

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

SGJ/GG B&B 22.07.2025

15.07.2025

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 22nd JULY 2025 at 6:30 PM**. 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

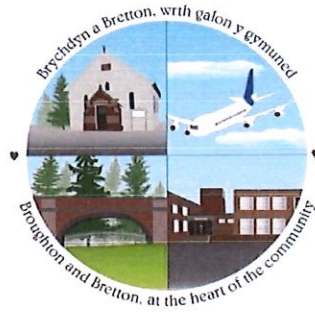


Mrs Sharron G Jones
Clerk & Financial Officer

MRS SHARRON G JONES
Clerc a Swyddog Cyllidol Clerk & Financial Officer

• • •

SWYDDFEYDD Y CYNGOR
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692
COUNCIL OFFICES
113 The Highway, Hawarden, Deeside, Flintshire CH5 3DL. Tel/Fax: 01244 533692
Epost/Email: mail@broughtonandbrettoncommunitycouncil.gov.uk
www.broughtonandbrettoncommunitycouncil.gov.uk



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

22nd JULY 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 17th June, 2025, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**
- 5. CHAIR'S REMARKS:**

PLANNING AND GENERAL PURPOSES COMMITTEE:

6. 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 **July**, copy attached.

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 **July**.

7. BROUGHTON AND BRETTON FLOOD GROUP:

To receive an update on the work of the Community Flood Group and members of the County Council's Emergency Planning Team.

8. POLICE MATTERS:

To consider any matters of concern.

9. HIGHWAY/STREETSCENE MATTERS:

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

10. COUNTY MEMBER ITEMS:

To receive any relevant information items.

11. MEMBERS INFORMATION ITEMS:

To receive any relevant information items.

LIGHTING AND AMENITIES COMMITTEE:

12. STREET LIGHTING:

To raise any street lighting faults or related matters.

FINANCE AND STAFFING COMMITTEE:

13. ACCOUNTS FOR PAYMENT:

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

14. BANK RECONCILIATIONS:

To receive and note the bank reconciliation statement for the periods ending 30th June, copy to follow.

15. 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 July.



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
17th JUNE 2025

PRESENT: Councillor Ryan McKeown (Chairman)

Councillors: Klaus Armstrong-Braun, Jeffrey Brett Roberts, Penny Brett Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Ros Griffiths, Billy Mullin, Luisa Rosado and Gareth Williams.

Officers: Ms S G Jones, Clerk & Financial Officer
Mrs G S Griffiths, Administrative Officer

20/25 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Sam Jennings, Mike Lowe and Sara Mason.

21/25 DECLARATIONS OF INTEREST:

There were none.

22/25 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 20th May 2025 be approved as a correct record.

23/25 MATTERS ARISING FROM THE MINUTES:

There were none.

7 Chair's signature_____

24/25 INTERNAL AUDIT 2024-25:

IT WAS RESOLVED: that the Internal Audit report and action plan for 2025-2025 be approved.

25/25 ANNUAL RETURN 2024-2025:

IT WAS RESOLVED: that the Annual Return and the Governance Statements for 2024-2025 be approved for submission to the External Auditor.

26/25 ANNUAL REPORT 2024-25:

IT WAS RESOLVED: that the Annual Report 2024-2025 be approved and noted.

27/25 CHAIRMAN'S REMARKS:

The Chairman had attended the Broughton Carnival at the weekend as a member of the Community Centre and had been delighted to share that the event had been very successful and well attended by members of the community.

IT WAS RESOLVED: the information be received and noted.

PLANNING AND GENERAL PURPOSES COMMITTEE:

28/25 COMMUNITY REVIEW QUESTIONNAIRE:

The Clerk and Financial Officer informed members that the questionnaire had been re-issued in case council's wanted to amend their original response.

IT WAS RESOLVED: that a nil response be provided.

29/25 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.

30/25 POLICE MATTERS:

No police matters were reported.

The Clerk and Financial Officer stated that she had contacted PCSO Enfys Roberts again to invite her to the meeting but had had no response.

IT WAS RESOLVED: to note the update.

31/25 HIGHWAYS/STREETSCENE MATTERS:

Members raised the following issues:

- There was a large pot hole on Main Road, Broughton that had not been repaired, despite being reported on numerous occasions.

- The hedges by Broughton Primary School were overgrown and hanging over causing residents to walk on the road which was a health and safety risk.
- The trees by the Offas Dyke pub had still not been cut back and had completely blocked the street light.
- The canopy on the roundabout on St Mary's Way required cutting back by the County Council.

A member stated that they had been in contact with John regarding the whole of the Main Road and had been informed that the job had been passed on to his colleague to complete the work. However, as it had been nesting season, they could only be trimmed.

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

32/25 COUNTY MEMBERS ITEMS:

A member stated they had contacted John Griffiths, Highways regarding the tarmac that had been burnt by a car that had gone on fire some time ago. John had confirmed that the road would be repaired and the damaged tarmac replaced.

The Chairman advised that Broughton Primary School had appointed a new Head Teacher, Mr Jamie Tennant, who would start work on the 1st September, 2025. Jamie had previously been employed as the Head Teacher at Hawarden Village Church School for nine years; and had been an outstanding candidate. Ms Jan Bibby had been appointed as Acting Head in the interim, but would retire on the 1st September after twenty years. Mrs Sophie Baines had been appointed as the new Deputy Head.

A member referred to the joint agreement between the council, the County Council and Gwella and said that a review meeting would need to be held soon to review and update the Management Agreement.

33/25 MEMBERS INFORMATION ITEMS:

There were none.

LIGHTING AND AMENITIES COMMITTEE:

34/25 STREET LIGHTING:

There were none.

