

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

SGJ/GG B&B 04.08.2026

28.07.2026

To: **ALL MEMBERS OF COUNCIL**

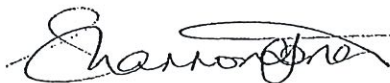
Dear Councillor

YOU ARE HEREBY SUMMONED to attend a **HYBRID MEETING** of the **BROUGHTON AND BRETTON COMMUNITY COUNCIL** on **TUESDAY 04th AUGUST 2026 at 7:30 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



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

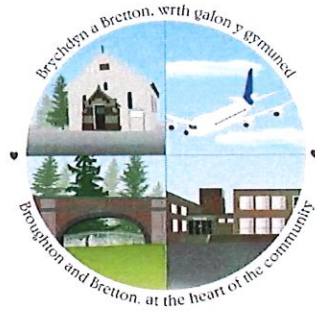
113 Yr Highway, Penarlâg, Glannau Dyfrdwy, Sir y Fflint CH5 3DL. Ffôn/Ffacs: 01244 533692

COUNCIL OFFICES

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www.broughtonandbrettoncommunitycouncil.gov.uk



CYNGOR CYMUNED BRYCHDYN A BRETTON
BROUGHTON AND BRETTON COMMUNITY COUNCIL

HYBRID MEETING

04th August 2026

A G E N D A

Note: Meetings will be recorded for the purposes of minutes.

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 16th June, 2026, copy attached.

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

6. BROUGHTON COUNTRY PARK STEERING GROUP:

To re-confirm the current membership of the Steering Group and to confirm meeting frequency, particularly in light of the section 106 monies of £35,156.90 and plans to develop. The current members are Councillors Armstrong-Braun, Griffiths, Jennings, McKeown and Williams with two vacancies. (Min Ref: 118/23 Nov 2023 refers.)

7. REQUEST TO CORRECT TERMINOLOGY FOR BROUGHTON PARK:

Report attached.

8. MOTION TO CHALLENGE THE CONSTITUTION AND OPERATION OF THE BROUGHTON AND BRETTON COMMUNITY COUNCIL STEERING GROUP:

Report attached.

9. FRIENDS OF THE COUNTRY PARK:

Letter attached for members' consideration.

10. REVIEW OF POLICY FOR AUDIO RECORDING OF COUNCIL MEETINGS:

In light of recent events, the council's policy requires updating. Current policy attached.

PLANNING AND GENERAL PURPOSES COMMITTEE:

11. DEMOCRACY AND BOUNDARY COMMISSION (DBCC) ATTITUDE SURVEY:

The Commission has been asked to explore attitudes and perceptions of Town and Community Councillors with particular consideration to its views on the size and structure of such councils and how they vary according to local circumstances.

As part of this review, Members have received an online questionnaire form, via email, which is asking for your opinion about your area, and your views and experiences of being a Councillor.

The questionnaire is being carried out on DBCC's behalf by Opinion Research Services (ORS), an independent research company and will take around 15 minutes to complete.

Your feedback will help DBCC make recommendations on whether there is an appetite for a review of the size and structure of such councils across Wales. Views are welcomed and encouraged from individual councillors as well as agreed submissions from Councils as a whole. Information provided will be processed securely by ORS and whilst Council based responses will be shared with DBCC, any individual responses will be anonymised.

The link to the English survey can be accessed here - [www.opinionresearch.co.uk/DBCC Town and Community Council Survey](http://www.opinionresearch.co.uk/DBCC_Town_and_Community_Council_Survey)

Additional information on the survey can be found here - [DBCC Town and Community Council survey – Frequently Asked Questions - Opinion Research Services](#)

The council is asked to consider its response.

12. PUBLIC SPACE PROTECTION ORDER:

Report attached.

13. 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**.

14. POLICE MATTERS:

To consider any matters of concern.

15. HIGHWAY/STREETSCENE MATTERS:

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

16. COUNTY MEMBER ITEMS:

To receive any relevant information items.

17. MEMBERS INFORMATION ITEMS:

To receive any relevant information items.

LIGHTING AND AMENITIES COMMITTEE:

18. STREET LIGHTING:

To raise any street lighting faults or related matters.

19. SUMMER PLAYScheme 2026:

Report attached.

20. INTERNATIONAL DAY FOR OLDER PEOPLE:

The 50+ Action Group (Flintshire) is once again organising and hosting a celebration of International Day of Older People.

The event will take place on Saturday 3rd October 2026 at the Civic Hall in Connah's Quay from 11am until 2pm. The group has extended an invitation to the Chair and all members.

Members are asked to consider this invite and confirm attendance for catering purposes.

