

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

SGJ/B&B 17.03.2026

12.03.2026

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 17th March 2026 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



Ms Sharron G Jones
Clerk & Financial Officer

MRS SHARRON G JONES

Clerc a Swyddog Cyllidol Clerk & Financial Officer

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SWYDDFEYDD Y CYNGOR

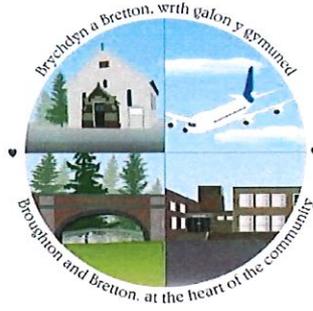
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

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CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

17th March 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 17th February 2026, copy attached.

- 4. MATTERS ARISING FROM THE MINUTES:**

5. VACANCIES IN THE BROUGHTON NORTH SOUTH WARD:

To receive a verbal update from the Clerk and Financial Officer. Two applications have been received to date for consideration as co-opted members. A ballot will take place at the meeting.

6. CHAIR'S REMARKS:

PLANNING AND GENERAL PURPOSES COMMITTEE:

7. 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 March, 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 March.

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. SMALL GRANT APPLICATIONS:

To consider applications for the Small Grants Scheme -
*as at the time of the publication of the agenda, no applications
have been received.*

14. ACCOUNTS FOR PAYMENT:

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

15. BANK RECONCILIATION:

To receive and note the bank reconciliation statement for the
period ending 28th February 2026, copy attached.

16. 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 March and
any other relevant matters.



Minutes of the Hybrid meeting of
BROUGHTON AND BRETTON COMMUNITY COUNCIL
held on
17th February 2026

PRESENT: Councillor Ryan McKeown (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Penny Brett-Roberts, Barrie Gregory, Eileen Gregory, Ros Griffiths, Samantha Jennings and Billy Mullin.

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

112/25 APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillors Chrissy Gee, Mike Lowe, Sara Mason and Gareth Williams.

113/25 DECLARATIONS OF INTEREST:

There were none.

114/25 MINUTES OF THE PREVIOUS MEETINGS:

IT WAS RESOLVED: That the minutes of the previous meeting held on 20th January 2026 be approved as a correct record.

115/25 MATTERS ARISING FROM THE MINUTES:

The Chairman asked the Clerk and Financial Officer for an update on the purchase of the flood 'snake' barriers to which she responded that the council are unable to purchase the barrier until a proper flood plan had been prepared, including the safe and secure method of storing and deploying the barrier.

She would contact Professor Wayman to expedite this matter.

IT WAS RESOLVED: to note the update.

116/25 JOINT SERVICES COMMITTEE:

IT WAS RESOLVED: that the minutes of the Joint Services Committee be approved.

117/25 VACANCY IN THE BROUGHTON SOUTH WARD:

The Clerk and Financial Officer said that the vacancy had been advertised with a closing date of 17th February. A member of the public had expressed an interest, but unfortunately did not reside in the South ward. If no interest, the council would proceed to advertise the vacancy as a Co-option.

IT WAS RESOLVED: that the Vacancy Notice be readvertised after the 17th February 2026.

118/25 CHAIRMAN'S REMARKS:

The Chair referred to a meeting with the Clerk and Financial Officer, the local Primary School and colleagues from Flintshire County Council and Gwella about the funding of the community library which would shortly be arranged.

PLANNING AND GENERAL PURPOSES COMMITTEE:

119/25 SECTION 6 DUTY – BIODIVERSITY THREE-YEAR REPORT:

The Clerk and Financial Officer advised that each year the Council received an update on its Section 6 Duty under the Environment (Wales) Act 2016 but that every three years, the council must produce a three year plan about what had been achieved. The report referred to recent improvements to the Country Park and tree management and that the Community Council had declared a Climate Emergency in March 2023.

Councillors Armstrong-Braun, Gee and Councillor Mason had been appointed as the Community Council's Biodiversity Champions.

IT WAS RESOLVED: to receive the comprehensive report and note the council's achievements and areas for improvement.

120/25 PROPOSED DEVELOPMENT ON LAND TO THE NORTH OF BROUGHTON SHOPPING PARK:

The Clerk and Financial Officer had received a notification from Carney Sweeney in relation to the potential development of a Lidl Supermarket and car parking within the community. The notification formed part of a pre-Planning Consultation that provided Developers the opportunity to work with the community, prior to submitting a formal planning application.

Members referred to the lack of flood alleviation measures within the application and sought assurances in this respect. The community council would ask for these assurances during the planning consultation process and it had been suggested that the volunteer flood group be requested to make individual observations at the same time.

IT WAS RESOLVED: that the Clerk and Financial Officer forward the planning notification to the local Flood Group so that individuals could comment on the application.

121/25 CONSULTATION ON DRAFT PLANNING ENFORCEMENT POLICY 2026:

The County Council had issued a draft policy on planning enforcement for consultation with a deadline of 9th March 2026.

IT WAS RESOLVED: that the Clerk and Financial Officer arrange a Working Group with Councillors Armstrong-Braun, Brett-Roberts, Griffiths and Williams to review the draft policy and formulate the council's response.

122/25 COMMUNITY REVIEW 2025 – DRAFT PROPOSALS:

The Clerk and Financial Officer referred to the Boundary Commission Cymru report on Community Reviews 2025; there had been a recommendation that Broughton and Bretton remain as it is currently, with no changes recommended.

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

123/25 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.

124/25 POLICE MATTERS:

There were none.

IT WAS RESOLVED: to note the information.

125/25 HIGHWAYS/STREETSCENE MATTERS:

Members advised of the following matters to be reported to the County Council's Senior Highways Officer:

- Pot holes had emerged on the road by the Airbus University where the traffic lights were, Eaton Close and near the bus stop on the Main Road.

IT WAS RESOLVED: to note the information and report the matters to the County Council's Senior Highways Officer.

126/25 COUNTY MEMBERS ITEMS:

The County Members advised of the following:

The hedges had been cut along the Main Road, but stopped at the Primary School; this was due to the fact that the school owned the remaining hedge line. A further letter would be sent to the school asking for the hedge to be cut.

A number of new pot holes had been identified and reported to John Griffiths who had issued works tickets for them all.

A member referred to the issue at the Airbus roundabout by the church which had subsequently been escalated to a senior officer at the County Council. There continued to be an increase in the number of vehicles travelling too fast and accidentally hitting the fencing; it was considered that a steel barrier would be more effective.

Members had been disappointed recently about the lack of community liaison from Airbus which had been non-existent during the previous eighteen months. Members had been unaware that the Beluga had been decommissioned and various officials from The Senedd and other local dignitaries had been invited to an event recently, but no-one from the Community Council had been invited.

IT WAS RESOLVED: to note the update and write to Airbus requesting the community liaison role to be fulfilled.

127/25 MEMBERS INFORMATION ITEMS:

Members advised of the following:

The junction on Broughton Hall Road always had cars parked that blocked the view of the road which had caused health and safety issues.

Residents had been unable to use the original Bus Stop on the Main Road due to overgrown hedges and the lack of visibility of the sign.

IT WAS RESOLVED: to note the information and report the matters to the County Council's Senior Highways Officer.

LIGHTING AND AMENITIES COMMITTEE:

128/25 STREET LIGHTING:

There were no faults.

A member asked whether the feasibility of installing lights along the footpath at Brookes Avenue had been progressed. The Clerk and Financial Officer advised that this had been discussed but had been considered quite costly and would require budget approval if it were to be pursued. She agreed to review this matter and provide an update.

IT WAS RESOLVED: that the Clerk and Financial Officer provide an update to the next meeting.

FINANCE AND STAFFING COMMITTEE:

129/25 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments for February be approved in the sum of £12,886.69.

130/25 BANK RECONCILIATIONS:

IT WAS RESOLVED: to receive the bank reconciliation for the period 31st January 2026.

131/25 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated that the cost to the council for the Service Level Agreement for February had been £8,277.00.

She informed members that she had obtained her BA (Hons) Degree in Community Governance with a 2.1 and she thanked members for all their support. Members congratulated the Clerk and Financial Officer on all her hard work and efforts.

Broughton and Bretton Community Council
 Planning Committee – 17th February 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000089/26 Ward: Broughton North East	Installation of air conditioning unit	Centre Managers Office, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 ODE	05.02.2025 Stef Connah No Objections
2.	FUL/001069/25	The installation of replacement mechanical plant and associated fence enclosures. A further notification period has been opened as new or amended documents have been received	Aldi Store, Broughton Shopping Park, Chester Road, Broughton, Chester, CH4 ODP	07.01.2026 Stef Connah OBJECTION – comments raised by a resident at the previous meeting The resident had been assured previously about a number of noise reduction measures and the maintenance of the land behind her property that had included trees and fencing to act as a sound barrier. She had maintained them at her own expense of approximately £400 per annum which was against the original conditions. They had also been advised that the fire exit to the rear of her property would only be used in emergencies, however staff continued to use this exit as a

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Feb-26

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/25/88	Vision ICT - Website Hosting & Support	£468.72	£390.60	£78.12
CRD 0734	BB/25/89	Event Brite - Planning & Flood Risk Training - Clerk	£20.00	£20.00	£0.00
BACS	BB/25/90	Clwyd Pension Fund - Feb Salaries	£537.29	£537.29	£0.00
BACS	BB/25/91	HMRC - Feb Salaries	£403.29	£403.29	£0.00
BACS	BB/25/92	Litter Collector - Feb Salary	£1,516.31	£1,516.31	£0.00
BACS	BB/25/93	HCC - SLA - February	£8,277.08	£8,277.08	£0.00
BACS	BB/25/94	Cllr G. Williams - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/95	Cllr S. Mason - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/96	Cllr S. Jennings - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/97	Cllr E. Gregory - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/98	Cllr B. Gregory - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/99	Cllr P. Brett-Roberts - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/100	Cllr J. Brett-Roberts - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/101	Cllr C. Gee - MMA 2026	£208.00	£208.00	£0.00
		TOTAL	£12,886.69	£12,808.57	£78.12

Chairman:



Chair of Finance:



Clerk & Financial
Officer:



Broughton and Bretton Community Council
 Planning Committee – 17th March 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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1.	FUL/000115/26 Ward: Broughton South	Application for Variation of Condition 2 following Grant of Planning Permission 058793	SMITHY FARM, Broughton Hall Road, Broughton, Chester, CH4 0QS	Reg Date 22.02.2026 Target Date 22.04.2026 James Beattie
2.	OUT/000085/26 Ward: Broughton South	The installation of replacement mechanical plant and associated fence enclosures. A further notification period has been opened as new or amended documents have been received	Land adj. to Smithy Farm, Broughton Hall Road, Broughton, CH4 0QS	Reg Date 25.02.2026 Target Date 26.04.2026 James Beattie
3.				Reg Date Target Date
4.				Reg Date Target Date
5.				Reg Date Target Date
6.				Reg Date Target Date

Broughton and Bretton Community Council
Planning Committee – 17th February 2026

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
1.	ADV/000088/26 Ward: Broughton North East	One illuminated mounted logo sign	Centre Managers Office, BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DE	Approved 04.03.2026 Stef Connah
2.	FUL/000947/25 Ward: Broughton South	Continuation of Development at Broughton Cottage, Mold Road , Broughton at variance to Conditions 1 (Approved Documents) pursuant to Planning Permission ref: FUL/000514/24; to allow for the installation of wash plant and site layout changes	BROUGHTON COTTAGE, Mold Road, Broughton, Chester, CH4 0EW	Approved 03.03.2026 James Suter
3.				
4.				
5.				
6.				

ITEM
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BROUGHTON AND BRETTON Community Council
Accounts for Payment
Mar-26

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/25/102	Cllr McKeown - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/103	Cllr Mullin - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/104	Cllr Griffiths - MMA 2026	£208.00	£208.00	£0.00
BACS	BB/25/105	H W Oultram - Van Fuel - Jan	£59.76	£50.09	£9.67
DD	BB/25/106	SSE - Street Lighting - January	£1,523.06	£1,245.16	£253.84
CRD 0734	BB/25/107	DVLA - Litter Collectors Van Tax	£345.00	£345.00	£0.00
BACS	BB/25/108	Litter Collector - March Salary	£1,516.11	£1,516.11	£0.00
BACS	BB/25/109	Clwyd Pension Fund - March Salary	£537.29	£537.29	£0.00
BACS	BB/25/110	HMRC - March Salary	£403.49	£403.49	£0.00
BACS	BB/25/111	HCC - SLA March	£8,019.21	£8,019.21	£0.00
BACS	BB/25/112	H W Oultram - Van Fuel - Feb	£59.17	£47.68	£11.49
BACS	BB/25/113	FCC - CCTV Cameras	£3,137.42	£3,137.42	£0.00
CRD 0734	BB/25/114	The Range - Bird Seeds	£15.69	£15.69	£0.00
CASH	BB/25/115	Cllr Armstrong Braun - MMA 2026 / Chairs Allowance	£240.00	£240.00	£0.00
		TOTAL	£16,480.20	£16,181.14	£275.00

Chairman:

Chair of Finance:

Clerk & Financial
Officer:

Broughton & Bretton Community Council

Bank - Cash and Investment Reconciliation as at 25 February 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

27/02/2026	16622.28	25,794.44	
09/02/2026	Lloyds 30 Day a/c	134,156.64	
			159,951.08

Receipts not on Bank Statement

0.00

Closing Balance

159,951.08

All Cash & Bank Accounts

1	Lloyds Current a/c	25,794.44	
2	Lloyds 30 Day a/c	134,156.64	
	Other Cash & Bank Balances	0.00	
	Total Cash & Bank Balances		159,951.08