

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

SGJ/B&B 18.11.25

11.11.2025

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 18th November 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

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

Ebost/Email: mail@broughtonandbrettoncommunitycouncil.gov.uk

www.broughtonandbrettoncommunitycouncil.gov.uk



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

18th November 2025

A G E N D A

COUNCIL MEETING:

1. PRESENTATION / WELCOME:

Jamie Tenant, Head Teacher of Broughton CP School, will be in attendance to meet members and introduce himself.

2. APOLOGIES FOR ABSENCE:

3. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

4. MINUTES OF THE PREVIOUS MEETING:

To receive and approve the minutes of the previous hybrid meeting of the Council held on 16th September and 21st October 2025, copy attached.

5. MATTERS ARISING FROM THE MINUTES:

6. VACANCY IN THE BROUGHTON SOUTH WARD:

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

7. CHAIRMAN'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 October and November.

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

<http://www.flintshire.gov.uk/en/Resident/Planning/Home.asp>
[X](#)

- (iii) To note any planning appeals.
- (iv) To note the attached planning decisions for October and November.

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 items for information.

12. MEMBERS INFORMATION ITEMS:

To receive any relevant information items.

LIGHTING AND AMENITIES COMMITTEE:

13. STREET LIGHTING:

To raise any street lighting issues.

14. 2025 ANNUAL SUMMER PLAY SCHEMES:

Report attached.

FINANCE AND STAFFING COMMITTEE:

15. TRAINING PLAN UPDATE:

Report attached.

16. INCOME AND EXPENDITURE REPORT:

To receive a report showing the Council's half yearly income and expenditure position. Report attached.

17. ACCOUNTS FOR PAYMENT:

To receive the list of payments for October and November, copy attached.

18. BANK RECONCILIATION:

To receive and note the bank reconciliation statement for the period ending 30th September and 31st October 2025, copies attached.

19. SMALL GRANTS SCHEME:

To consider the following applications for the Small Grants Scheme, which will be emailed separately to members:

- Broughton & Bretton Bowling Club
- Broughton & Bretton Community Centre
- Broughton United Football Club
- Broughton War Memorial Institute
- Broughton Youth Club

A confidential pack of grant applications will be emailed separately to all members as they contain confidential information.

20. CLERK AND FINANCIAL OFFICER'S REPORT:

- (i) To receive a verbal report on the Council's contribution to the Joint Maintenance Committee for the month of November and any other relevant matters.
- (ii) The council has recently received a payment from Flintshire County Council for outstanding section 106 monies of £73,188.90. This is for the enhancement of the Country Park (£36,156.90) and recreation/play area improvements.



Minutes of the Hybrid meeting of
BROUGHTON AND BRETON COMMUNITY COUNCIL
held on
16th September 2025

PRESENT: Councillor Ryan McKeown (Chairman)

Councillors: Klaus Armstrong-Braun, Jeffrey Brett Roberts, Penny Brett Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Ros Griffiths, Sara Mason and Billy Mullin.

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

Other: Four Members of the Public

54/25 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Sam Jennings, Mike Lowe, Louisa Rosado and Gareth Williams.

55/25 DECLARATIONS OF INTEREST:

There were none.

56/25 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 22nd July 2025 be approved as a correct record.

57/25 MATTERS ARISING FROM THE MINUTES:

A member stated they had been in contact with Paul Reeves from Flintshire County Council regarding the funding that had been granted for the Flood Group. The money was still available and they had been looking at options so that the head wall of the culvert could be replaced.

The member requested that a 'Special Meeting' be called with representatives from Flintshire County Council and other agencies to enable a clear plan to be prepared. The flood report from WaterCo should also be made available.

Another member added that the pot holes on Wood Lane reported at the previous meeting had all been filled.

58/25 CHAIRMAN'S REMARKS:

The Chairman had attended the August Recess meeting and the County Council's Chairman's Civic Service which had been thoroughly enjoyable.

IT WAS RESOLVED: the information be received and noted.

PLANNING AND GENERAL PURPOSES COMMITTEE:

59/25 FLINTSHIRE LOCAL DEVELOPMENT PLAN: CONSULTATION:

The Clerk and Financial Officer suggested that a working group be convened with those Councillors who wished to contribute to the consultation in response to the County Council.

IT WAS RESOLVED: that the Clerk and Financial Officer arrange a meeting with Councillors to provide a response on behalf of the council prior to the deadline of 10th October.

60/25 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.

61/25 POLICE MATTERS:

A member stated they had attended a couple of meetings with the Police due to the anti-social behaviour at the Broughton Retail Park car park. Residents had complained about the noise. Five Police Officers from different departments had attended and they had issued Section 59 notices to some of the young people.

Members asked that PSCO Enfys Roberts be invited to the next meeting as she is yet to attend a meeting.

IT WAS RESOLVED: the Clerk and Financial Officer to invite PSCO Enfys Roberts to the next meeting.

62/25 HIGHWAYS/STREETSCENE MATTERS:

Members raised the following issues, some of which had already been reported to John Griffiths:

- The hedges from the GP Surgery down to Airbus needed to be cut back. John had informed that they no longer use outside contractors so it would be inhouse.
- The farmer on Wood Lane had not cut back his overgrown hedges. John had issued two letters requesting that the work be done prior to legal intervention.
- The bus stop on Glynne Way had been moved further down, but no new markings / signs were apparent to advise people of the change.
- The bus stop on Main Road opposite the Co-Op was in a poor state. Flintshire County Council has been informed.
- The hedges on Wynnstay Road needed to be cut back. The Chairman would contact Broughton CP School as the hedge may belong to them.
- The car show room on the corner of Broughton Hall Road had been extended and the parked cars blocked visibility for drivers coming out of Chester Road.

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

63/25 COUNTY MEMBERS ITEMS:

A member shared that the Youth Club would soon be celebrating its one year anniversary; over forty five children had attended and positive feedback had been received.

A Volunteer Group has been formed with approximately twenty members. They had been weeding and litter collecting locally and had help to erect a shed at the Youth Club.

The Chairman suggested that the volunteers be rewarded as they had carried out some really good work.

He added that the public toilets in Holywell, Mold and Talacre would remain open for another year following public consultation.

IT WAS RESOLVED: to note the information.

64/25 MEMBERS INFORMATION ITEMS:

There were none.

LIGHTING AND AMENITIES COMMITTEE:

65/25 STREET LIGHTING:

A member reported that the trees are still overgrown outside the Offas Dyke Pub in Broughton and continue to cover the street lighting therefore the road and path are not lit up at night.

IT WAS RESOLVED: that the overgrown trees are reported to Streetscene again.

66/25 'FRIENDS OF THE PARK' AT COUNTRY PARK:

A member said that the Country Park in Broughton was an asset to the local community and had suggested that a 'Friends of the Park' volunteer group be established. The group would like to become involved in helping to maintain the Country Park in accordance with the Country Park Management Plan and council officials.

Members of the public had been invited to attend the meeting to make representations in support of this proposal.

The intention of the 'Friends of the Country Park' group would be to enhance, manage and apply for grants on behalf of the Council, ensure that the local community were aware of its existence and involve the local school.

The Clerk and Financial Officer stated that the Council had a Country Park Management Plan. £7,000 had recently been secured for the pond work in association with the County Council's Biodiversity Team. North Wales Wildlife Trust had recently provided all the materials to improve the wildlife areas but the Community Council had a very small workforce who work across three Council's with limited resources.

The volunteer group representative said that she wished to work with the Community Council and support where necessary, particularly in the sourcing of grants.

IT WAS RESOLVED: that the 'Friends of the Park' become involved with the Country Park and work alongside the Community Council to promote the Country and apply for any available funding.

FINANCE AND STAFFING COMMITTEE:

67/25 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments for August and September in the sum of £3,484.85 and £21,999.56, be approved.

68/25 BANK RECONCILIATION:

IT WAS RESOLVED: to approve the bank reconciliations for the periods ending 31st July and 31st August 2025.

69/25 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated the Service Level Agreement for August was £7,720.83 and September was £7,106.98.

IT WAS RESOLVED: to note the updates.

Broughton and Bretton Community Council
Planning Committee – 16th September 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000711/25 Ward: Broughton South	Removal of existing UPVC porch and replacement with brick built porch. Extending length of porch to end of building, modifying roof to give overhang and replace front window. Change the entrance to the building from front of house to side of house. Full details of works required as per drawing showing existing and proposed.	15, Siddeley Close, Broughton, Chester, CH4 0SG	Stef Connah 02.09.2025 No Objections
2.	FUL/000724/25 Ward: Broughton South	The proposed works include a rear dormer loft conversion to a detached property. The development does not include any raising of the roof, or front visual alterations, besides some velux windows installed on the front roof.	60, Forest Drive, Broughton, Chester, CH4 0QJ	Stef Connah 25.08.2025 No Objections
3.				
4.				
5.				
6.				

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Sep-25

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/25/38	H W Oultram - Vehicle Fuel - August	£65.32	£54.75	£10.57
DD	BB/25/39	ICO -Data Protection Certificate	£47.00	£47.00	£0.00
BACS	BB/25/40	North & Mid Wales Association of Local Councils - Membership	£60.00	£60.00	£0.00
BACS	BB/25/41	SSE Energy - Street Lighting - July	£843.42	£803.64	£40.18
BACS	BB/25/42	Litter Collector - September Salary	£1,705.90	£1,705.90	£0.00
BACS	BB/25/43	HMRC - Litter Collector - Salary - September	£521.27	£7,720.83	£0.00
BACS	BB/25/44	Clwyd Pension Fund - Litter Collector - Salary - September	£920.65	£920.65	£0.00
BACS	BB/25/45	HCC - SLA - August	£7,720.83	£7,720.83	£0.00
CRD 1732	BB/25/46	HCC - SLA - September	£7,106.98	£7,106.98	£0.00
BACS	BB/25/47	War Memorial Institute - Annual Grant	£1,500.00	£1,500.00	£0.00
BACS	BB/25/48	BBCC Community Centre - Annual Grant	£1,500.00	£1,500.00	£0.00
CRD 1732	BB/25/49	Post Office - BBCC Audit Files delivery	£8.19	£8.19	£0.00
		TOTAL	£21,999.56	£29,148.77	£50.75

Chairman:

 Ryan McKee

Chair of Finance:

 P. Baer-Roberts



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

PRESENT: Councillor Ros Griffiths (Vice Chairman)

Councillors: Jeffrey Brett Roberts, Penny Brett Roberts, Barrie Gregory, Eileen Gregory, Mike Lowe and Billy Mullin.

Officers: Ms S G Jones, Clerk & Financial Officer
Miss G S Griffiths, Assistant Clerk

70/25 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Armstrong-Braun, Chrissy Gee, Sam Jennings, Sara Mason, Ryan McKeown and Gareth Williams.

The meeting did not proceed due to being inquorate. All items will be deferred to the next full council meeting.

The Chairman advised that Louisa Rosado had resigned from the Community Council due to ill health.