FINANCE AND STAFFING COMMITTEE:

21. REVIEW OF ANNUAL GRANTS TO COMMUNITY CENTRES:

To review the current arrangements for the annual grant of £1,500 for the Community Centre and Institute and consider any other organisations.

22. ACCOUNTS FOR PAYMENT:

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

23. BANK RECONCILIATION:

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

24. 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
16th June 2026

PRESENT: Councillor Ros Griffiths (Chairman)

Councillors: Klaus Armstrong-Braun, Jeff Brett-Roberts, Penny Brett-Roberts, Chrissy Gee, Barrie Gregory, Eileen Gregory, Sam Jennings, Sara Mason, Ryan McKeown, Billy Mullin, Michael Summers and Gareth Williams.

Officers: Ms S G Jones, Clerk & Financial Officer

Other: Two members of the Public

25/26 APOLOGIES FOR ABSENCE:

An apology for absence had been received from Councillor Mike Lowe.

26/26 DECLARATIONS OF INTEREST:

Councillors Penny Brett-Roberts, Chrissy Gee and Ryan McKeown declared an interest in Item 17 – Review of Annual Grants to Community Centres and duly completed their Declaration of Interest forms.

27/26 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting held on 19th May 2026 be approved as a correct record.

07 Chair's signature: _____

28/26 MATTERS ARISING FROM THE MINUTES:

There were none.

29/26 BROUGHTON COUNTRY PARK STEERING GROUP:

A lengthy discussion ensued and a member argued that there had been no need for a separate Steering Group to the Friends of the Country Park Group. The Clerk and Financial Officer outlined that the Country Park was an asset that belonged to the Community Council and the Steering Group would be responsible for “delivering” the Country Park Management Plan. She also apologised that the Steering Group had only met once and that the purpose of this item was to agree the frequency of meetings, together with the membership.

At its meeting on 16th September, 2025 it had been resolved “*that the ‘Friends of the Park’ become involved with the Country Park and work alongside the Community Council to promote the Country Park and apply for any available funding.*” (Minute number 66/25 16th September refers).

The Clerk and other members acknowledged that the involvement of the ‘Friends of the Country Park’ would be a great asset, particularly with the level of experience, knowledge and professionalism that some members of this group possessed.

A robust discussion ensued and the Chair suspended the meeting for five minutes to allow members to calm down.

Following further discussion, **IT WAS RESOLVED:** that this item be deferred to the next meeting and that the purpose of this item was to confirm the membership of the Steering Group and agree the frequency of meetings.

30/26 INTERNAL AUDIT 2025-26:

IT WAS RESOLVED: that the Internal Auditor’s report for 2025-26 be received and the actions noted and approved.

31/26 ANNUAL RETURN 2025-26:

IT WAS RESOLVED: that the Annual Return 2025-26, including the governance statements, be approved subject to the amendment noted.

32/26 ANNUAL REPORT 2025-26:

IT WAS RESOLVED: that the Annual Report 2025-26 be approved and noted.

33/26 CHAIR'S REMARKS:

The Chair wished to apologise that at the last meeting she had forgotten to thank Councillor McKeown for his time and commitment as past Chairman.

She had attended the her first Civic Sunday event over the weekend at Buckley and it had been very well attended and an enjoyable event.

PLANNING AND GENERAL PURPOSES COMMITTEE

34/26 PLANNING APPLICATIONS AND DECISIONS:

(a) County Council Members:

That 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.

35/26 POLICE MATTERS:

There were no matters to raise.

36/26 HIGHWAYS/STREETSCENE MATTERS:

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

- A caravan salesman in Bretton had used the road / path to park caravans on that had caused an obstruction.
- The kerbsides required weeding and looked untidy. Members requested, whether the new road side sweeper could be used and requested a date for the works to be booked in. Members could then inform residents to ensure that cars would not obstruct the sweeper.
- The height of the overgrown grass on the roundabouts in the area had become a safety and visibility issue and required action.
- The bridal way in Broughton near the Retail Park required a tidy up.

IT WAS RESOLVED: that the above be sent the County Council's Senior Highways Officer John Griffiths for action.

37/26 COUNTY MEMBERS ITEMS:

Councillor Mullin had been in contact with the Senior Highways Officer, John Griffiths, in relation to the poor state of the roundabout on Manor Lane. He has also requested that the old damaged sign be removed that had been left on the left hand side of the A380.

Councillor McKeown shared his disappointed about the lack of Connect Centres that provided recycling in the Broughton and Bretton area. Due to costing issues, the centres had become mobile hubs. It had been agreed that one would serve both Saltney and Broughton, but it appeared to be only focussed on Saltney.

Councillor Mullin said that there would be a presence at Community Centres and people would be notified when the hub is due to arrive. The majority of the Connect Centres are situated in towns and Saltney was considered a town whereas Broughton and Bretton is a community.

Councillor Gee had attended the meeting regarding the Connect Centres and had been advised by the Monitoring Officer that a mobile van would be visiting Saltney and the Broughton area.

Councillor Gee said that the Volunteer Group had been out in the community doing some planting and "Connolly's" had supplied all the wood. The plants had been growing nicely and the volunteers would continue to maintain the planters.

She also advised that school consultations had begun again and she requested that paper copies be made available and not just a reliance on the online methods.

She attended a Conference in St. Asaph for the "Can Cook, Well Fed organisation". Flintshire County Council had provided funding to the organisation in the sum of £460,000 over a five year period. The organisation had to sustain themselves over the five years and then branch out by themselves. She said that it was a really good organisation and that she would arrange a meeting with the Head Teacher at Broughton CP School to encourage them to engage with the organisation.

IT WAS RESOLVED: to note the information.

38/26 MEMBERS INFORMATION ITEMS:

None.

LIGHTING AND AMENITIES COMMITTEE:

38/26 STREET LIGHTING:

There were no lighting reports.

39/26 REQUEST TO PURCHASE A NEW DEFIBRILATOR FOR BROOKES AVENUE:

The Clerk and Financial Officer advised members that the current defibrillator had been obsolete and parts were no longer available. She had been advised that the version to use would be a Lifepak and the cost of a new one, including batteries and pads, would be £1,500.

A member suggested that £500 be earmarked each year to ensure funds would be available for such a good cause.

IT WAS RESOLVED: that a new defibrillator be purchased for Brookes Avenue and that £500 be added to earmarked reserves at year end.

40/26 REVIEW OF ANNUAL GRANTS TO COMMUNITY CENTRES:

IT WAS RESOLVED: that the item be deferred to the July meeting.

FINANCE AND STAFFING COMMITTEE:

41/26 ACCOUNTS FOR PAYMENT:

IT WAS RESOLVED: that the list of payments in the sum £6,379.42. for June, be approved.

42/26 BANK RECONCILIATIONS:

IT WAS RESOLVED: that the bank reconciliations for the periods ending 30th April and 31st May 2026 be approved.

18/26 CLERK AND FINANCIAL OFFICER'S REPORT:

The Clerk and Financial Officer stated that the Service Level Agreement for the month of June had been ££7,394.06.

The Community Review had been carried out by the Democracy and Boundary Commission Cymru with no change to the community of Broughton and Bretton Community Council.

She advised members that sadly the Chapel in Bretton would discontinue to function on the 31st August. The Chapel had a defibrillator that had been installed following fundraising and that the Community Council would need to take on the asset and agree a suitable location. A member suggested it be located at Digby's, the caravan park, as there was a wall next door to the church that belonged to the campsite and that she would make enquiries on behalf of the council.

The Clerk also informed members that she had been employed by the Community Council for ten years this month and thanked members for the support. She continued to thoroughly enjoy her role.

IT WAS RESOLVED: that Councillor Jennings contact Digby's Caravan Park, Bretton about the relocation of the defibrillator.

FINANCIAL POLICIES:

IT WAS RESOLVED: that the following policies be approved and adopted:

- 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 – 16th June 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	FUL/000367/26 Ward: Broughton South	We would like to add a single story rear extension to include a small downstairs bathroom, utility space and living room.	5, Old Warren, Broughton, Chester, CH4 0EG	Reg Date 29.05.2026 Target Date 24.07.2026 Officer Barbara Kinnear No Objections
2.	FUL/000437/26 Ward: Broughton South	Single storey rear extension, with brick walls and flat roof. Interior alterations to suit.	11, Denford Close, Broughton, Chester, CH4 0SP	Reg Date 18.05.2026 Target Date 13.07.2026 Officer Stef Connah No Objections
3.	ADV/000419/26 Ward: Broughton North East	Advertisement Consent to install five non-illuminated sponsorship signs 1000x500mm placed on the roundabout using a powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout 21, A5104 Chester Road, Broughton, Flintshire, CH4 0FX	Reg Date 13.05.2026 Target Date 08.07.2026 Officer Stef Connah No Objections
4.	ADV/000423/26 Ward: Broughton North East	Advertisement consent to install three non-illuminated sponsorship signs 1000x500mm placed on the roundabout using a powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout 16, Manor Lane/B5125 Chester Road, Bretton, CH5 3GL	Reg Date 14.05.2026 Target Date 09.07.2026 Officer Stef Connah No Objections