FINANCE AND STAFFING COMMITTEE:

35/25 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum of £4,876.25 for June, be approved.

36/25 BANK RECONCILIATION:

IT WAS RESOLVED: to receive the bank reconciliation for the period ending 30th June 2025.

37/25 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer had reminded members that the July meeting would be held one week later on Tuesday 22nd July and that the cost to the council for the Service Level Agreement would be shared at the next meeting.

She also informed members that the Street Lighting Contract had now been transferred from Southern Scottish Energy to Flintshire County Council and had resulted in a substantial efficiency.

IT WAS RESOLVED: to note the updates.

38/25 FINANCIAL POLICIES:

IT WAS RESOLVED: to approve the following polices:

- i) Policy on Income
- ii) Annual Investment Strategy
- iii) Financial Risk Assessment.
- iv) Internal Financial Controls
- v) Reserves Policy

Broughton and Bretton Community Council
Planning Committee – 17th June 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000411/25 Ward: South	Partial demolition of existing extensions and garage and erection of a two storey extension together with amendment to site access.	LABURNUM COTTAGE, Old Warren, Broughton, Chester, CH4 0EG	Barbara Kinnear 01.06.2025 No Objections
2.	FUL/000455/25 Ward: North East	Subdivision and partial change of use of first floor of the existing centre management facility to Use Class D2.	Centre Managers Office, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DE	Stef Connah 03.06.2025 No Objections
3.	FUL/000410/25 Ward: North East	Creation of driveway over frontage of property including drop kerb to provide disabled access.	117 , Main Road Broughton , Chester CH4 0NR	Stef Connah 30.05.2025 No Objections
4.	DET/000453/25 Ward: North East	Application for approval of details reserved by condition 7 following planning permission FUL/000783/24	CHESTER AND NORTH WALES GOLF ACADEMY, Chester Road, Broughton, Chester, CH4 0DF	Stef Connah 23.05.2025 No Objections
5.				
6.				

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jun-25

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
DD	BB/25/13	SSE Energy - Street Lighting - April	£816.57	£777.69	£38.88
BACS	BB/25/14	June	£520.61	£520.61	£0.00
BACS	BB/25/15	HMRCE - Salaries - June	£379.74	£379.74	£0.00
BACS	BB/25/16	Litter Collector - Salaries - June	£1,478.35	£1,478.35	£0.00
BACS	BB/25/17	Clear Councils - Council Insurance	£1,680.97	£1,680.97	£0.00
		TOTAL	£4,876.24	£4,837.36	

Chairman:



Chair of Finance:



Broughton and Bretton Community Council
Planning Committee – 22nd July 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000524/25 Ward: North East	Single storey rear extension in matching brick & tile	33, Manor Close, Hawarden, Deeside, CH5 3PT	Stef Connah 19.06.2025
2.	FUL/000539/25 Ward: North East	Proposed ground extensions to existing house with associated internal remodelling and landscaping	149, Broughton Hall Road, Broughton, Chester, CH4 0QG	Stef Connah 24.06.2025
3.	FUL/000177/25 Ward: North East	The installation of 2,221 solar PV panels as part of carport canopy (99) and ground-based (2,122) solar PV panels installations, associated works and ancillary development thereto.	British Aerospace Airbus Ltd, Chester Road, Broughton, Chester, CH4 0DR	James Beattie 16.06.2025
4.	FUL/000588/25 Ward: North East	Addition of Class of Use Sui Generis (waste transfer station) to the existing use class B2. Construction of a concrete water-oil separator within the existing hopper structure on site. Digging a trench and placing a pipe for rainwater catchment. Placement of an office container.	Unit 15, Clwyd Close, Manor Lane, Hawarden Industrial Estate, CH5 3NU	Jessica Roberts 09.07.2025
5.				
6.				

ITEM
6 (iii)

Broughton and Bretton Community Council
Planning Committee – 22nd July 2025

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
1.	FUL/000455/25 Ward: North East	Subdivision and partial change of use of first floor of the existing centre management facility to Use Class D2.	Centre Managers Office, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DE	Approved Stef Connah 07.07.2025
2.	DET/000453/25 Ward: North East	Application for approval of details reserved by condition 7 following planning permission FUL/000783/24	CHESTER AND NORTH WALES GOLF ACADEMY, Chester Road, Broughton, Chester, CH4 0DF	Approved Stef Connah 27.06.2025
3.				
4.				
5.				
6.				

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jul-25

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
DD	BB/25/18	SSE Energy - Street Lighting - May	£843.82	£803.64	£40.18
BACS	BB/25/19	Litter Collector - Salaries - July	£1,478.15	£1,478.15	£0.00
BACS	BB/25/20	HMRC - Salaries - July	£379.74	£379.74	£0.00
BACS	BB/25/21	Clwyd Pension Fund - Salaries July	£520.61	£520.61	£0.00
BACS	BB/25/22	Protyre Buckley - Tyre Repair	£261.45	£217.86	£43.59
BACS	BB/25/23	HCC - SLA - June	£3,470.20	£3,470.20	£0.00
BACS	BB/25/24	HCC - SLA - July	£6,730.57	£6,730.57	£0.00
CRD 1732	BB/25/25	The Range - Bird Seed	£9.99	£9.99	£0.00
BACS	BB/25/26	One Voice Wales - Cllr Armstrong Braun - Module 8 - Community Engagement	£65.00	£65.00	£0.00
BACS	BB/25/27	Arthur Gallagher - Council Insurance	£809.26	£809.26	£0.00
BACS	BB/25/28	One Voice Wales - Cllr Rosado - Council Meeting - Module 5	£65.00	£65.00	£0.00
		TOTAL	£14,633.79	£14,550.02	£83.77

Chairman:

Chair of Finance: