Other members stated that they would not wish to lose such a valuable community facility. Another suggestion was that a "Friends of" association be established ran by volunteers under charitable status.

A member suggested that a leaflet be prepared for circulation to all residents to outline what the council does and where the money is spent. The Community Council is responsible for its own street lighting, staff, vehicles and play areas, but it might help the public to understand where the money is spent and outline the differences between the Community Council and Flintshire County Council. A statement could also be issued on the council's social media sites and in the community library.

IT WAS RESOLVED:

- (i) That the budget proposals for 2024-25 be approved and a precept of £162,863 be agreed; this represented an increase in the Band D charge of £6.41 that equated to £0.12p per week.
- (ii) That the Clerk and Financial Officer make enquiries about the Council's commitment to the Community Library and the options available.

Broughton and Bretton Community Council
Planning Committee – 21ST January 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000006/25 Ward: Broughton South	Proposed side extension to increase no. of bedrooms, all with ensuite and a double garage.	The Hawthorns, Main Road, Broughton, Chester, CH4 0NT	Stef Connah 10.10.2025 No Objections
2.	ADV/000023/25 Ward: Broughton North East	Application for consent to display and advertisement for Roundabout Sponsorship Signs	Roundabout 29, Broughton Retail Park, Broughton	Stef Connah 10.10.2025 No Objections
3.	DET/001062/24 Ward: Broughton North East	Application for Approval of Details Reserved by Condition No. 5, Planning Ref: FUL/000213/24	Hawarden Industrial Park, Clwyd Close, Hawarden, Deeside, CH5 3PZ	Alison Dean 26.12.2026 Noted
4.				
5.				
6.				


BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jan-25

Ref:	Voucher No:	Payee:	Amount
BACS	BB/24/77	HCC - SLA - January	£6,742.75
BACS	BB/24/78	OVW -Cllr Armstrong-Braun Training Module 12 - May 24	£63.00
BACS	BB/24/79	OVW -Cllr Armstrong-Braun - Training Module 10 - May 24	£63.00
BACS	BB/24/80	OVW -Cllr Gee - Training Module 1 - Feb 24	£60.00
BACS	BB/24/81	HW Oultram & Co - Vehicle Fuel - Dec 24	£53.95
BACS	BB/24/82	Litter Collecttor - Salary - Jan 25	£1,478.15
DD	BB/24/83	SSE - Street Lighting - Nov 24	£744.46
BACS	BB/24/84	Clwyd Pension Fund - Salary - Jan 25	£520.61
BACS	BB/24/85	HMRC - Salary 25	£316.78
GG 6335	BB/24/86	Charlies - Bird Seed	£14.99
BACS	BB/24/87	HCC - SLA - May 24	£7,630.27
BACS	BB/24/88	HCC - SLA - December 24	£6,830.92
		TOTAL	£24,518.88

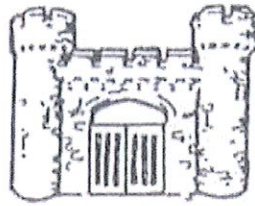
Chairman:



Chair of Finance:



ITEM 5



SHOTTON TOWN COUNCIL
CYNGOR DREF



**MINUTES of a MEETING
of the
JOINT ADMINISTRATION/MAINTENANCE COMMITTEE
held virtually
on
WEDNESDAY 20TH NOVEMBER 2024**

Broughton & Bretton Community Council:

Councillors Chrissy Gee (Chairman), Ros Griffiths, Ryan McKeown and Gareth Williams

Hawarden Community Council:

Councillors Joyce Angell, Bill Cooper, Darren Sterry and Dave Mackie.

Shotton Town Council:

Councillors David Evans, Elwyn Jones and Doreen Mackie.

Also in Attendance:

Sharron Jones, Clerk & Financial Officer, Broughton & Bretton and Hawarden Community Councils (SGJ)

1. APPOINTMENT OF CHAIR:

IT WAS RESOLVED: that Councillor Chrissy Gee be appointed Chairman for the meeting.

2. APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Penny Brett-Roberts (B&B) and Gary Cooper and Mike Evans (STC) and Collette Lowry, Clerk and Financial Officer, Shotton Town Council.

3. MINUTES OF THE PREVIOUS MEETING:

The Minutes of the previous meeting held on 18th January 2024, copies of which had been circulated with the agenda, were received and approved as a correct record.

4. MATTERS ARISING FROM THE MINUTES:

There were none.

5. JOINT SERVICES COMMITTEE:

The Chair referred members to the comprehensive report that had been circulated with the agenda for the meeting. The report outlined the current budget position for the mid-year review 2024-25. The national pay award had recently been agreed at a flat rate of £1,290 per salary scale point up to 43 and 2.5% for salaries above this range.

The Clerk and Financial Officer for Hawarden and Broughton and Bretton Councils had recently completed Year 5 of her Community Governance Honours Degree course and would commence the final dissertation year in February 2025.

Training requirements had been outlined within the report.

The current levels of expenditure on maintenance reflected the progress on the LED Head Replacement programme and the Clerk and Financial Officer outlined that the current energy contract would end in March 2025. (see next two items).

IT WAS RESOLVED: that the budget report be received and noted.

6. STREE LIGHTING – LED HEADS REPLACEMENT SCHEME:

The Clerk and Financial Officer provided a written report on the number of LED Head replacements, per ward, which had been noted.

The Clerk and Financial Officer advised that the Council's electrician had been required to undertake NICEIC surveys on each light column which might have an effect on the installation of LEDs so the budget had been slightly reduced this year. Unfortunately, due to other work demands, the surveys would commence in December.

Members of all three councils commended the Council's workforce for the installation of Christmas trees and poppies and for their prompt response to all maintenance queries.

IT WAS RESOLVED: that the report be received and noted.

7. PUBLIC LIGHTING – ENERGY CONTRACT:

Negotiations had commenced but Utility Companies, bar one, DRAXX, had declined to provide quotes for unmetered supplies. Discussions had taken place with colleagues at Flintshire County Council, with a view to be added onto the County Council's energy tariff which would be conducted under the CCS procurement framework.

IT WAS RESOLVED: That assurances be sought from Officers at Flintshire County Council about energy prices, *prior to signing anything official*, and in particular bearing in mind the recent report submitted to the Corporate Resources Overview and Scrutiny Committee about non-standard inflationary impact on energy.

8. DATE OF NEXT MEETING:

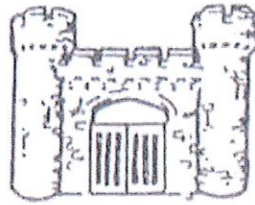
The next meetings would take place in January and October 2025.

The meeting concluded at 6.14 p.m.

The Clerk and Financial Officer provided an update on the Clerk and Financial Officer, Shotton Town Council following her recent operation and period of absence. Members asked that their best wishes be conveyed to her.

The Chairman thanked members for their attendance.

ITEM 5



SHOTTON TOWN COUNCIL
CYNGOR DREF



**MINUTES of a MEETING of the
JOINT ADMINISTRATION/MAINTENANCE COMMITTEE
held virtually
on
THURSDAY 22nd JANUARY 2025**

Broughton & Bretton Community Council:

Councillors Penny Brett-Roberts, Chrissy Gee, Ros Griffiths (Chairman) and Ryan McKeown.

Hawarden Community Council:

Councillors Joyce Angell, Bill Cooper and Ralph Small.

Shotton Town Council:

Councillors Sean Bibby, David Evans, Elwyn Jones and Doreen Mackie.

Also in Attendance:

Sharron Jones, Clerk & Financial Officer, Broughton & Bretton and Hawarden Community Councils (SGJ)
Collette Lowry, Clerk and Financial Officer, Shotton Town Council (CL)

1 Chair's signature: _____

1. APPOINTMENT OF CHAIR:

Councillor Ros Griffiths was nominated to act as Chairman, this was duly seconded and agreed and **IT WAS RESOLVED:** that Councillor Ros Griffiths be appointed Chairman for the meeting.

2. APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Gary Cooper (STC), Mike Evans (STC), Dave Mackie (HCC), Darren Sterry (HCC) and Gareth Williams (B&B),

3. MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting held on 18th November, 2024, copies of which had been circulated with the agenda, were received and approved as a correct record.

4. MATTERS ARISING FROM THE MINUTES:

There were none.

5. JOINT SERVICES:

The Chairman referred members to the comprehensive report that had been circulated with the agenda for the meeting. The report outlined the budget position for 2024/25 and the proposals for 2025/26. A 5% increase on salaries had been budgeted for and the Clerk and Financial Officer for Hawarden and Broughton and Bretton Councils had recently recorded an overall "merit" for her fifth year of study for the Community Governance Honours Degree.

Changes to the Employer's National Insurance had been factored into the 2025/26 budget together with inflationary increases on utilities.

The street lighting contract would expire on the 31st March 2025 and discussions had commenced with Flintshire County Council (FCC) to include street lighting within the FCC contract; the current contractual costs had been far more competitive.

IT WAS RESOLVED: that the budget report be received and noted.

6. STREET LIGHTING – LED HEAD REPLACEMENT SCHEME:

The Clerk and Financial Officer to circulate an updated report on the number of LED Head replacements, per ward, as appended.

A member asked if an updated spreadsheet listing addresses could be circulated to members of the respective councils so that they could see which areas had been updated and which were outstanding.

IT WAS RESOLVED: to note the update and receive a report from the Clerk and Financial Officer (SGJ).

7. SERVICE LEVEL AGREEMENTS:

The Service Level Agreements had been circulated and approved with no amendments. Arrangements would be made to have them physically signed in due course.

8. DATE OF NEXT MEETING:

It was agreed that the mid-year review meeting would take place in October/November 2025 and the annual meeting of the Joint Committee would take place during the third week of January 2026 virtually.

The meeting concluded at 5.09 p.m.

The Chairman thanked members for their attendance.

Broughton and Bretton Community Council
Planning Committee – 18th February 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	LDP/000106/25 Ward: Broughton North East	S192 application for single-storey rear extension and part garage conversion	13, St Marys Way, Broughton, Chester, CH4 0NQ	Jon Williams 03.02.2025
2.	ADV/000112/25 Ward: Broughton North East	Illuminated Logo above entrance doors and blade sign	White Stuff, Unit 3A1, Broughton Shopping Park, Broughton, Flintshire, CH4 0DE	Stef Connah 05.02.2025
3.	ADV/000057/25 Ward: Broughton North East	Advertisement Consent for new fascia on the glass facade - approximately 3 meters long and 0.5 meters wide, at a height of about 3.5 meters from the ground and two projection hanging signs to be installed at each end of the unit, each measuring 0.5 meters wide by 0.5 meters high, placed at a height of approximately 3.7 meters	13A, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP	Stef Connah 24.01.2025
4.				
5.				
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Broughton and Bretton Community Council
Planning Committee – 18th February 2025

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
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1.	FUL/001029/24 Ward: Broughton North East	Single storey rear extension	33, Little Roodee, Hawarden, Deeside, CH5 3PU	14.01.2025 Stef Connah Approved
2.	DET/001062/24 Ward: Broughton North East	Application for Approval of Details Reserved by Condition No. 5, Planning Ref: FUL/000213/24	Hawarden Industrial Park, Clwyd Close, Hawarden, Deeside, CH5 3PZ	06.02.2025 Alison Dean Approved
3.				
4.				
5.				
6.				

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Feb-25

Ref:	Voucher No:	Payee:	Amount
BACS	BB/24/89	Cllr Gregory - MMA 2025	£206.00
BACS	BB/24/90	Cllr Williams - MMA 2025	£206.00
BACS	BB/24/91	Cllr Jeff Brett-Roberts - MMA 2025	£206.00
BACS	BB/24/92	Cllr Penny Brett-Roberts - MMA 2025	£206.00
BACS	BB/24/93	Cllr Gee - MMA 2025	£206.00
BACS	BB/24/94	Cllr Jennings- MMA 2025	£206.00
BACS	BB/24/95	Cllr Mason - MMA 2026	£206.00
BACS	BB/24/96	M.O / Post Office- Refund for Agenda Postage - Jan	£31.50
BACS	BB/24/97	Litter Collector - Salary - February	£1,478.35
GG 6335	BB/24/98	Clwyd Pension Fund - Salary - February	£520.61
BACS	BB/24/99	HMRC - Salary - February	£316.58
BACS	BB/24/100	HCC - SLA - February	£6,689.28
BACS	BB/24/101	Gov.uk - Vehicle Tax - KK18 (TBR HCC)	£335.00
BACS	BB/24/102	SSE Energy - Street Lighting - Dec 2024	£769.30
GG 6335	BB/24/103	Zoom - Zoom Subscription Fee	£129.90
BACS	BB/24/104	Cllr Mullin - MMA 2025	£206.00
		TOTAL	£11,918.52

Chairman:

Chair of Finance: