

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

SGJ/B&B 20.01.2026

16.01.2026

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 20<sup>th</sup> January 2026 at 6.30 P.M.** 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**

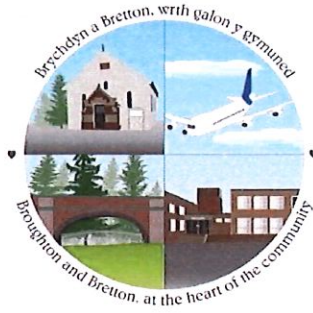
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

**COUNCIL OFFICES**

113 The Highway, Hawarden, Deeside, Flintshire CH5 3DL. Tel/Fax: 01244 533692

Ebost/Email: [mail@broughtonandbrettoncommunitycouncil.gov.uk](mailto:mail@broughtonandbrettoncommunitycouncil.gov.uk)

[www.broughtonandbrettoncommunitycouncil.gov.uk](http://www.broughtonandbrettoncommunitycouncil.gov.uk)



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

**HYBRID MEETING**

**20<sup>th</sup> January 2026**

**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 18<sup>th</sup> November 2025, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**
- 5. MINUTES OF THE SPECIAL MEETING OF THE COUNCIL  
27.11.205::**

Copy attached.

**6. VACANCY IN THE BROUGHTON 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.asp>  
x

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

**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.

**LIGHTING AND AMENITIES COMMITTEE:**

**13. TREE PLANTING PROPOSAL FOR BROOKES AVENUE, BROUGHTON:**

Report attached.

**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 January and to note the December list, copies attached.

**16. BANK RECONCILIATIONS:**

To receive and note the bank reconciliation statements for the periods ending 31<sup>st</sup> October. 30<sup>th</sup> November and 31<sup>st</sup> December 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 months of December and



January and any other relevant matters.

**18. INCOME AND EXPENDITURE REPORT 2025-26:**

Report to follow.

**19. DRAFT BUDGET AND PRECEPT DEMAND FOR 2026-27:**

Report to follow.



Minutes of the Hybrid meeting of  
**BROUGHTON AND BRETTON COMMUNITY COUNCIL**  
held on  
**18<sup>th</sup> November 2025**

**PRESENT:** Councillor Ros Griffiths (Vice Chairman)

Councillors: Klaus Armstrong-Braun, Penny Brett Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Mike Lowe, Sarah Mason, Billy Mullin and Gareth Williams.

Officers: Ms S G Jones, Clerk & Financial Officer

**70/25 PRESENTATION:**

Jamie Tennant, Head Teacher at Broughton CP School, had attended the meeting to introduce himself to Members. Members welcomed Jamie to the meeting and asked him questions.

Jamie confirmed that he intended to work with the community and become involved in any community projects. Later in the week he would be working with the North Wales Wildlife Trust to plant trees, bulbs and wildflowers at the country park following liaison with the Clerk and Financial Officer. He also extended an invitation for members to visit the school.

The Chairman thanked Jamie for his attendance, congratulated him on his appointment and looked forward to working together in the future.

#### **71/25 APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Jeff Brett-Roberts, Sam Jennings and Ryan McKeown.

#### **72/25 DECLARATIONS OF INTEREST:**

Councillor Chrissy Gee declared an interest in the grant application from the Youth Club and duly completed her declaration of interest form.

#### **73/25 MINUTES OF THE PREVIOUS MEETINGS:**

**IT WAS RESOLVED:** That the minutes of the previous meeting held on 16<sup>th</sup> September and 21<sup>st</sup> October be approved as a correct record.

#### **74/25 MATTERS ARISING FROM THE MINUTES:**

A councillor asked for an update on the bus stop and the overgrown hedges and also the car show room planning enforcement issue.

#### **75/25 VACANCY IN THE BROUGHTON SOUTH WARD:**

Members noted the vacancy created by the resignation of Luisa Rusado.

**IT WAS RESOLVED:** to advertise the vacancy in the New Year.

#### **76/25 CHAIRMAN'S REMARKS:**

The Chairman thanked members for their various attendance at Remembrance Day events which had been successful commemorative events.

#### **PLANNING AND GENERAL PURPOSES COMMITTEE:**

#### **77/25 FLOODING:**

**IT WAS RESOLVED:** That a Special Meeting of the Council be held on Thursday 27<sup>th</sup> November 2025 to discuss the allocation of the £10,000 provided to the Community Council for flood alleviation measures in the community.

## **78/25 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.

## **79/25 POLICE MATTERS:**

A Councillor advised that the local Inspector had asked for the PCSO to attend council meetings. Another member referred to incidents with a property and drugs and abandoned vehicles and provided an update.

**IT WAS RESOLVED:** to note the information.

## **80/25 HIGHWAYS/STREETSCENE MATTERS:**

Members advised of the following matters to be reported:

- (a) Hidden bus stop had not been resolved; a reply was required.
- (b) The fencing by the footpath on Church Road had been removed and a car had crashed there.



## **81/25 COUNTY MEMBERS ITEMS:**

The County Members advised of the following:

- Planning application on Manor Lane by Board Link, concerns had been expressed about the location.
- Youth Club had been progressing positively.
- The community volunteers would provided more planters around the area in the new year, working with the allotmenters who would supply the plants.

**IT WAS RESOLVED:** to note the updates.

## **82/25 MEMBERS INFORMATION ITEMS:**

A member suggested that meetings should take place with neighbouring councils about projects and events that impact each other.

**IT WAS RESOLVED:** to note this update.

## **LIGHTING AND AMENITIES COMMITTEE:**

### **83/25 STREET LIGHTING:**

A member wished to thank the Maintenance Team for its speedy repair of a faulty light at Greenfield Close. Another member commended the council's Maintenance Team for its ongoing replacement LED programme which had resulted in efficiencies.

**IT WAS RESOLVED:** to note the update.

## **84/25 2025 ANNUAL SUMMER PLAY SCHEMES:**

A report had been circulated about the successful Summer play schemes held within Broughton.

**IT WAS RESOLVED:** to receive and note the report.

### **85/25 TRAINING PLAN UPDATE:**

The annual training plan had been circulated and updated which one amendment to include Members continued professional development.

**IT WAS RESOLVED:** to approve the report and the amendment.

### **86/25 INCOME AND EXPENDITURE REPORT:**

A report had been circulated showing the Council's half-year financial status.

**IT WAS RESOLVED:** to approve the report.

### **87/25 ACCOUNTS FOR PAYMENT:**

**IT WAS RESOLVED:** that the list of payments for October and November be approved in the sum of £3,572.31 and £24,678.98 respectively.

### **88/25 BANK RECONCILIATIONS:**

**IT WAS RESOLVED:** to receive the bank reconciliations for the periods ending 1<sup>st</sup> October and 4<sup>th</sup> November, 2025.

### **89/25 SMALL GRANTS SCHEME:**

**IT WAS RESOLVED:** That the grant applications be approved as follows:

Broughton and Bretton Bowling Club	£300
Broughton and Bretton Community Centre	£414
Broughton United Football Club	£489.95
Broughton War Memorial Institute	£500
Broughton Youth Club	£473.05

## **90/25 CLERK AND FINANCIAL OFFICER'S REPORT:**

The Clerk and Financial Officer stated that the cost to the council for the Service Level Agreement for October and November had been £9,117.76 and £7,163.18 respectively.

The Clerk had been pleased to advise that Flintshire County Council had awarded the council a total of £73,188.90 in outstanding section 106 monies. £35,156.90 had been earmarked for enhancement of the Country Park and the remaining balance would be for play equipment. The Community Council had already agreed to add a new young adult climber and rocker at the Brookes Avenue play area.

She also advised that the North Wales Wildlife Trust in partnership with the Broughton CP School would be planting some bulbs and wildflowers in the Country Park later in the week.

Broughton and Bretton Community Council  
Planning Committee – 18<sup>th</sup> November 2025

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000947/25  Ward: Broughton South	Application for Variation of a Condition No. 1 following Grant of Planning Permission FUL/000514/24	BROUGHTON COTTAGE, Mold Road, Broughton, Chester, CH4 0EW	05.04.2025 James Sutter <b>No Objections</b>
2.	DET/000920/25  Ward: Broughton North East	Application for Approval of Details Reserved by Condition No. 3, Planning Application FUL/000522/25	Carey Glass Chester, Arriva North West & Wales, Manor Lane, Hawarden, Deeside, CH5 3QY	28.10.2025 Alison Dean <b>No Objections</b>
3.	FUL/000883/25  Ward: Broughton North East	The statutory consultation period is now closed but comments will be accepted until determination of the application	HOWARTH TIMBER AND BUILDING SUPPLIES LTD, Chester Road, Broughton, Chester, CH4 0DH	15.10.2025 Barbara Kinnear <b>No Objections</b>
4.				
5.				
6.				



**BROUGHTON AND BRETTON Community Council**  
**Accounts for Payment**  
**Nov-25**

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
DD	BB/25/58	SSE Eneergy - Street Lighting - 01.04.2025 - 31.07.25	£2,181.76	£530.41	£106.88
BACS	BB/25/59	SSE Eneergy - Street Lighting - 31.03.25-01.04.25	£1,540.50	£1,271.86	£256.75
CRD1732	BB/25/60	The Range - Bird Seed	£15.69	£15.69	£0.00
BACS	BB/25/61	FCC - Play Scheme	£2,203.20	£2,203.20	£0.00
BACS	BB/25/62	HCC - SLA - October	£9,117.76	£9,117.76	£0.00
BACS	BB/25/63	HCC - SLA - November	£7,163.18	£7,163.18	£0.00
BACS	BB/25/64	Litter Collector - Salary - November	£1,516.31	£1,516.31	£0.00
BACS	BB/25/65	Clwyd Pension Fund - Salary - November	£537.29	£537.29	£0.00
BACS	BB/25/66	HMRC - Salary - November	£403.29	£403.29	£0.00
		<b>TOTAL</b>	<b>£24,678.98</b>	<b>£22,758.99</b>	<b>£363.63</b>

Chairman:

*RG Griffiths*

Chair of Finance:

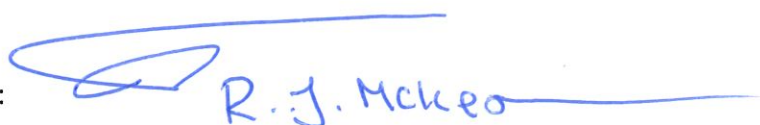
*P. B. Jones*

*Sharon Jones*

**BROUGHTON AND BRETTON Community Council**  
**Accounts for Payment**  
**Dec-25**

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/25/67	HWOultrum - Fuel October	£65.38	£54.80	£10.58
BACS	BB/25/68	Broughton Youth Club Small Grant	£473.05	£473.05	£0.00
BACS	BB/25/69	B&B Bowling Club Small Grant	£300.00	£300.00	£0.00
BACS	BB/25/70	Broughton United FC Small Grant	£489.95	£489.95	£0.00
BACS	BB/25/71	B&B War Memorial Inst - Small Grant	£500.00	£500.00	£0.00
BACS	BB/25/72	Hawarden CC - SLA for December	£8,025.70	£8,025.70	£0.00
BACS	BB/25/73	HWOultrum - Fuel November	£61.66	£51.68	£9.98
BACS	BB/25/74	HMRC payroll December	£403.49	£403.49	£0.00
BACS	BB/25/75	Litter Collection December salaries	£1,516.11	£1,516.11	£0.00
BACS	BB/25/76	Clwyd Pension Fund December salaries	£537.29	£537.29	£0.00
BACS	BB/25/77	B&B Community Centre Small Grant	£414.00	£414.00	£0.00
		<b>TOTAL</b>	<b>£12,786.63</b>	<b>£12,766.07</b>	<b>£20.56</b>

Chairman:

 R. J. McKee

Chair of Finance:

 R. Bennett

Clerk & Financial Officer:





Minutes of the Hybrid Special meeting of  
**BROUGHTON AND BRETTON COMMUNITY COUNCIL**  
 held on  
**27<sup>th</sup> November 2025**

**PRESENT:** Councillor Ryan McKeown (Chairman)

Councillors: Klaus Armstrong-Braun, Penny Brett Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Sam Jennings, Mike Lowe, Sara Mason, Billy Mullin and Gareth Williams.

Officers: Ms S G Jones, Clerk & Financial Officer

Others present: Victoria Venn, Flood and Coastal Erosion Risk Management Officer  
 1 local resident

**91/25 APOLOGIES FOR ABSENCE:**

Apologies for absence had been received from Councillors Jeff Brett-Roberts.

**92/25 DECLARATIONS OF INTEREST:**

There were none.

**93/25 FLOODING:**

The Chairman advised that this special meeting had been called to review the £10,000 in ear-marked reserves for the benefit of the communities of Broughton and Bretton.

Victoria Venn, Flintshire County Council's Flood and Coastal Erosion Risk Management Officer, had attended the meeting to assist the council in ensuring the best options had been explored.

The issues of flooding in both the Broughton Main Road and Bretton areas had been thoroughly discussed.

Victoria provided advice on the purchase of flood prevention "snakes" and requested which linear locations the council intended to deploy the temporary flood defences. She referenced the need for a Flood Plan to be finalised and established but the Flood Group had not had the support they required to finalise this. It had been essential to have National Resources Wales (NRW) "flood maps" in order to advise on the likely total lengths of defences required at each site. Potential flood depths at each location could also be obtained from NRW which could also be used to suggest the best length of defence to purchase.

After a lengthy discussion, **IT WAS RESOLVED:** that the Community Council purchase the flood defence "snakes" in conjunction with Victoria and NRW, following confirmation of storage sites.



Broughton and Bretton Community Council  
Planning Committee – 20<sup>th</sup> January 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	ADV/001034/25  Ward: Broughton North East	Display the following: - 8off illuminated Fascia signs - 9off sets of illuminated Faux Neon signs - 1off illuminated Directional sign	Slim Chickens, Broughton Shopping Park, Broughton, CH4 ODP	02.12.2025 Barbara Kinnear
2.	FUL/000991/25  Ward: Broughton North East	Removal of current UPVC porch and downstairs toilet. Extension of current integrated garage to end flush with the principal elevation (to include enclosed porch). Conversion of current garage area into office, downstairs toilet, and storage room.	The Orchard, Bretton Lane, Bretton, Chester, CH4 ODW	26.11.2025 Stef Connah
3.	OUT/001010/25  Ward: Broughton North East / Hawarden Mancot	Outline planning application for B2/B8 uses with matters of access, appearance, layout, and scale in detail, and landscaping reserved for future determination.	Land adj. Manor Lane, Hawarden Industrial Park, Broughton, CH5 3PJ	27.11.2025 James Beattie
4.				
5.				
6.				

Broughton and Bretton Community Council  
Planning Committee – 20<sup>th</sup> January 2026

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
1.	DET/000920/25  Ward: Broughton North East	Application for Approval of Details Reserved by Condition No. 3, Planning Application FUL/000522/25	Carey Glass Chester, Arriva North West & Wales, Manor Lane, Hawarden, Deeside, CH5 3QY	<b>Approved</b> 27.11.2025 Alison Dean
2.	FUL/000883/25  Ward: Broughton North East	Conversion of vacant house (previously used as offices) to two flats	HOWARTH TIMBER AND BUILDING SUPPLIES LTD, Chester Road, Broughton, Chester, CH4 0DH	<b>Approved</b> 06.01.2026 Barbara Kinnear
3.	FUL/000836/25  Ward: Broughton North East	Redecorate the external facade of existing building to match new brand colours.	BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP	<b>Approved</b> 11.01.2025 Barbara Kinnear
4.	DET/000851/25  Ward: Broughton North East	Application for approval of details reserved by condition 3 following planning permission FUL/000524/25	33, Manor Close, Hawarden, Deeside, CH5 3PT	<b>Approved</b> 11.11.2025 Stef Connah
5.	LDP/000720/25  Ward: Broughton North East	Mobile Home to be used for ancillary housing to accommodate aging parents with significant medical conditions.	1, Lesters Lane, Bretton, Chester, CH4 0DA	<b>Refused</b> 13.11.2025 Jon Williams
6.				

David Fitzsimon  
Prif Swyddog Lle a Thwf  
Chief Officer Places and Growth  
Cyngor Sir y Fflint  
Flintshire County Council



Your Ref/Eich Cyf

Our Ref/Ein Cyf

Date/Dyddiad: 18/12/2025

Sophie Roberts

Ask for/Gofynner am

Direct Dial/Rhif Union Welsh/Cymraeg: 01792 002129  
English/Saesneg: 01352 703201

E-mail/e-bost

Biodiversity@flintshire.gov.uk

Dear Sir/Madam,

### Re: Proposal for tree planting

We are writing to inform you of proposed tree planting in Broughton Skatepark.

You will be aware of the ecological and climate crisis we are facing and the urgent need to support nature recovery. At Flintshire County Council we want to manage our public estate in a way which is more favourable to wildlife and provides improved greenspaces for community recreation alongside nature. This includes more trees, hedgerows and wildflower areas. These areas provide important habitat for our pollinators, natural habitat stepping stones through settlements, and can improve the look and use of an area by the local community.

As part of a grant funded project and our urban tree and woodland plan ([Urban Tree and Woodland Plan \(flintshire.gov.uk\)](https://www.flintshire.gov.uk)) we have been working to identify and draw up draft proposals to enhance green spaces across Flintshire with tree planting. Planting on Broughton skatepark was suggested to us by a local resident and has since passed all preliminary tests and therefore has been deemed suitable for planting.

We would be able to fund the purchase and installation of the trees. However, due to the site being owned by Broughton and Bretton Community Council, any future maintenance would be the responsibility of the community council.

We would recommend planting 14 new trees creating an avenue of interest along the existing footpath to increase the existing canopy cover in the area. The trees planted could be a mixture of the following: *Ginko biloba*; *Maytenus boaria*; *Fagus sylvatica*; *Cornus domestica*; *Tormintalis glaberrima*. We would also recommend planting an additional seven trees along the corner of this field to help with flooding and provide a barrier between the A494, reducing noise pollution. Trees planted could be a mixture of: *Alnus glutinosa*, *Salix species*, *Betula species* or *Quercus robur*. Final species will be discussed and agreed between Flintshire County Council and Broughton and Bretton community council.

St. Davids Park, Ewloe, CH5 3FF

[www.flintshire.gov.uk](http://www.flintshire.gov.uk)

Ty Dewi Sant, Ewlo, CH5 3FF.

[www.siryfflint.gov.uk](http://www.siryfflint.gov.uk)

We welcome correspondence in Welsh. We will respond to correspondence received in Welsh without delay.  
Rydym yn croesawu gohebiaeth Gymraeg. Ymatebwn yn ddi-oed i ohebiaeth a dderbynnir drwy gyfrwng y Gymraeg.





Tree planting season runs between December and March. If agreed in time, trees will be planted within that timeframe this year. If you have any comments or questions regarding the proposed works, then please contact [biodiversity@flintshire.gov.uk](mailto:biodiversity@flintshire.gov.uk).

Yours faithfully

Sophie Roberts,

Assistant biodiversity officer (Places and Growth).





**BROUGHTON AND BRETTON Community Council**  
**Accounts for Payment**  
**Jan-26**

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
DD	BB/25/78	LVW Group - Service Parts for Van	£62.34	£51.95	£10.39
BACS	BB/25/79	Litter Collector - Salary - January	£1,516.11	£1,516.11	£0.00
CRD1732	BB/25/80	Clwyd Pension Fund - Salary - January	£537.29	£537.29	£0.00
BACS	BB/25/81	HMRC - Salary - January	£403.49	£403.49	£0.00
BACS	BB/25/82	Sealand Motor Company - MOT - TZW	£45.00	£45.00	£0.00
BACS	BB/25/83	Zoom - Hybrid annual subscription	£129.90	£129.90	£0.00
BACS	BB/25/84	The Range - Bird Seed	£15.69	£15.69	£0.00
		<b>TOTAL</b>	<b>£2,709.82</b>	<b>£2,699.43</b>	<b>£10.39</b>

Chairman:

Chair of Finance:

Clerk & Financial  
Officer:

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**Broughton & Bretton Community Council****Bank - Cash and Investment Reconciliation as at 3 November 2025**

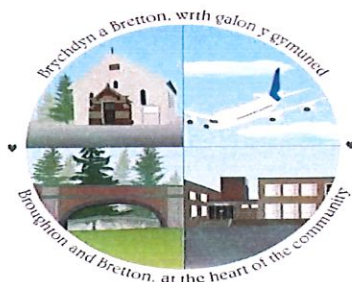
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**Confirmed Bank & Investment Balances****Bank Statement Balances**

03/11/2025	16622.28	13,608.14
24/10/2025	Lloyds 30 Day a/c	149,561.86

**163,170.00****Receipts not on Bank Statement****0.00****Closing Balance****163,170.00****All Cash & Bank Accounts**

1	Lloyds Current a/c	13,608.14
2	Lloyds 30 Day a/c	149,561.86
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>163,170.00</b>



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

**COUNCIL MEETING**  
**20TH JANUARY 2026**

**INCOME AND EXPENDITURE REPORT 2025-26**

**1.0 Purpose of the Report:**

- 1.1 The purpose of this report and attached summary is to apprise the Council of the income and expenditure position of the Council for the period ending 30<sup>th</sup> November 2025.
- 1.2 The remainder of the Council's income and expenditure is as shown on the attached summary.
- 1.3 Income of £188,026 has been received to date £108,575 of which relates to the first two instalments of a three staged payment of the Council's Annual Precept. A further £54,288 has been received, but not yet reconciled, which represents the final precept payment on 31 December 2025.
- 1.4 Members will also recall that the Community Council has received £73,189 in outstanding section 106 monies from Flintshire County Council. This has been earmarked for the enhancement of the Country Park (£36,156.90) and recreation/play area improvements.

## 2.0 Background:

- 2.1 The following identifies the reasons for any significant variances from anticipated expenditure during the year from 1<sup>st</sup> April to 30<sup>th</sup> November 2025.

## 2.2 General:

**Insurance:** the full amount payable for the year has been made.

**Legal Fees/Welsh Language Policy/Elections:** There is one casual vacancy that will be advertised in January 2026.

**Petty Cash:** Petty cash spend is minimal due to online payments and a council debit card.

## 2.3 Community Spend:

**Play Schemes:** The invoice from Flintshire County Council has been paid in full.

**Small Grants Scheme:** to date a total of £2,177 has been allocated to community grants.

**Voluntary Organisations:** Annual payments will be paid this month.

**Community Library:** No payment has yet been made to the Community Library but an invoice has been requested together with a meeting with Flintshire County Council's library service, Gwella and the community council to renegotiate this Management Agreement.

## 2.4 Open Spaces/Highways/Verges:

**Football Licences:** The football licences invoice have recently been processed.

**Play Equipment:** The Community Council will be inviting bids for the addition of a young adult climber at Brookes Avenue, as previously agreed by council and following the receipt of the outstanding section 106 monies.

**Allotments:** Allotment fees have been paid.



**3.0 Considerations and Recommendations:**

- 3.1 Members are asked to consider and approve the contents of this report.

## Detailed Receipts &amp; Payments by Budget Heading 30/11/2025

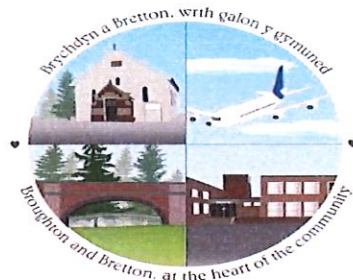
November 2025

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
<b>500 General</b>						
1501 Precept	108,575	162,863	54,288			66.7%
1502 Bank Interest 30 Day A/c	262	537	275			48.8%
1506 Miscellaneous Income	79,189	0	(79,189)			0.0%
<b>General :- Receipts</b>	<b>188,026</b>	<b>163,400</b>	<b>(24,626)</b>			<b>115.1%</b>
4501 Subscriptions	1,059	500	(559)		(559)	211.8%
4502 Conferences/Training	0	500	500		500	0.0%
4503 Insurance	1,681	2,000	319		319	84.0%
4504 Audit	776	750	(26)		(26)	103.5%
4505 Members Expenses/Conferences/T	260	2,884	2,624		2,624	9.0%
4507 Legal Fees	0	500	500		500	0.0%
4508 Miscellaneous - Gen	0	1,000	1,000		1,000	0.0%
4511 Chair's Expenses	500	500	0		0	100.0%
4512 Elections	0	3,000	3,000		3,000	0.0%
4514 Website	0	100	100		100	0.0%
4521 Stationery	8	500	492		492	1.6%
<b>General :- Indirect Payments</b>	<b>4,284</b>	<b>12,234</b>	<b>7,950</b>	<b>0</b>	<b>7,950</b>	<b>35.0%</b>
<b>Net Receipts over Payments</b>	<b>183,742</b>	<b>151,166</b>	<b>(32,576)</b>			
<b>600 Community Funding (LG Act 1972)</b>						
4516 Defibrillators	0	250	250		250	0.0%
4601 Summer Playschemes (PWB)	2,203	2,050	(153)		(153)	107.5%
4602 Grants to Voluntary Orgs (PWB)	0	3,000	3,000		3,000	0.0%
4603 Community Halls & Library (PWB)	3,000	14,000	11,000		11,000	21.4%
4607 Christmas Lighting (LG Act 1972)	0	1,000	1,000		1,000	0.0%
4608 Remembrance Sunday	0	225	225		225	0.0%
<b>Community Funding (LG Act 1972 :- Indirect Payments)</b>	<b>5,203</b>	<b>20,525</b>	<b>15,322</b>	<b>0</b>	<b>15,322</b>	<b>25.4%</b>
<b>Net Payments</b>	<b>(5,203)</b>	<b>(20,525)</b>	<b>(15,322)</b>			
<b>700 Open spaces</b>						
1701 Football Licences	0	250	250			0.0%
<b>Open spaces :- Receipts</b>	<b>0</b>	<b>250</b>	<b>250</b>			<b>0.0%</b>
4701 Play Equipment/Repairs	416	10,000	9,584		9,584	4.2%
4702 Benches/Signs	0	600	600		600	0.0%
4704 Planting	0	150	150		150	0.0%
4705 Land Rent - OS	66	70	4		4	94.3%

## Detailed Receipts &amp; Payments by Budget Heading 30/11/2025

November 2025

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
<u>1200 Joint Services</u>						
41201 Central Administration	24,788	44,187	19,399		19,399	56.1%
41202 Direct Maintenance	24,844	38,792	13,948		13,948	64.0%
Joint Services :- Indirect Payments	<u>49,632</u>	<u>82,979</u>	<u>33,347</u>	<u>0</u>	<u>33,347</u>	<u>59.8%</u>
<b>Net Payments</b>	<u>(49,632)</u>	<u>(82,979)</u>	<u>(33,347)</u>			
<u>1900 VAT</u>						
115 VAT on Receipts	2,588	0	(2,588)			0.0%
VAT :- Receipts	<u>2,588</u>	<u>0</u>	<u>(2,588)</u>			
515 VAT on Payments	1,011	0	(1,011)		(1,011)	0.0%
VAT :- Indirect Payments	<u>1,011</u>	<u>0</u>	<u>(1,011)</u>	<u>0</u>	<u>(1,011)</u>	
<b>Net Receipts over Payments</b>	<u>1,578</u>	<u>0</u>	<u>(1,578)</u>			
Grand Totals:- Receipts	191,615	164,750	(26,865)			116.3%
Payments	86,420	181,380	94,960	0	94,960	47.6%
<b>Net Receipts over Payments</b>	<u>105,195</u>	<u>(16,630)</u>	<u>(121,825)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>105,195</u>	<u>(16,630)</u>	<u>(121,825)</u>			



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

**COUNCIL MEETING**  
**Annual Budget and Precept 2026-27**

20th January 2026  
 Annual Budget and Precept 2026-27

1.	<b>Name of Councillor(s)/ Officer</b>	Clerk and Financial Officer Chairman of the Council Vice-Chairman of the Council
2.	<b>Title of Report</b>	Annual Budget and Precept 2026-27
3.	<b>Purpose of Report</b>	To consider the Council's draft budget and precept for the year 2026-27.
4.	<b>Background to this request</b>	<p>Each year the council sets its draft budget and precept and considers the level of reserves it has.</p> <p>The council has to keep between three and twelve months' worth of operating costs in its reserves which ranges from approximately £45,000 to £180,000 based on current estimates. As at 30<sup>th</sup> November the council's reserves sit at £163,170 noting that four months of income and expenditure is still awaited plus the council has received £73k in outstanding section 106 monies.</p> <p>An advisory note is appended to this report about reserves and balances.</p>



<b>5.</b>	<b>Financial Implications</b>	The draft budget attached shows an annual expenditure of £191,371, income of £181,650 and income over expenditure of -£9,721 although there are some contingencies built into the budget and some estimated and assumed costs.
<b>5.1</b>		As members are aware the Council has a Service Level Agreement with Hawarden Community Council and the core budget within Hawarden reflects the following recommendations:
<b>5.2</b>		Inflationary increases on utilities and other annual costs have been included at 3.8%.
<b>5.3</b>		Energy prices are set to increase in 2026 and have been budgeted at an increase of 3%. Rates have been budgeted at an increase of 10%.
<b>5.4</b>		The Street Lighting contract with Southern Scottish Power ended on 31 <sup>st</sup> March 2025 and the council has switched to Flintshire County Council at a substantially competitive rate. However, this hand over continues due to "mapping" errors with Southern Scottish Power and Flintshire County Council but colleagues are working together to rectify this, week commencing 12 <sup>th</sup> January, to avoid unnecessary costs for the council.
<b>5.5</b>		Salaries have been budgeted at an increase of 5% based on an average of other councils.
<b>5.6</b>		Employer pension contributions have reduced slightly to 23.3% from 23.8% last year.
<b>5.7</b>		Mandatory member allowances are £156 per member, plus an amount of £52 per member for consumables; this total payment of £208 is mandatory unless a member elects, in writing, to forgo this payment, which totals £2,912. £728 for the consumables.

5.8		Elections are budgeted at £3,000 per year and at the end of the year, that amount is ear-marked so will total £6k at the end of this financial year. This is to prevent a large bill each five year period.
5.9		Whilst the LED replacement programmes is coming to an end, the three councils have concrete columns that require replacement at an average cost of £1,350 each.
6.	<b>Environmental Implications</b>	None directly associated with this report but the budget contains finances for open spaces, country park and tree management. A separate Management Plan is available for the Council's Country Park.
7.	<b>Decision sought by Council</b>	<p>To consider and agree the proposed draft budget and precept as per the attached schedule.</p> <p>The budget, as presented, includes a precept of £180.000 which equates to a council tax band D property of £64.92 representing an increase of £6.02 (£6.41 <i>last year</i>) per annum, therefore £0.12p per week, same as last year.</p>

## Annual Budget - By Centre

Note: 2026-27 Budget and Precept

		<u>2024-25</u>		<u>2025-26</u>				<u>2026-27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>500</b>	<b>General</b>									
1501	Precept	144,475	144,475	162,863	108,575	162,863	0	180,000	0	0
1502	Bank Interest 30 Day A/c	500	450	537	262	537	0	300	0	0
1503	Bank interest Investment a/c	100	183	0	0	0	0	0	0	0
1506	Miscellaneous Income	0	12,736	0	79,189	0	0	0	0	0
	<b>Total Income</b>	<b>145,075</b>	<b>157,844</b>	<b>163,400</b>	<b>188,026</b>	<b>163,400</b>	<b>0</b>	<b>180,300</b>	<b>0</b>	<b>0</b>
4501	Subscriptions	500	940	500	1,059	500	0	0	0	0
4502	Conferences/Training	500	0	500	0	500	0	500	0	0
4503	Insurance	3,000	1,438	2,000	1,681	2,000	0	2,000	0	0
4504	Audit	400	695	750	776	800	0	800	0	0
4505	Members Expenses/Conferences/T	2,500	2,483	2,884	260	2,912	0	2,912	0	0
4506	Petty Cash	50	100	0	0	100	0	100	0	0
4507	Legal Fees	500	0	500	0	500	0	500	0	0
4508	Miscellaneous - Gen	1,000	215	1,000	0	1,000	0	1,000	0	0
4511	Chair's Expenses	500	139	500	500	500	0	500	0	0
4512	Elections	3,000	0	3,000	0	3,000	0	3,000	0	0
4514	Website	100	0	100	0	100	0	100	0	0
4521	Stationery	500	218	500	8	500	0	500	0	0
	<b>Overhead Expenditure</b>	<b>12,550</b>	<b>6,229</b>	<b>12,234</b>	<b>4,284</b>	<b>12,412</b>	<b>0</b>	<b>11,912</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>132,525</b>	<b>151,615</b>	<b>151,166</b>	<b>183,742</b>	<b>150,988</b>		<b>168,388</b>		
<b>600</b>	<b>Community Funding (LG Act 1972)</b>									
4516	Defibrillators	250	0	250	0	250	0	250	0	0
4601	Summer Playschemes (PWB)	1,755	1,916	2,050	2,203	2,500	0	2,500	0	0

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## Annual Budget - By Centre

## Note: 2026-27 Budget and Precept

		<u>2024-25</u>		<u>2025-26</u>				<u>2026-27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4807	Litter Collector	28,500	27,886	30,200	17,678	30,200	0	31,700	0	0
4808	CCTV	4,000	3,137	4,000	0	4,000	0	4,000	0	0
4810	Health and Safety	200	89	200	0	200	0	200	0	0
4811	Travelling & Subsistence	200	0	200	0	200	0	200	0	0
4812	Van Ins/Tax & MOT	2,000	335	2,000	0	2,000	0	2,000	0	0
4813	Van fuel	400	393	522	154	522	0	550	0	0
4814	Van tyres and repairs	500	15	500	218	500	0	500	0	0
4815	Training	500	0	500	0	500	0	500	0	0
4818	Litter Collection general	1,200	214	1,200	975	1,375	0	1,000	0	0
Overhead Expenditure		38,900	38,227	41,972	19,095	42,147	0	43,300	0	0
Movement to/(from) Gen Reserve		(38,900)	(38,227)	(41,972)	(19,095)	(42,147)		(43,300)		
<b>900</b>	<b>Public Lighting</b>									
4901	Electricity -PL	10,000	9,422	10,000	5,713	10,000	0	10,000	0	0
4903	New Connections	500	0	500	0	500	0	500	0	0
4904	Replacements	500	0	500	0	500	0	500	0	0
Overhead Expenditure		11,000	9,422	11,000	5,713	11,000	0	11,000	0	0
Movement to/(from) Gen Reserve		(11,000)	(9,422)	(11,000)	(5,713)	(11,000)		(11,000)		
<b>1000</b>	<b>Allotments</b>									
11001	Allotment Rents Received	1,000	1,000	1,100	1,000	1,100	0	1,100	0	0
Total Income		1,000	1,000	1,100	1,000	1,100	0	1,100	0	0
41001	Allotment Rent	1,000	500	1,100	1,000	1,100	0	1,100	0	0
Overhead Expenditure		1,000	500	1,100	1,000	1,100	0	1,100	0	0

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## ADVICE NOTE - Local Council Reserves and Balances

Following the introduction of the Accounts and Audit Regulations in 1996, which can be considered as the birth of the modern rules governing local council accounting and audit procedures, a question was asked in the House of Commons to the then Minister of Local Government regarding the level of reserves which a local council should maintain.

The answer given is still current -- although Sections 32 and 43 of the Local Government Finance Act 1992 require billing and precepting authorities in England and Wales to have regard to the level of reserves needed to meet estimated future expenditure when calculating the budget requirement, statute or regulations do not dictate that a local council should maintain reserves of any particular size or, indeed, that they should maintain any at all. It is widely accepted that a case for a statutory minimum level of reserves, even in exceptional circumstances, has not been made. However, due prudence does require that reserves are built up and maintained.

When reviewing the medium term financial plans and preparing the annual budget the prudent local council will consider the establishment and maintenance of reserves. These will be held for three main purposes:

- a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing (overdraft) e.g. prior to receipt of precept -- this forms part of general reserves,
- a contingency to cushion the impact of unexpected events or emergencies -- this also forms part of general reserves,
- a means of building up funds, often referred to as earmarked reserves, to meet known or predicted liabilities.

With regard to the General Reserve, the question of size has often been asked. The advice to external auditors is that general (i.e. un-earmarked) revenue reserves usually lie within the range of three to twelve months gross expenditure but that the amount should be risk assessed and approved by the Council. The external auditor might still, and taxpayers would also be within their rights to, seek answers regarding the size of any General Reserve relative to the precept. Where a council's year-end General Reserve is significantly higher than the annual precept an explanation should be provided to the external auditor.

Earmarked Reserves are entirely different to the General Reserve and should be established whenever there is a need to "save up" for expected and significant future expenditure as it would be unwise to expect the taxpayer to fund a significant purchase in any one year. The funding for the purchase, for example, of a new vehicle or a new village hall should be "spread" over a number of years so that the total financial burden does not fall to the taxpayer in one single precept. Each year's precept should include an "instalment" which can be transferred to the earmarked reserve and used at the time the expenditure is needed. Earmarked Reserves not eventually spent on the purpose intended should not simply be transferred to the General Reserve but used to reduce the precept or for other capital expenditure in the current or next financial year.

Barrie Woodcock,

SLCC National Financial Advisor.

March 2009.