Broughton and Bretton Community Council
Planning Committee – 16th June 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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5.	ADV/000421/26 Ward: Broughton North East	Advertisement consent to install four non-illuminated sponsorship signs 1000x500mm placed on the roundabout using a powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout 15, Manor Lane (Kimberly Clark), Bretton, CH5 3PJ	Reg Date 13.05.2026 Target Date 08.07.2026 Officer Stef Connah No Objections
6.	ADV/000422/26 Ward: Broughton North East	Advertisement Consent To install four non-illuminated sponsorship signs 1000 x 500mm placed on the roundabout using powder coated two posts and plate, passive sign system, one sign located facing each road entrance.	Roundabout 14, Manor Lane/B5129 Roundabout, Bretton, CH5 3PS	Reg Date 13.05.2026 Target Date 08.07.2026 Officer Stef Connah No Objections
7.	FUL/000428/26 Ward: Broughton North East	SINGLE STOREY EXTENSION TO REPLACE EXISTING SINGLE STOREY EXTENSION AND TIMBER SHED	1, Lesters Lane, Bretton, Chester, CH4 0DA	Reg Date 09.06.2026 Target Date 04.08.2026 Officer Stef Connah No Objections

BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jun-26

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/26/23	Litter Collector - June Salaries	£1,516.31	£1,516.31	£0.00
BACS	BB/26/24	Clwyd Pension - June Salaries	£522.77	£522.77	£0.00
BACS	BB/26/25	HMRC - June Salaries	£403.29	£403.29	£0.00
BACS	BB/26/26	H W Oultram - Van Fuel - May	£68.30	£57.25	£11.05
DD	BB/26/27	SSE Energy - Street Lighting - April	£932.68	£777.23	£155.45
BACS	BB/26/28	Groundwise - Tree Works - Ash Tree, Brookes Ave	£720.00	£600.00	£120.00
BACS	BB/26/29	Clear Councils - Council Insurance Renewal	£1,706.38	£1,706.38	£0.00
CRD 1740	BB/26/30	Steve Durrands - Year End Assistance ACC's	£295.00	£295.00	£0.00
BACS	BB/26/31	OVW - National Conf & Awards Ceremony - Chairmans Ticket	£139.00	£139.00	£0.00
DD	BB/26/32	The Range - Bird Seed	£15.69	£15.69	£0.00
CRD5814	BB/26/33	Daleside - Compost	£60.00	£50.00	£10.00
		TOTAL	£6,379.42	£6,082.92	£296.50

Chairman:



Chair of Finance:

Clerk & Financial
Officer:






BROUGHTON AND BRETTON COMMUNITY COUNCIL
CYNGOR CYMUNED BRYCHDYN A BRETTON

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

Name of Councillor(S)	Michael Summers
Title of Report	Request to Correct Terminology for Broughton Park
Purpose of Report	To request that Broughton & Bretton Community Council formally adopt and use the correct operational term "Broughton Community Park" when referring to Broughton Park and discontinue the use of the term "country Park"
Background to this request	Flintshire County Council does not designate or manage Broughton Park as a Country Park. The site does not meet Country Park criteria under the Countryside Act 1968 or Flintshire's countryside-service framework. The park is managed and maintained as a Community Park/ Local Amenity Green Space within the Broughton settlement. Continued use of the term "Country Park" creates governance inaccuracy, public confusion and inconsistency with Flintshire's operational classification. Also the use of "Community Park" is a more friendly community friendly alternative.
Financial Implications	Minimal
Environmental Implications	None

Decision sought by Council	That the Council: 1. Ceases using the term "Country Park" in minutes, reports, public communications and discussions. 2. Standardise the correct term "Community Park" for all future references. 3. Update any existing documentation or communication where the incorrect term has been used.
Advantages of this proposal	Ensures the accuracy, consistency and alignment with Flintshire County Council's recognised classification of the site.
Disadvantages of this proposal	None apart from updating references both current and future.
Equality implications	None
Climate Change/Biodiversity impact	None



BROUGHTON AND BRETTON COMMUNITY COUNCIL
CYNGOR CYMUNED BRYCHDYN A BRETTON

PROFORMA FOR COUNCILLORS TO ADD ITEMS TO THE AGENDA

Name of Councillor(S)	Michael Summers
Title of Report	Motion to Challenge the Constitution and Operation of the Broughton and Bretton Community Council Steering Group
Purpose of Report	Our Standing Orders recognise only Committees and Sub Committees. They do not recognise Steering Groups or Working Groups in any capacity. That means these bodies have no authority, no standing, and no ability to act on behalf of the Council unless the Council has formally created them with proper Terms of Reference. The Steering Group has never had Terms of Reference, it has been inactive for a long period, and it was never constituted under Standing Orders. Procedurally, it is not an active body. 1. It cannot meet, 2. It cannot make decisions, 3. It cannot be treated as if it has any delegated powers. 4. Continuing to refer to it as if it exists is simply not compliant with our own rules. If the Council wants work to continue, we must follow the correct process. That means formally dissolving the Steering Group, or creating a Working Group properly by resolution with defined membership, remit, reporting requirements, and duration. If we dissolve the Steering Group and start fresh and formally set up a group to provide suggestions for how to best use the section 106 money allocated for Park use.

	To get the best and probably the quickest this group could be composed of three council members two of whom have knowledge of the Park and a third to be Chair. We could also include Friends of the Park (a group the Council has recognised). They can call on advice from other organisations such as Flintshire County Council Bio-diversity Officer and also the experience of our own maintenance team (they visit the Park regularly and have an understanding of the Park operation). This group would have specific terms of reference and be time limited (say December 2026). They would report to the Council who will ultimately be the decision makers. They will either support the recommendations or reject them and require the team to rethink.
Background to this request	The current “steering group” has never been constituted under standing orders, is not an active body and has not and cannot make any recommendations
Financial Implications	Time required to set up a properly constituted group
Environmental Implications	Possible environmental changes dependant on how the section 106 money is spent
Decision sought by Council	To ensure whichever solution is accepted it is fully compliant with standing orders
Advantages of this proposal	Ensure full compliance with our Standing orders.
Disadvantages of this proposal	None
Equality implications	None
Climate Change/Biodiversity impact	Fully dependant on final outcome.



Friends of Broughton Country Park
c/o Broughton War Memorial Institute
Main Road, Broughton,
Flintshire, CH4 0NN

Sent by email: mail@broughtonandbrettoncommunitycouncil.gov.uk

Mrs Sharron Jones FSLCC, PGDBA, CiLCA, BA (Hons)
Clerk and Financial Officer
Broughton & Bretton Community Council ("BBCC")
Council Offices
113 The Highway
HAWARDEN
CH5 3DN

Date: 13th July 2026

Ref: Friends of Broughton Country Park ("FoBCP") working with BBCC for community benefit.

Dear Mrs Jones

I write as Chair, and on behalf of, the newly formed Friends of Broughton Country Park ("FoBCP").

FoBCP has been formed as group of dedicated community locals, able, keen and willing to support BBCC in protecting and developing the Broughton Country Park ("BCP") for current and future generations. FoBCP see BCP both as a wildlife and nature haven to protect, alongside being a valuable community owned resource for resident enjoyment and usage to maintain and develop considerably.

Our draft Constitution is at its last amendment, alongside the numerous other policies, legal structures and items such as insurances and banking facilities which are recognised needs and in progress as each other element drops into place. Our finalised Constitution will be shared to the BBCC by your two representatives also on FoBCP, Cllr. Chrissy Gee and Mrs Sara Mason.

Our Constitution indicates that we wish to work collaboratively and constructively with BBCC using the agreed Management Plan so that we can work together for the future of the park as noted above. Our aim is to be a supportive local group with specific focus on BCP able to provide additional resource and bandwidth for the protection and maintenance of BCP. I note that the Management Plan is due to be reviewed in 2027/8, where you will state whether specific legacy objectives have been achieved and reset the future plans for BCP. FoBCP offer you our full support and assistance in that Management Plan review and renewal. As an independent body, we will also seek to hold BBCC and FCC to account for the successful delivery of those plans.

By working in tandem we will be able to assist BBCC in achieving these shared objectives for BCP. As examples:

- In line with Management Strategy 7:5-9, supporting planting of bulbs, interpretation boards, benches, and dog waste bins
- Stakeholder engagement. FoBCP will be working with most of the stakeholder groups mentioned, especially within the local community and Primary School. We hope to hold events like:

Friends of Broughton Country Park

c/o Broughton War Memorial Institute, Main Road, Broughton, Flintshire, CH4 0NR

Registered Charity: PENDING CIO-Foundation, Registered PENDING (Charity Commission for England & Wales)
Elusen Gofrestredig: ARFAETH CIO-Foundation, Cofrestredig ARFAETH (Comisiwn Elusennau Cymru a Lloegr)

FofBroughtonCP@gmail.com

- Litter-picks
- Treasure Hunts;
- Liaising with NRW and Rangers.
- Wildlife watches, Planting & Clearing
- Pond monitoring and maintenance
- BCP zonal planning and considerate environmental planning alongside facility development options (eg new amenities, accessibility etc)

One of our aims is to involve and engage children within the park at an early age, ideally increasing respect for nature and reducing antisocial behaviour and vandalism as they get older. Equally the engagement of the neighbouring residents is key to end the practice of over the fence compost tipping etc.

We hope to grow a group of volunteers to work alongside existing maintenance teams and County Council Countryside Rangers. Following approved training & risk assessment, they may be able to take on some of the tasks within the park that may need more regular attention in between planned maintenance.

We also have an experienced volunteer Treasurer who has been very successful in gaining funding from a number of funding streams for the Broughton War Memorial Institute. He is working initially on the Charitable structure, banking facilities and then grant funding options aligned to the delivery plans of FoBCP and BBCC for BCP as a wonderful community owned asset to Broughton and Bretton.

You will also have ideas where we can help, so we will be happy to hear them.

I hope this letter reassures BBCC of our shared interest and full interest and intent to collaborate to achieve community good.

To assist us in taking things forward, I request a copy of the agreed works programme and timetable for the park, so that we can see where we can assist. Also, insight and timetable to the upcoming Management Plan review, to allow us to offer input and assistance.

If you have any queries, please don't hesitate to get in touch and I will do my best to assist, arrange a meeting of key individuals or attend a BBCC meeting session.

Yours Sincerely,

Elsie Roberts.
Chair, Friends of Broughton Community Park.

Friends of Broughton Country Park

c/o Broughton War Memorial Institute, Main Road, Broughton, Flintshire, CH4 0NR

Registered Charity: PENDING CIO-Foundation, Registered PENDING (Charity Commission for England & Wales)
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FofBroughtonCP@gmail.com



Broughton and Bretton Community Council
Policy for Audio Recording of Council Meetings
July 2026
(last revised: April 2024)

1.0 Introduction:

- 1.1 Following the resolution at Minute 180/24 of the Community Council meeting held on Tuesday 19th March 2024, it was agreed that a policy be drafted for consideration for audio recording of council meetings.
- 1.2 This policy has been produced to assist with the conduct of the recording of meetings and to ensure that the Council is compliant with its legal obligations.

2.0 Purpose of recording meetings:

- 2.1 The recording of meetings may be of use for lengthy meetings where the accuracy of minute taking can become difficult over a long period. Such recordings do NOT replace the Minutes of the meeting which are the formal record of all meetings, but may assist with the accuracy of the formal record or if there is dispute over what was said.

3.0 Provisions:

- 3.1 The Agenda will indicate that the meeting will be audio recorded. The recording will be made by the Clerk or the person charged with taking the minutes of the meeting.
- 3.2 The Chairman will include an announcement on the recording of the meeting as part of the opening of the meeting announcements. Attendees not present at the start of the meeting will be informed that a recording is taking place. Signs will also be placed on the tables at the meeting which will state that the meeting is being audio-recorded.
- 3.3 Any prior correspondence with prospective attendees to a meeting, such as planning applicants, supporters or objectors on planning and other applications, will state that the meeting will be recorded.

- 3.4 **Any member of the public has the right not to be recorded.** If any member of the public speaking at the meeting does not wish to be recorded, they must let the Chairman of the meeting or Clerk know at the start of the meeting.
- 3.5 The Chairman has the discretion to request that the recording is paused if continuing to record would prejudice the proceedings of the meeting. Examples of this are:
- Public disturbance or any other suspension of the meeting;
 - A member of the public participating in the meeting objects to being recorded and it is not possible to effectively conduct the business on the Agenda whilst respecting the objection.

The Chairman will request that the recording be re-started.

- 3.6 The recording will stop once a resolution to exclude the press and public to consider exempt or confidential items has been passed.
- 3.7 If the Agenda does not contain a motion to exclude the press and public, the recording will stop after the formal close of the meeting.
- 3.8 The Council will not provide transcripts of recordings or any extracts from them. The Minutes of the meeting are the official record of proceedings.
- 3.9 After the meeting, the recording will be retained until after the following meeting at which the minutes are approved as a correct record and then deleted.
- 3.10 If any councillor disagrees with their accuracy, the approval of the Minutes will be deferred until the Clerk has checked the recording and resolved the councillor's query on their accuracy. However, it should be noted that the Minutes are not a verbatim account of what was said and took place at a meeting. Once resolved, the Minutes will be considered at the next meeting of the Council and after being approved as

the next meeting of the Council and after being approved as a correct record, the recording will be deleted. The minutes are the Clerk's responsibility to produce with the council approving them for accuracy.

- 3.11 Any recordings of meetings will be subject to the Freedom of Information Act and Data Protection Act, where relevant, subject to the standard exemptions from disclosure under such legislation. A cost will be incurred if anyone requests a copy of the recording at a rate of £5.
- 3.12 Members of the public/anyone requesting a copy of the recording will be asked to sign a disclaimer to say that they will not edit, or add any content to the recording and post on social media and other electronic sites.

Amended and adopted July 2026
SGJ/GG

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



To: All Town & Community Councils in Flintshire

Your Ref/Eich Cyl
Our Ref/Ein Cyf PSPOs 2026
Date/Dyddiad 24th June 2026
Ask for/Gofynner arr
Direct Dial/Rhif Union 01352 703440
E-mail/ebost
PSPO@flintshire.gov.uk

Dear Councillor,

Consultation to renew Alcohol Control and Dog Control Public Spaces Protection Orders (PSPO) in Flintshire, 24 June 2026 to 31 July 2026

I write to inform you that a consultation concerning Flintshire's Public Spaces Protection Orders (PSPOs) has commenced.

PSPOs are interventions to prevent individuals or groups committing anti-social behaviour in public spaces. These powers were introduced as part of the Anti-Social Behaviour, Crime and Policing Act 2014.

Councils may grant a PSPO after consultation with the Police, the Police and Crime Commissioner and appropriate community representatives. They can be enforced by council officers, police officers or suitably authorised police community support officers. At present, there are two PSPOs in place in Flintshire which relate to dog control and the consumption of alcohol.

PSPOs can last for a maximum of three years before a review is required. As part of the statutory process we are now conducting a consultation on the current orders. Below is a brief outline of the prohibitions associated with the Dog Control and Alcohol Control Orders:

Ty Dewi Sant, St Davids Park
Ewloe, Flintshire. CH5 3FF
www.flintshire.gov.uk

Ty Dewi Sant, Parc Dewi Sant,
Ewlo, Sir Y Fflint. CH5 3FF
www.siryfflint.gov.uk

Yours sincerely



Chief Officer (Place and Growth)

Ty Dewi Sant, St Davids Park
Ewloe, Flintshire. CH5 3FF
www.flintshire.gov.uk

Ty Dewi Sant, Parc Dewi Sant,
Ewlo, Sir Y Fflint. CH5 3FF
www.sirymfflint.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.

Broughton and Bretton Community Council
Planning Committee – 04th August 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
1.	DET/000578/26 Ward: Broughton North East	Application for Approval of Details Reserved by Condition 3, Planning Permission FUL/001069/25	5, Old Warren, Broughton, ChestAldi Store, Broughton Shopping Park, Chester Road, Broughton, Chester, CH4 0DPer, CH4 0EG	Reg Date 03.07.2026 Target Date 28.08.2026 Officer Stef Connah
2.	FUL/000564/26 Ward: Broughton North East	Installation of electric vehicle charging hub with associated infrastructure including lighting/CCTV.	BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP	Reg Date 30.06.2026 Target Date 25.08.2026 Officer Stef Connah
3.	ADV/000563/26 Ward: Broughton North East	The installation of new signage to comprise; 4 no. Electric Vehicle Charging signs, 4 no. directional signs to be mounted to existing columns and 1 no. fence mounted 'Osprey' logo.	BROUGHTON SHOPPING PARK, Chester Road, Broughton, Chester, CH4 0DP	Reg Date 30.06.2026 Target Date 25.08.2026 Officer Stef Connah
4.	FUL/000551/26 Ward: Broughton North East	The proposal relates to Glynne Arms car park at the Airbus site in Broughton and involves widening the existing access from the A5104 to introduce an additional exit lane to reduce congestion during shift changes, including widening the access point on the classified highway, relocating a street lighting column and utility pole if required following consultation, and adding Keep Clear road markings on the public	British Aerospace Airbus Ltd, Chester Road, Broughton, Chester, CH4 0DR	Reg Date 25.06.2026 Target Date 20.08.2026 Officer James Beattie

Broughton and Bretton Community Council
Planning Committee – 04th August 2026

Planning applications:

No.	Planning Application Number	Proposal	Address	CASE OFFICER
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		highway to improve safety and traffic flow.		
5.	DET/000619/26 Ward: North East	Application for approval of details reserved by condition 5 (Solar Array Details), 7 (CEMP), 8 (CTMP), 11 (Landscape), 13 (Lighting Assessment), 14 (Building Details) & 16 (Archaeology WSI) of Planning Permission DNS_3251545	Bretton Hall, Chester Road, Saltney, Chester, CH4 0DF	Reg Date 24.07.2026 Target Date 18.09.2026 Officer James Suter
6.	FUL/000643/26 Ward: Broughton South	Proposed 2 storey side extension with new side wall stepping in to follow boundary	50, The Boulevard, Broughton, Chester, CH4 0SW	Reg Date 27.07.2026 Target Date 21.09.2026 Officer Stef Connah
7.	FUL/000596/26 Ward: Broughton North East	Proposed new dormer bungalow	DIGBY FARM, Bretton Lane, Bretton, Chester, CH4 0DX	Reg Date 21.07.2026 Target Date 15.09.2026 Officer Stef Connah

Broughton and Bretton Community Council
Planning Committee – 04th August 2026

Planning Applications confirmed by FCC

No.	Planning Application Number & Date	Proposal	Address	CASE OFFICER
1.	FUL/000437/26 Ward: Broughton South	Single storey rear extension, with brick walls and flat roof. Interior alterations to suit.	11, Denford Close, Broughton, Chester, CH4 0SP	Approved 08.07.2026 Stef Connah
2.	FUL/000571/24 Ward: Broughton South	Proposed Erection of a Farm Managers Dwelling	Land to the South East of Bretton Lodge Farm, Bretton Lane, Bretton, Chester, CH4 0DW	Approved 01.07.2026 James Beattie
3.	FUL/000367/26 Ward: Broughton South	We would like to add a single story rear extension to include a small downstairs bathroom, utility space and living room.	5, Old Warren, Broughton, Chester, CH4 0EG	Approved 21.07.2026 Barbara Kinnear
4.	FUL/000452/26 Ward: Broughton North East	Erection of a new aircraft hangar and soak-away for surface water.	Business Aviation Centre, Flint Road, Saltney Ferry, Chester, CH4 0GZ	Approved 16.07.2026 Alison Dean
5.				
6.				



Cyngor Cymunedol
Brychdyn a Bretton

Cynlluniau Chwarae Haf 2026

- **Brookes Avenue** Dydd Llun - Ddydd Gwener
Amser: 14:00 - 16:00
Dyddiad: 10 - 28 Awst 2026

Broughton and Bretton
Community Council

Summer Playscheme 2026

- **Brookes Avenue**
Time: 14:00 - 16:00
Date: 10 - 28 August 2026

Dod o hyd i ni ar / Find us on



*Diolch i Gyngor Cymuned Brychdyn a Bretton am eu cefnogaeth
ariannol at sicrhau bod gan bob plentyn hawl i chwarae*

*Thank you to Broughton and Bretton Community Council for their
financial contribution ensuring every child has a right to play.*



Prosiect Gwyliau Gwaith Chwarae
Playworks Holiday Project



BROUGHTON AND BRETTON Community Council
Accounts for Payment
Jul-26

Ref:	Voucher No:	Payee:	Amount	Amount Net	VAT
BACS	BB/26/34	Litter Collector - July Salaries	£1,516.31	£1,516.31	£0.00
BACS	BB/26/35	Clwyd Pension - July Salaries	£522.77	£522.77	£0.00
BACS	BB/26/36	HMRC - July Salaries	£403.49	£403.49	£0.00
BACS	BB/26/37	H W Oultram - Van Fuel - June	£82.63	£69.26	£13.37
DD	BB/26/38	SSE Energy - Street Lighting - May	£807.64	£673.03	£134.61
BACS	BB/26/39	Groundwise - Tree Works - Ash Tree	£720.00	£600.00	£120.00
CRD 1740	BB/26/40	Charlies - Hiviz Jacket / Polo Shirt / Gloves - Litter Collector	£47.95	£39.97	£7.98
BACS	BB/26/41	RS Training - Defibrillator - Brookes Avenue	£1,500.00	£1,500.00	£0.00
BACS	BB/26/42	SLA - June	£7,394.06	£7,394.06	£0.00
BACS	BB/26/43	SLA - July	£6,614.20	£6,614.20	£0.00
BACS	BB/26/44	Chairman - Mileage - SLCC Conference	£108.90	£108.90	£108.90
CRD 1740	BB/26/45	The Range - Bird Seed	£15.69	£15.69	£0.00
DD	BB/26/46	SSE Energy - Street Lighting - June	£733.91	£611.59	£122.32
		TOTAL	£20,467.55	£20,069.27	£507.18

Chairman:

Chair of Finance:

Clerk & Financial
Officer:

Broughton & Bretton Community Council

Bank - Cash and Investment Reconciliation as at 23 June 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

23/06/2026	16622.28	30,928.92	
09/06/2026	Lloyds 30 Day a/c	124,407.16	
			155,336.08

Receipts not on Bank Statement

0.00

Closing Balance

155,336.08

All Cash & Bank Accounts

1	Lloyds Current a/c	30,928.92
2	Lloyds 30 Day a/c	124,407.16
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	155,336.08